



MASTER OF FINE ART

SCHOOL OF ART AND DESIGN

Induction & Enrolment Information

Academic Year 2019



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd

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Welcome to Master of Fine Art

I look forward to seeing in September. My email address is below if you need to contact me beforehand.

We would be delighted to meet you at the Private View for this year's CSAD Masters Show. This will be a wonderful opportunity for you to meet staff and fellow students, as well as to see the work produced by this year's students before you commence your own Masters journey.

Private View: Friday 6th September 5.00pm - 8.00pm

Have a good summer!

All the best,

Dauida Hewlett

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MFA Year Tutor

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2. Pre-arrival Information and Summer Task

Recommended Reading

The Whitechapel has produced (and keeps producing) an invaluable series of books: *Documents of Contemporary Art* introducing key movements and concepts in Contemporary Art, titles such as: *Memory, Painting, Humour, Nature, Situation, Boredom, Work, Sexuality, Animals, Queer, The Gothic, Moving Image, Ethics, Sound, Participation, The Object, The Archive*

You can find most of these titles in the library and reasonably priced online.

Recommended and required reading will be given to you with each of your Module Briefs, but are some essential titles from the list:

- Stiles, Kristine & Seltz, Peter, (revised ed. 2012) **Theories & Documents of Contemporary Art: A Sourcebook of Artists Writing**, University of California Press
- Smith, Terry, (2011), **Contemporary Art: World Currents**, Laurence King Publishers
- Smith Terry, (2009) **What is Contemporary Art?**, University of Chicago Press
- Robertson, Jean, (2012), **Themes of Contemporary Art: Visual Art, After 1980**, Oxford University Press, USA

3. Places of interest in Cardiff

- [Chapter](#)
Chapter is an ambitious, multi-art form cultural space based in Cardiff, Wales that presents and produces international art, performance and film alongside a dynamic social space. Chapter is home to an independent cinema and a cafe/bar that is very popular with Cardiff's art and design community.
- [National Museum Cardiff](#)
National Museum Cardiff (Amgueddfa Genedlaethol Caerdydd) is a museum and art gallery in Cardiff. Entry is free.
- [G39](#)
G39 is an artist-run gallery in the centre of Cardiff, Wales' capital city. The organisation recently relocated from a narrow three storey building where it originated, to an expansive warehouse. Here you can see a wide-ranging programme from major exhibitions and formal symposia to experimental projects and intimate events. In addition to the gallery programme. The organisation also runs Wales Artist Resource Programme – WARP - an open-access resource and training space for artists.
- [Craft in the Bay](#)
Located opposite the Wales Millennium Centre, Craft in the Bay is an exhibition space for applied arts and crafts. It is operated by a charitable arts organisation, The Makers Guild in Wales.
- [Arcade Cardiff](#)
Arcade Cardiff is a not for profit, artist led Community Interest Company established in 2011. They have a gallery / project space located in the Queens Arcade Shopping centre, right in the heart of Cardiff which provides a place for upcoming and established artists to experiment, test out ideas or show new work and get feedback as part of an ongoing idea or project. They also manage a set of artist studios.
- [Tramshed](#)
Tramshed is a music and arts venue in Cardiff, Wales, located in a Grade II-listed building that was once the old tram depot for west Cardiff.
- [Wales Millennium Centre](#)
Wales Millennium Centre is Wales' home for the performing arts situated at the heart of Cardiff Bay and is one of the UK's top cultural attractions. The Centre provides an extensive programme of world class entertainment, showcases Welsh creativity and talents, partners with international artistic companies, and offers creative learning and community engagement opportunities aimed at increasing accessibility to art and culture.

4. Enrolment / Student MetCard Collection

Enrolment is an important process which confirms your status as a Student. You can complete the online self-enrolment process from any computer through our Self Service system. Please note that in order to self-enrol; your status must be Unconditional Firm (UF).

You will receive an email notifying you when you are eligible to enrol online. The email will direct you to a password reset facility in order to request a password to be able to login and complete the enrolment process. For information and guidance on this process please make sure you visit our enrolment page – www.cardiffmet.ac.uk/enrolment.

This process is essential in that it will allow you access to your student loan (if applied for), payment of fees, Cardiff Met's IT systems and importantly enable you to obtain your Student MetCard.

You will also receive your Programme Handbook during your Induction Week.

Enrolment for International Students from outside the EU

If you are an international student (from outside the EU) you **will not** be required to enrol online before arriving at Cardiff Met. This is because it is a legal requirement for the university to check immigration documents of international students before they are permitted to enrol onto their courses. For more information about international student enrolment and a list of documents you will need to bring with you, please access the [international student pages](#) or contact the Immigration Compliance Team at immigrationregs@cardiffmet.ac.uk or Tel: 029 2041 5644.

Library & Information Services

You will have access to Cardiff Met's Library & Information Services soon after completing your online enrolment. A confirmation email will be sent to you with your Cardiff Met login details. To see the facilities and services available, please refer to www.cardiffmet.ac.uk/library.

Your Student MetCard

A scheduled time for collection of your MetCard will be stated within your Induction Week information. Your MetCard gives you access to all main campus buildings and doors. You can also add money to your MetCard to be able to access and pay at the self-service printers, copiers and Print Studio services. For further benefits of MetCard please click [here](#).

Fees

Your programme fees for September 2019 entry have been set at £9,000. If your programme has any additional costs attached to it, they will be listed on www.cardiffmet.ac.uk/additionalcosts. Please make sure you check these to make sure you are aware of any additional costs associated with your course.

Details about fees for international students (from outside the EU) can be found [here](#).

5. Induction Week Timetable

Your first semester as a new student starts with Induction Week, where you will settle into your accommodation, course and student life. Your Induction Week timetable is a schedule of events designed to familiarise you with Cardiff Met, its facilities and your fellow students. You will be given the chance to attend a range of events covering your course, library services, IT, student services and students union. You will also meet, and have a number of sessions, with your personal tutor to make your academic transition as smooth as possible.

There is the Freshers Fayre where you can sign up to a number of different societies and clubs, and the MetFest social event on Friday afternoon.

Don't forget to get involved on Twitter with we are #cardiffmet.

If you are new to Cardiff, there will also be plenty of opportunities for you explore the city, make new friends and settle into your new life.

Induction is a big occasion on campus and everyone gets involved. Don't be afraid to stop and ask - all of the staff and students are happy to welcome anyone new on campus.

Your events and confirmed timetable are currently being finalised and will be uploaded as a separate document on our [New Students](#) pages for you. It will also be posted to you in September.

Typical Weekly Timetable – Architectural Design and Technology

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Independent Studio Practice	Independent Studio Practice	Studio Seminars		Independent Studio Practice
PM				Constellation (Theory & Contextual Studies)	

Wednesday and Thursdays are the typical teaching day for the MFA.

You will meet with the MFA year Tutor most weeks at 9:30am on Wednesdays followed by teaching. This may take the form of seminars, exhibition visits, lectures, and tutorials delivered by rotating members of academic staff.

On Thursdays, Constellation teaching takes place.

It is essential you attend Wed and Thursdays. We expect you to be working in your studio the rest of the time, where possible, as it is a full- time course.

6.2 Useful Links

- [Timetable](#)
This link will give you access to your confirmed timetable. You need to have enrolled before you can access this link, and you will be contacted when the information is available.
- [Additional Course Costs](#)
Additional costs are the mandatory or optional expenses, additional to tuition fees that need to be paid for by students to fully participate and complete their studies. This covers such things as equipment, trips, placements and DBS checks. Each programme has different additional costs.
- [International & Partnerships Office](#)
Advice for international students from outside the EU on making your visa application, living in the UK, making accommodation arrangements or taking advantage of the Airport Welcome Service. The International & Partnerships Office will provide welfare support and learning advice throughout your course.
- [Accommodation](#)
Students are able to move into Halls from Friday 14th September but internet access will only be available for those who have completed the enrolment process successfully. There will be events held throughout Induction, information of will be sent to you by Accommodation when confirmed.
- [Student Services](#)
For help during your time with us in relation to your health, welfare, lifestyle and future career. The aim is to provide you with all the support you need to ensure your studies are as enjoyable and successful as possible. Services also include counselling, disability and chaplaincy.
- [Student Finance](#)
For information on Tuition Fee Loans and Maintenance Loans, non-repayable grants, bursaries and scholarships that may be available.
- [Cardiff Met Sport & Facilities](#)
- [Cardiff Met SU](#) *including Freshers' information & wristbands*
- [Term Dates](#)
- [Campus Maps, Bike Shelters & Met Rider](#)
Cardiff Met offers its own bus service called the Met Rider, you will be sent an application with your Induction & Enrolment Information. We also have Bicycle Storage shelters on each campus, with changing and showers available. The shelters are secured and are only accessed using your MetCard when you have requested permissions via the i-zone.
- [Safe Taxi Scheme](#)
Cardiff Met operates a Safe Taxi scheme through Dragon Taxis which ensures you always have a way to get home.
- [Virtual Tours](#)
Have another look around our campus and facilities with our guided virtual tours
- [Student Handbook](#) [Academic Handbook](#)
- [Admissions Policy](#)

INDUCTION WEEK TIMETABLE 2019

BA (HONS) FINE ART

Time	Monday		Tuesday		Wednesday		Thursday		Friday	
	Activity	Location	Activity	Location	Activity	Location	Activity	Location	Activity	Location
9:00 – 10:00	Staff Briefing	Fine Art Office			Freshers Fayre	Cyncoed Campus				
10:00 – 11:00	Welcome to Fine Art / Meet the Staff who will teach you in the first year	Fine Art Studios	Flag Workshop / Personal Tutorials	Fine Art Studios			Introduction to Constellation with Dr Jon Clarkson	Fine Art Studios	Set up Induction Week Exhibition	Fine Art Studio
11:00 – 12:00	Summer postcard display	Fine Art Studios					ADZ4331 briefing questions & answers	Fine Art Studio		
12:00 – 13:00	Summer postcard - Blind Drawing	Fine Art Studios					Move in to your Studio	Fine Art Studio		
13:00 – 14:00	Lunch Break		Lunch Break				Lunch Break		Lunch Break	Lunch Break
14:00 – 15:00	School Welcome Event	TBC	Flag Workshop / Personal Tutorials	Fine Art Studios			Flag Workshop	Fine Art Studios	Induction Week Exhibition Opening	Art School
15:00 – 16:00			ADZ4331 Briefing & Material Project Intro	Fine Art Studios					Induction Week Exhibition Opening	Art School
16:00 – 17:00			Collect Student ID Cards							
Evening	SU Activities		SU Activities		SU Activities		SU Activities		SU Activities	