Department of Art & Art History

Portfolio Guidelines
for Admission to the BA in Art (studio)

Welcome to all interested in pursuing a studio degree in art! We encourage students with a range of prior experience to apply. The department is committed to providing students with a meaningful learning experience by maintaining desirable faculty-student ratios. Admission to the program is competitive. Due to the large number of applicants received each year, acceptance is limited to a select number of applicants who demonstrate potential for successful completion of the program.

I. Eligibility:
Enrollment in all Studio art courses is open only to students who have been formally accepted to the Department of Art & Art History during the annual entrance portfolio review. Applicants to the department must already be accepted to UNC Charlotte to submit a portfolio for admission to the major.

II. Portfolio Deadlines/Calendar:
Applications submitted with digital portfolios are reviewed twice every spring semester by a committee of studio art faculty representing a broad range of disciplines. All portfolios are to be delivered to Rowe Arts Rm 173.

For Summer and/or Fall 2016 entrance into the department, submission deadlines are:

- **Priority Review—March 4, 2016—Noon (open to any accepted student)**
  - Students who submit to the priority review deadline will be given priority status in the selection process and, if accepted into the major, will have the advantage of choosing to attend earlier advising and orientation dates for course registration.

- **Space Available Review—April 11, 2016—Noon (open to any accepted student)**
  - Students who submit to this deadline should understand that admission will be based on available spaces left in the program after the priority review. If accepted into the major, choices regarding advising and orientation dates for course registration will be more limited at this time.

Approximately two weeks after completion of portfolio reviews, applicants will receive notice that portfolio review decisions have been confirmed. A letter of admittance or non-admittance from the Department will be sent to freshmen and transfer students by mail. Current students will be notified by email that decisions can be picked up in the Art Advising office (Rowe 173).
III. Portfolio Requirements:

1. A completed Portfolio Application Form
   
   New freshmen and transfer students will receive the Portfolio Application Form from the Admissions office upon acceptance to the University. Current UNC Charlotte students should have received the Portfolio Application Form along with this form by email request or from Rowe 173.

2. A digital portfolio of 10 artworks.
   (See instructions below.)

IV. Compiling Your Digital Portfolio:

   The department will assess your ability to succeed in the Foundations Studio courses as a part of its entrance review criteria. Foundation classes such as Drawing One, 2D and 3D design explore a range of tools and creative processes. Show us you are ready for the Foundations experience by submitting examples of 10 different artworks representing the range of your best visual thinking, skill and creativity. Eligible examples include work created in high school, private classes, university courses, and/or on your own without instruction.

Choose between the following options for your entrance portfolio content:

Option A: submit a total of (10) artworks from a variety of disciplines.
Option B: submit up to (5) artworks from one particular studio discipline and/or process with (5) remaining artworks that demonstrate a different range of skills/processes.

- You may but are not required to include up to (2) images per artwork to show an additional view, detail, or source referenced that informs the viewer’s understanding of the work. Duration of video clips should be limited to a maximum of 2 minutes. .mp4 or .mpeg formats permissible. (see Portfolio Application Form for image identification instructions)

- Compile digital images of artwork on a CD. You can include individual files in .jpg format, or use PowerPoint (.pptx) or a multiple-file Acrobat (.PDF) to submit your images as a slideshow. Rather than using a timing mechanism, slideshows should be configured to be advanced manually.

   Please view your CD on multiple computers (preferably a Mac) to make certain that all images/files are loaded properly. Poor quality images will greatly reduce your chance of acceptance. Faulty/blank CDs will not be reviewed. Work examples submitted in formats other than .jpg, .pptx or .pdf will not be accepted.

- Photograph artwork carefully and artfully. For instructions, view the five-minute video at: http://www.youtube.com/watch?v=iZyRmxPMi9Q.

   Quick tips summarized as follows: Photograph the works in outdoor, indirect light to avoid harsh shadows. Fill the viewfinder, consider the composition, and keep the background simple. Do not use the on-camera flash. Shooting with a tripod is recommended to ensure sharp focus. Optional color correction and cropping in an application such as Photoshop is permitted.
V. Portfolio Review Criteria:

Select & submit work you believe best represents your potential. Your ability to choose wisely is part of the criteria evaluated. The committee will assess your portfolio work examples, reflective statements and conclusion statements based on evidence of the following:

- GPA of 2.5 or higher evidenced on academic transcript
- Range of skills and/or art making processes
- Creative problem solving and conceptual ability
- Responsible use of intellectual property
  Note: If you include work that is copied from another artist and/or source (per class assignment or intended self-study objectives) a statement referencing the source and/or purpose of the work must be included in the description on the Portfolio Application Form. See the UNC Charlotte Code of Student Academic Integrity:  http://legal.uncc.edu/policies/up-407
- Creative and expressive use of media
- Understanding and application of design elements and principles
- Technical ability and craftsmanship
- Engagement with the work
- Ability to articulate your ideas in writing
- Potential for advanced level study