

UNSW Cité Internationale des Arts
APPLICATION FORM

In total this Form must not exceed 4 typed pages. Typeface should be Times New Roman, 12 point)

For the use of a studio in the Cité Internationale des Arts, 18, rue de l'Hotel de Ville, 75180 Paris, France.

PART A _Summary Sheet. Each section must be filled. **Part A must be kept to one page.**

Family Name: (BLOCK LETTERS)		Other names: (IN FULL)	
Address:			Postcode:
Telephone:	W:	H:	Mobile:
Faculty:	School:	UNSW zID no:	
Email (UNSW):		Email (Other, if applicable):	
<u>STUDENT APPLICANTS ONLY:</u> Which postgraduate <u>research</u> degree you are undertaking:			
Expected date of completion of research degree:		20...	
<u>Name& contact details of two referees:</u>			
Name	Email	Phone	Address
Name	Email	Phone	Address
<u>STAFF APPLICANTS ONLY</u>		<input type="checkbox"/> Please tick, that you have discussed this application with The Deputy Dean and Head of School	
Current Position:			
Brief summary of the Research/Working Project (Not to exceed 100 words):			
Objectives of the Project:			
Relevance of Paris to undertaking the Project:			
Proposed times of arrival/departure. Residency is for a full 3 month period: Jan–Mar; Apr–Jun; Jul–Sept; Oct–Dec. Please <u>list order of preference</u> 1-4.		<input type="checkbox"/> Jan–Mar	<input type="checkbox"/> Jul–Sept
		<input type="checkbox"/> Apr–Jun	<input type="checkbox"/> Oct – Dec
<i>I have read the Criteria sheet, and agree to its conditions.</i>			
SIGNATURE:			DATE:

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PART B__Proposal. Two pages maximum.

Elaborate on your research/working project indicating, as appropriate, what sites/museums it is proposed to research, what is to be studied there, and/or what work is to be undertaken, together with the relevance of the project to the applicant's visual or performing arts research and/or teaching. You may attach a single separate PDF file (do not attach to this file) of correspondences as evidence of your contact with individuals or institutions in Paris.

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PART C __C.V. One page maximum.

You may include: training; prizes and scholarships awarded; solo and group arts exhibitions or performances; writings, papers, and publications related to the visual or performing arts; other relevant qualifications and experience.)

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INFORMATION FOR APPLICANTS

To be read by applicants prior to completing the Application Form for the use of a studio in the Cité Internationale des Arts, 18, rue de l'Hotel de Ville, 75180 Paris Cedex 04, France.

- 1 The **Selection Criteria** to be used by the Committee are: (a) The relevance of Paris to the project, (b) Quality of the research project, (c) The Committee's estimation of the capacity of the candidate to fulfill the research project at a high level, (d) The importance of art (visual or performance) design and media within the research project.
- 2 An Information Session will be held for proposed applicants (staff and students) on **Thursday 14th June, 12:30-1:30pm** at UNSW Art & Design, Elwyn Lynn Conference Centre, Paddington Campus.
- 3 This **Application Form** comprises a Summary Sheet, Proposal and CV (one file): (a) The document must be typed – not handwritten, (b) The summary sheet, proposal and c.v. must be kept on one file and submitted with the filename: "Cité 2018_SURNAME, First-name_ZID",
- 4 Form to be **lodged** by **5pm Monday, 25th June** via email – with a subject line "Cité application 2018" – to UNSW Art & Design International Office, Email: v.rees@unsw.edu.au. Ph: 9385 0709.
- 5 **Support Files.** This application may be accompanied by a maximum of two small files: (a) 1 x JPEG file: you may also send one extra, small, JPEG file comprising up to no more than two visuals. It should be labeled "Cité 2018_SURNAME, First-name_ZID_Visual", (b) 1 x PDF file on correspondences: we recommend you send one small separate word-based PDF document with evidence of your contacts with individuals or institutions in Paris. This file should be labeled "Cité 2018_SURNAME, First-name_ZID_Correspondence". Extra files will not be considered.
- 6 The applicants will provide their own **travel** expenses, pay a small monthly service fee to the Cité Internationale des Arts for the studio, and any other costs for use of specialist Cité facilities such as the photographic studio. Two successful research candidates from UNSW Art & Design are eligible to receive the Ross Steele Cité. Internationale des Arts Scholarship of \$8,000 to assist with the residency.
- 7 Successful applicants are expected to submit a written report (approximately 1000 words) plus image on their research at the Cité. Reports should be sent to the UNSW Art & Design International Office no later than one month after their return.
- 8 Feedback will be given on request to both students and staff who were unsuccessful.

Important Information for STAFF

1. Applications will only be accepted from permanent and academic UNSW staff whose lecturing or research duties would continue after the conclusion of the proposed residency.
2. On their return, lecturers are asked to give a public lecture on their research at the Cité, at UNSW Art & Design.
3. Staff must confirm that they have discussed their intention to be in Paris for three months with their Head of School

Important Information for STUDENT applicants:

4. Applications will only be accepted from UNSW post-graduate research students. The committee looks most favourably on proposals received in the early or mid periods of a student's candidature.
5. The Head of School or the Head of Post-Graduate Studies may be asked to provide to the committee a comment on a student's standing.
6. Students must nominate two individuals familiar with their project and able to comment on the proposal. One referee will be a supervisor, who can comment on the relevance of Paris to the student's approved research project. These two Referees' Reports should be:
 - a. Submitted as "confidential" to the Cité committee and sent under separate cover, by the referee. They are not to be sent to the applicant.
 - b. Reports should arrive by email to Dr Vaughan Rees, v.rees@unsw.edu.au by **Monday, 25th June 2018**

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- c. The applicant should ensure that their referees have sent the reports. It is wise to contact your referees two weeks before the due date.
- d. Students are required to give a short overview of their research at the Cité at the annual Cité information seminar.

CONFIDENTIAL REFEREE REPORT**PART D_ Student Details**

Note to students: This first part of the Referee Report is to be completed by you before forwarding to the referee. You should contact your referees about two weeks before the deadline.

Information in Part D should be the same as Part A.

You should label this file before sending to your referee: "Cité 2018_SURNAME, First-name_ZID_Referee Surname"

Family Name: (BLOCK LETTERS)		Other names: (IN FULL)	
Phone:	Emails: (must include UNSW email)		
Faculty:	School:	Student No : z	
PG research degree:		Expected date of completion $\frac{\quad}{M} / 20 \frac{\quad}{Y}$	
Brief summary of the Research/Working Project (Not to exceed 100 words):			
Objectives of the Project:			
Relevance of Paris to undertaking the Project:			
Name of Referee	Email	Phone	

PART E_ Referee's CONFIDENTIAL Report

Note to Referees: Your scoring of the above applicant is in the context, in your experience, of other researchers at a similar level of study.

Please send by email the completed, confidential, report to v.rees@unsw.edu.au. It should arrive no later than **5.pm Monday, 25th June 2018**. When sending your report, it should be on your institutional/company email address with your full position, institution and contact details in your signature.

Please contact Dr. Vaughan Rees if you need to discuss Ph 9385 0709.

Personal Qualities of the student: this student is reliable, responsible and works hard	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Good	<input type="checkbox"/> Poor	<input type="checkbox"/> Don't Know
Scholarly Abilities of the student:	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Good	<input type="checkbox"/> Poor	<input type="checkbox"/> Don't Know
Relevance of PARIS to student's current research degree	<input type="checkbox"/> Fundamentally important	<input type="checkbox"/> Highly Desirable	<input type="checkbox"/> Not essential.	
Additional comments if you wish				
SIGNATURE:				DATE: