

28th August 2014

Dear Art Historian,

Welcome to the Department of History of Art.

I am writing to welcome you to the Department and to introduce myself. My name is Dr. Amanda Lillie and I will be taking over from Dr. Cordula van Wyhe as the Graduate Chair in the History of Art Department from Autumn 2014. As Graduate Chair I will be responsible for overseeing the taught postgraduate programmes and supervising students on the taught MA and pathway degree programmes. I am delighted that you are joining us this Autumn.

Term will formally commence on **Monday 29th September 2014**, and we look forward to welcoming you to the department then. Key information about the start of term, including a schedule for Week 1, is available via a dedicated welcome site on the university's VLE. Access details will be provided to you via e-mail. Please take time to fully familiarise yourself with this site. If you have any questions, don't hesitate to contact Susanna Broom (susanna.broom@york.ac.uk), our Postgraduate Administrator, with whom you may have already corresponded.

On Monday 29th September, please report to Susanna outside the History of Art departmental office (V/227, Vanbrugh College) at **[the time specified in your individual welcome letter]**, bringing with you one passport sized photograph, with your name printed on the reverse, and your completed Departmental Record Sheet (available to download from the welcome site). If you need a 16-25 Railcard application form signing, please bring it with you to registration (all full-time students, regardless of age, are eligible; see www.railcard.co.uk).

On Monday 29th you will receive a *Guide for MA Students* which introduces you to our department and gives you details of the course for 2014-15. Please read it carefully and keep it close to hand for reference throughout the year, as it contains essential information concerning course structure, deadlines, assessment requirements and other important matters. The guide will also be made available on the department's web pages in due course.

Please see the welcome site for instructions on how to return your module choices, the deadline for which is **Monday 15th September**. Please rank *all* the modules for both the Autumn and Spring Terms in your order of preference. We will do our best to allocate you to your first and second choice modules in each term. Where a module is oversubscribed, priority will be given to students on a pathway degree, second year part-time students, and those on the general MA programme with a declared period or thematic interest and/or dissertation topic or period in a related area. Although a rare occurrence, modules with fewer than four students may be cancelled. Summary timetables have been made available to assist module choices. Please bear in mind, however, that these may still be subject to change, and that details for individual sessions may vary. Our departmental research seminars normally take place on Mondays at 16:30, and research school events on Wednesday afternoons.

If you have any questions, please do not hesitate to get in touch with Susanna (on 01904 323 483 or via susanna.broom@york.ac.uk). However, please note that she is on leave on 30th August – 7th September, inclusive. If you haven't done so already, you can make contact with other incoming students via Facebook, if you wish, by following <https://www.facebook.com/groups/1508340606060581/> and asking to join the group.

I hope that you are having a good summer, and look forward to our working together in a few weeks.

With best wishes,



Dr. Amanda Lillie