

Submission Guidelines for Artwork Portfolio, Personal Statement and Declaration Form

I. General Information

Applicants MUST submit (i) a portfolio, (ii) a personal statement and (iii) a completed declaration form via EdUHK's Online Application System. We encourage submissions from diverse backgrounds and mediums, including emerging technologies and interdisciplinary works.

Artwork Portfolio

Applicants must submit 1 to 3 projects in their portfolio, not exceeding 10 pages in total, no minimum page requirement for each individual project:

- If submitting one to two projects, all must be individual works.
- If submitting three projects, you may submit:
 - Three individual works, or
 - Two individual works and one group work.
- Feel free to include insights about your working process, artwork concept and ideas, as this will help the admissions panel better understand your skills and the concepts behind your creations.

Personal Statement

Applicants must submit a personal statement (maximum 500 words, in English) as a PDF file, outlining their background, motivation for applying to MA(VAECPP), areas of interest, and career aspirations in visual arts education or creative practice.

Declaration Form

Applicants must submit a signed declaration form to confirm the originality of your submissions.

II. Online Submission Process

Portfolios must be submitted through EdUHK's Online Application System. Individual files must not exceed 4 MB, including images, text files, and PDFs. Compress files to meet this limit while maintaining quality. Time-based works (e.g., audio, video and films) must be hosted on external platforms in YouTube or Vimeo, for web design, please provide hyperlink(s) in the portfolio. Up to three hyperlinks to supplementary material are permitted per project, in addition to the primary URL for time-based works, and these are exempt from the 4 MB limit.

III. Artwork Portfolio Requirements

Artwork Portfolio may include still photography, paintings/drawings, sculpture, musical compositions/performances, films/videos, software, multi-media productions, art education projects or other creative projects. Provide the following details for each project's first page:

- **Artwork/Project Title**
- **Year of Creation**
- **Medium/Discipline** (e.g., Painting, Sculpture, Digital Art, Video, Software Design)
- **Exact Medium Used** (e.g., "Acrylic on Canvas," "Digital Video," "Interactive Software Coded in Python")
- **Size/Dimensions** (include units, e.g., cm or inches; for digital works, note resolution; for time-based works, note duration)
- **URLs** (if applicable, e.g., for time-based works hosted on YouTube/Vimeo)
- **Project Description** (maximum 500 characters, in English)
- **Project Type:**
 - **Individual or Group Project** (for group projects, specify your role and contribution percentage)
 - **School Assignment, Tutor Assignment, Self-Initiated, or Professional Work**

Video Work Requirements

Video works must be uploaded to YouTube or Vimeo (public or unlisted access). The first page of the video work artwork portfolio must include:

- **Title**
- **Year**
- **Your Role**
- **Genre**
- **Project Description** (maximum 400 characters, in English)
- **Duration**
- **URLs of Video Artworks**
- **Project Type:**
 - **Individual or Group Project** (for group projects, specify your role and contribution)
 - **School Assignment, Tutor Assignment, Self-Initiated, or Professional Work**
- **Screenshots:** Include 5 screenshots from the video work that highlight your contribution.

If the video work submission is not in English (e.g., in Chinese), include an English summary (maximum 200 words) in addition to the original document.

IV. Portfolio Preparation Notes

- **Language:** All portfolio materials, descriptions, and the personal statement must be in English. For works in other languages (e.g., Chinese/Cantonese), provide English translations or summaries as specified.
- **Originality and Clarity:** All works must be the applicant's original creations. For group work, clearly indicate your role and contribution. Specify any use of AI tools and identify AI-generated portions. Plagiarized portfolios or undisclosed AI-generated content will result in exclusion or dismissal.

- **Context:** If a project was created for a competition, commission, or employer, specify the context (e.g., “Video created for [Competition Name]” or “Art project developed for [Organization]”).
- **File Organization:** Label file(s) with your Application Number and Project/ Work Title (e.g., “A12345678_Project1.pdf”).
- **Technical Considerations:** Compress images and PDFs to meet the 4 MB limit while maintaining clarity. Ensure time-based works are hosted on YouTube or Vimeo with public or unlisted access.

V. Portfolio Review Process

The Department of Cultural and Creative Arts, EdUHK will review portfolios on a rolling basis. Portfolios not meeting requirements (e.g., incorrect file formats, exceeding file size limits, direct uploads of audio/video files, or containing plagiarized/AI-generated content) will not be reviewed.

VI. Contact Information

For inquiries, email mavaecp@eduhk.hk

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