

Registration form for the final examination of the Fine Arts Master's degree course

I. Registration

- a) Please submit this registration form to the Examination Office before the deadline.
- b) Please obtain a signature from two members of the teaching staff as confirmation that they have assessed the Master's thesis. One of the two examiners must be members of the Department of Theory and History.
- c) Students must have gained a minimum of **60 credits** (recorded in their Study Book) to register for the final examination. The Master's degree course is made up of a total of 120 credits. 30 credits are awarded for a successful examination.
A further 30 credits must be achieved between registering for and sitting the examination, unless you hold more than the 60 credits when submitting the application.

After completing the registration process, you will be issued with written confirmation that you have been registered for the examination.

II. Submission of the Master's thesis

You have three months in which to submit the Master's thesis to the Examination Office. The exact date is stipulated on the written notification of registration for the examination.

Please submit the following:

- An original copy for both examiners
- An original copy for the library
- An electronic copy which will be retained by the HFBK

III. Presentation / colloquium

You are to produce a portfolio for your presentation for submission to the members of the examination board.

In order to receive your certificate documents (even the preliminary certificate), you are required to prove that you hold **90 credits** in your Study Book. It takes some time to issue the certificates; we are happy to issue a preliminary certificate reflecting your examination performance.

All information and deadlines are listed here:

www.hfbk-hamburg.de

Please do not hesitate to contact us should you have any questions about the examination procedure: hfbk-pruefungsverw@hfbk.hamburg.de We are happy to help.

Your Students Office

□ Proof of 60 credits provided _____ (Date, initials)
To be completed by the Examination Office

Please specify the department in which the presentation of the Artistic development project (with colloquium) is to be conducted.

Please mark only a single department!

- Department of Sculpture
- Department of Stage Design
- Department of Design
- Department of Film
- Department of Graphic Art/Typography/Photography
- Department of Painting/Drawing
- Department of Time-Based Media
- Department of Theory and History

Second name: _____

First name: _____

Address: _____

Telephone no.: _____

E-Mail: _____

Master's thesis

These specifications are binding.

The topic of the written Master's thesis and the examiners cannot be changed after registration for the final examination.

Topic of the Master's thesis: _____

First examiner: _____

First examiner's signature: _____

Second examiner: _____

Second examiner's signature: _____

What is the language in which you will complete your presentation/colloquium:

German

English

In accordance with § 22 para. 4 of the examination regulations for the Master's degree program "Fine Arts", the colloquium is generally open to the public. If you have a valid reason to object, please contact your examiner or the examination board or its chairperson.

Declaration

I hereby declare that I have not failed (once or finally) a final examination in the same or a related degree course; neither is a similar examination pending at another university.

Hamburg, date: _____

Student's signature