

5. Study and Action Plan

required for mobility on the related infrastructure

EU4ART Alliance WP2-WG2
Strengthening Mobility Working Group



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<https://eu4art.eu>



● **accademia
di belle arti
di roma**

Hochschule für Bildende Künste Dresden



**Art Academy
of Latvia**

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Alliance for Common Fine Arts Curriculum “EU4ART”

The proposed alliance of four partners aims to explore, define and strengthen these specific local qualities. Unlike the university approach, where European networks mainly seek to harmonise teaching methods or curriculum, this alliance highlights learning together through difference.

The EU4ART project, we have established a common structure to share art technique specific knowledge and practical experience. Professionally developed and aligned curriculum created in the field of sculpture, painting and graphics. Students can move smoothly, without difficulty, from one institution to another. The mobility route of the student is selected, he is aware of the correspondence of their subjects.

We hope that by the time you have worked through this booklet, you will have a better information about the participant institutions and countries and how it can be beneficial to you in your academic and career planning.

This booklet has been prepared as part of the EU4ART project funded with the support of the European Universities of the European Commission.

Alliance members:

- Hungarian University of Fine Arts
- Dresden Academy of Fine Arts
- Academy of Fine Arts of Rome
- Art Academy of Latvia

Hungarian University of Fine Arts

Welcome to the member of the EU4ART consortium to the Hungarian University of Fine Arts. This practical guide contains helpful advice and information for international and exchange students who are preparing to live and study in Budapest, the capital of Hungary. Please read this handbook carefully. You will find information about accommodation, applications processes and study-courses, learning agreements, contact persons and daily life at the University that we hope will help you to adjust quickly to study life here in Budapest.

Overview of the study structure and educational concepts

The institutional structure (curriculum) of the Hungarian University of Fine Arts (HUFA) is harmonized with the Training and Output Requirements determined by the Higher Education Act. The educational system is based on the aligned teaching methods through the current course descriptions offered by sample study plans provided by eleven departments. The education focuses on the diverse development of the students' skills. The Painter, Sculpture, and Graphic department offers five years training program (cannot be separated into BA and MA), as well as the Conservation Department and Intermedia Department. The Scenography Department and the Art Theory and Curatorial Studies Programs divided into BA and MA programs. The subject Artistic Anatomy and Projection provided by the Department of Artistic Anatomy, Geometry and Projection are mandatory requirement for most of the programs (Intermedia and Art Theory excluded). Throughout their whole studies, art history is also compulsory for all fine arts students. Those students who also would like to graduate as a visual educator continue learning at the Visual Education Department two additional semesters. Parallel to the above-mentioned departments, the Foreign Language Office primarily develops the students' language skills.

Beyond the gradual training, the university has a Doctoral School (DS) offering a postgraduate program.

Study programmes

Master/ Diploma Degrees

Master Degree study courses are available at the Hungarian University of Fine Arts Budapest. Students studying in departments offering the Hungarian Diploma (i.e., Fine arts) are must arrange their own study schedule with their Professor, according to interests, study course requirements (ECTS, modules) and class projects. The Hungarian Master Diploma is a 5-year/10 semester's study course structured to give students with the independent theoretical and practical competence required for the individual fields of study, including the possibility to explore other fields of interest. Students are required to choose and successfully complete a pre-determined number of both compulsory and elective courses, which for each course a graded certificate is awarded (these grades can be translated into equivalent ECTS points for incoming students). The successful completion of these courses is mandatory for the taking of the (first exam) and "Diploma" examinations. Comprehensive study schedules (in Hungarian) for all study departments can be downloaded from our homepage.

Diploma programmes

Art Theory and Curatorial Studies Programs

The Hungarian University of Fine Arts launched a BA Program in Fine Art Theory in September 2009 and established the Department of Art Theory in 2010. As of the academic year 2012-13, each year the department offers two programs in accordance with the Bologna system of study cycles: a BA Program in Fine Art Theory and an MA Program in Contemporary Art Theory and Curatorial Studies. The language of these courses is HUNGARIAN. However, the Department intends to launch an MA programme in English. As soon as the accreditation process ends, the programme will be announced.

http://www.mke.hu/en/art_theory.php

Conservation Department

MA: 10 semesters

The Fine Art Branch of the Conservation Program at the Hungarian University of Fine Arts trains painting, wooden sculpture and stone sculpture conservators, while students in the Branch of Applied Arts Object Conservation can specialize in five fields (wooden objects and furniture conservation, metal and goldsmith objects conservation, paper and leather conservation, textile and leather conservation and siliceous objects conservation).

<http://www.mke.hu/en/node/33652>

Graphics Department / Specialization in Graphic Arts

MA: 10 semesters

Graduate education in the Graphic Arts specialization focuses on the theoretical foundations and practical application of autonomous, printmaking, and functional graphic genres. Teaching in drawing during the first four semesters is combined with courses introducing students to the basics of traditional printmaking techniques with intensive workshop assignments.

<http://www.mke.hu/en/node/33795>

Graphics Department / Specialization in Graphic Design

MA: 10 semesters

In the first two years, training in the Graphic Design specialization addresses current theories and historical subjects. Students become familiarized with the history of printmaking and graphic design and an overview of various techniques. They study the cultural history of writing, alphabets, typography, and print processes. From the third year onward, students are introduced to various fields of application in screen printing and photography and are encouraged to choose their own research topics related to photo processing, the use of equipment, materials, films, and various methods of digital image processing.

<http://www.mke.hu/en/node/33796>

Intermedia Department

MA: 10 semesters

In the framework of the Intermedia Program, art education and training is extended to artistic forms and techniques which first emerged in the visual arts of the

20th century (photo-kinetic and electronic arts, multimedia, installation, new techniques of communication, environment and action art).

<http://www.mke.hu/en/node/33653>

Painting Department

MA: 10 semesters

Theoretical and practical training in the Painting Program is taught in a traditional formulation of students gathered around professors (tutor system). This approach not only presupposes ongoing cooperation between mentor and students in an informal, quasi-seminar environment, but it also permits in-house evaluation as well as real-world tests of talent by means of mid- and end-of-year exhibitions, debuts, art competitions, and degree shows.

<http://www.mke.hu/en/node/33643>

Scenography Department

BA, MA

The Scenography Department has developed its program in view of a new trend in the universal theatre and motion picture arts, according to which the creation of a complex visual world – stage sets and costumes – in performing arts is to be interpreted within a unified framework, often within the competence of the same artist. The program trains future designers whose contribution can be organically integrated into theatrical and motion picture work processes, while they also maintain their autonomy and unique artistic approach in their creative input.

<http://www.mke.hu/en/node/33647>

Sculpture Department

MA: 10 semesters

During the course of their graduate studies, students in the Sculpture Program are familiarized with skills relating to plastic art and self-expression, materials used in sculpture, as well as various traditional and modern techniques. This is the only program at HUFA that provides basic courses to all first year students, which facilitate an exploration of the main aspects of sculptural trends, techniques and materials from a creative position. The curriculum is supplemented for students higher up in their studies by thematic assignments, the planning of exhibition concepts and the invitation of Hungarian and international guest lecturers.

<http://www.mke.hu/en/node/33646>

Visual Education Department

The Hungarian University of Fine Arts looks back on a long and prominent history of teacher training – grounded in visual art education – spanning over 140 years, since its foundation. The MA Program in Visual Education aims to continue and cultivate this tradition, as it trains visual art students who, in addition to working as artists, also wish to teach art.

<http://www.mke.hu/en/node/33654>

Doctoral Programme

The subject of the doctorate training program is in the field of fine art, including painting, sculpture, graphics, graphic design, intermedia, as well as stage and costume design, and restoration. The objective of the doctorate program is to obtain a Doctor of Liberal Arts degree. The Hungarian Fine Arts University Doctoral School offers an 8-semester curriculum. On completion of the first 2 years, they have to take a “complex exam” and in the next 3 years complete the final doctoral dissertation and art project in order to receive the DLA diploma. The student’s supervisor follows the student’s work, offering regular consultations. The students report on their artistic and research project every 6 months as well as an evaluation of the lecturing program in the Doctoral School.

http://www.mke.hu/en/doctoral_prog.php

Studio (Atelier) Space

Incoming students are allocated to a professor according to their individual study discipline and receive studio/study space, according to availability, for the duration of their studies at the Hungarian University of Fine Arts Budapest. Studio spaces are distributed within the individual classes and are located directly at the Main building and Epreskert campuses. Students have access to their studios throughout the week. Individual classes meet regularly on campus throughout the semester to discuss organisational matters regarding projects, excursions, exhibitions, and for critiques. Professors and workshop tutors are available throughout the semester for advice about studies or projects.

Departments have the following schedule: according to the sample study plan, the department related practical courses had been held at 8 AM to 12 AM during all of the ten semesters. During the afternoons, the students participate in the proper theoretical courses according to their academic year and curriculum. After the

courses, the studios open for the students to continue the work-related their creative work. The studios or workshops can be used under the supervision of the master teachers.

The list of the available studios at the university:

Sculpture Department:

Techniques of digital 3D room

Studio for stone processing techniques

Studio for gypsum foundry workshop

Studio for bronze foundry workshop

Studio for metalworking techniques

Painting Department:

Studio for mural painting techniques

Studio for paint production techniques

Digital studio

Graphic Department:

Studio for screen printing

Studio for lithography

Studio for relief and intaglio printing

Photo lab

Computer workstations

Technical Workshops

Workshop teachers and supervisors are available to assist with technical problems and offer additional technical courses in many specialty subjects. Most workshops are open to host department students. If you are interested in taking courses or need advice from one of the many technical workshops at the University, please make an appointment with the corresponding workshop teacher and the head of the chosen department. Workshop supervisors will be able to provide you with technical assistance and course timetables. In order to take part in students must contact the workshop teacher in order to sign-up for courses.

Library facilities

The Hungarian University of Fine Arts Library, Archives and Art Collection has one of the most valuable art related book collections in Hungary. The Hungarian University of Fine Arts and the collection was founded in 1871. Due to the professional and precise acquisition, by the turning of the 19th and 20th century an exceptional collection emerged. Not only the essential academic teaching materials and documents, but also different special collections established: photographs, posters and lithographs, graphics collection, Japanese woodcuts and sample sheets, 19th century ornamental sample sheets, etc. These items are not only relics of the past educational methods but art pieces too. The collection of the university reflects all areas that are requisite in the academic art education. The original neo-renaissance wood panel galleried reading rooms with decorated wrought iron grills and the original furniture are recall the atmosphere of the turning of the 19th and 20th century.

Most foreign art journals are only available in Hungary at the library of the Hungarian University of Fine Arts. Services provided by the library and the archive are at the disposal of artists, researchers, students and lectures of different departments and institutes who wish to use images to enhance their work. Only the students, teachers and staff-members of our university, the Moholy-Nagy Laszlo University and the art historian department of other Hungarian universities are entitled to borrow documents. An ID card with photo is also necessary to get the library membership.

Location / building

The building of the Hungarian University of Fine Arts is situated in Andrásy road, half-way between Oktogon and Kodály körönd. Access by underground (1st or "yellow" line, "Vörösmarty utca" station), 73 and 76 trolleybus ("Andrásy út" stop) and any service calling at Oktogon or Kodály körönd.

HUFA buildings:

Hungarian University of Fine Arts main building: Budapest, 1062 Andrásy út 69-71.

Epreskert: Budapest, 1063 Kmety Gy u. 26-28.

Dormitory: 1087 Budapest, Stróbl Alajos utca 3/A

Feszty-house: Budapest, 1063, Bajza u. 39

József Somogyi Artists' Colony: Tihany, 8237 Völgy utca 49

International office

The International Office is responsible for the implementation and financing of international mobility and scholarship programmes, as well as offering advice and information to incoming/outgoing students, academic and non-academic staff (Erasmus) about foreign exchanges and scholarship/funding possibilities. Assistance and advice are also available regarding language skills for international exchanges, including advice about language courses and requirements. Within the university administration, the International Office is responsible for supporting the Rector's office, all Departments and the international partnerships of the HUFA.

Contact information:

Hungarian University of Fine Arts (HUFA) Main Building

Address: 1062 Andrásy út 69-71. Budapest, Hungary

International Project Coordinator/Institutional Erasmus+ Coordinator (incoming students): Ms Eszter Vadász, e-mail: international@mke.hu

Erasmus+ Coordinator (outgoing students): Ms Éva Kocsis, e-mail: foreign@mke.hu

Phone: (+36-1) 666-2529

Office Hours:

Summer Office hours (From 19 July to 27 August):

Mondays, Wednesdays 1 pm – 3 pm

Tuesday: 13:00-14:00

Tuesdays, Thursdays 10 am – 12 am

Wednesday: 10:00-11:00

Closed on Friday

Before studies begin

Visa and residency

Students are responsible for finding out what kind of visa is required for the duration of studies in Hungary. Please read the information below carefully for visa information and contacts. Students who are citizens of the EU countries and Liechtenstein, Norway, Iceland and Switzerland, can enter Hungary with a valid passport or ID. No visa or residence permit is required.

In December 2007 Hungary became a member of the Schengen Area, therefore entry into the territory of the country is governed by the Schengen regulations. Citizens of EU and EEA member states and of certain non-EU and non-EEA countries may travel to Hungary without visa, however, the Schengen visa and entry regulations are only applicable for a stay not exceeding 90 days. If your stay in Hungary exceeds three months, you are required to apply for a residence permit.

Applications should be submitted to the Regional Directorate of the Office of Immigration and Nationality within ninety-three days from the time of entry.

Schengen visa applications should be submitted at the Hungarian Embassy of your country. Visas and residence permits issued by one of the Schengen States are valid also for Hungary. Visas Issued by Hungarian representations abroad and residence permits issued by Hungarian national authorities are valid for the entire Schengen Area.

Students from non-EU countries: You will find information about visa policies at the site of Consular Services: <https://konzulizsolgalat.kormany.hu/how-to-apply-for-visa>

Student Mobility Residence Permit and Student Mobility Certificate

Contact details of the central office National Directorate-General for Aliens Policing	
Address:	1117 Budapest, 60 Budafoki Street
P.O. box:	1903 Budapest, Pf. 314.
Telephone:	+36 1 463 9100
Fax:	+36 1 463 9108
E-mail:	migracio@oif.gov.hu
Call Centre:	+36 1 463 9292 (Mo-Thu: 8.00-16.00, Friday: 8.00-13.30)
web:	http://oif.gov.hu/index.php?option=com_k2&view=item&layout=item&id=1244&Itemid=1807&lang=en

International students should apply for your residence permit at the Budapest city National Directorate-General for Aliens Policing immediately after arrival. The following documents must be presented in the office and must be brought with you from home: At the time of submitting the application, or with the notification the student shall evidence that he/she has been accepted by an establishment of higher education in Hungary.

Contact details of the central office National Directorate-General for Aliens Policing

Has sufficient means of subsistence and financial resources to cover his/her accommodation costs for the duration of the intended stay and for the return to his/her country of origin or transit to a third country.

Has comprehensive healthcare insurance or sufficient financial resources for healthcare services.

Has paid the fees charged by the higher education institution, where applicable.

He/she has notified the address of his/her accommodation in the territory of Hungary.

Application form (download from here)

Your valid passport or official ID; for students: student status certificate from the university (a certificate issued by your Erasmus coordinator in the International Office) stating you are a legitimate student at the Hungarian University of Fine Arts.

Lease contract of the rented apartment where you are staying, signed by the all the owners, tenants, and beneficiaries to the flat, and by two witnesses.

Certificate about your financial assets for the period of your stay in Hungary by any of the following means: recent bank account statement, receipt of deposit or currency exchange.

Certificate about the amount of scholarship you get in Hungary.

Proof of medical insurance or coverage from Hungary or your home country (E111 card or other insurance certificate).

Insurance

As soon as our university accepts your application and study programme you will be sent a letter of acceptance and an information package.

Health insurance is strongly recommended that you get health insurance to cover your study period in Hungary. In order to enrol at a university in Hungary you need to be able to provide evidence of a Hungarian health insurance policy, without it you cannot enrol in the Hungarian University of Fine Arts.

In the case of students from EU member states medical care is ensured on the basis of the European Health Insurance Card (EHIC). With the European Health Insurance Card (EHIC) they can directly go to a doctor and use their insurance card there. In the case of an accident or emergency you will receive free treatment provided you have EHIC. However, EHIC entitles you to state-provided medical treatment only and in certain cases you may be required to contribute to the cost of your treatment. Therefore, in addition to the above, you are also recommended to purchase medical insurance in your home country (in this case you will be requested to pay for your treatment on the spot and your medical expenses will be refunded by your insurance

company) Don't forget to make sure you are insured for the journey from your home country to Budapest as well.

If you are a non-EU citizen, you should inquire whether there is a bilateral agreement on health care between Hungary and your country. Students from all other countries have to get insurance in Hungary, even if they already have a health insurance in their country of origin. Travel insurance will not be accepted. The insurance coverage lasts for one semester and contributions are to be paid for the entire semester, even if you leave Hungary beforehand or stop studying. If you want to have private health insurance, you need to apply for an exemption from compulsory coverage. There are many different insurance companies in Hungary some examples are: etc., which offer advice and relatively low-cost health insurance plans for students. For further options, please research the internet or ask at the International Office for advice.

Medications

The Hungarian word for pharmacy is 'Gyógyszertár' or 'Patika'. These are located all over the cities, usually close to the city centres, supermarkets and, in some cases, nearby universities as well. Opening hours may vary from pharmacy to pharmacy but usually they are open till 7 pm or 8 pm on weekdays. Drug stores, like DM and Rossmann, carry a minimum amount of light medicines, for example pain killers.

Embassies and cultural institutes

While living in a foreign country it is important to know where to turn for help in need or for connecting with your culture to cure your homesickness.

Embassies in Hungary

www.studyinhungary.hu - Living in Hungary - Formalities - Embassies

cultural institutes

Enrolment

Once you have arrived in Budapest, and before classes begin, you must enrol at the International Office (see contacts below). You will first complete the enrolment form and hand in the paperwork required for admission, i.e.:

Letter of confirmation	CV (in English)	copy of national ID card	European Health Insurance Card (EHIC)	2 passport photos
International Project Coordinator/Institutional Erasmus+ Coordinator (incoming students): Ms Eszter Vadász, e-mail: international@mke.hu				
Erasmus+ Coordinator (outgoing students): Ms Éva Kocsis, e-mail: foreign@mke.hu				

Student ID Card

After your arrival in Hungary, it is obligatory to request a student card that will certify your student status. All Erasmus students will receive a Hungarian student card. You will get it at the International Office from the Erasmus coordinator at the first meeting. Please be aware that this is a temporary ID document and must be renewed every 60 days (it is not our responsibility to keep track of when the 60 days are up).

The student card provides you 50% discount at all transport out of Budapest also – just do not forget to show it when you buy the ticket! Museums also give you discount with student card – especially Fine Art museums. The student card entitles students to numerous discounts at several local shops, to cheaper fares in certain taxis and 50% discount on trains and coaches. Season tickets are valid with student cards only.

Staying shorter than 12 months: Temporary student certificate

If you are a student staying at HUFA shorter than 12 months (e.g., EU4ART or Erasmus students), you can receive a temporary student certificate. To receive a temporary student certificate, you need to go to HUFA Student Office and make your request there. You receive your temporary student certificate right there immediately.

When you go to Student office, take your ID (EU members) / passport (outside EU) with you. You can also take your Neptun code (this helps the administration). The temporary student certificate is an A4-sized paper (“Igazolás”). It contains your data (name, place and date of birth, address, type of student status). This paper is valid for 60 days and you need to renew it after 60 days. To receive a renewed paper, you

need to go back to Student Office after each 60 days. On the document, under point 6 (“Az igazolás érvényességének ideje”) always check the expiry date of your paper.

Staying longer than 12 months: Plastic student card

If you are a student staying at Hungarian University of Fine Arts longer than 12 months, you can receive a plastic student card. Please note that you are allowed to apply for a plastic student card only if your data are recorded in the Neptun system and your status is active. It takes a few months until you receive this plastic student card. Therefore, we strongly advise you to request also a temporary student certificate (valid for 60 days) at HUFA Student Office. Please note that you can't have a temporary student certificate without making an application for a permanent student card. This student card is a plastic orange-brown card, size similar to a bank card. This card contains your data (name, place and date of birth, address, type of student status), name of the university (Magyar Képzőművészeti Egyetem), and period of validity. To receive the plastic card, you need to follow these steps:

Office Hours:

Go to an Office of Government Issued Documents (short term: Registration Office; in Hungarian: Okmányiroda) and apply for a student card Select an office nearby:

1062 Budapest Andrásy út 55.

Mondays	8:00-18:00
Tuesdays, Thursday	8:00-16:00
Wednesday	11:00-19:00
Friday	8:00-14:00
Saturday, Sunday	Closed

Go there with your passport. At the office tell the officer that you would like to apply for a student card, and they will help. There they will take a photo of you and have your main data registered. You get a form with a unique code in the top right corner called NEK identifier. Please double check all your data on the issued NEK-document! The data on the NEK document have to be exactly the same as the data registered in the Neptun system (if not, your student card request will be rejected)!

You need to register your application electronically in the Neptun system

Chose menu: Administration -> Student Card request -> Add new

After you've started the student card request, your card is hopefully ready in 2-3 months if there are no complications.

All student cards are posted to HUFA. As soon as the card is available, Student Office will inform you. Check on this site igenyles.diakigazolvany.hu whether your student card is ready.

Registrars department

Address:	HUFA 1062 Andrásy út 69-71. Budapest, Hungary	
Phone:	(36) (1) 666-2528, (36) (1) 666-2532	
E-mail:	tanulm@mke.hu	
Office Hours:	Mondays	10:00-12:00
	Tuesdays, Thursdays	13:00-15:00

Student Transport Ticket

Semester tickets for students are available from ... Service Centers. The semester ticket (...-Ticket) allows travel on all forms of public transport in and around Budapest. Each semester you will need to purchase a "...-Ticket". You will need to take with you your Student ID Card, the sticker found on your proof of enrolment print out, and your registration from the student office.

Arriving in Budapest

Please note that the Hungarian University of Fine Arts does not offer a pick-up service for students arriving in Budapest. You are responsible for organizing your own transport to and from Budapest Liszt Ferenc airport and to your accommodation. Budapest has a transport system and travel time is approximately 30 mins, with buses departing every 15-mins.

You can find information about paper-based Airport shuttle bus single tickets purchasing for bus line 100E in the liked site. <https://bkk.hu/en/travel-information/public-transport/airport-shuttle/>

Passengers who purchased the Airport Shuttle Bus Single Ticket (price: 900 HUF) valid for bus line 100E and validated this type of ticket on bus line 200E are entitled to travel from the airport to Deák Ferenc tér and vice versa. Please find more information on travel options at: <https://bkk.hu/apps/docs/terkep/repter.pdf>

Student Accommodation

Please note, that due to limited spaces, we are not able to accommodate all students in the dormitory of our university, so renting a room or a whole flat can be options for you. It's relatively easy to find a suitable flat as there are a lot of them to let. Prices depend on location, transportation, number of renters per apartment, how the apartment is furnished etc. Prices can range from minimum ca 80.000, - HUF to 150.000, - HUF per month/person plus overhead costs. The current rates of exchange are available at www.xe.com/ucc/.

If you intend to rent a flat or a room you may need to bring bed linen, blankets and towels or buy them following your arrival. Basic kitchen equipment is usually provided. You may also be required to pay a deposit which will be returned to you before your leaving on the condition that no damage has been caused to the property you were renting. The landlords usually require you to pay a deposit in advance, which usually equals a minimum of 2 months' rental fee (this will be paid back when you move out.) If you need help, the mentor at your university, who will guide you in the right direction. There are usually dedicated Facebook pages. Some students find agencies useful in the process. Wherever you live, the most important thing is to find a place where you can study comfortably, and it is a plus if you can share it with your new friends. The cost of living depends partly on your own spending habits how much money you will need during your stay in Hungary. In general, living expenses are reasonable in Hungary especially in comparison with Western European countries. The average cost of living in Budapest, including room and board amounts to 120000 HUF per month depending on the type of accommodation you choose. However, we advise you that you may need more money than the above amount in case you plan to buy clothes or get involved in various leisure activities etc.

Recommendation for students, renting a room or flat

Mistrust social media profiles where you need to contact several people.

Never pay a high deposit before seeing the flat or room.

Never pay for your first month until you visit the place and sign the contract.

Always sign a contract.

Make sure you understand the terms of the contract [your mentor can help you with language difficulties.

Report any damage or fixing needed in the flat immediately upon arrival.

Be flexible on your requirements: this is only a temporary accommodation.

My studies

Application deadlines:

Autumn semester/entire academic year: 15 May

Spring semester: 30 October

Materials to upload during the application process:

ID photo (300x300 px, max. 1 Mb, JPG or PNG)

motivation letter / workplan (PDF format, max. 1500 characters)

short CV (PDF format, max. 2 Mb)

portfolio (PDF format, max. 2 Mb)

Please note: your choice of program(s) on the application form must be reflected/supported by the content of your portfolio, i.e. you will only be considered for scenography, for example, if the work presented in the portfolio shows that you have sufficient background/previous academic training in the field.

Programme students include Erasmus, International Partnership Exchanges and Scholarship students. These students study for one or two semesters on exchange through a partnership agreement with one of our international partners, or through an exchange or scholarship program, such as the ... Scholarship programme or the ... Scholarship. Programme students should please read the following information about Learning Agreements and Transcripts of records carefully.

Make sure you get the following forms from your home university:

Learning Agreement

Transcript (of Records)

Letter of Confirmation (for student stay abroad)

Once you have arrived in Budapest, speak to your professor about the semester requirements for your study course, you will then be able to choose projects or courses you wish to undertake during your stay. The semester course guide is available in on our website, see: ...

Learning agreement

As for the ERASMUS exchange programme, the ERASMUS+ Learning Agreement is a contract between you, your home university and the HUFA Budapest. It must be completed both before and during (please note the deadline for signing and return) your exchange or you will not be able to get credit points for your studies. With it, you are agreeing to complete courses related to your studies at your home university during your exchange. The international office at your university can tell you what you must do to complete the Learning Agreement correctly.

- The first section (provisional) of the agreement shows your home university and us what kind of courses/project you plan to do during your exchange. This must be signed by you, your home university, and your future professor here in Budapest and returned to your home university's international office before your exchange begins. This document is only a temporary plan and not the final version.
- Before the first month of your exchange ends (for winter semester September /for summer semester February), you should know what courses/projects you will be doing. You must then complete the final part of the Learning Agreement. Please fill in the subjects and courses/projects you are taking and ask your professor to sign the Learning Agreement.

Before you leave Budapest (allow at least 2 weeks) make sure that all forms needed by your home university are completed (we do not supply electronic transcripts, etc., you are responsible for completing all forms before the end of your exchange). Once you have completed your courses, the transcript then will be credited with ECTS points and grades. So, make sure that you have the transcript completed by the end of your study stay, this is the only way you can receive course credits. You must speak to your professor, tutor, the department secretary or other academic staff responsible for your study area if you need help completing the paperwork. (If you have forgotten your e.g. blank transcript form, the International Office can provide one).

Transcript of records

All Erasmus students will be issued a Transcript of Records at the end of their studies at the HUFA. Your transcript containing the appropriate credits and the grades awarded by each subject's professor, will be sent to your home institution. You can download the detailed descriptions of courses (including the required student workload, the course subject, aim of the course etc) from our home page. Should you have any further questions regarding your studies at the HUFA, please contact the International Office.

It is important to note that all incoming students are responsible for ensuring that they receive the credits they need before leaving Budapest. Please make sure that you contact your supervising professor and the workshop teachers before the end of your last semester in Budapest in order to receive grades (credits) you have been awarded for any courses or projects you have undertaken during your exchange.

Important note: To have your transcript of records signed and stamped you must contact your professor at least two weeks prior to your departure, before the end of your last semester of exchange. If you lose or misplace your transcript, blank copies are available from the Office for Foreign Affairs.

Students must undertake enough projects and workshops in order to achieve the required ECTS for the Erasmus exchange (min 30 ECTS per semester). For further information please refer to your professor or the department secretary for your study area.

Local credits

One local credit is equal to 30 hours of student workload and 30 credits measure the workload of a full-time student during one semester, thus, 1 Hungarian credit corresponds to 1 ECTS credit.

The European Credit Transfer System (ECTS) in Hungary ensures the transparency of the learning, teaching and assessment processes by facilitating recognition of your learning achievements and qualifications in many countries throughout the European Higher Education Area. The ECTS ensures that the grades you have achieved can be accepted by other European and non-European institutions in other countries. At the end of each semester, the student's study achievement is evaluated with a grade in the Hungarian five-grade scale. For incoming international students, a Transcript of Records must be issued that contains a table of completed courses, credits, the Hungarian grade and the ECTS grade.

The Hungarian academic credit system is an ECTS-compatible system. The calculation of the credits is based on the number of working hours of the students (one credit means 30 student working hours, on average). At the end of the semester, the student's study achievement is evaluated with a grade (5-excellent, 4-good, 3-medium or satisfactory, 2-sufficient or pass, 1-fail). The ECTS conversion table ensures transfer procedures between the Hungarian academic credit system and the ECTS. The recognition of courses completed abroad is based on the credit transfer regulation.

For incoming international students, a Transcript of Records is issued at the end of the semester, which contains the code and title of the completed courses, credits, grade, and its ECTS-compatible grade

Registering for courses

The Hungarian University of Fine Arts has an electronic system called Neptun through which our students can register for. In general, through the Neptun our students can access the entire course catalogue, correspond with their teachers and other university students, learn their exam results and obtain information on their scholarship and finances. After having discussed with the relevant departmental coordinators which courses to take and – if necessary – having modified the preliminary Learning Agreement, our Student Office(tan hiv) will register the required courses for you in our online system.

Courses to be studied in the Hungarian University of Fine Arts

Make sure that you understand well in advance which courses will be available to you in Hungarian University of Fine Arts. Discuss these with your advisors at your home institution and try to get a clear idea of what courses you intend to take before arriving in Budapest. The courses you would like to attend should be listed in your Learning Agreement which may be modified following your arrival in Budapest.

Assessment/ examination

All Erasmus students are required to take the examinations associated with the courses attended. At seminars students are expected to hand in shorter essays related to a given topic, give presentations and write tests. For lectures oral or written final exams take place during the exam period (either from the middle of December to the end of January or from the middle of May to the end of June). The grading system used by our university, as well as by other higher education institutions in Hungary is as follows:

Local grading scale – indicators of quality of performance	Equivalent ECTS grade
5 jeles, excellent (Outstanding with minor errors)	A, B (excellent, very good)
4 jó, good (Generally sound work with a number of notable errors)	C (good)
3 közepes, satisfactory (Fair but with significant shortcomings)	D (satisfactory)
2 elégséges, pass (Performance meets the minimum criteria)	E (pass)
1 elégtelen, fail (Further work is required)	FX, F (Fail)

The academic year

The academic year consists of two semesters of fourteen weeks each. The first semester usually begins in the second week of September and lasts until the middle of December while January is the examination period. The second semester usually lasts from the beginning of February to the middle of May. The second part of May and much of June are reserved for examinations. The current university calendar can be downloaded from the homepage ...

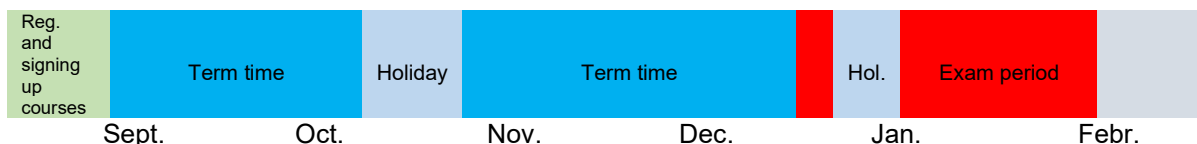
Holidays:

Autumn break: end of October

Winter break: end of December

Spring break: Easter week

Autumn semester



Spring semester



Study extension

If you are student and you start your studies in winter semester you are able to extend the length of your study period for up to one semester. It is essential that you first acquire permission, in the form of an informal “letter of permission”-email, from your professor at the Hungarian University of Fine Arts, and from your home university. The letter of permission must then be handed in the International Office and the Admission Office at the Hungarian University of Fine Arts, without exceptions, by the end of ... (for next summer semester) or by the end of ... (for next winter semester).

Re-enrolment

To re-enrol for the following semester please visit the International Office (available only during office hours) you will need your Student ID number (four-digit numbers on your student ID card). You will receive a copy of your Proof of Enrolment, which also includes a sticker you will need to validate your Student ID Card (attach it to the back of the ID card) and enables you to purchase the Student travel ticket and ID card. Deadlines for re-enrolment are summer semester: ... and winter semester: ...

Student Life

Orientation week

The registration takes place within the framework of the Orientation Week organized by the International Office, therefore, all new Erasmus and EU4ART students are recommended to arrive by that time. If it is not possible for you to arrive before the Orientation Week, you can go to the International Office to get registered during regular office hours from for the registration all Erasmus students are required to bring the following documents to the International Office:

your passport or your identity card (in case of EU citizens)

one passport photo for the student card

certificate stating the Erasmus status and indicating the length of your stay– health insurance.

visa (if necessary)

The International Office holds an Orientation Week for new Erasmus students to familiarize them with the university and its facilities and to help them with adjustment to life in Hungary. The Orientation lasts up to one week. You will be informed about the detailed programme via e-mail well in advance. Though participation is not compulsory, you are strongly advised to attend. The Orientation will cover a variety of useful topics:

Registration

Information about courses, language courses, meeting tutors

Enrolment for courses at the faculties

Information about library and computer facilities

Student cards, season tickets

Visits to faculties, and the-University Library

To help you start your life in Budapest the Hungarian University of Fine Arts. Programme connects new international students with future fellow students, offers support, cultural guidance and information about life at the HUFA. This is open to all international students at the Hungarian University of Fine Arts and EU4ART. Our students will be there especially at the beginning of each semester to help you settle into life at the Hungarian University of Fine Arts. They will contact you by email sometime in ... (for winter term) and in ... (for summer term). You will then be able to ask them any questions you might have about living and studying in Budapest. You can meet them and other new incoming students shortly after you arrive and will have access to the following:

- Guided tours around campus, workshops, and your future class
- Help getting to know the local and academic community faster
- Introduction to other international and Hungarian students, and academic staff
- Help with administrative processes especially during your first few weeks
- Discovering and discussing the University's neighbourhoods
- Locating banks, shops, etc. near the University
- Some event highlights (parties, museums, sightseeing tours, etc.)

Contacts:

Csapó Júlia: juli.csapo@gmail.com

Drótos Dominika: drotosdominica@gmail.com

Student networks and mentoring

Almost every Hungarian university has its own student network or targeted mentor system to help foreign students and scholarship holders to become integrated into the local community. If you are interested, get in touch with them or with the international organisations via the links below. Why should you join a youth organisation during your stay?

- It's an opportunity to work and live in a fully international environment.
- You can make the most of your stay.
- They organise programmes specifically aimed at foreign students.
- They promote scholarships and internships to other countries.
- International and national workshops.

You will gain some leadership experience through them:

Stipendium Hungaricum Mentor Network: www.shmentor.hu

ESN HUNGARY: www.esn.hu

AECEE: www.locals.aegee.org/budapest/en/about-aegee

AIESEC: www.aiesec.hu

General information

Banks

Banks are usually open Mon. to Fri., 9:00-16:00, and Sat., till 12:00. You can exchange money at any banks, travel agents and larger post offices. They may offer different deals concerning the rate of exchange and the fees charged, so you are advised to look around in the city before exchanging foreign currency. You can easily find ATM machines in Budapest to withdraw money from your home account. Banknotes come in denominations of 500; 1,000; 2,000; 5,000; 10,000 and 20,000 and six different coins are in use: 5, 10, 20, 50, 100 and 200 forint coins. Major bank cards (Visa, Mastercard) are accepted in most places but there are cases when you can only pay with cash. You can also open a bank account as the non-residential account service is designed especially for foreign nationals. Before opening an account, it is advisable to ask the chosen bank about the documents required.

Postal services

Main post offices are usually open Mon. to Fri., 8:00-19:00, and Sat., till 12:00 only. Stamps can also be purchased at any tobacconists. The address of the central post office is: ...

Public transport

There are various forms of public transport available in Budapest Bus, underground, tram and trolley bus. A day pass gives you unlimited use of public transport for one day. Weekly and monthly passes are also available. With a valid local student ID you can buy a monthly pass for students (3450 HUF / 10 EUR) at every ticket office, located at almost every metro station. A monthly pass is valid for 30 days for almost all vehicles of the public transportation in Budapest. You can also buy tickets or daily tickets, but the penalties are very high so please remember to always validate your tickets or have a valid pass and keep hold of it! There are many ticket inspectors all around the public transportation: some are uniformed, and others

are dressed average, but they always wear a red armband and carry a photographic identification badge. If you regularly use public transport, it is economically more viable to buy a monthly or yearly pass. Students with valid student card are entitled to reduced rates.

More information about the timetables and services can be found on the official website of the public transportation company: <http://www.bkk.hu/en>

Coach nationwide: www.volabusz.hu/en

Hungarian state railways: www.mavcsport.hu/en

By car	If you are coming from an EU Member State to Hungary, you do not need a Hungarian driving license to drive in Hungary, but you need to keep all car documents, your driving license and passport with you to identify yourself when stopped by a police officer. But if you plan to stay in Hungary for more than a year and you have a driving licence issued by a non-EEA State you can apply to have the document exchanged. Hungary has a zero-tolerance policy towards drink-driving offences.
By taxi	When taking a taxi, you should avoid hailing unmarked taxi cabs. You can hail a taxi in the streets, order by phone or an app. In Budapest, licensed taxis appear in distinct yellow.
By bike	You can easily buy a brand new bike in many big stores or even a good quality old one in some second-hand bike shops. Another option is renting from a company or using a bike-share scheme such as MOL BuBi in Budapest.

Shops

Most shops are open Mon. to Fri., 9:00-18:00, and Sat., 9:00-13:00. Large shopping centres have extended hours of operation or are open non-stop.

Traditional Hungarian cuisine

To fulfil the living-abroad experience you must give it a go and try the very delicious and diverse Hungarian cuisine. Hungarian cooking is actually quite difficult to define. Traditional Hungarian food is often spicy since hot paprika, which gives a unique taste and a fiery colour to our dishes, is commonly used. Traditional Hungarian dishes are primarily based on meats, seasonal vegetables, fresh bread, dairy products, cheeses and fruits. Other essential ingredients accounting for a special flavour are sweet paprika, ground black and white pepper, onion, garlic, sour cream, cottage cheese (some-times sweetened), smoked bacon and a variety of herbs.

In Hungary, a typical breakfast may consist of fresh bread, cold sausage type minced meat products (such as kolbász or szalámi), some vegetables or jam. Lunch

is the main meal of the day, usually consisting of three courses: soup is followed by a main dish and a dessert. We are quite sure that you have already heard of the famous Hungarian gulyás soup. The soup was accredited as a hungaricum in 2017 although it has been well-known for a long time by many international people coming to the country. It is made from vegetables and beef but also can be made in a vegetarian version. Some must-try Hungarian specialties are halászlé (fisherman's soup) a soup of paprika-spiced broth and thick cuts of river fish. Since Hungary has the river Tisza, the river Danube and several lakes, it is easy to get fresh, tasty fish. For hot summer days, light fruit soups are also great. We couldn't make this list without mentioning "lángos" which is a platesized sheet of fried dough that is usually smothered with sour cream and cheese, the popular stuffed cabbage called "töltött káposzta", which is large leaves of cabbage, stuffed with meat and rice, cooked and then smothered with sour cream (yes, we love sour cream) or the well-known "lecsó", the paprika vegetable stew of onions, tomatoes and peppers with variations including sausage and egg. We also recommend to taste "Jókai" bablevés (Jókai bean soup), Újházi tyúkhúsleves ("Újházi" chicken broth), pörkölt (a ragout made from pork, beef, mutton or chicken with onions and paprika powder), paprikás (made in the same way as pörkölt but sour cream is mixed in the paprika and onion sauce), nokedli (small dumplings), goulash (a soup of thick consistency eaten as a main dish), túrógombóc (cottage cheese dumplings), szilvágombóc (plum dumplings), palacsinta (pancake either with sweet filling e.g. sugared cottage cheese, jam, sugared cocoa or cinnamon powder or stuffed with meat "Hortobágyi" pancake), rétes (strudel with various fillings e.g. cottage cheese, apple, poppy-seed and sour cherry) and Somlói galuska (sponge dumplings with chocolate sauce, rum and whipped cream) etc. Desserts often contain different fruits or jams since Hungary has internationally famous vineyards and orchards full of apples, pears, plums and other fruits. If you feel like having a drink after a good meal, taste one of the fine Hungarian wines. Hungary has 22 wine regions, the most well-known among foreigners are the Tokaj, Villány, Balaton Highland and Eger regions, but it is also worth visiting other regions for their special local wines. If you like shots, you should not miss the famous Unicum and pálinka, either.

Climate and weather

For many international students, the Hungarian climate can be very different from that of their countries, as Hungary has four different seasons. Whilst summers are warm, winters can be really cold; average temperatures range from -4 °C in January to 26 °C in July. Hungary is in the temperate zone and has a relatively dry continental climate. The country is protected from extreme weather conditions by the surrounding mountain ranges, the Alps and the Carpathians. It's not always easy to

find the right clothes to suit the weather, but the beauty of each season is definitely worth the effort.

National holidays

There will be some days when you don't have to go to school and others when you do but you might find others in "holiday mode". The reason behind this is that they are celebrating Hungarian holidays.

List of the public holidays	
1st January	New Year's Day
15th March	Anniversary of the Hungarian Revolution's outbreak of 1848
Easter	Usually in March or April from Good Friday through Easter Monday
Pentecost Monday	50 days after Easter. Usually in May or June
1st May	Labour Day
20th August	Saint Stephen's Day (founder of the Hungarian state)
23rd October	National Day in memory of the 1956 revolution
1st November	All Saints' Day
25-26th December	1st and 2nd day of Christmas
1st Sunday in May	Mother's Day
6th December	Saint Nicholas Day
24th December	Christmas Eve
31st December	New Year's Eve

Culture

Vibrant youth life, concerts, festivals, exhibitions, cinema, rich history, exciting present: all that in Hungary! Whether you live in the capital or another university town you can choose from a wide range of cultural programmes every season of the year. The best places to learn about Hungarian culture, art and history are exhibitions. The Hungarian National Gallery (www.mng.hu/en) has the largest public collection of fine arts in Hungary but the Hungarian National Museum (www.hnm.hu), the Museum of Fine Arts (www.mfab.hu) and the Ludwig Museum (www.ludwigmuseum.hu/) definitely makes this list, too.

Hungarian cinema and theatre culture is quite popular; besides Hollywood movies, Hungary offers a wide selection of art films from all over the world. You can choose from various films, dubbed or subtitled, depending on your knowledge of foreign languages.

There is a very rich and active theatre life throughout the country. The season starts in September and ends in May. To be on the safe side, you should book your tickets well in advance for the play of your choice.

Classical ballet and contemporary dance are both widely appreciated in Hungary. If you like dance, you should not miss the performances of Győri Balett (Győr Ballet) or Pécsi Balett (Pécs Ballet), or those performed by the ensemble led by Pál Frenák or Yvette Bozsik.

Going to the Opera House (www.opera.hu) at least once is a must. Not just because of the imposing building itself, but also for the high quality performances. Festivals are also essential part of cultural life, and your student experience as well. VOLT Festival in Sopron, Campus Festival in Debrecen and EFOTT in Velence attracts thousands of students from all parts of the country. Sziget Festival is one of the most popular music festivals in Europe, which is held in Budapest. Otherwise, national and international artists are often invited for other gigs all over the country.

If you prefer learning something from the culture of the Hungarian past visit Dance Houses or Community and Cultural Centres. The dance house movement started in the 1970's with the aim of preserving traditional folk music and dance. Given that this is a shortcut to understand another nation without even speaking the language, dance houses are quite popular among foreigners. Community and cultural centres offer various kinds of programmes to please everyone: club afternoons and evenings, workshops, concerts, sports, etc.

World Heritage Sites

Besides high quality education, Hungary offers many breath-taking places which are definitely worth a visit. You may never get enough of your beautiful host city but we can recommend many other places for weekend trips and holidays. Today Hungary has eight locations on the World Heritage List. Below you can find a list about them, so all you need to do is to put on your shoes and go!

Budapest: Banks of the Danube View, Buda Castle Quarter and Andrásy Avenue

This site has the remains of monuments such as the Roman city of Aquincum and the Gothic castle of Buda. This quarter encompasses the area on the Buda side and attracts locals as well as tourists with its medieval style. Besides the Buda Castle, Matthias Church, and the Fisherman's bastion the fascinating view of the Pest side behind the river Danube is a good reason in itself to visit here – but the quarter often offers exhibitions, concerts and other amazing programmes. On the Pest side, Andrásy Avenue was added to the list as it presents a unique architectural image of Budapest, connecting Elizabeth Square in the capital's innermost area with Heroes' Square. Now, you can choose from hundreds of exclusive shops, fancy restaurants on Andrásy Avenue. Once you are there, do not miss stopping at the Hungarian State Opera House.

World Heritage List	
The Old Village of Hollókő and its Surroundings	www.hollokotourism.hu
Aggtelek National Park	anp.nemzetipark.gov.hu
Millenary Benedictine Abbey of Pannonhalma and its Natural Environment	www.bences.hu
Hortobágy National Park	www.hnp.hu/en
Early Christian Necropolis of Pécs	whc.unesco.org/en/list/853
Lake Fertő (Neusiedler See)	whc.unesco.org/en/list/772
Tokaj	whc.unesco.org/en/list/1063

Art Academy of Latvia

The Art Academy of Latvia was founded in 1919 by one of the first Latvian professional painters and the first rector of the academy Vilhelms Purvītis (1872-1945). A modernized tradition of academic education, openness to topical art processes and activities, contribution of the pedagogues in preparing young artists and a high-level performance of the students have ensured and preserved the Academy's authority till nowadays.

Currently the Art Academy of Latvia is the most significant institution of art and design in Latvia. It offers knowledge and skills to anyone interested in becoming an independent and accomplished artist.

Study programmes

The Art Academy of Latvia offers higher education in three accredited programmes:

Bachelor's Program (4 years of full-time studies)

Master's Program (2 years of full-time studies)

Doctoral Program (3 years of studies)

Bachelor's programme provides the opportunity to gain knowledge in the history of art and culture and also get acquainted with the different principles and procedures of art while focusing on the technical and compositional features of their chosen fields of specialization. Master's programme is where the new artists lay the groundwork for the entrance into the national and the global world of art. Doctoral studies offers an

opportunity to conduct a substantial and deep research of cultural and artistic processes which are related to the chosen research topic.

The Academy also organises and involves in various local and international projects, exhibitions, symposiums, mobility programs and other creative activities with aim to provide students the opportunity to broaden their view, gain new experiences and establish new contacts between professionals in different art and design fields - both nationally and globally. Around 700 students study at the Art Academy of Latvia every year. And we are most pleased that the study process is characterized by exceptionally good collaboration between students and their professors.

The Art Academy of Latvia offers studies in 15 departments, divided into five faculties.

Visual art (BA, MA)

Painting

Graphic Art

Textile Art

Drawing*

* The Departments of Drawing and Humanities do not accept full-time students but offer high-quality lecture courses for students in all sub-disciplines.

Painting

Studies in the Department of Painting let the artist decide on their own development trajectory that begins with an interest in painting. In basic courses, students learn painting skills and techniques, and work on composition tasks, developing imaginative thinking, visual language, and individual style. Students can also study other art media – traditional and digital graphic techniques, sculpture, photography, etc. Students can plan their studies by selecting which of the offered lectures and lessons to attend each semester.

Department offers students a wide range of composition studies – theoretical lectures, combined with exhibition visits, as well as practical classes, where students can choose both the technique and the lecturer.

Simultaneously with courses designed for painters, the Technology Section encourages students to try subjects offered by other departments to learn different techniques for individual creative practice. Starting with the first year, students also

learn to think and talk about art. During the studies, students develop their reasoning, critical thinking, and discussion culture.

Graphic Art

The Department of Graphic Art offers studies in interrelated programs – Graphic Art and Book Design. Within the broader context of contemporary art, Graphic Art allows mixing all classical graphic techniques with a wide variety of materials, techniques, and the latest printing technologies to create art.

Book Design studies focus on the printing industry's specifics, working hand in hand with printing-houses, publishers, writers, paper distributors, etc. business partners, mixing creative imagination and practical implementation.

Textile Art

Students of the Department of Textile Art learn specifics of textile as an interdisciplinary field of art. Up-and-coming textile artists are qualified for independent creative work in art and design. Textile is flexible in both literal and figurative contexts. Fibre art, fabric surface design, three-dimensional objects, classic and experimental tapestry, digital fabric, interior design and exposition design, home textiles and household items – it is just a small part of textile art.

Simultaneously with specialization courses, students also acquire a balanced range of theoretical subjects that enable them to master art history and contemporary art trends.

Drawing

The lecturers of the Department of Drawing offer students of all disciplines classical or academic drawing courses that teach them to understand, analyse, and render on the plane a complex set of forms and volumes in their variety of characters and movements.

Drawing occupies a significant place in art education. Students train to evaluate the tonal relationships created by lights and darks according to form and illumination and to represent materiality with the help of tonal relationships.

The Drawing course is complemented by Contextual Drawing, taught by guest lecturers from Latvia and abroad; often, lectures take place outside the AAL.

Visual Plastic Art (BA, MA)

Sculpture

Ceramics

Glass Art

Sculpture

Students of the Department of Sculpture learn the traditions of different genres, technologies, and materials, as well as the ability to orient themselves in current technical and technological possibilities. Graduates are qualified for professional activities in the field of contemporary sculpture, design, restoration, visual advertising, and entertainment.

Sculpture is not merely an art style and a profession but also a unique way of thinking that focuses on the plastic form and its imagery.

Sculpture studies help to understand the world, observe its regularities, and see things in a different light and form. It can be cumbersome and incredibly light, tragic and joyful, sarcastic and naive. It can be extremely demanded and loved and rejected by everyone, except the sculptor. Students develop the skills to see the impulse of art in the surrounding world and to materialize it on the basis of technological knowledge and professional skills.

Ceramics

The Department of Ceramics provides students with a comprehensive understanding of contemporary ceramic materials and helps develop creative and research skills.

Composition and materials handling in-depth courses teach both traditional and experimental technologies. The Department has modern technical equipment at its disposal to carry out projects stipulated in the program. Students learn different ceramic turning and other shaping techniques.

The studies implement all types of ceramic materials – stoneware, porcelain, clay, etc., but students can also acquire skills of working with metal, glass, and wood by cooperating with other departments of the AAL.

Students and the teaching staff are actively involved in symposiums that regularly take place in Ikšķile, Zvārtava, and elsewhere, in cooperation with the Latvian Artists' Union and professional ceramists.

Glass Art

The Department of Glass Art teaches artists and designers to independently produce new functional objects, as well as environmental and architectural projects. Studies provide insight into glass materials and the various ways of their processing and help students develop creative and research skills. During their studies, students become familiar with different types of composition in plane and space: topical problem solution in glass painting with respect to plane, silk screening, mosaics, stained glass, and other techniques; creation of functional glass design objects, thematic sculptures, or architectural project designs and prototypes; students are acquainted with different methods of making glass art (glass melting into moulds, glassblowing and shaping, alloying, pâte de verre technique, glass casting) and acquire skills in glass processing techniques (engraving, grinding, polishing, frosting or glaciation).

Moreover, students learn interior design basics in Matrix-Ceramics, The Gaze Game, 3D Studio Max, and other software.

Glass art exhibitions management and restoration of stained glass play an important role in the summer study period.

Audio – visual media art (BA, MA)

Visual communication

Motion, Image, Sound

Stage design

Visual communication

Digital media and interactive technologies, modern perception of life, and generation of fresh ideas in collaboration with the analogue and traditional materials create a basis for the search for new forms of creative expression in the real and virtual environment.

Students of the Department acquire theoretical knowledge and practical skills in digital photography and video montage, screen printing and typography, three-dimensional animation, media composition, and technologies that allow the creation of a virtual environment. They become professional audio-visual media artists.

Existing and former students of the Department fit into the local and international contemporary art scene. The Art Academy of Latvia has represented Latvia in major art events such as the Venice Biennale, Manifesta, the Sao Paulo Biennale, and the Sydney Biennale.

Motion. Image. Sound

Students of the Department of Motion. Image. Sound study animation direction and animation techniques, the rules of both classic and digital animation, as well as the varied use of time-based media in building linear and poetic multi-layered visual narratives.

The program focuses on the creation of communicative images, the interaction of text and image, where the technology used (both digital and analogue) varies depending on the framework of the semester, for example, text illustration, creation of visual narratives based on personal observations, as well as combining moving image, sound, spatial structures and two-dimensional image based on an in-depth study of the material or situation. Students are encouraged to look for their personal and original visual expressions beyond the boundaries of academic drawing.

Stage design The Department of Stage Design equips artists with the tools to create an artistic image of performance space for theatrical, opera, ballet, and other productions. The aim of the studies is to teach students to visualize the idea that stems from a dramatic text, a scenario and/or a concept developed together with the director of the performance or event. Stage designer's task is to express the theme of the performance in the stage language using visual art assets.

Students learn to transform objective space into a subjectively perceived work of art using various creative methods; they study the basic principles of visual solutions for a theatre stage – the interaction of spatial and plane composition. During the study process, students are looking for techniques that help to poetize the relationship between man and space, written word, subject, color, light, material, texture. The main objective of stage design is to conjure up the artistic image of the theatre space by combining these elements in different ways and poetizing their relationships.

The main subject of the specialty is composition or manifestation of a space for theatrical performance; however, students also learn about theatrical costume, stage painting, video projection as a means of expression integrated into stage design, tectonics of art object's form, as well as spatial scale layout design.

Production Basics course acquaints students with different schools of theatre and directing, learn about technology and methods for reading and analysing plays and literary works of other genres, which is an important condition for a professional stage designer. For an in-depth development of the sense of shape, color, and space, students learn the principles of plane and space organization by learning drawing and painting. During their studies, students already begin to cooperate with professional theatres in Latvia.

Design (BA, MA)

Functional Design

Environmental Art

Fashion Design

Metal design

Functional Design

The following specialties can be acquired within the Department of Functional Design:

Functional Design

The Bachelor's program is focused on product design development and implementation, while the Master's program – the intangible design sector i.e., social, communication, process, information, service, and speculative design. Mastering contemporary design involves not only the tangible and visual, but also a set of strategically planned and directed activities that will improve and facilitate the quality of life of the user.

Interior Design

Students learn the basic principles of creating and producing an interior design – from the overall vision and definition of the concept to the acquisition of in-depth technical knowledge. The study process includes both local and international practice and cooperation with the industry. As a result, new interior design professionals acquire a wealth of experience and expertise in technology, and the functional and emotional aspects of space. Graphic and Packaging Design Students acquire knowledge and skills to use tools to create meaningful and socially responsible graphic design solutions – communication materials, brand design, packaging design, interactive design, information design. Emerging designers develop their ability to research, think critically, and create a narrative using visual means. Students acquire marketable skills in conceptual design, brand strategy, packaging design, as well as in lettering, composition, visual perception, and other basic principles.

Environmental Art

The aim of the Department of Environmental Art is to develop students' creative thinking, courage, and confidence, the ability to work practically and innovatively with indoor, outdoor, and other environments.

Students learn composition, design, and computer graphics, experiment with different materials, substances, and devices, look for new ways to realize ideas spatially, graphically, and virtually. Students have recently started learning to use Arduino microcontrollers, which help to achieve a new level of interactivity in the conception and exhibition of artwork.

Teaching staff and students regularly collaborate with Latvian city municipalities, participate in competitions, and organize exhibitions.

Fashion Design

The Department of Fashion Design trains contemporary-minded and professionally competitive fashion artists capable of working in various segments of the fashion industry. In addition to academic courses, the study program provides the opportunity to acquire knowledge in a fashion specialty – fashion history, clothing and accessories design, composition, and costume collection design and planning. While designing a costume collection, students practice the skills to create image illustrations and implement conceptual ideas in a fashion product, practice using a variety of textile processing techniques, and sustainable design production techniques.

Students are encouraged to create both high-quality, ready-made and production-ready design products, and costumes – independent art objects or performances.

Graduates work as fashion designers, theater and film costume designers, fashion illustrators, stylists, and teachers; moreover, they develop their own fashion brands.

Metal design

The Department of Metal Design allows students to specialize in jewelry design, as well as in the creation of larger forms – light objects, furniture, environmental objects. Metal is the primary material, but a wide range of other materials, both synthetic and natural, are also used. The classic metalworking techniques are applied concurrently with the latest technology. Students also learn 2D and 3D technologies.

Graduates of the Department of Metal Design play a significant role in the field of jewelry design, interior and environmental design, and contemporary art. Creative trips are organized for students to learn the traditional technologies of other cultures, for example, a Georgian enamel technique, known as minankari. Studies take place in close cooperation with the Vilnius Academy of Arts' Department of Metal Art in Telšiai.

Art Science (BA, MA)

Art History and theory

Restoration

Humanities*

* The Departments of Drawing and Humanities do not accept full-time students but offer high-quality lecture courses for students in all sub-disciplines.

Art History and theory

Students of the Department of Art History and Theory investigate the history and theory of art and architecture of different periods, study the history of civilization and contemporary art processes, and learn fundamentals of museology and art criticism.

In 2018, the Department established a new Master's program with an in-depth study of the curator's specialty.

The study program encourages students to develop theoretical thinking, scientific writing, and presentation skills. Simultaneously with studying art history and theory, students can take courses in painting, sculpting, and graphic techniques. Students are provided with internships in museums and other art and cultural institutions, as well as in archaeology.

Restoration

The studies in the Department of Restoration incorporate academic subjects, as well as subject blocks that provide theoretical knowledge and practical skills in the restoration of easel paintings and monumental paintings. Theoretical restoration disciplines include painting technology and specialty chemistry. Lectures tackle research of the structure of the artwork, damage diagnostics, and materials used in restoration.

Practical lessons cover various restoration processes. While working with a particular art piece, theoretical knowledge is tested and expanded. Practical restoration disciplines also include copying of paintings and graphics, which gives knowledge about the optical structure of the painting's form, the nature of various techniques, and develops the skills necessary to work as a restorer. By performing increasingly complex tasks every year of studies, students become independent restoration specialists. Students learn the basic principles of restoration and learn how to prepare restoration documentation that complies with international practice.

During their studies, students have the opportunity to participate not only in creative work but also in scientific conferences and exhibitions related to their specialty. The teaching staff and students of the Department cooperate with Latvian museums, Latvian Academy of Sciences, Latvian State Institute of Wood Chemistry, the Faculty of Chemical Technology of Riga Technical University, as well as with European institutes of restoration and art universities.

Humanities

Lecturers of the Department of Humanities are not related to a particular specialization — for instance, painting or design; instead, they deliver lectures to students of all specialties. In these lectures, students can hear opinions on the political aspects of Antigone's Cry, the idea of art's end and contemporary post-conceptual art, the author's death and copyright, the Holocaust and art history from a feminist standpoint, and countless other topics that make up a comprehensive network of culture, where artists, as well as researchers, must win their place.

Doctoral program

Academic doctoral program (PhD)

The doctoral program of the Art Academy of Latvia provides the highest level of academic studies, in which specialists are prepared for independent, creative and versatile scientific research work in the aspects of art science and cultural theory. The scientific qualification and range of interests of the teaching staff who cooperate with the Doctoral Department of the Art Academy create preconditions for in-depth studies in Baltic art and culture, as well as guarantee professional management of a wide range of world cultural problems. For the more successful development of doctoral theses, the involvement of supervisors and consultants from other Latvian higher

education institutions, as well as from abroad, is practiced. Learning of the doctoral study program takes place over a period of three years, providing an opportunity to complete studies, defend a qualified doctoral thesis and obtain 144 credit points. By participating in scientific conferences with reports, preparing publications on the topic of his / her research work, as well as taking qualification tests, a doctoral student creates preconditions for a successful academic career and lays the foundation for its assessment with a doctoral degree in art.

Practical doctoral study program

Starting in the spring of 2021, for the first time in Latvia, a practical doctoral study program in all sub-sectors of art will be launched jointly by three art universities - the Latvian Academy of Culture, the Art Academy of Latvia and the Jāzeps Vītols Latvian Academy of Music. The duration of studies is 3 years.

The concept of professional doctoral studies in art includes art-based research. Artwork and art-based research are unified and equally important components of a doctoral thesis. As part of their studies, doctoral students attend lecture courses, where they learn in depth the course of art-based research and methodological approaches. Research can be carried out in audiovisual media and performing arts, as well as in visual arts and design, as well as in music and contemporary expressions of music. Within the framework of professional doctoral studies, an important part of studies is individual artistic creative work and development of theoretical research. In professional doctoral studies in art, doctoral students carry out several internships, in which doctoral students - artists - focus in depth on an aspect that is related to the future work of art and art-based research. The first pedagogical experience is promoted to doctoral students during the internship. Doctoral students are provided with the necessary support and doctoral students are encouraged to participate in local and international conferences, symposia, collaborations and contacts in the world of art at the international level.

Location / building

Address: Art Academy of Latvia Kalpaka boulevard 13, Riga, LV-1050, Latvia

Art Academy of Latvia is located in the very centre of the city at Kalpaka bulvaris 13, Riga. Sculpture department and Metal design department studios are located at the separate building in the city centre: Avotu iela 36a, Riga.

International Relations and Exhibition Department

Contact information:

International Coordinator and Erasmus+ coordinator / (incoming and outgoing students and staff):

name: Krista Balode

e-mail: krista.balode@lma.lv

Address: Kalpaka boulevard 13, Riga, LV-1050, Latvia

Phone: +371 20016463

Office Hours:

Summer Office hours:

Tuesdays till Thursdays 10 am – 17 pm

Tuesdays till Thursdays 10 am – 17 pm

Closed on Mondays and Fridays

Closed on Mondays and Fridays

Head of International Relations and Exhibition Department

name:

Elina Ģibiete

e-mail:

elina.gibiete@lma.lv

Info for exchange student in web (link):

<https://www.lma.lv/en/international/erasmus>

Before studies begin

Visa and residency

Citizens of the European Union, the European Economic Area or Switzerland may enter the Republic of Latvia without visa and stay for 90 days within a 6 months period. If the duration of the stay is longer, student must apply for a residence permit in the Department of Citizenship and Migration in Latvia minimum 1-month prior termination of 90 days period. Students must have a valid passport or ID card during their stay in Latvia. Document's term of validity should be at least 6 months longer than your planned duration of stay in Latvia. Info of The Office of Citizenship and Migration Affairs: www.pmlp.gov.lv/en/home/services/visas-and-invitations.

Student need to submit to the regional Office of Citizenship and Migration Affairs the following documents: a valid travel document; a visa application form filled out and signed; a photograph; a copy of a document confirming that the applicant has valid travel medical insurance policy; documents, including the purpose of the journey and documents in relation to accommodation, or documents indicating that a letter of invitation has been approved (the invitation is valid for 6 months from the date of approval); documents indicating that the applicant possesses sufficient means of

subsistence both for the duration of the intended stay and for the return to his country of origin or residence, or for the transit to a third country into which he is certain to be admitted. Info of The Office of Citizenship and Migration Affairs: www.pmlp.gov.lv/en/home/services/visas-and-invitations

Insurance

Students are obliged to have a sufficient health insurance valid in Latvia during their stay as exchange students. Students must have European Health Insurance Card (EHIC), this card confirms the rights to receive state-funded emergency and necessary healthcare services. The EHIC card is issued free of charge and valid for three years, it only covers emergency treatment, and students are advised to take additional health insurance before they travel.

Medical help

If you are an EU citizen who requires medical attention while in Latvia, use the European Health Insurance Card (EHIC). It confirms your right to receive the same services as those offered to Latvian nationals. If you are not an EU citizen and do not have an EHIC card, but require emergency medical assistance, you will have to pay full cost of the services. Twenty-four-hour emergency assistance is provided by any regional hospital, for example:

Pauls Stradiņš Clinical University Hospital

Pilsoņu iela 13, Rīga

Rīga East University Hospital, Gaīļezers Clinic

Hipokrāta iela 2, Rīga

Diplomatic and Consular Representations in Riga

We encourage you to register with your embassy or consulate and provide them with your contact information so that you could be contacted in case of emergency. Note that embassies also organise various events for their nationals throughout the year, e.g., celebrations of national holidays. This will allow you to meet with other compatriots currently residing in Latvia. <http://www.mfa.gov.lv/en/diplomatic-missions>.

Enrolment

On a first day, you must enrol at the International Office. You will first complete the enrolment form and hand in the paperwork required for admission, i.e.:

- Student ID Card and entrance chip,
- Student receives the student identity card and entrance chip upon arrival in International office. Student identity card is necessary for receiving keys to workshops and classrooms,
- Student identity card provides also discounts for the public transport tickets, free entrance or discount in museums, exhibitions, shops, etc.

Public transport

Student Transport Ticket

- Airport to the city centre takes an average of 20 minutes.
- Take Public Bus No 22, which has direct services from the airport to the city centre.
- Frequency 10-30 minutes, it will take you around 30 minutes to get to the city centre.
- A one-day ticket is valid for an unlimited number of journeys within 24 hours from the time of its first registration and it costs EUR 5.
- Alternatively, you can also buy a single ride ticket from the bus driver and it costs EUR 2.
- Take the minibus No 322, No 341. The price for a ride is EUR 2. Payments are accepted only in cash.

Public Transport Card

Students get the electronic card for Riga public transport - buses, trolleys, trams, mini-buses. Information about public transport routes, timetables and prices in Riga: www.rigassatiksmelv/en/.

Information about train routes timetables and prices: www.pv.lv/en/ Information about bus routes, timetables and prices: www.autoosta.lv/?lang=en

The main provider of public transport services in Riga is the municipal transport company SIA "Rigas Satiksme". The company runs buses, trolleybuses and trams on more than 80 routes covering the entire city. Public transport in Riga is reliable and runs according to the schedule, and in case there are no traffic jams, you will arrive on time.

The schedules can be found at each public transport stop, likewise on Rigas Satiksme website at www.rigassatiksmelv.

- Public transport in Riga runs from 5.00 until 0.00.

- Special night buses are available at night hours.
- Iphone/Android smart phone users can download public transport applications.
- The applications are run in offline mode and provide transport routes and schedules. The applications allow transport routes to be viewed on the map and can also display your location using GPS support.
- Tickets: Rīgas satiksme (rigassatiksme.lv)

Rīgas Satiksme offers a variety of tickets – single trip tickets, 24-hour tickets, 5-day tickets etc.

Types of ticket	Paper Ticket Single use ticket, valid for one trip only in the vehicle where it has been bought. Single use ticket, valid for one trip only in the vehicle where it has been bought.	Smart Ticket Ticket for a certain number of trips (1, 5, 10, 20). It cannot be reloaded. Convenient for Riga visitors	Non-Personalised e-ticket Can be used by several passengers after paying a deposit.	PERSONALISED E-TICKET As a full-time student, you receive a 70% discount using this ticket (one holder only).
Where to buy	From the driver	Vending machines, newspaper kiosks, Rīgas Satiksme ticket trade outlets	Vending machines, newspaper kiosks, Rīgas Satiksme ticket trade outlets	Vending machines, newspaper kiosks, Rīgas Satiksme ticket trade outlets, and on the web (Etalons. rigassatiksme.lv)
Price	EUR 2	EUR 1.15/5.75/10.90/20.70	The price of the ticket itself (EUR 2.85) and the price for one-month tickets and tickets for a certain number of trips	EUR 10 (for one type of transport on one route) to EUR 16 (for all types of transport on all routes per month)

To find out more about the types of tickets, prices, where to buy them, and advice on using the e-ticket, please visit <http://www.rigassatiksme.lv/en/tickets-and-e-ticket/>

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e-ticket, please visit <http://www.rigassatiksme.lv/en/tickets-and-e-ticket/>

Arriving in Riga

Student Accommodation

Art Academy of Latvia does not offer student accommodation services; however, we will help with information on finding accommodation opportunities in Riga and will assist with links to accommodation websites. Some options: duckrepublik.eu, www.academicguesthouse.com, www.globalhome.lv , www.rigastudentsrent.com , www.studentroomsriga.lv , www.pbrieza3.lv .

Other option is to rent a room or flat. See websites <https://inch.lv/> and ss.lv.

My studies

Application deadlines:

Autumn semester/entire academic year:	May 1
Spring semester:	November 1

Materials to upload during the application process:

Application form (pdf)

Portfolio (pdf)

Motivation letter (pdf)

Transcript of Records (pdf)

Photo (for documents, 3x4cm / jpg)

Academic calendar 2020/21

Autumn semester:	31/08/2020 – 08/01/2021
Lectures/classes:	07/09/2020 – 04/12/2020
Assessment period:	07/12/2020 – 23/12/2020 and 04/01/2020 – 08/01/2021
Spring semester:	11/01/2021 – 16/05/2021
Lectures/classes:	11/01/2021 – 16/04/2021
Assessment period:	19/04/2021 – 14/05/2021

Please note that applicants will be selected after the evaluation of submitted material and portfolio. Academy reserves the right to assess incoming student suitability for specific department/program based on the application materials and available study places. Final decision will be sent within 3 weeks after the application deadline.

Student exchanges at the Art Academy of Latvia within bachelor or master study level take place in the framework of Erasmus+ program or a bilateral cooperation agreement. Students interested in applying for exchange first have to contact the international relations office of the home institution for the requirements and check the list of our Erasmus+ partner institutions. Students must be nominated by the coordinator of their home institution before sending the application. Once nominated, student must send the application documents to the Art Academy of Latvia by e-mail.

Learning agreement

As for the ERASMUS exchange programme, the ERASMUS+ Learning Agreement is a contract between you, your home university and the Art Academy of Latvia. The Learning Agreement is a central document to ensure the recognition of ECTS earned abroad.

From Academic year 2021/2022 we will have Online learning agreement. (OLA)

The Online Learning Agreement is a digital solution built by universities and students, with the support of the European Commission, for one of the most important steps of any Erasmus exchange.

The OLA is the simplest and most convenient way to complete the Learning Agreement online, have it signed, receive comments from sending and receiving institutions, and have an overview of the final version of the document.

Transcript of records

An up-to-date record of the students' progress in their studies: the educational components they have taken, the number of ECTS credits they have achieved, and the grades they have been awarded. It is a vital document for recording progress and for recognising learning achievements, including for student mobility.

Transcript of records will be field by assistant of your department and sent to international office where student can receive them stamped and signed.

Local credits

Latvian credit point system differs from the European Credit Transfer and Accumulation System (ECTS), and yet it is compatible with it, which means that credits earned at AAL can be transferred to other higher education institutions in the EU/EEA. The Latvian credit point is defined as a one-week, full-time study workload. An average

workload of a full-time study year is 40 credit points or 60 ECTS. 1 Latvian credit point corresponds to 1,5 ECTS credit points.

Registering for courses

Descriptions of available course you can find in our homepage. (<https://www.lma.lv/en/academy/nozares>)

After welcome day you will meet with assistant of your department and you will go through your Learning agreement and at this point if necessary, you can change the Learning Agreement. After that assistant of your department with International office will register the required courses for you in our online system.

Assessment/examination

All Erasmus students are required to take the examinations associated with the courses attended. At theoretical lectures students are expected to hand in essays related to a given topic, give presentations and write tests. In practical subjects during assessment period students present their works for all departments professors. Assessment period is (either from beginning of December to the beginning of January or from the middle of April to the middle of May). The grading system used by our university is as follows:

*Evaluation: 10-point degree system			
Achievement level	Grade	Meaning	ECTS grade
Very high	10	With distinction	A
	9	Excellent	A
High	8	Very good	B
	7	Good	C
Medium	6	Almost good	D
	5	Satisfactory	E
	4	Almost satisfactory	E/F
Low	3-1	Unsatisfactory	Fail

The academic year

The academic year consists of two semesters of fourteen weeks each. The first semester usually begins in the first week of September and lasts until the beginning of December. December and first week of January is the examination period. The second semester usually lasts from the beginning of January to the middle of April. The second part of April and beginning of May is reserved for examinations. End of May and beginning of June is summer study period. The current university calendar

can be downloaded from the homepage <https://www.lma.lv/aktuali/studiju-plans-20192020-gadam>

Study extension

if you are student and you start your studies in winter semester you are able to extend the length of your study period for up to one semester. It is essential that you first acquire permission, from your head of department at the Art Academy of Latvia, and from your home university. If you have permission from both institutions Erasmus+ coordinator will extend your stay.

Student Life

Teaching language

Main instruction language at Art Academy of Latvia is Latvian, exchange students are supervised in English.

Welcome day

The International Office holds a Welcome day for new Erasmus students to familiarize them with the university and its facilities and to help them with adjustment to life in Latvia. Welcome day begins with welcome speech from rector, and then follows useful information from International office and students receives their student id card. After that students have tour of the Art Academy of Latvia and then they meet with assistant of their department who familiarize them with specifics of department, they receive lecture plans, go through Learning agreements and get to know studio spaces and workshops. You will be informed about the detailed programme via e-mail well in advance.

Studio (Atelier) Space

Incoming students are allocated to their individual study discipline and receive studio/study space, according to availability, for the duration of their studies at the Art Academy of Latvia. Studio spaces are distributed within the individual classes and are located directly at the Main building and at Avotu street 36 (sculpture dep.) Students have access to their studios throughout the week and also on Saturdays. Individual classes meet regularly following time table

The studios or workshops can be used under the supervision of the master teachers or if student have technical knowledge on his own.

The list of the available studios at the university:

Sculpture:

PLASTER AND CEMENT / CONCRETE WORKSHOP

COMPOSITE MATERIALS WORKSHOP

METAL HARDWARE WORKSHOP

METAL CASTING WORKSHOP

WOODWORKING WORKSHOP

STONE PROCESSING WORKSHOP

Painting:

ATELIER FOR THE PAINTING TECHNOLOGY COURSE

Graphic art:

INTAGLIO AND RELIEF PRINTING WORKSHOP

LITHOGRAPHY WORKSHOP

SCREENPRINTING WORKSHOP

Technical Workshops

Workshop teachers and supervisors are available to assist with technical problems and offer additional technical courses in many specialty subjects. If you have technical knowledge most workshops are open to department students. If you are interested in taking courses or need advice, please contact with assistant of department or head of department.

Library facilities

The library has a collection of publications focused on art, design and art history in Latvian, English, German, Russian and other languages. It provides books, periodicals, catalogues, journals, etc.

Internet

Wi-Fi connection is available in the academy and also in many spots in the city. Access to the computers, as well the copy, scan and print options are available at the library of Academy.

Electricity

The electrical voltage in Latvia is 220, and electrical plugs used here are the same as in the rest of continental Europe, meaning, a two-wire plug with two round horizontal prongs (sockets should accept 4.0 - 4.8 mm round contacts on 19 mm centres). Students bringing electrical appliances from countries with different plugs or electrical voltage should buy an adapter.

Planning your budget

The cost of living highly depends on your lifestyle preferences. LMA international students recommend a minimum of EUR 600 per month (including accommodation). Comparative table gives an overview of the cost of living in Riga.

You can compare cost of living between Riga and your hometown at <https://www.numbeo.com/cost-of-living/in/Riga>

Shop of Materials

Art shop beside Academy provides a large scale of items for creative activities and students get 10% discount for certain items with Academy's student ID card.

Erasmus+ Student Network

Join the Erasmus student network in Latvia www.esn.lv or network in Riga www.riga.esn.lv Interests, trips, events and activities and integration into the local community.

Bank services

To open a bank account, take your passport/ID card and go to any branch office of a bank of your choice. File an application and choose the type of services you would like to receive from the bank. Some of the most popular banks in Latvia are: You may also choose Swedbank ISIC student card that can be used as an official student card and payment debit card.

Swedbank	www.swedbank.lv
SEB	www.seb.lv
Luminor	www.luminor.lv
Citadele	www.citadele.lv

Currency exchange

If you have a need to exchange your national currency to EUR, you can use Bank services or private currency exchange offices. Check and compare rates before undertaking any transactions. You can check the official rates at the Bank of Latvia (www.bank.lv).

ATMS and Payments

There is no shortage of ATMs (bankomāts) in Riga – most banks have them in shopping malls, in branch offices of banks, on street corners, near office buildings and gas stations. ATMs are available 24/7. Credit cards and debit cards are widely accepted for making payments. In addition, Internet banking is widely used for paying bills, recharging phones, topping up e-tickets, shopping on the Internet and using many other services.

Postal services

“Latvijas Pasts” provides postal services, including express delivery services, Western Union services, bill payments etc. There are post offices all around Riga, but the central post office “Sakta” is located at 32 Brīvības Street (near the Freedom Monument). To receive packages and shipments, make sure you know your postal code (pasta indekss). If you live in Riga it will always start with LV-10xx, so find out what the last two digits are for your address!

Shops

As in any European city, you will find a wide variety of places to do your shopping. Many people, including students, enjoy buying organic food from Latvian farmers at Centrāltirgus – the Central Market (located behind the Forum Cinemas movie theatre). Food stores and supermarket chains are also popular.

Bookshops

There are several bookshops where you can buy books in English and a few other languages, e.g., Russian, German and French. For example, “Globuss”, Mr. Page, Roberts Books.

Culture and Entertainment

Theatre, Opera and Cinema

Riga offers a wide range of leisure and social activities. With its rich cultural heritage, lively art scene, concerts, annual festivals, internationally recognised National Opera, classical and modern theatres, parks, sports centres, cinemas, cafés, bars and vibrant nightlife – Riga has something for all tastes and preferences.

Museums

There are many museums and art galleries in Riga, e.g., Latvian National Museum of Art, Art Museum RIGA BOURSE, Museum of Decorative Art and Design, Arsenal Exhibition Hall, National History Museum of Latvia, Riga Porcelain Museum, Latvian War Museum, Museum of the History of Riga and Navigation, Riga Art Nouveau Museum, Ethnographic Open-Air Museum, Museum of the Occupation of Latvia, Pauls Stradiņš Museum for History of Medicine etc.

Museum Night (Muzeju nakts) Museum Night is an all-night event during which the museums of Riga and Latvia stay open. Museum Night usually takes place in April or May, when for one night in the year entrance to museums is free. Most of the museums organise special events, parties and exhibitions especially for this night.

web: <http://www.muzeji.lv/en/>

Theatre

Riga boasts several theatres – showcasing nationally and internationally acclaimed professional repertoires or even amateur productions. Unfortunately, almost all performances in the theatres are staged in Latvian with only some in Russian, and occasionally in English.

Opera

Latvian National Opera and Ballet is a repertoire theatre, which performs opera and ballet in a season that runs from September until the end of May. In the course of the season, the LNO will perform approx. 200 performances. The LNO productions are of an internationally recognised artistic quality. Operas are subtitled in English. Ticket prices vary from EUR 5 to EUR 70, depending on the seat, see www.opera.lv.

Cinema

There are several movie theatres in Riga, and all films are shown in their original language with Latvian and Russian subtitles. One of the largest movie theatres is “Forum Cinemas” in the city centre with 14 movie halls and the recently opened

most up-to-date movie hall in the Baltics “SCAPE”. There are some other cinemas in Riga: “Splendid Palace”, “Multikino”, “Cinamon”, “Kino galerija”, “Kino Bize”.

Nightlife

Nightlife in Riga is always vibrant. There are many bars, café-clubs and nightclubs, most of which are located in the Old Town and city center.

Smoking

In public, you are only allowed to smoke in places specially designated for this purpose. It is forbidden to smoke in parks and at bus stops, as well as closer than 10 metres from the entrance of any governmental and public building. Smoking on University premises is prohibited!

Drinking

The sale of alcoholic beverages in stores is prohibited from 22.00 until 8.00. However, if you are over 18 years of age, you can buy alcohol in bars, cafés and clubs without any limitation on time. You may be asked to present a document of identification to verify your age.

National holidays

During national holidays the University and other public institutions in Latvia are closed. For exact dates of all national holidays, see the Academic Calendar on AAL homepage, as dates may vary from year to year.

List of the public holidays	
1st January	New Year's Day
March/April	Easter (from Good Friday to Easter Monday)
1st May	Labour Day
3rd May	Declaration of Independence Day (Bridge Day)
4th May	Declaration of Independence Day
23-24 June	Midsummer celebrations
25th Jun	Midsummer Eve (Bridge Day)
18th Nov	National Day
19th Nov	National Day (Bridge Day)
24-26 Dec	Christmas
31st Dec	New Year's Eve

Personal Security

Riga and Latvia, in general, are fairly safe. Violent street crimes are rare and most security problems are associated with petty theft, such as pick-pocketing, which is a problem in certain areas of the Riga centre (e.g., Central Market). Take care of your personal belongings and avoid unlit streets late at night. In an emergency situation call the toll-free number 112, as this is the general contact number for the emergency service. This number can be used to contact police, fire and rescue service, ambulance, and gas emergency services. Operators can take calls in Latvian, Russian, English, and German.

Traditional Latvian cuisine

Latvian national cuisine has been formed under the influence of cuisines from the neighbouring countries and the meals served today are particularly rich in other nationality dishes. Germans eat sauerkraut – Latvians eat sauerkraut, too. Swedes eat yellow pea soup – Latvians eat it, too. Russians love rye bread – and Latvians can't imagine their cuisine without it. The traditional food can be generally characterized by 3 words: Rustic, Generous and Filling while staying low in spices except for black pepper, dill or grains/seeds, such as caraway seeds. Meat is present in most main courses. Nevertheless, fish is also commonly consumed due to Latvia's wealth of water reservoirs: smoked and raw fish are quite common. Herring (salted or marinated) is particularly popular, and it is served cold. All kinds of pickled products are also on offer at most Latvian establishments including beets, mushrooms and, of course, cucumbers. If you see the word "marinēts" on a product it means that something has been marinated (preserved) in vinegar. Latvia is much richer in milk products than other Western countries. "Biezpiens" (cottage cheese), "skābais krējums" (sour cream), "rūgušpiens" (soured milk) and a lot of various cheeses like "Jāņu siers" (caraway cheese) is traditionally served on the Latvian Midsummer festival Jāņi.

"Kartupeļi" (potatoes) are served with nearly all Latvian food and they are usually either boiled, fried, boiled and then fried or mashed. Sometimes, traditional restaurants or canteens will also offer "griķi" (boiled buckwheat) instead of potatoes. "Pelēkie zirņi" (grey peas) is another typical side dish. Big, grey round peas are boiled and then fried with bacon and usually served with "kefīrs" (kefir) or "skābais krējums" (sour cream). Especially popular for Christmas table. "Rupjmaize" is a dark bread made from rye, and is considered a national staple. A traditional Latvian dessert is "maizes zupa" (literally "bread soup"), which is a sweet soup made from rye bread and fruit. Another typical dessert (likewise made of dark bread) is layered rye bread dessert "rupjmaizes kātojums": layered substance made of rye breadcrumbs, whipped cream, and cranberry jam.

Hochschule für Bildende Künste Dresden

With a history of over 250 years, the Dresden Academy of Fine Arts is one of the oldest training institutions for fine arts in Europe. It was founded by the Wettins as the “Haupt-Kunst-Akademie” (Main Art Academy) in 1764. It was the successor to the “Zeichen- und Malerschule” (School for Drawing and Painters) which had been in existence since 1680. The academy built up a fine reputation soon after it was founded. In the 18th century, the internationally oriented faculty included the Frenchman Charles François Hutin, the Italians Bernardo Bellotto, Giuseppe Camerata, Giovanni Battista Casanova and Lorenzo Zucchi, as well as the Swiss Anton Graff and Adrian Zingg.

The fine arts academy and the art collections had significant appeal and therefore attracted around 1800 artists to Dresden, among whom were Caspar David Friedrich, Philipp Otto Runge and Georg Friedrich Kersting. The Norwegian landscape painter Johan Christian Clausen Dahl followed in 1818. The extensive influence of the romantic painter and etcher Ludwig Richter was very significant. He studied at the academy and then taught there from 1836.

Ernst Friedrich August Rietschel founded the Dresdner Bildhauerschule (Dresden School of Sculpture), which was highly regarded in the 19th century. The Architecture department with Gottfried Semper, who had been appointed in 1834, also had great appeal.

As in many other European art academies, development in the second half of the nineteenth century led to an academic consolidation and solidification in this academy too. The appointment of the impressionist Gotthardt Kuehl in 1895 was said to have finally brought about a change. Within just a few years, the look and feel of the academy changed almost completely. With professors Otto Gussmann, Carl Bantzer, Eugen Bracht, Robert Sterl, Ferdinand Dorsch and students such as Max Pechstein, Kurt Schwitters, George Grosz, Conrad Felixmüller and Otto Dix, the academy gained a new vibrancy. The appointment of Oskar Kokoschka and Otto Dix further enhanced the reputation of the academy in the 1920s.

About the University

The Hochschule für Bildende Künste Dresden (HfBK Dresden) is an autonomous fine arts academy. Its autonomy is based on the constitutionally guaranteed freedom of art and freedom of education and research in art and science.

Founded in 1764, the academy is committed to a liberal-minded, international, free, creative and scientifically methodological mission statement. We strive towards

regenerating awareness about our rich yet problematic tradition and understand art and science as independent yet interrelated systems of knowledge.

The key goal of our educational programme is to pave the way for multi-talented, creative personalities whose capabilities exceed the limits of their respective core discipline. The academy promotes interdisciplinary cooperation in artistic and scientific research projects. For us, artistic research is the practice of artistic development more than anything else.

We see art as an indispensable part of civil society and attach great importance to making it accessible to the public. With this in mind, the academy has three galleries and an extremely well-equipped laboratory theatre with a capacity of 100 seats. OKTOGON is an outstanding art gallery. Its reconstructed historical rooms are spread across 800 square metres and it holds primarily exhibitions of contemporary art that is related to what is taught in the academy.

The academy has a wide network of connections to international universities and institutions. Its members actively participate in international discourse on questions related to art and society. As an institution, we stand firmly against any form of discrimination and see the pursuit of equality as a priority task.

At present, HfBK Dresden has about 120 employees. In addition, there are student, art and research assistants as well as lecturers. Approximately 550 students are currently enrolled in the study programmes of Fine Arts, Art Technology, Preservation and Restoration of Artistic and Cultural Assets, Stage Setting and Costume Design, Theatre Setting (technical college) and the postgraduate programme Art Therapy. This course profile is complemented by the subject areas of Art History, Philosophy/Aesthetics, Architecture and Interior Design as well as Applied Theatre Studies/Production Dramaturgy. The key facilities that are available are the Archive and the Custody with the historical anatomical collection, the Library with a Media Centre, the Exhibition Department, the Laboratory Theatre, Career Service and the Electronic Data Processing Centre.

The individual fields of study are spread over three different locations in Dresden. These too have 23 labs and workshops pertaining to the disciplines. The academy attaches great importance to the quality of its staff and the material equipment in its laboratories and workshops and strives to keep them up to date with the latest technologies at all times. The art academy, which has a university status, has the right to award doctorates in scientific disciplines, Restoration and Conservation (also Habilitation) and Art Therapy.

International Office

Contact information

Contact information:

Akademisches Auslandsamt/International Office

Urte Hintelmann (Coordinator)

Email: leitung-sta@hfbk-dresden.de

Phone: +49 (0)351 4402 2141

Erasmus Office

Kristin Jäkel

Email: erasmus@hfbk-dresden.de

Postal address:	Hochschule für Bildende Künste Dresden Referat für Studienangelegenheiten / Akademisches Auslandsamt Güntzstr. 34 01307 Dresden Germany
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Before studies begin

Visa and residency

Registration office/Citizen's office/Removal allowance

Students moving to Dresden for their studies are required to register their new address immediately at the Citizen's Office ("Bürgerbüro") of their district in Dresden.

Student Mobility Residence Permit and Student Mobility Certificate

Federal Law on Education and Training Grants (BAföG)

The Federal Law on Education and Training Grants determines the conditions for financial government support for students. The Education Grants Department ("Amt für Ausbildungsförderung") is located in the -> Studentenwerk Dresden, Fritz-Löffler-Straße 18. Other options for financing your studies include scholarships (i.e., "Deutschlandstipendium"), student loans, housing allowances or part-time jobs.

www.studentenwerk-dresden.de/english/finanzierung/ansprechpartner.html

Contact: City Hall

Students have to make Visa arrangements by themselves.

Further information at:

<https://www.dresden.de/en/city/anliegen/entry.php#?searchkey=visa>

Insurance

All students must have health insurance. For this reason, students must submit an insurance confirmation specifically for the purpose of registering at a university at enrolment. A health insurance card is not sufficient. If your health insurance plan changes during the course of your studies, you are required to inform the -> Department of Study 5 Matters immediately by submitting your new health insurance confirmation. Not having health insurance may lead to you being suspended from your degree course.

Health insurance requirements.

Contact: European Health Insurance Card

<http://ec.europa.eu/social/main.jsp?catId=559&langId=de>

Inclusion

Maintaining equal chances for students with disabilities and chronic illness is a matter of great concern for the HfBK Dresden. If a student is unable to sit or complete an examination in the required form because of long-term or permanent physical disability or chronic illness, the examination commission may grant the student permission to sit the examination within an extended timeframe or to take an equivalent examination in a different form. In order to be eligible, the student is required to submit an informal application for disability compensations. Questions about disability compensation and inclusion should be addressed to the inclusion officer of the HfBK Dresden.

<https://www.hfbk-dresden.de/en/academy/organisation/central-institutionscommittees-and-officers/>

Student ID Card

Re-registration

At the end of each -> semester you are responsible for re-registering for the following semester. The -> semester fee is paid by bank transfer. The re-registration period for the summer semester is from mid-January to early February, the re-registration period for the winter semester is from mid-June to early July. You will find the exact re-registration dates on the website of the HfBK Dresden as well as on notices in front of the Department for Study Matters. Be sure to find out about the semester fees and the re-registration periods in good time! Late re-registration may

lead to your -> exmatriculation. Once you have reregistered, you will be able to update your student ID card in the terminal on the ground floor of Güntzstraße 34 and pick up your enrolment confirmation in the porter's office approximately 2 weeks before the start of the new semester.

<https://www.hfbk-dresden.de/en/studies/study-organisation/forms-information/>

Student Transport Ticket

Semester ticket

The semester ticket is provided by the -> student council. It is printed on the back of your student ID each year after you have activated it in the terminal (ground floor, Güntzstraße) and is valid for the period of the respective winter or summer semester. The ticket is valid for the tariff zone of the "Verkehrsverbund Oberelbe" (VVO) and rail traffic in Saxony, not including the small local railways. Check the VVO website for more information on which lines are available for your semester ticket and what rules apply to connecting services.

Arriving in Dresden

Student Accommodation

<https://www.studentenwerk-dresden.de/english/wohnen/wohnheimkatalog/>

<https://www.studentenwerk-dresden.de/english/wohnen/mieterinfo.html>

My studies

Student obligations

Students are required to inform the ->	Department of Study Matters immediately of the following changes:
Change of name or address	
Loss of/damage to student ID card	
Changes related to health insurance requirements	
Care order under the German Civil Code	
Protraction of illness that could seriously endanger the health of other students or impair university operations	
Pregnancy	
Effective conviction and prison sentence of more than one year for a wilfully committed crime which is still subject to full disclosure and could, depending on the time of crime committed, lead to a endangerment or impairment of university operations (->legal basis)	
The information must be correct, complete and submitted on time. Furthermore, students are required to check their university -> e-mail address on a regular basis.	

Study regulations (Studienordnung, STO)

The study regulations provide a framework for a regular course of study. It includes all modules and their descriptions and the course plan. It is essential for you to be familiar with your study regulations!

www.hfbk-dresden.de/en/academy/organisation/regulations/

Student Services (Studentenwerk)

The Studentenwerk Dresden is a public-law institution. As such, it supports around 48,000 students from 9 universities in Dresden, Zittau and Görlitz. Its range of responsibilities includes student financing, canteen and cafeteria services, providing accommodation in student halls, promotion of culture, social, legal and psychosocial counselling and counselling on studying as a parent.

www.studentenwerk-dresden.de/

Suspension Periods

You may be able to suspend your studies, for important reasons, for a period of up to two months. Important reasons may include pregnancy, caring for a child, illness or a supplementary internship at home or abroad. You can apply for a suspension period with all the relevant documentation at the -> Department for Study Matters, who will also make the decision to grant your application. During your suspension period you will remain a registered student at the HfBK Dresden and must remember to re-register each semester. However, you will not be eligible for national BAföG during your suspension period, and can decide either to be exempt from the student ticket or to pay the full price. Do not forget – applications to be suspended from your course must be submitted within the deadline for re-registration along with all relevant documentation and forms.

Transfer to a higher semester

You have the option of beginning a degree course in a higher semester. Transfer students are students that have qualifications that are recognized by the university. The application is processed by the Department for Study Matters and the examination commission.

Application deadlines:

University semester

University semesters are all semesters in which a student is or previously was enrolled at a German university. University semesters include all -> course semesters of a degree course as well as all semesters completed after a transfer to another degree course. Suspension periods, committee semesters and semesters completed in a -> second degree course are also included.

Erasmus/Studying overseas/Internships abroad

HfBK Dresden students have the opportunity of taking a study placement of three to twelve months at one of our partner universities abroad. If you have successfully applied for an ERASMUS scholarship, you may be eligible for a mobility grant for financial support.

<https://www.hfbk-dresden.de/en/studies/study-organisation/studiesinaforeigncountry-internshipsinaforeigncountry/>

Students may also be interested in taking an internship abroad. The Leonardo-Büro Dresden can provide more details.

<https://www.leo.tu-dresden.de/?lang=en>

Department for Study Matters

The responsibilities of the Department for Study Matters include supporting university applicants and students during the entire course of their studies, from enrolment to reregistration, suspension periods, examination administration, problems with student ID cards, changes in health insurance right up to exmatriculation and issuing graduation certificates.

This is also where all doctor's notes and applications to de-register from an examination must be submitted in case you cannot sit an examination because of illness. During the opening hours, you can ask any questions about your studies you might have here.

<https://www.hfbk-dresden.de/en/studies/study-organisation/>

E-mail address

Students at the HfBK Dresden are automatically issued a university e-mail address, including a personal log-in and password, along with their enrolment papers. This is the contact address for official university communications to students. Therefore, you are required to check this address on a regular basis. The university address is also the only email address that should be used for any inquiries to the Department for Study Matters!

www.hfbk-dresden.de/en/academy/facilities/computercentre/

Transcript of records

Local credits

At the HfBK Dresden, 30 credits can be attained in all study programmes per semester. According to § 35 Para. 9 of the Sächsisches Hochschulfreiheitsgesetz (Saxon Higher Education Autonomy Act), “studies and examinations that have been completed at a university shall [...] be recognised upon request, unless there are significant differences with regard to the acquired competences. Notwithstanding Sentence 1, studies and examinations shall be recognised upon request at art colleges if their equivalence has been established. Non-recognition shall be justified in writing. The authority specified in the examination or doctoral regulations or other legal provisions shall decide on the recognition and equivalence.”

You can view these regulations here: <https://www.hfbk-dresden.de/en/academy/organisation/regulations/>

All Erasmus students receive a so-called Transcript of Records at the end of their stay. This is a report of all academic achievements abroad.

Course record book

Your course record book, which is sent to you along with your enrolment papers, is a record of all your examination results compiled by your teachers. A completed course record book is a prerequisite for sitting your Diploma exam, so treat it with care! If you lose it, you will no longer have a record of your academic achievements.

Registering for courses

Standard period of study

Each degree course has a standard period of study in which the degree course should ideally be completed. The standard period of study for each degree course is indicated in the study regulations. Committee semesters under section 20 sub-section 4 and suspension periods under section 20 sub-section 2 of the SächsHSFG are only counted as -> university semesters, but not as -> course semesters. Your -> enrolment confirmation indicates which course and which university semester you are currently in.

Course semesters

A course semester is any semester that counts towards the final university examination (Diploma examination) in a particular degree course. Suspension periods and semesters spent serving a committee ("committee semesters") for instance are not counted. Course semesters may, but do not necessarily coincide with the -> university semesters, as university semesters are not bound to a particular degree course. If you transfer to a different degree course, the number of course semesters starts again from one, unless you apply to have examination results and study time recognized and choose to transfer to a higher course semester. The number of university semesters however is not set back and is counted continuously.

Academic Year 2020-2021	
Summer Semester 2020/2021	1.4.2021– 30.9.2021
Start of courses	6.4.2021
The public holidays in Saxony are free of lectures	
Ascension	13.5.2021
Whit Monday	24.5.2021
Registration for the WS 2021/22	(14.6.-30.6.2021)
End of courses	16.7.2021
Core examination period until	13.8.2021
Break	19.7. - 1.10.2021

Winter Semester 2020/21	
Start of courses	5.10.2020
The public holidays in Saxony are free of lectures	
Day of Prayer and Repentance	18.11.2020
Last day of lessons before Christmas	18.12.2020
Interruption Christmas / New Year	21.12.2020- 3.1.2021
Continuation of the courses	4.1.2021
Registration for SS 2021	18.1.-29.1.2021
End of courses	29.1.2021
Core examination period	26.2.2021

Assessment/examination

Examination regulations (Prüfungsordnung, PO)

The exam regulations list your rights and obligations regarding examinations. Each degree course has its own exam regulations. Amongst other things, they include the deadlines and the forms of examinations. You can download the exam regulations from the university website. It is essential for you to be familiar with the contents of your exam regulations!

<https://www.hfbk-dresden.de/en/academy/organisation/regulations/>

Examination results

You will receive your examination results directly from the responsible professor/teacher who will write your results into your -> course record book. Examination results in the subjects Art History and Philosophy can be picked up in the Secretariat for Art-Related Sciences, Güntzstraße 34, room 203.

Exmatriculation

Exmatriculation is the official termination of your degree course. An official exmatriculation may be issued after you have successfully completed your studies, “permanently failed” an exam or failed to re-register for your course. In addition to an exmatriculation “ex officio” you also have the option to apply for exmatriculation yourself at any given time (but not retroactively). You can download the exmatriculation form on the university homepage.

<https://www.hfbk-dresden.de/en/studies/study-organisation/forms-information/>

The academic year

A semester is half a university year. The winter semester starts on October 1st and ends on March 3rd, the summer semester starts on April 1st and ends on September 30th. Each teaching period ends with an examination period, which is followed by the semester break. You will find more important dates in the regulations on the course of the academic year.

www.hfbk-dresden.de/en/academy/organisation/regulations/

Semester fee

The semester fee consists of a contribution to the student body of the HfBK Dresden, the -> Studentenwerk (student services) and the -> semester ticket. The current fees are published on the university website each semester by the -> Department for Study Matters. Check the website to make sure you pay the correct amount!

Second degree

In accordance with section 12 sub-section 4 of the SächsHDFG, students can be charged a fee for a second degree of 500 € if they already have a Master's, Diploma or Magister degree or a degree course with a state or church degree.

www.hfbk-dresden.de/en/academy/organisation/regulations/

Study extension

Internship/mandatory course internships

You can find out whether your degree course includes a mandatory internship by consulting your study/exam regulations. Before starting your mandatory internship, you will need to fill in the form “de-registration for a degree course internship” and submit it, signed by the organisation providing the internship, to the Department for Study Matters.

<https://www.hfbk-dresden.de/en/studies/study-organisation/forms-information/>

Legal basis

The legal basis for your degree course is the Law on the Freedom of Universities in the Free State of Saxony (Sächsisches Hochschulfreiheitsgesetz – SächsHSFG), the enrolment regulations of the HfBK Dresden and the -> study and -> exam regulations of your respective degree course. As such, you should be familiar with the contents of these documents!

<https://www.hfbk-dresden.de/en/academy/organisation/regulations/>

Long-term study fee

If you exceed the standard period of study required for the completion of your Diploma by more than 4 semesters, a fee of 500 € is charged for re-registration in addition to your regular semester fees.

Permanently failed examination

If you have failed an examination after the third attempt this examination is considered “permanently failed”. Please note that you must apply for a third attempt at any examination. You will find more information on the reasons for permanently failing a module in the -> examination regulations (“Prüfungsordnung”).

Re-enrolment

Once enrolled (or registered), any candidate offered a place at the university becomes an official student of the HfBK Dresden. As part of their enrolment, each student is issued an -> enrolment number, a -> student ID card and a student -> e-mail address. To continue their studies, students must re-register at the beginning of each new semester -> reregistration.

- Enrolment confirmation
The enrolment confirmation / student confirmation serves as proof of -> enrolment at a university.
- Enrolment number: The enrolment number is the number under which you are registered as a student of the HfBK. Your enrolment number can be found on your -> student ID card. You should always provide your enrolment number when contacting the -> Department of Study Matters.

Student Council (STURA)

The STURA is the student body interest group of the HfBK Dresden.

www.hfbk-dresden.de/en/studies/campus/sturastudentcouncil/

Student ID card

Your student ID card is a chip card that identifies you as a student of the HfBK Dresden. It has your -> semester ticket printed on the back. You can also use your student ID card as a library card or for the -> canteen. Please always inform the -> Department of Study Matters in case of loss or damage to your ID card.

Student Life

Access card

Your access card is required to access the HfBK Dresden buildings outside their regular opening hours. You will need to apply to the internal services department ("Referat Innerer Dienst"), Güntzstraße 34, room 207 and pay a deposit of 12 € to get your access card.

Canteen

For lunch, students of the HfBK Dresden can visit the canteen in Johannstadt ("Mensa Johannstadt"), Marschnerstraße 38 on the campus of the Berufsakademie Sachsen/Evangelischen Hochschule Dresden (EHS) or the canteen on the Brühlsche Terrasse.

Change of address

If your contact details (address/telephone number) change you are obliged to inform the Department of Study Matters immediately. For name changes you must submit relevant documentation (such as a copy of your marriage certificate). You will find the form (in German language, "Änderungsmitteilung") on our website.

www.hfbk-dresden.de/en/studies/study-organisation/forms-information/

Master degree

Second degree

In accordance with section 12 sub-section 4 of the SächsHDFG, students can be charged a fee for a second degree of 500 € if they already have a Master's, Diploma or Magister degree or a degree course with a state or church degree.

www.hfbk-dresden.de/en/academy/organisation/regulations/

Location / buildings

The university is located at three places. The studios and workshops of Faculty I, Fine Arts, are spread over the locations Brühlsche Terrasse and Pfothenhauerstraße. The Brühlsche Terrasse building also houses the Oktogon's exhibition rooms, the academy's archive, as well as the anatomical collection. Faculty II with the study programmes Restoration, Stage Setting and Costume Design, Theatre Setting, Art Therapy and the Administration department, the lecture rooms, as well as seminar rooms for theory classes and the library are located at Güntzstraße.

Brühlsche Terrasse

The academy building at Brühlsche Terrasse was built in 1894 and houses studios and workshops for Faculty I, Fine Arts and the Oktogon's exhibition rooms, the academy's archive, as well as the anatomical collection.

Pfothenhauerstraße

The academy location at Pfothenhauerstraße 81/83, which is surrounded by large open-air grounds, houses studios for sculpture and workshops for casting, plastics processing, metal casting and metal processing in buildings that are partially new.

The objective of all workshops is to provide professional guidance to students to enable them to independently and professionally complete their artistic projects and to provide the support of teaching professors in their research fields.

Güntzstraße

The workshops and study rooms of the study programmes Stage Setting and Costume Design and Restoration, the technical college study programme Theatre Setting, rooms for theory classes, as well as the library and the Administration department are housed in the building of the former Public Academy of Applied Art at Güntzstraße 34.

Library facilities

A first-class environment is available for teaching and learning, thanks to extensive renovation work that was completed in 2009. With the new auditorium for lectures and conferences, the Güntzstraße location now provides the necessary conditions. The library has been expanded and equipped in a contemporary manner.

As a scientific institution, the library aims to meet the needs of education, research, study and professional and general development. That is why the library occupies an important position, as a central and probably one of the oldest parts of the academy.

Library facilities	
web:	https://www.hfbk-dresden.de/en/academy/facilities/library-mediacentre/
Address:	Güntzstraße 34, 01307 Dresden, Room Nr. 108
Anja Ziegler	Head of University Library
Phone:	0351.4402 – 2121
Stefanie Herzog	Librarian
Address:	Room Nr. 108
Phone:	0351.4402 – 2123
Email:	herzog@hfbk-dresden.de

Media Centre

The HfBK Media Centre is a non-public facility. It is used by the faculty and students of the academy for study and research purposes; interested external users can view the AV media at designated viewing workstations. The collection of the Media Centre focuses on the topics of theatre, film, fine arts, art technology, restoration and art therapy. The inventory mainly comprises of:

- artist's portraits and art documentation
- recordings of performances from the different areas of the performing arts
- documentation of in-house projects, conferences and courses

Harald Büttner	
Media Centre / Equipment for events / Laboratory Theatre	
Address	Güntzstr. 34, Room 104 (in the library)
Phone	0351.4402 – 2185
Email:	hbuettner@hfbk-dresden.de

Useful information

Doctor

Before consulting a doctor, it is useful to arrange an appointment. Otherwise, you may have to wait in line for a while. Always bring your chip card (public health insurance) or proof of insurance coverage (private health insurance) for consultation or hospital care. In the event of medical problems arising in the evenings or on the weekend, a number of doctors are always on duty. At those times, the central information hotline +49 (0)351-19292 directs you to the nearest doctor on call in the Dresden area.

Pharmacies

Pharmacies in Germany, all drugs, both over-the-counter medications and prescriptions, are available only at pharmacies (“Apotheken”), which are usually open from 8.30 a.m. to 6.30 p.m. on weekdays. While your health insurance covers some or most of the cost, a co-payment for prescribed drugs may need to be made. It ranges from €5 to €10 per medication. During the night, on weekends and holidays an emergency pharmacy service is in operation. Certain designated pharmacies are open or can be reached by ringing the bell at the door.

Banks

The most common form of a bank account in Germany is a “Girokonto” (giro or check account). Most financial transactions are completed using this type of account, such as receiving your salary or scholarship, paying the rent, your bills, making debit card transactions when shopping for groceries and clothes etc.

To open an account at a bank, you will need:

- your passport or national ID card for identification
- your confirmation of registration (“Meldebestätigung”) from the Registration Office

If you have your acceptance letter/enrolment certificate or (the draft of) your employment contract you should also bring it. Bank fees differ greatly from one bank to another, so it is worth comparing them.

Once you have opened a bank account you will receive a debit card, or cash card (“EC-Karte”), which enables you to withdraw cash from the majority of cash machines in Germany and Europe. This is normally free of charge at your own bank’s ATMs and those of the “cash group” or “cash pool” that your bank is affiliated with. Cash machines from other banks will charge you a fee. Many shops allow you to pay

for goods and services using the cash card in conjunction with your PIN or signature. Online banking is also available when holding a “Girokonto”.

21BANK ACCOUNT In Germany most bills are paid via credit transfer (“Überweisung”). Often a transfer form is included with your bills, or you can do the transfer online using the bank details from the bill. In contrast, making out and cashing checks as well as paying by credit card locally is very unusual.

Mobility (Public Transport, Bikes)

The student card you will get at the beginning of your stay in Dresden is at the same time, your semester ticket. The semester ticket allows you to use public transport in Dresden (DVB: www.dvb.de) and the regional trains in Saxony (www.diebahn.de). For more information on the semester ticket, see <https://www.stura.tu-dresden.de/semesterticket>

A very popular way to move in Dresden is going by bike.

Housing

Most of our students live in shared flats all over the city. To find the right flatmates and a nice flat, you can have a look at those pages: www.wg-gesucht.de For student accommodation (mostly on the campus of Technische Universität Dresden), see here: <http://www.studentenwerk-dresden.de/english/wohnen/> It is also worth checking the black boards at the university or, even better, at the HfBK for rooms!

Culture, Sports, Leisure

Students at the HfBK are entitled to take part in any sports offers at the TU Dresden. https://tu-dresden.de/dhsz/sportangebote?set_language=enhttps://tudresden.de/dhsz/sportangebote?set_language=en

Dresden is a city of about 500.000 inhabitants, so there are a lot of different offers to spend your free time. We cannot give a real overview of “What’s up in Dresden?” with all its subcultures, but we picked some addresses. If you do not like to surf before going out, just head towards “Neustadt”, north of the Elbe. It is a place full of bars, cafés, clubs and small shops. You will find nearly everything there! Two of the biggest theaters are: <http://www.staatsschauspiel-dresden.de/> And the famous opera: <https://www.semperoper.de/> You will find a list of cinemas on: <http://www.kino.de/kinoprogramm/dresden>

Accademia Di Belle Arti Roma

Introduction

Welcome to the Accademia di Belle Arti di Roma, member of the EU4ART consortium. This practical guide contains helpful advice and information for international and exchange students who are preparing to live and study in Rome, the capital city of Italy.

The Academy of Fine Arts of Rome is one of the twenty public Academies of Fine Arts and belongs to the AFAM system that gathers the public Conservatories, the Academies of Fine Arts (public and private), the Musical Institutes promoted by local authorities, the State Academies of Dance and Dramatic Art, the State Institutes of Higher Education for Artistic Industries, as well as other private institutions authorized by the Ministry to issue titles with legal value.

The ABA Roma issues legal titles of first and second level (BA - duration three years and MA - duration two years) named Academic Diploma of first and second level which are equivalent to the degrees of first and second level. The internal structure of the Academy is divided in three main Department (Visual Arts, Communication and Art Didactics, Department of Design and Applied Arts), each of them is divided in Schools, such as Decoration, and in each of them there are different paths which lead to a specific degree.

First Degree (BA)

Department of Visual Art

School of Decoration

Decoration

Art and environment

Contemporary Sacred Art

School of Painting

Painting

School of Sculpture

Sculpture

School of Graphic Art

Graphic Art

Department of Communication and Art Didactics

School of Communication and Valorization of Contemporary Artistic Heritage

Communication and Valorization of Contemporary Artistic Heritage

School of Communication and Art Didactic

Didactic and Art Communication

Department of Design and Applied Arts

School of New Technologies of Art

Multimedia and Technological Arts

Audiovisual Theories and Techniques

Photography and Video

School of Artistic Design for Business

Fashion Culture and Technology

Fashion Design

Editorial Graphics

School of Scenography

Scenography

Second Degree (MA)

Department of Visual Arts

School of Decoration

Decoration

Environmental Art and Experimental Languages

Contemporary Sacred Art

School of Painting

Painting

School of Sculpture

Sculpture and Public Art

Sculpture and New Technologies Applied to Sculpture and Space

Environmental Sculpture and Lapis Tiburtinus

School of Graphics

Art Graphics

Illustration and Art Publishing

Technology of Paper Materials

Department of Communication and Art Didactics

School of Communication and Valorization of the Contemporary Artistic Heritage

Communication and Valorization of the Contemporary Artistic Heritage

School of Art Didactics

Art for Therapy

Communication and Didactics of Museums and Exhibitions Curatorial

Department of Design and Applied Arts

School of New Technologies of Art

Multimedia Visual Arts

Cinematography and Performing Arts

Audiovisual Theories and Techniques

School of Artistic Design for the Enterprise

Fashion Design

Costume for the show

Jewelry Design

Editorial Photography

Graphic Design

School of Set Design

Theatre Multimedia

Only the School of Painting, Sculpture and Graphic Arts are fully part of the EU4ART project, but, since many courses are cross-curricular and cut across schools, there are many elective courses that are available for the common curriculum. All classes are open to Erasmus students, it being the only international program of mobility in the Academy. The selection procedures are very strict and standardized according to national and EU directives.

We do have also a national program established by the Government, called Turandot Project, which is open to Chinese students who, after a selection process aimed primarily at ascertaining their linguistic competence in Italian, are admitted attending our courses on a regular basis until they graduate. If the Chinese students are not able to speak fluently Italian, they're enrolled in a Foundation year course, taught by specialized teachers, which lasts one year and is dedicated to the deepening not only of the language, but also of the Italian culture. The program is unilateral and does not include the possibility for Italian students to study in China.

Location and buildings

Location and buildings:

www.abaroma.it

Main building

Via di Ripetta 222, 00186 Roma (RM) (City Centre)

Other buildings

Campo Boario: Largo Dino Frisullo snc, Ex Mattatoio Testaccio, Roma

Palazzo Venezia: Piazza San Marco 49, Roma

Via Cicerone: Via Cicerone 28, Roma

Sede Vellerdi:

Convento del Carmine, Piazza Trento e Trieste 54, Velletri

e-mail infovelletri@abaroma.it

Facebook Page [@accademiabelleartiroma](https://www.facebook.com/@accademiabelleartiroma)

Facebook Group Accademia di Belle Arti di Roma

Tel. +39 063227025 – +39 063227036

Consulta degli Studenti

The Consulta degli Studenti (Students' Board) represents all students, including incoming Erasmus ones. Every School of the Academy has their own delegates, one for BA and one for MA. The delegates are students elected yearly whose purpose is to simplify the interaction between students, professors and the Students' Board. Each School has a Facebook group (named after the corresponding school) managed by the delegates, where you can find useful information and ask questions.

Consulta degli Studenti	
E-mail	consultastudenti@abaroma.it
President	Irene Sperduti
Secretary	Aurora Segafredo
Vice-President	Michele Vasca
Administration Board Member	Maria Pia Saccinto
Academic Board Members	Victor Albano, Simone Bacco
Other members	Roberto Pugliese

Erasmus Office

Erasmus Office	
E-mail	erasmus@abaroma.it
Erasmus Coordinator	Chiara Passa
Assistant Erasmus Coordinator	Federica Ianni
Erasmus Students Contact Person	Michele Vasca
Facebook Group	Erasmus Accademia Belle Arti di Roma

The Erasmus+ programme is managed by the Erasmus Office which has a coordinator and an assistant.

The Accademia di Belle Arti di Roma has been participating in the Erasmus+ programme for more than 15 years and it has become a major priority of our institution. All the activities connected to the Erasmus programme have exerted considerable impact, either directly or indirectly, on the Academy.

With more than eighty international bilateral agreements with higher education institutions across all Europe, every year we count about 100 students among

incoming and outgoing, for both study and traineeship mobilities, not to mention the professors and staff members.

Since we receive a large number of applications, access to the program is regulated by a selection process, based on portfolio, curriculum and motivation letter, for both our students and foreign students. All the activities carried out during the mobility period are fully acknowledged in the students' curricula and they receive the corresponding ECTS credits which are registered in the Diploma Supplement.

The process of recognition of courses taken in Erasmus is inspired by the greatest possible flexibility even when the activities carried out do not correspond to our internal curricula, because we believe that it is of utmost importance to have the opportunity of benefiting from teachings different from our own. Thus, at the time of the compilation of the Learning Agreement students are encouraged to follow their interests in order to enrich their educational path also by integrating courses and exams that are different from the standard ones, having the certainty that the courses taken will be approved in any case.

Learning agreement

As for the ERASMUS exchange programme, the ERASMUS+ Learning Agreement is a contract between you, your home university and the Accademia di Belle Arti di Roma. It must be completed before your departure, but you'll be able to make some changes within a month of your arrival in the host institution. Changes must be approved by the coordinators of the sending and the receiving institution. The Erasmus Office can help in completing the Learning Agreement correctly.

The first section of the Learning agreement shows your home university and us what kind of courses/project you plan to do during your exchange. This must be signed by you, your home university, and your Erasmus Coordinator here in Rome and returned to your home university's international office before your exchange begins. This document is only a temporary plan and not the final version. The L.A. can be changed within one month from the arrival.

Before leaving Rome, be sure that all forms needed by your home university are completed.

Students must undertake enough projects and workshops in order to achieve the required ECTS by their University for the Erasmus exchange (the best should be 30 ECTS per semester).

Transcript of records

Once you have completed your courses, the transcript will then be credited with ECTS points and grades and we will provide you with the original of the Transcript of Records, a certificate of arrival and departure with the dates of your stay.

Your Transcript of records will report the credits and the grades awarded by professors for all your exam and the grading system of the Academy of Rome, to

facilitate the conversion of grades in your Institution. Should you have any further questions regarding your studies at the ABA Roma, please contact the Erasmus Office.

Enrolment

Once you have arrived in Rome, and before classes begin, you must enroll at the Erasmus Office (see contacts above). You will first complete the enrolment form and you will receive all useful information for your stay (schedule of classes, plan of the Academy, contacts of members of Students' board and so on).

Student ID Card

After your arrival at the Academy, you will receive a student card (so we need a passport size photo) that will certify your student status and will give you some benefits (shops, cafeteria, museums).

You will also get the password to access the Wi-Fi inside the Academy.

Museums also give you discount with student card – especially Fine Art museums (see Museum list below).

For more information about discount and student fares, you can check this website:

<http://www.informagiovanioroma.it/cultura-e-spettacolo/opportunita/agevolazioni-e-sconti>

Italian Language classes

All Erasmus students are offered the possibility of attending an Italian language course free of charge, which also entitles them to 4 credits.

Arriving in Rome

Please note that the Accademia di Belle Arti di Roma does not offer a pick-up service for students arriving in Rome. You are responsible for organizing your own transport to and from the airport and to your accommodation.

You can find information about transportation from and to the airports in the linked websites:

Fiumicino Airport	https://www.adr.it/trasporti-fco
Ciampino Airport	https://www.adr.it/trasporti-cia

Visa and residency

Students are responsible for finding out what kind of visa is required for the duration of studies in Italy. Please read the information below carefully for visa information and contacts. Students who are citizens of the EU countries and Liechtenstein, Norway, Iceland and Switzerland, can enter Italy with a valid passport or ID. No visa or residence permit is required.

Visa is required only for non-EU citizens.

In 1990 Italy became a member of the Schengen Area, therefore entry into the territory of the country is governed by the Schengen regulations. Citizens of EU and EEA member states and of certain non-EU and non-EEA countries may travel to Italy without visa, however, the Schengen visa and entry regulations are only applicable for a stay not exceeding 90 days. If your stay in Italy exceeds three months, you are required to apply for a residence permit. Applications should be submitted to any Police Department in the city within 8 days after the first 90 days have passed.

Students from non-EU countries: You will find information about Consular Services for foreigners at the following link:

<https://www.esteri.it/mae/it/servizi/stranieri/cittadini-stranieri.html>

And in particular regarding visa policies here:

<https://vistoperitalia.esteri.it/home.aspx>

Insurance

As soon as our university accepts your application and study programme you will be sent a letter of acceptance and an information package.

All students from EU member states medical care are covered by the European Health Insurance Card (EHIC). With the European Health Insurance Card (EHIC) they can directly go to a doctor and use their insurance card there. In the case of an accident or emergency, you will receive free treatment in public Hospitals provided you have EHIC.

If you are a non-EU citizen, you should inquire whether there is a bilateral agreement on health care between Italy and your country or you should be sure to have a personal (private) health insurance policy.

Accommodation

Unfortunately, the Academy has currently no housing options available for students but is actively working towards securing some partnerships on this matter.

We are currently launching a market survey to activate agreements with institutions in order to expand the hospitality offer, given the start of the numerous international projects undertaken.

At the moment, we can only offer assistance and support in the search for accommodation through our agreement with travel agencies, that select hotels and accommodation at the best price or at the most convenient prices for students.

If you intend to rent a flat or a room you may need to bring bed linen, blankets and towels or buy them following your arrival. Basic kitchen equipment is usually provided. You may also be required to pay a deposit which will be returned to you before your leaving on the condition that no damage has been caused to the property you were renting. The landlords usually require you to pay a deposit in advance.

There are usually dedicated Facebook pages that can help you in your search, while some students find agencies useful in the process.

Library facilities

The Linda Pisani Library of the Accademia di Belle Arti di Roma holds nearly 10.000 items about art, archaeology, aesthetics, scenography, dramatic literature, design and architecture. The collection includes a vast selection of vintage magazines and periodicals.

Books and magazines can be consulted in the adjacent Aula Lettura (Reading Room).

Academy students also have access to JSTOR (Journal Storage) which is an electronic archive of digitised articles from over 1000 academic and scientific journals. The full list of journal titles in the database is available at www.jstor.org > Browse.

Our library complies to the Sistema Bibliotecario Nazionale (National Library System), therefore its catalogue is available to access on-line by going to this website:

<https://polorms.uniroma1.it/SebinaOpacRMS/.do>

and selecting CATALOGO → Opzionale : write/select the library → Enti Associati → Accademia Belle Arti

The library is currently able to offer to students the following services:

- research consultancy,
- bibliographic research support facility,
- photocopies services upon valid ID presentation and staff permission, within copyright law terms and conditions.

LIBRARY OPENING HOURS

Mondays	9:30-13:00
Tuesdays	9:30-13:00
Wednesday	9:30-13:00
Thursday	9:30-12:30
Friday	9:30-12:30
Saturday, Sunday	Closed

Academic calendar

Academic Year 2020-2021

I. SEMESTER

Welcome week	25th-30th October
Start 1st Semester	2nd November
Christmas Holidays	24th December - 6th January
End 1st Semester	20th February
Examination period 1st. Semester	22nd February - 6th March

Academic Year 2020-2021

II. SEMESTER

Start 2nd Semester	8th March
Easter Break	1st-7th April
End 2nd Semester	26 June
Examination period 2nd Semester	30 June - 17 July

Public Holidays in Rome

List of the public holidays	
1st January	New Year's Day
6 January	Epiphany
4 April	Easter Sunday
5 April	Easter Monday, (Pasquetta)
25 April	Liberation Day
1 May	International Workers' Day
2 June	Republic Day
29 June	Saint Peter and Saint Paul (Regional Holiday)
15 August	Assumption Day
1 November	All Saints' Day
8 December	Immaculate Conception
25 December	Christmas Day
26 December	Saint Stephen's Day

Student life

Rome is a charming city like no other. Tangible proof of millenary history merges with an extremely lively leisure scene, offering any foreign student a unique set of social life opportunities and experiences. Not to mention, for an art student this is arguably one of the best cities you can live in during your formative years. The beauties of Rome need no introduction, but here are some tips to help you get started exploring the city like a local.

Public transport

The great thing about travelling by public transport in Rome is that all tickets are integrated. One ticket will get you around on buses, trams, Metro and some rail services within the Rome urban area.

There are a few different types of tickets to choose from, starting from 100 minutes to weekly, monthly or yearly passes.

Tickets and passes do NOT cover any airport bus or train to either of Rome's two airports, Fiumicino or Ciampino, any train to and from Rome's cruise port (Civitavecchia) nor Rome's sightseeing buses.

Buses and trams operate from 5.30 AM to 12 AM, while the underground (Metro A and Metro B) currently operates from 5.30 AM to 11.30 PM.

Over 20 lines of buses operate from 12.30 AM to 5.30 AM, with Termini (Piazza dei Cinquecento) and Piazza Venezia being the main terminals. Night lines bus stops are marked by the owl symbol.

For more information and updates, you can visit: www.atac.roma.it .

Taxi numbers

Taxi numbers:

06 3570

06 4994

06 6645

06 5551

06 8822

In addition, by downloading the App and subscribing to “MyTaxi”, you can get a 5€ voucher to spend on your first ride, and you can also pay by credit card.

Banks

There are many banks and ATMs near the Academy. Banks are usually open Monday to Friday from 8.30 am to 5 pm.

Shopping

The academy is in the very heart of the city and therefore close to the main shopping streets, but it is definitely an experience to visit the local markets or second-hand markets such as Porta Portese which is held every Sunday.

Close to the Academy there are also many Fine Arts shops, such as Poggi, located right in Via Ripetta.

Locale cuisine

It's impossible to say which Italian regional cuisine is the best, but Roman food is undoubtedly one of the most appreciated and well-renowned all around the world. Shy away from flashy tourist-traps in the city centre's main venues, and venture in the less-crowded streets and secluded alleys to find modest-looking trattorie that offer generous portions of the best traditional dishes at reasonable prices. Only to mention a few, you'll have to try the Holy Trinity of pasta: Carbonara, Cacio e Pepe and Amatriciana. Pasta asides, you would definitely fall in love with many deep-fried delicacies (from zucchini flowers to artichokes alla Giudia, to supplì al telefono), and if

you're up to it, a variety of poor cuisine specialties awaits you, like trippa alla romana, coda alla vaccinara and the infamous pajata.

It goes without saying that in the biggest city of Italy you can find almost anything that the national cuisine can offer, and at its best! In Rome you will find incredible pizza Margherita, risotto and gelato.

Weather

In Rome, summers are long, hot, humid and mostly clear, and lovely weather usually continues well into autumn (a phenomenon popularly known as "ottobrata romana"), while winters are rather short, fairly cold, wet, and partly cloudy. Over the course of the year, the maximum mean temperature is 21°C and the minimum 9°C, it rarely drops below 0°C in winter or rises above 35°C in summer.

Places of interest

Rome is home to some of the most iconic landmarks on Earth, which do not need to be mentioned here. Besides these, here are listed some less touristic but equally beautiful and suggestive spots you can discover like a local does:

Cimitero Acattolico di Roma

Terrazza del Pincio

Monte Ciocci

Ponte Milvio

Villa Sciarra

La Casina delle Civette (Villa Torlonia)

San Carlino alle Quattro Fontane

Ghetto Ebraico and Isola Tiberina

Colonia Felina di Torre Argentina

Lo Zodiaco (Violetto degli Innamorati)

Museums

While many museums not on this list will grant you discounted tickets based on either your age or your student status, the following are completely free for students from the Accademia di Belle Arti di Roma:

Museums
Accademia Nazionale di San Luca
Galleria Borghese
MACRO Via Nizza
Mattatoio
Palazzo Barberini
All museums referring to Sistema Musei di Roma Capitale (www.museiincomune.it):
Musei Capitolini
Centrale Montemartini
Palazzo Massimo
Palazzo Altemps
Mercati di Traiano
Museo dell'Ara Pacis
Museo delle Mura
Museo Napoleonico
Museo Andersen
Museo di Scultura Antica Giovanni Barracco
Museo Carlo Bilotti
Museo Pietro Canonica
Museo di Roma in Trastevere
Musei di Villa Torlonia
Villa di Massenzio
Museo Civico di Zoologia
Museo della Repubblica Romana e della Memoria Garibaldina
Casa Museo Alberto Moravia
Galleria d'Arte Moderna
Museo di Casal de' Pazzi

Where to eat near the Accademia:

Eat places
Caffè dei Pittori (mensa universitaria)
Via Flaminia, 57/59
Caffè Ripetta
Via di Ripetta, 72
Bar Caffè Maneschi
Via della Frezza, 60-61
Salmoneria "Qué Te Pongo?"
Via di Ripetta, 40
Gelateria dei Gracchi
Via di Ripetta, 261
Pastificio Guerra
Via della Croce, 8

Fine Arts Shops near the Accademia:

Fine Art Shops
POGGI
Via di Ripetta 23/24;
Via del Gesù 74/75, angolo Via Piè di Marmo 38/39
VERTECCHI
Via della Croce 70 a/b

Useful information

Useful Vocabulary

Useful vocabulary:	
Yes/No/Maybe	Si/No/Forse
Please/Thank You	Per favore/Grazie
Good morning/afternoon/evening	Buongiorno/Buon pomeriggio/Buonasera
Hello/Bye	Ciao
How are you? /I'm fine thanks	Come stai? /Bene, grazie
See you later	Ci vediamo dopo/A dopo
Have a nice day!	Buona giornata!
Good night	Buonanotte
Yesterday/Today/Tomorrow	Ieri/Oggi/Domani
Don't worry/No problem	Non preoccuparti/Nessun problema
I know/I don't know	Lo so/Non lo so
Where's the toilet?	Dov'è il bagno?
What time is it?	Che ore sono?
Entrance/Exit	Entrata/Uscita

As a form of courtesy in Italian we use the third person when speaking to a Professor or to someone we don't know.

Useful Numbers

Useful numbers:	
800 118 800	Lazio Region Toll-Free Number
112	European Emergency Number
113	Police
115	Fire Brigade
118	First Aid

The Italian word for pharmacy is *farmacia*. They are located all over the city, marked by a green cross neon sign, and while their opening hours vary from pharmacy to pharmacy, they are usually open until 8 pm on weekdays.

For further information about Rome, you can call the (+39) 06 0606, the service is both in Italian and English.

Disclaimer

Changing circumstances, such as deadlines, academic calendar dates, etc., can cause alterations to the outline of this guide at any time. It is therefore the responsibility of the user of this guide to check that information is accurate.