**UNIVERSITY OF NOVI SAD**





**Novi Sad, Đure Jakšića 7**

**telephone: 021/422-177**

**Fax: 021/420-187**

**Account number: 840-1451666-42**

**www.akademija.uns.ac.rs**

**INFORMATION**

**ON SUPPLEMENTAL AND ENTRANCE EXAMINATION**

**PROGRAMME**

**for students enrolling at**

**Master academic studies - study programme**

**CONSERVATION AND RESTORATION**

**OF WORKS OF FINE AND APPLIED ARTS**

**in the academic year 2018/2019**

Novi Sad, 2018

**GENERAL REQUIREMENTS**

Academy of Arts is a higher education art and scientific institution which offers 1st cycle - undergraduate academic studies, 2nd cycle - master academic studies and 3rd cycle - doctoral academic studies in the field of music, fine arts, applied arts, dramatic and audiovisual arts as well as social studies and humanities.

The Academy organises its study programmes in accordance with the rules of studying based on the European Credit Transfer and Accumulation System (ECTS credits).

The number of students who will enroll at the first year of master academic studies *Conservation and Restoration of Works of Fine and Applied Arts* is announced by the University of Novi Sad in the Call for enrollment, in accordance with the Work permit.

Master academic studies *Conservation and Restoration of Works of Fine and Applied Arts* consist of 120 ECTS credits which is equivalent to the period of two years or four semesters, as it is determined by the study programme.

To be eligible to enroll into the first year of master academic studies, one must first pass the entrance exam.

The entrance exam can be taken by graduates who acquired at least 180 ECTS credits at undergraduate academic studies determined by the study programme:

The candidates submit the following documents to the Student Office:

* Application form (available at the reception desk of the Academy of Arts)
* Official diploma or Graduation Certificate of the previous level of studies with at least 180 ECTS (a copy does not have to be certified)
* Transcript of Records of undergraduate academic studies (only if the candidate does not have a Diploma Supplement)
* A COPY OF AN ID DOCUMENT (THE ORIGINAL MUST BE SUBMITTED FOR RECORDING); in case of biometric ID, the scanned ID card must be submitted;
* Proof of payment for the Entrance exam expenses (payment slip)

Additional documentation for foreign citizens which must be submitted with the application:

* A Certificate on Recognition of a foreign higher education Diploma of undergraduate academic studies
* Proof of health insurance
* Proof of knowledge of the Serbian language

**DEADLINES:**

The application, supplemental and entrance examination dates for master academic studies *Conservation and Restoration of Works of Fine and Applied Arts* will be announced on the website and noticeboards of the Academy of Arts Novi Sad.

**SUPPLEMENTAL EXAMS**

The supplemental exams in **History of Art** and **Drawing** are taken by the candidates who at their undergraduate academic studies acquired less than 6 ECTS credits in each of the listed fields.

Supplemental exams consist of:

* Assessing the theoretical knowledge in the field of **History of Art;**

The candidates who acquired less than 6 ECTS credits in History of Art at their undergraduate academic studies must take History of Art as the supplemental exam. It is an oral exam and is assessed as: pass/fail. The date, time and place of the exam will be announced on the website and the noticeboard of the Academy.

* Literature: Janson: History of Art
* The assessment of **drawing** skills:

The candidates who acquired less than 6 ECTS credits in Drawing at their undergraduate academic studies must take Drawing as the supplemental exam. The exam consists of composition drawing (still life, 100 x 70 cm, duration: 4 hours) and is assessed as: pass/fail The date, time and place of the exam will be announced on the website and noticeboard of the Academy.

The candidates who pass the supplemental exams are eligible to take the entrance exam.

**EVALUATION OF ACHIEVED SUCCESS AT UNDERGRADUATE ACADEMIC STUDIES**

**The success of the candidates upon completion of the related undergraduate academic studies (in duration of 3 or 4 years) is evaluated as follows:**

|  |  |  |
| --- | --- | --- |
|  | **Average grade** | **Number of points** |
| 1. | 10.00 | 20 |
| 2. | 9.99 - 9.50 | 18 |
| 3. | 9.49 - 9.00 | 16 |
| 4. | 8.99 – 8.50 | 14 |
| 5. | 8.49- 8.00 | 12 |
| 6. | 7.99- 7.50 | 10 |
| 7. | 7.49- 7.00 | 8 |
| 8. | 6.99- 6.50 | 6 |
| 9. | 6.49- 6.00 | 4 |

**EVALUATION OF SUCCESS IN ENTRANCE EXAM**

1. The candidates who have completed undergraduate academic studies with at least 180 ECTS credits are eligible for the entrance exam.
2. The entrance exam is taken in September examination period.
3. The entrance examination presents a unique whole.
4. The entrance exam for the study programme *Conservation and Restoration of Works of Fine and Applied Arts* consists of:

**Combined theory test** (30 minutes). It consists of 20 multiple-choice questions. The questions are about art materials and techniques including the basic concepts from chemistry, physics and biology related to the characteristics of the materials and degradation processes - maximum 20 points;

**Evaluation of manual and color precision** (practical work - 2 hours). For practical part of the exam it is necessary to bring watercolor paints and brushes. Other material will be provided - maximum 30 points

**Interview** with the candidate - maximum 30 points

1. Before taking the exam, the candidate must submit the following documents to the committee:

* Biographical information
* Information about previous experience and special interests in the field of protection of cultural heritage

1. Only the candidates who have met the listed requirements can take the entrance exam.
2. Examination committee is comprised of at least three teachers in the field for which the candidate applies for.
3. At the interview with the committee, the candidate must present his/her past work including the motivation for studying Conservation and Restoration of Works of Fine and Applied Arts and answer the committee’s questions.
4. The maximum number of points at the entrance exam is **80**.
5. The total number of points that the candidate obtains at the entrance exam is expressed as the average number of points by which the candidate was evaluated by each member of the committee.
6. The candidate who ***does not obtain more than 50 points in total in the entrance exam*** is considered to have failed the exam and is not eligible for ranking or admission .

**NOTE:**

1. **The candidates must provide a valid document as a proof of their identification.**

**2. Mobile phones and electronic gadgets are strictly prohibited in the examination premises.**

**3. The candidates who do not pass the entrance exam must take their documentation within 5 days from the announcement of the results of the call.**

**The copies of the documents will not be returned.**