Application Form

Please review and complete this application carefully before submitting the completed form by email to **application.arde@aci-k.kr** with the subject heading ‘ACC–Rijksakademie Dialogue and exchange Application’ by **MAY 17, 2017** along with a copy of your CV, and images/ video files with a documentation list of your work.

Instructions

1. Fill out all the necessary fields on the **Application form**
2. Confirm all the information and sign the Agreement document by
	1. Printing out the Agreement (the last two pages of the application form)
	2. Signing it
	3. Scanning the Signed Page
3. Submit **your CV, and images/video files with a documentation list of your work:**
4. images: *10 images (10 separate \*.jpg files (each image max 2mb) or one \*.pdf file with 10 images AND if applicable:* video files *(\*.avi or \*.mp4, max 30mb).*

*You can send these image/video files for instance via Wetransfer, Dropbox or downloadable via Vimeo.*

1. documentation list: *with information on your work (title, year, size, material/medium, duration(if video), and a brief outline of each image/work)*

**4.** Send 1, 2, and 3 by email to: **application.arde@aci-k.kr** with the subject heading ‘ACC–Rijksakademie Dialogue and Exchange Application’ by **MAY 17, 2017.**

**※ Please name each file as follows: ‘applicant’s name\_application / CV / portfolio, video, image, etc.\_ARDE 2017-2018’ (ex: Alex Liu\_Application\_ARDE 2017-2018 / Alex Liu\_image 01\_ARDE 2017-2018 / ……….)**

**※ MAC user should store this application form as a PDF file after filling out all fields on the form, and any other text files as well.**

The selection process will be based on the information provided.

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| **Contact details** |
| First Name |  | Last Name |       |
| Korean Name(if applicable) |  | Professional Title |       |
| Male / Female |  | Date of Birth |       |
| Institution(if applicable) |  | Country of Birth |       |
| Email Address |  | Nationality |       |
|  |
| Mailing Address |  |
| City |  | Country |       | Post Code |       |
| Telephone |       | Mobile |       |

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| **Content of Your Work** |
| Please describe the content of your work (your artistic points of departure, central interests, themes in your work) (Less than one A4 page)  |  |

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| **Statement of Purpose** |
| Please outline what this program could mean for you and your work, keeping in mind the character of the residency. (Less than one A4 page) |  |

Documentation List

* + 1. Completed Application form
		2. The two agreement documents
		3. CV
		4. Portfolio. In case individual image and video files are to be submitted, please use the form below.

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| **Name:       Email:** |
| No. 1 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 2 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 3 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 4 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 5 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 6 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 7 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 8 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 9 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |
| No. 10 | Title:  |
| Year:  | Size: |
| Material/medium: | Duration(video): |
| Brief outline: |

Application Form Agreement

By submitting this application, I attest that I am the owner of all the contents provided and have authority to grant *Asia Culture Institute* and *Rijksakademie* permission to include my presentation at the open studio and any other materials distributed or displayed at my presentation together in a compilation of conference proceedings and handouts. I understand that if my proposal is accepted, I am required to submit handouts, biographical information, and other required information by the deadlines Asia Culture Institute and Rijksakademie establishes.

I give my permission for any material submitted to or produced during the *heading ACC–Rijksakademie Dialogue and Exchange*, including text, images and video, to be used by Asia Culture Institute and Rijksakademie at its discretion for dissemination that may include website publication and print publications.

Note: By giving your permission, you do not give up any copyright or authorship rights that you hold.

I further certify that the information contained on this application form is accurate and true and that the ‘Statement of Intent’ is an original piece of writing written by myself. I give my consent to Asia Culture Institute and Rijksakademie to disclose the information submitted by me in this application form to the relevant parties involved in the selection process.

Name: Signature:

Date: Place:

Agreement to Collect and Use Personal Information

▶ Purpose of Collection and Use

Personal information submitted in the application is collected for identifying the person who submit the application and contacting the person who passed the selection process

▶ Items to be Collected and Used

First and Last Name, Korean Name (if applicable), Professional Title, Gender, Institution (if applicable), Date of Birth, Country of Birth, Nationality, Mailing Address City, Country, Post Code), Telephone, Mobile, Email address

▶ Period to Retain and Use

This application and the included personal information will be destroyed after being retained for the period depicted in the Article 26 of the Act on the Management of Public Archives of Republic of Republic of Korea.

▶ Usage of Personal Information

Personal information in this application will be used to contact the person when the person is considered as one of the applicants who match with the purpose of *ACC-Rijksakademie Dialogue and Exchange 2017-18* after the selection and evaluation process by the juries of Asia Culture Institute and Rijksakademie van beeldende kusten and when the person is decided to be invited to join *ACC-Rijksakademie Dialogue and Exchange 2017-18*

Name Signature

Date. Place.

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