



## BUDAPEST METROPOLITAN UNIVERSITY ART AND CREATIVE INDUSTRIES

### PHOTOGRAPHY BA

**Every applicant is sent detailed information about the date and time of the admission exams and the technical information in an electronic format!**

### THE ADMISSION PROCESS

#### 1<sup>ST</sup> ROUND: APTITUDE TEST

**The assignment is set in an email.**

**Compulsory materials to be submitted:**

1. Portfolio, (in a PDF presentation format, inserting the project descriptions)
2. Covering letter (pdf PDF file)
3. Compulsory admission procedure task (pdf PDF file)
4. A statement of submitting only own, independent pieces of art. The statement can be downloaded here: <https://www.metropolitan.hu/ba-programs-in-english>
5. A document proving that you have paid the admission fee. *(Please pay the entrance exam fee only after you have received our e-mail with your unique personal identification code provided by METU. Please be patient until you receive this letter!)*

Please upload in digital form (scanned or photographed version is also appropriate if all data is easy to read).

## 1. PORTFOLIO

The portfolio includes the most important pieces of work in a pdf format. The portfolio can be submitted only in a digital format.

### Technical specifications:

- **Format:** PDF presentation (if it is not possible, PPT or PPTX)
- **Size:** 1920 pixel \* 1080 pixel (16:9; landscape format)
- **File name:** (Using the English alphabet without accentuation); surname\_first name\_portfolio\_admission code\_major\_level of education  
e.g.: smith\_adam\_portfolio\_FOT-0001\_photography\_ma

### The structure of the portfolio:

On the first page of the portfolio include the word “*Portfolio*”, the applicant’s name and their admission procedure code number.

Please make a brief description of the separate series within the portfolio. It has to include the title of the series and the reason for taking them. Furthermore, please include the name of your school and consultant if these pieces were part of a school assignment. If you had anyone to assist you, please add the names of the contributors as well.

## 2. COVERING LETTER

Please add a brief description of your bonds and aims regarding photography.

### Technical specifications:

- **Format:** PDF file (if it is not possible, doc or docx)
- **Length:** 1000-1500 characters.
- **File name:** (Using the English alphabet without accentuation); surname\_first name\_covering letter\_admission code\_major\_level of education  
e.g.: smith\_adam\_covering\_FOT-0001\_photography\_ba

In the Header of the covering letter please include the Applicant's name and the admission procedure code number.

**Questions to be answered in the letter:**

- Why would you like to become a photographer?
- Why did you apply to us?
- What is that specialist field you are interested in?
- Which specialization would you choose?
- Is there such a photographer-artist whose work has inspired you in particular?

**Compulsory admission procedure task**

**Topic:** "Solitude"

**Genre:** Freely interpreted series of photos. A set or documentary depiction of a real or fictive story, in a photographic way.

**Technical specifications:**

- **Format:** PDF presentation (if it is not possible, PPT or PPTX)
- **Size:** 1920 pixel \* 1080 pixel (16:9; landscape format)
- **File name:** (Using the English alphabet without accentuation); surname\_first name\_portfolio\_admission code\_major\_level of education  
e.g.: smith\_adam\_admission\_task\_FOT-0001\_photography\_ba

**Required elements of the recording task PDF file:**

On the first page of the document include the phrase "Admission task", the applicant's name and their admission procedure code number.

The description of the task. Please describe your concept, way of thinking, the reason for choosing this particular imagery form in a maximum 1500 character-long document.

A series of photos, the maximum length is 6 to 12 pictures (coloured or black and white pictures).

**Evaluation criteria:**

- The interpretation of the topic, a personal approach
- The consideration and proper use of the visual opportunities connected to the topic
- The technical execution of the task
- The visual representation (the used formal instruments / devices and the coherence of the interpretation)

**Evaluation is based on the assignment(s): Passed/ Not passed**

**The result will be posted on the METU website.**

After the 1st round of the admission procedure, based on your **personal code** you will find information only on our website if you are shortlisted for the next round (Passed/ Not passed).

## 2<sup>ND</sup> ROUND: PRACTICAL EXAM

### **The assignment is set in an email**

**The date and time of the assignment:** the time of the evaluation of the assignment after the first round.

### **You will need the following equipment in order to be able to complete the practical exam:**

- Computer or notebook
- Internet connection
- Digital camera
- Devices need to download the images

### **Creative task**

Please in order to be able to complete the creative task, get your digital camera and the devices need to download the images ready.

You can choose from three different types of photography tasks. You will have to choose one from the given three topics and make a photo study, series, report, advertisement, photo illustration, comprising minimum 6 to maximum 12 pictures.

There is no opportunity to use digital post-production during the completion of the task.

When finishing the task, the images have to be uploaded to a drive defined by the university.

### **Technical specifications:**

- **Format:** JPG images
- **Size:** original size
- **File name:** (Using the English alphabet without accentuation); surname\_first name\_portfolio\_admission code\_major\_number of image e.g.: smith\_adam\_creative\_task\_FOT-0001\_01

The metadata of the photos will be checked after uploading. The pictures can be taken by one camera only, the date of shooting has to be within the period of the practice task. It is recommended to set the type of picture on the camera to be jpg and these raw pictures have to be uploaded to the drive.

### **Compulsory appendices:**

A statement of submitting only own, independent pieces of art. The statement can be downloaded here: <https://www.metropolitan.hu/ba-programs-in-english>

## **2<sup>ND</sup> ROUND: PRACTICAL EXAM - INTERVIEW**

In the interview you have to introduce the portfolio and the pictures taken during the admission procedure. You have to talk about a piece of work or an artist that has inspired you most and that made you learn a lot of it/them.

The members of the Admission Board ask questions to test your preparedness and interest.

### **You will need the following equipment in order to be able to complete the interview:**

- Computer or notebook equipped with a web camera and microphone
- Internet connection

**The length of the interview:** 10-15 minutes.

Obviously, we would like to keep the schedule but based on our previous experiences there might be a delay, so we would like to ask you to be prepared for a longer day.

### **REMARKS TO ALL THE THREE ROUNDS**

You will be informed about any technical detail regarding the rounds (where to upload the files, what platform the oral interview will take place, etc.) in an email.

\*\*\*\*\*

In case of having any question regarding the admission procedure please feel free to contact the Admission Information Office at:

- E-mail: [felveteli@metropolitan.hu](mailto:felveteli@metropolitan.hu)
- Or telephone: +36 1/ 273 24-19 (on weekdays from 9 am to 4.30 pm)

**We wish you the best of luck for the admission procedure.**

Péter Csizmadi DLA

Dean

Art and Creative Industries