

CONFIRMED

At the Senate meeting of 30.11.2011. Prot. No. 1.1-07/08
(As amended on 25.03.2020, Prot. No. 20/1.1-07/03)

ENTRANCE EXAMINATION REGULATION
Professional Bachelor's Programme "Audiovisual Media Arts"

OBJECTIVE

The Regulation has been developed to regulate the entrance examination, requirements and assessment criteria of the Bachelor's Programme "Audiovisual Media Arts".

AREA

Candidates for the Bachelor's Programme "Audiovisual Media Arts", RISEBA staff involved.

1. General information

- 1.1. Admission to the programme "Audiovisual Media Arts" includes a creative entrance examination to test the readiness of candidates to study in the audiovisual field. Audiovisual media arts include television, cinema, internet, mobile TV etc. new media, work with image and sound.
- 1.2. The aim of the creative entrance examination is to assess the candidate's experience in creative work and creative thinking, as well as understanding and prior knowledge in the audiovisual field.
- 1.3. Candidates wishing to enter the English language flow of the study programme "Audiovisual Media Arts" shall additionally prove their knowledge of English.

2. Content and time of the entrance examination

- 2.1. The Admissions Committee shall set the date of the entrance examination.
- 2.2. The task of the entrance examination is to write an essay on one of the given topics:
 - 2.2.1. Upon arriving at the creative entrance examination, candidates will be offered five different essay topics on audiovisual media.
 - 2.2. Each candidate is free to choose one of the given topics on which to write an essay.
- 2.3. Once the essay is written, it is submitted to the chair of the Creative Examination Committee or his/her authorized person who directs the creative examination.
- 2.4. The total time for the entrance examination is 2 (two) astronomical hours.
- 2.6. Candidates' creative CVs and/or portfolio of creative works are desirable but not compulsory.
 - 2.6.1 In his/her creative CV, the candidate shall describe his/her previous experience in creative work.
 - 2.6.2 The creative portfolio consists of the candidate's best examples of past creative work.
 - 2.6.3 The creative CV and/or creative portfolio shall be submitted by the start of the creative examination in CD, DVD, USB form or sent to the e-mail address given by the Chair of the Creative Examination Committee on the day of the examination, a link to online resources where the Admissions Committee will have access to the CV and/or creative portfolio.
 - 2.6.4. Candidates for the Latvian language flow shall pass the creative entrance examination in Latvian. Candidates for the English language flow shall pass the creative entrance examination in English or Latvian.

2.6.5 RISEBA does not guarantee the return of the submitted digital media to the candidates.

3. Basic evaluation criteria of works

3.1. Essay, creative CV and portfolio are evaluated jointly on a 10-point system according to a certain scale of criteria.

Criterion	Score in points
Audiovisual knowledge and argumentation in the essay	1 - 10
Essay style, richness of language, diverse use of sentences	1 - 5
Essay composition, scope	1 - 5
Essay orthography and punctuation	1 - 5
Quality of content and form of the creative portfolio and CV	1 - 5

3.2. Score of the essay, creative CV and portfolio

Number of points obtained	Result in points
29 - 30	10
27 - 28	9
25 - 26	8
23 - 24	7
20 - 22	6
17 - 19	5
14 - 16	4
10 - 13	3
7 - 9	2
Less than 6	1

4. Examination Committee and work evaluation procedure

- 4.1. The entrance examination is evaluated by a committee.
- 4.2. The Admission Examination Committee consists of two experts approved by the Head of the RISEBA Department of Audiovisual Media Arts.
- 4.3. The Admission Examination Committee evaluates the works on a ten-point (from 10 excellent to 1 very, very poor) grading system. The final evaluation of the works is made by the Committee on the last day of the examination for all works.
- 4.4. The Committee shall record the results of the entrance examination in minutes.

5. Appeal for the evaluation of the Admissions Committee

- 5.1. If the candidate has any objections as to the evaluation of the additional entrance examination, he or she shall present them in writing by submitting an appeal to the RISEBA Admissions Committee in accordance with the procedure laid down by it.

- 5.2. The Admissions Committee shall inform the Admission Examination Committee and set a time and place for the consideration of the appeal.
- 5.3. The appellant and representatives of the Admission Examination Committee shall be invited to the appeal hearing.
- 5.4. The decision at the appeal hearing shall be final.

6. Entrance examination in English

- 6.1. The entrance examination in English is required only for those candidates who wish to study in the English language flow of the study programme “Audiovisual Media Arts”.
- 6.2. The rules of the entrance examination are regulated by the *English Entrance Examination Regulation*. The entrance examination shall be taken if the Centralized English Examination score is below B2. Entrance examinations in English are not required for candidates who have achieved a B2 or above in the Centralized English Examination, has acquired previous education in English or has a positive IELTS (with a score of at least 6) or a TOEFL (with a score of at least 500) certificate.

7. Procedure for the selection of candidates (algorithm)

- 7.1. Candidates are admitted on a competitive basis according to the number of study places in each study language flow separately.
- 7.2. The RISEBA Admissions Committee compiles a list of candidates, summarizing the entrance examination results by the following algorithm:
 - 7.2.1. The result of the centralized examination in the Latvian language multiplied by a coefficient of 1;
 - 7.2.2. The result of the centralized examination in a foreign language multiplied by a coefficient of 1;
 - 7.2.3. The total number of grades of profiling subjects in general secondary education divided by the number of subjects;
 - 7.2.4. The result of the creative entrance examination multiplied by a coefficient of 1.
- 7.3. Candidates for the English language flow shall have a positive test of their knowledge of the language or a proof of their knowledge. This rating does not affect the ranking table of the candidates for the English language flow.

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