Studio Art Portfolio Review Guidelines

Purpose of the review
We want to place students into departmental majors most appropriate to their abilities, interests, and preparation. This review process determines which students will be admitted to the Studio Art major and, if admitted, whether you will be in the B.F.A. or the B.A. program. The faculty will use this review to gain knowledge of your creative potential, motivation, academic skills, and communication abilities. Students with studio art interests are initially admitted into the pre-studio art program and complete pre-studio courses required for all majors in the department. The quality of your work in the pre-studio is highly important in determining your placement, as is your record in general academic work.

What happens in the studio art review?
You will have a twenty-minute interview with three studio art faculty members. During the interview, you will present your portfolio of work from the pre-studio courses. Additionally, you will be asked questions about your desire to complete a studio degree, your statement, work, goals, and past experiences in art and design.

When is the interview?
After completion of your first semester (and a minimum of 9 art and design credits), you should plan to participate in the review the following semester. The review occurs in both the fall and spring on the Friday of the eighth week of the semester. You will be notified of the date and time of your review via email.

What do I need to do to apply for entry into the Studio Art Major?
1. Successfully complete 9 art credits as follows: 6 credits (2 courses) selected from the pre-studio courses (Art 1010, Art 1011, Art 1012, Art 1013) and 3 credits (1 course) from art history (ArtH 1303, 1304, 1305) or Visual Literacy (Art 1900)
2. Earn a minimum GPA (grade point average) of 2.0 in art and design classes and overall. If you do not meet these GPA requirements, you may continue to take art and design courses required for all majors in an effort to improve your GPA. You may apply when you meet the GPA requirements.
3. If you do meet the above requirements, enroll in ART 902 Studio Portfolio Review.
This is a no-cost, noncredit course. You must enroll by the end of the second week of the semester in which you apply for entry into the program. After course registration, the Department of Art and Design and the Studio Area Head will check your eligibility.

**How should I prepare for the review?**

1. **Artist Statement**
   Prior to the review date, prepare a concise, spell-checked, a minimum of two pages, artist statement, reflecting your best writing ability. Your statement should be double-spaced, 12-point font, with 1-inch margins.
   Your statement should contain the following elements:
   a. Discuss the artists you are interested in and how you learn about them. These artists may be of any discipline, style, medium, or craft. Include the following: bio, work style, and influence on the world of art.
   b. Discuss what type of art you are most interested in developing and mastering and why.
   c. Share an experience you have had with art or art-making that may explain why you want to study art.

   Submit your statement a week prior to the review to the Studio Area Head via e-mail as a MS Word document.

2. **Ten best works**
   Select ten of your best and most creative works from the pre-studio courses.

3. **Checklist of works**
   Prepare a checklist of the works you are submitting, indicating the following: title, date, dimensions, medium(s), class in which the work was produced, and any other information that you feel is relevant to the work. For work created by a team, include names of all involved and your role in the production. Submit your checklist along with your artist statement to the Studio Area Head via e-mail as a MS Word document.

4. **Current APAS**
   Your APAS is available online.
What criteria are considered to determine admission?
1. Presentation and quality of your work indicating your creative potential
2. Overall ability to clearly write and speak about concepts underlying your work
See the Portfolio Review Rubric for specific criteria.

How to prepare the portfolio?
1. The actual work is required for review. No photo documentation will be accepted unless there are substantial reasons for not being able to present the original piece. Exemptions to this policy require prior approval from the Studio Area Head and will be handled on a case-by-case basis.
2. Flatwork should be submitted in a portfolio (purchased or constructed) that shows the work to its best advantage, meaning clean, sturdy, and professional.
3. Sleeved portfolios are not allowed unless the pages can be removed. All works must be presented and displayed at the same time.
3. Work produced in digital-based classes should be submitted as high-quality prints rather than on a disk. Time-based works should be submitted on a DVD, with a three-minute maximum. If necessary, record the specific three minutes of a long work you want us to review. If you need assistance regarding the presentation of your work, seek advice from your instructor with whom your work was created.

How do I find out if I am admitted?
All students who apply receive a formal letter informing them of the review results within two weeks following the review. A list of accepted students will also be posted on the bulletin board near the Art and Design Office as soon as determinations are made.

What if I am not accepted?
Students who are not accepted at the time of their first application have several options. First, they carefully consider the suggestions and feedback the review committee has made regarding their selected works after the portfolio review. Next would be to take additional pre-studio core or studio courses, prepare an improved portfolio, and re-apply the following semester. They may only re-apply once. Another option is to consider the other programs in the department, which include the B.A. in Art History, the B.F.A. in Graphic Design, and the B.F.A. in Art Education K-12. Check with the Art and Design Office (317 Humanities Building) for more information. If you decide to change
to one of the other majors in Art and Design, you will need to complete a change of major form available from the Art and Design Office.

Whom do I see if I have questions?
Contact the Studio Area Head

FAQs
I have a series of work that I feel needs to be seen as a whole- is that possible?
Yes. A complete series can be included as "one" piece in the 10-piece portfolio, or individual works may be shown at the student’s discretion.

Should I mat and/or frame my work?
No. That's not necessary. A professional submission is one where the work is shown to its best advantage in a clean portfolio that opens flat and is large enough to completely protect the work.

Must I sign, title and date each work?
No. This information should be included in your review checklist on a separate sheet. The individual works need not be signed/dated, etc.

I have work that requires advance installation for proper viewing. Will I have time to do that?
Yes. Students are notified in advance as to where and when the review will take place. These rooms can generally be made available for pre-review set-ups beginning the evening before the scheduled review. (Alert the Studio Area Head in advance) Students will have to do their own planning regarding securing easels, pushpins, or other display needs. Breakdown will likely have to occur after all the interviews have been completed and should also be planned by the student.

I am very close to the required GPAs and am doing well this term. May I take the review now?
No. The specified minimum GPAs for art course and for overall academic performance are set. You may reapply when you meet the minimum requirements.
I'm having difficulty selecting my "best work." What can I do?
Take some time to remember the critique and the grade you received and solicit feedback from objective viewers. Faculty are generally available to discuss strengths and weaknesses in student work, but they will not make these selections for you. Consider this as the first part of the review. Your selections indicate your grasp of the criteria. Whatever you select, you should be prepared to articulate your reasons for doing so.

I am a transfer student. When shall I apply for the portfolio review?
We encourage you to apply for the portfolio review as soon as possible after transferring to UMD. You may submit works from art and design classes completed at your previous institution as part of your ten-piece portfolio.

I have additional questions. What should I do?
Contact the Studio Area Head (ask Jane Ebersviller in the Art and Design Office, 317 Humanities Building)