

# Application Form Guidance

This guidance is designed to help you complete the AA2A application form. It follows each section of the form in order and offers prompts (not strict rules) to help you consider the information that will be most useful to hosts when reviewing applications.

You don't need to respond to every prompt in detail, and there are no 'right' or 'wrong' answers – just aim to give a clear and honest sense of your experience, plans, and what you hope to gain from the residency.

## About You

The first section of the form is just for the basics so hosts can contact you and get a quick sense of your background. When asked 'What type of artform(s) do you specialise in?', you can tick multiple options if your practice crosses different areas.

## Your Residency

Below are some guidance notes to help you with the written questions in this section.

### **Do you have any previous experience working in a college/university environment?**

- Any teaching, mentoring, workshops, talks, or technical demonstrations delivered in an educational setting.
- Experience as a student ambassador, visiting artist, technician, or lecturer.
- Collaborative projects with universities or student groups.
- Even informal experience (e.g., giving a talk to art students) is relevant.
- If no relevant experience, you can leave this section blank. Previous teaching experience is **not** a requirement for AA2A residencies.

**Which of the department's facilities/equipment do you think you will want to use?**

- Refer to the equipment/facilities/areas that the host specifies in their 'Scheme Details' document.
- Give some indication of which resources you would like to use the most.

**Describe your level of experience using the facilities/equipment you mentioned**

- Select the experience rating that best reflects your current level of knowledge/confidence using the facility/equipment, and briefly explain what this relates to (e.g. '4 – wood carving').

**What are your preferred days or hours of access? If possible, please be specific**

- We understand that your availability may change by the time you start your residency, but it is helpful to get some early idea of when you may be free.
- Try to state specific slots, such as Monday afternoons.
- Indicate how flexible you can be, and if you have any significant constraints.

**Do you have any current or upcoming commitments that might prevent you from reaching 100 hours on campus?**

- If you are confident you can comfortably reach 100 hours on campus, you can leave this section blank.

**How do you plan on travelling to/from campus? Please include the approximate distance of the journey.**

- Specify the approximate distance in miles and your likely mode(s) of transportation.

**Describe your project proposal**

- Provide a clear, concise outline of what you will make, research or experiment with.

- Consider the themes or concepts you are interested in exploring, why the host is a suitable fit for your project, and any rough timeline for development.
- If you do not have a specific project in mind, clearly outline the type of work you want to develop.

**Describe how this opportunity will enable you to develop your work**

- New approaches or experimentation that the residency will enable you to try.
- You can mention skills you'd like to improve, but AA2A residencies are for artists who can work with minimal supervision, so you shouldn't expect to learn new skills from scratch.
- How access to the host facilities will influence your practice.

**Do you have any particular aims or outcomes you want to achieve?**

You do not need to cover all of the areas below; focus on the outcomes that are most relevant to your practice.

- Any longer-term benefits, e.g. preparing for funding applications.
- Artistic goals – a body of work, experiments, and portfolio development.
- Public outcomes – exhibition, talk, publication, sharing work online.
- Student engagement outcomes – workshop ideas, collaborative pieces.
- Career development outcomes – networking, exploring future teaching roles.

**Artists typically deliver up to four sessions for students. Please indicate below which types of sessions you would be willing to offer:**

- Only select options you would feel comfortable offering.

**Describe any other ways you would be interested in engaging with students, or provide further details**

- Describe any additional ways you would like to engage with students.
- Include details of any sessions you would feel comfortable delivering.
- Please suggest activities that are realistic within a university timetable.
- You may wish to highlight specific skills, techniques, or areas of your practice you would like to share.

## **Your Portfolio**

You can select any combination of the below options, but choose at least one.

### **Instagram**

- Only include a work/professional account if you have one, not a personal one.

### **Website**

- Include the URL of your website homepage (if you have one) or a specific page that shows your work.

### **PDF or DOCX**

- This does not need to be professionally designed; it is simply a way to share your practice.
- You can include titles and/or short descriptions for images.
- We recommend including at least 5 different examples of your work.

### **Add link(s) of any video/sound work you would like to share**

- Ensure any links added are not private/restricted.