

BFA Portfolio Review Instructions For Submission

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Page:	18	Instructions -- Application Packet (use the PDF form--Adobe Reader) (<i>the following items are to be included in your application packet</i>) ___ Check list ___ Transcripts ___ Artist Intent ___ Project Description Sheet ___ Committee Evaluation Form
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(Estimate cost for supplies and material: \$50 - \$70)

General Information: BFA Studio Art Portfolio Review

The portfolio review is for art students applying to the Florida Atlantic University's BFA Studio Art Program. The purpose of the portfolio review is to continue to support students in their process of becoming successful learners and well prepared for a creative profession. The process also allows for selection based on merit as well as to accommodate the full resources of the program.

Contents of the Portfolio:

The portfolio includes **maximum of 12** black presentation boards. Several **works may be grouped** and arranged on one mounting board (*see pages 13 and 14*). Your portfolio should include and demonstrate the following:

- (5) Pieces that best demonstrate 2-Dimensional Design & Layout Compositions and pieces that best demonstrate Color Fundamentals / Color Studies
- (4) Pieces that best demonstrate Drawing Skills (Figurative Drawings, Gestures Studies, Still-life, Perspective Observations and/or Media Explorations)

Remaining pieces will come from other beginning / intermediate courses in studio areas such as:

- Painting,
- Ceramics,
- Sculpture,
- 3-Dimensional Design,
- Printmaking,
- Photography,
- Experimental Mark-Makings,
- Visual Graphics & Design Compositions,
- Observational Sketches (e.g. gesture and still-life studies) -- (see page 12),
- Self-Directed Studies.

Criteria:

Drawing:	Observational and rendering studies, methods & creative compositions.
Creativity:	Unique and innovative visual and expressive work.
Ideation:	Conceptual development, originality, methodology and imagery selection.
Design:	Spatial relationships, organization, hierarchy, visual elements (line, color, form, etc.)
Technology:	Knowledge of appropriate skills as related to the area of concentration.
Craft:	Attention given to details, methods and materials as applied to construction and execution.

THE DO & DO NOT LIST:

- Do not include any loose works of art (*for exceptions, see page 16*).
- If applicable, work must be mounted on black presentation boards w/ white cover sheets and labels .
- Do not include more than 12 presentation boards for studio applicants.
- Do not attach cover sheets to the front of the presentation boards (*see page 11*).
- Do not submit works in frames, glass, plastic sleeves or plexiglas.
- Include original works if possible -- (depending on the project, reproduction of color copies are acceptable).
- For flat works larger than 20" x 30" (e.g. drawings, paintings and photographic prints), you may submit a "quality photographic print of the work" or you may roll the flat work and place in a cardboard tube (*see page 16 for special instructions*). Each large piece will count as one of the 12 presentation boards.
- Three-dimensional works may be represented by "quality photographic prints" with detail views.

IMPORTANT NOTE: Pay specific attention to corrective lighting / backdrop / shadows / focus and color correction when photographing (documenting) your work.

FAU Admission to the Bachelor of Fine Arts (BFA)

(use the PDF form -- Adobe Reader)
(include this page in your application packet)

Candidate's Name: _____

Studio Art / Concentration: ☐ (_____) or Graphic Design: ☐

Checklist:

- ☐ Checklist (this page)
- ☐ Transcript
- ☐ Statement of Intent/Artist Statement
- ☐ Project Description Sheet
- ☐ Committee Evaluation Form

I certify that I have reviewed this checklist and everything on it is included in my application.
I understand that applications that are not complete will not be reviewed.

Signed Name _____

Printed Name _____ Date _____

Students should bring their portfolio and application to the Department office in Boca Raton or the designated drop-off location on the Ft. Lauderdale campus, on the designated days. Once the review is completed, pick up your portfolio promptly by the schedule provided. Portfolios will not be stored after that period. The Department of Visual Arts & Art History has no responsibility for your work after this time and unclaimed portfolios will be discarded.

BFA Portfolio Review: Committee Evaluation Form

(use the PDF form -- Adobe Reader)

(include this page in your application packet)

Seeking Admission to the BFA in: ☐ Studio Art (or) ☐ BA in Studio Art

Student Name: _____ Date: _____

<u>Foundations Skills</u>	<u>(5 = Proficient)</u>					<u>1 = Unsatisfactory</u>
Design Skills	5	4	3	2	1	NA
Color Fundamentals	5	4	3	2	1	NA
Drawing	5	4	3	2	1	NA
Visual Problem Solving	5	4	3	2	1	NA
Craftsmanship	5	4	3	2	1	NA

Comments

_____ Admitted to BFA Studio Art _____ Recommend student complete BA, Studio Art

Project Description List

(use the PDF form -- Adobe Reader)
(include this page in your application packet)

Candidate's Name: _____

BFA Concentration: ☐ (_____) or ☐ B.A. Studio Arts

*Each description label (see page 7) on the cover sheet should correspond to the number on this page.
Type NA (non-applicable) if your project does not apply or if the information is unavailable.*

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
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Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

(include this page in your application packet -- make additional copies as needed)

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
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Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Number: _____
Project Title: _____
Project Medium: _____
Course Title: _____
Instructor: _____
University/College: _____

Apply these description labels for your projects --position them on the cover sheet with their corresponding location (see page 14).
Type NA if your project does not apply or if the information is unavailable -- make additional copies as needed. (Use the PDF form--Adobe Reader)

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

Number: _____
Project Title: _____

Project Medium: _____

Course Title: _____
Instructor: _____

University/College: _____

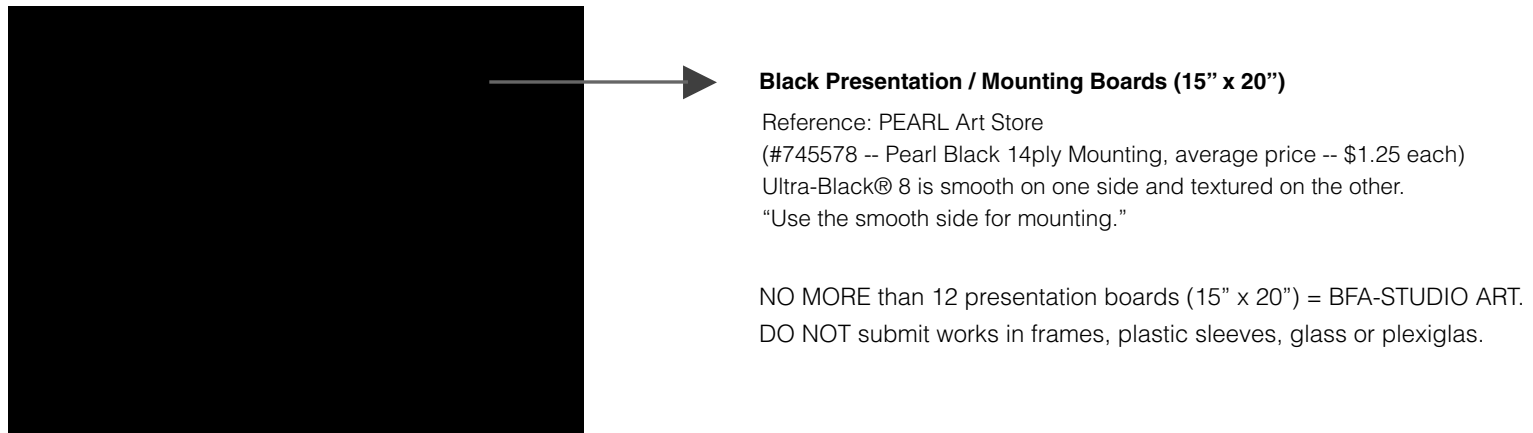
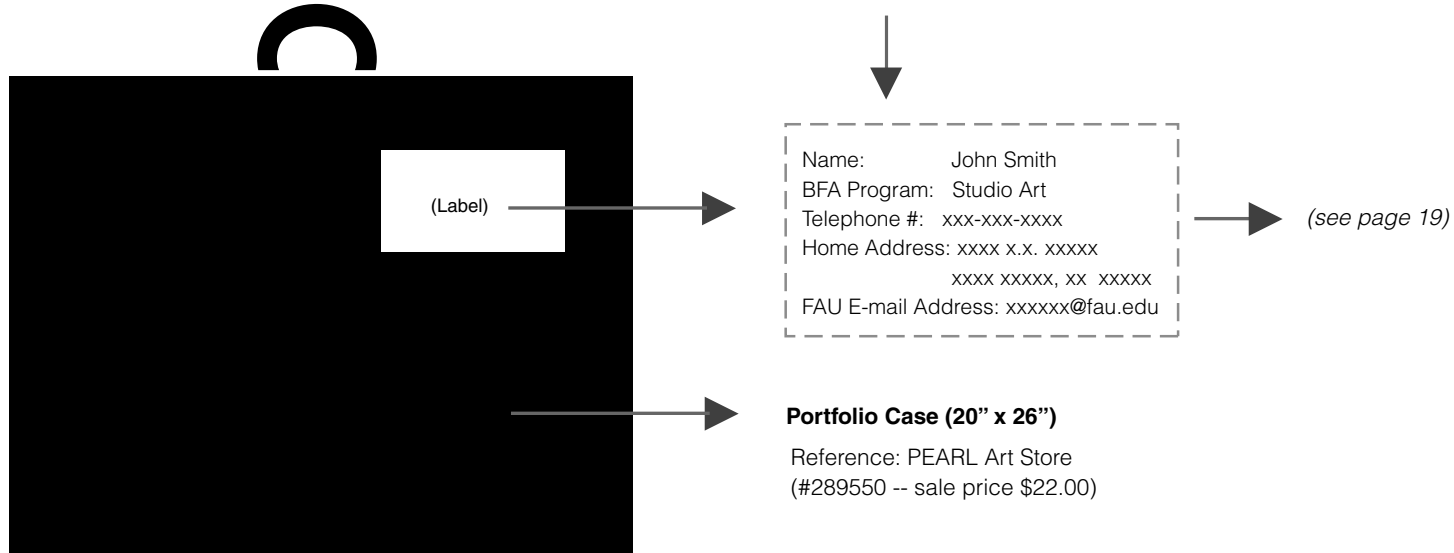
Number: _____
Project Title: _____

Project Medium: _____

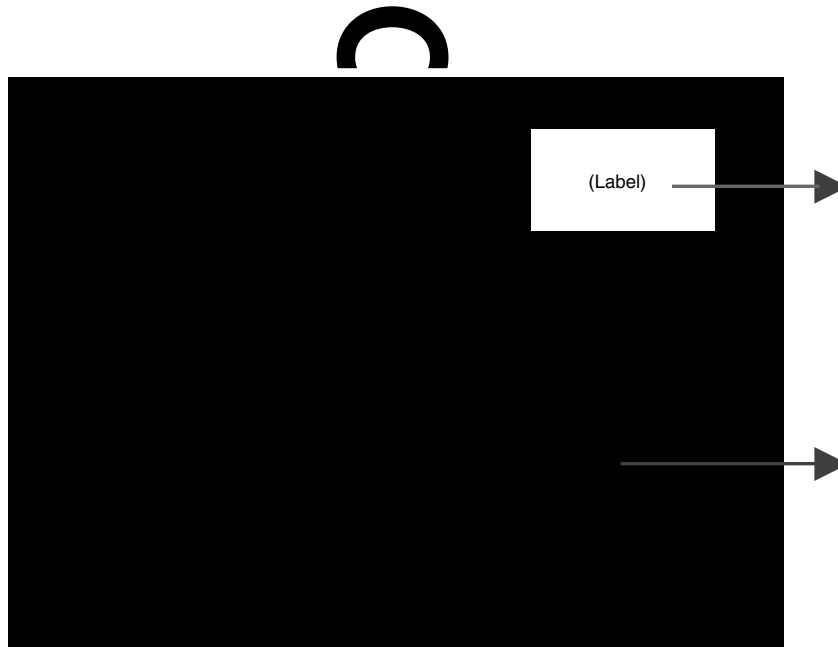
Course Title: _____
Instructor: _____

University/College: _____

Information to be included on the label -- attach to the outside of the portfolio case



Information to be included on the label -- attach to the outside of the portfolio case

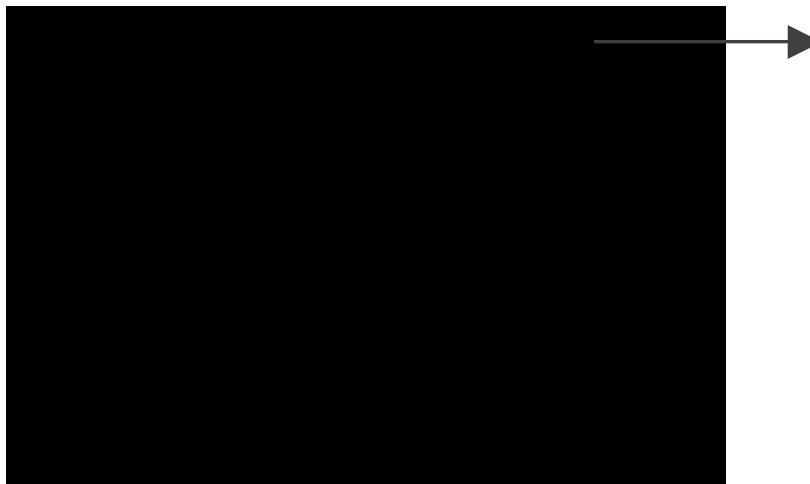


Name: John Smith
BFA Program: Studio Art
Telephone #: xxx-xxx-xxxx
Home Address: xxxx x.x. xxxxx
xxxx xxxxx, xx xxxxx
FAU E-mail Address: xxxxxx@fau.edu

→ (see page 19)

Portfolio Case (23" X 31" X 3")

Reference: PEARL Art Store
(#289552 -- sale price \$27.00)

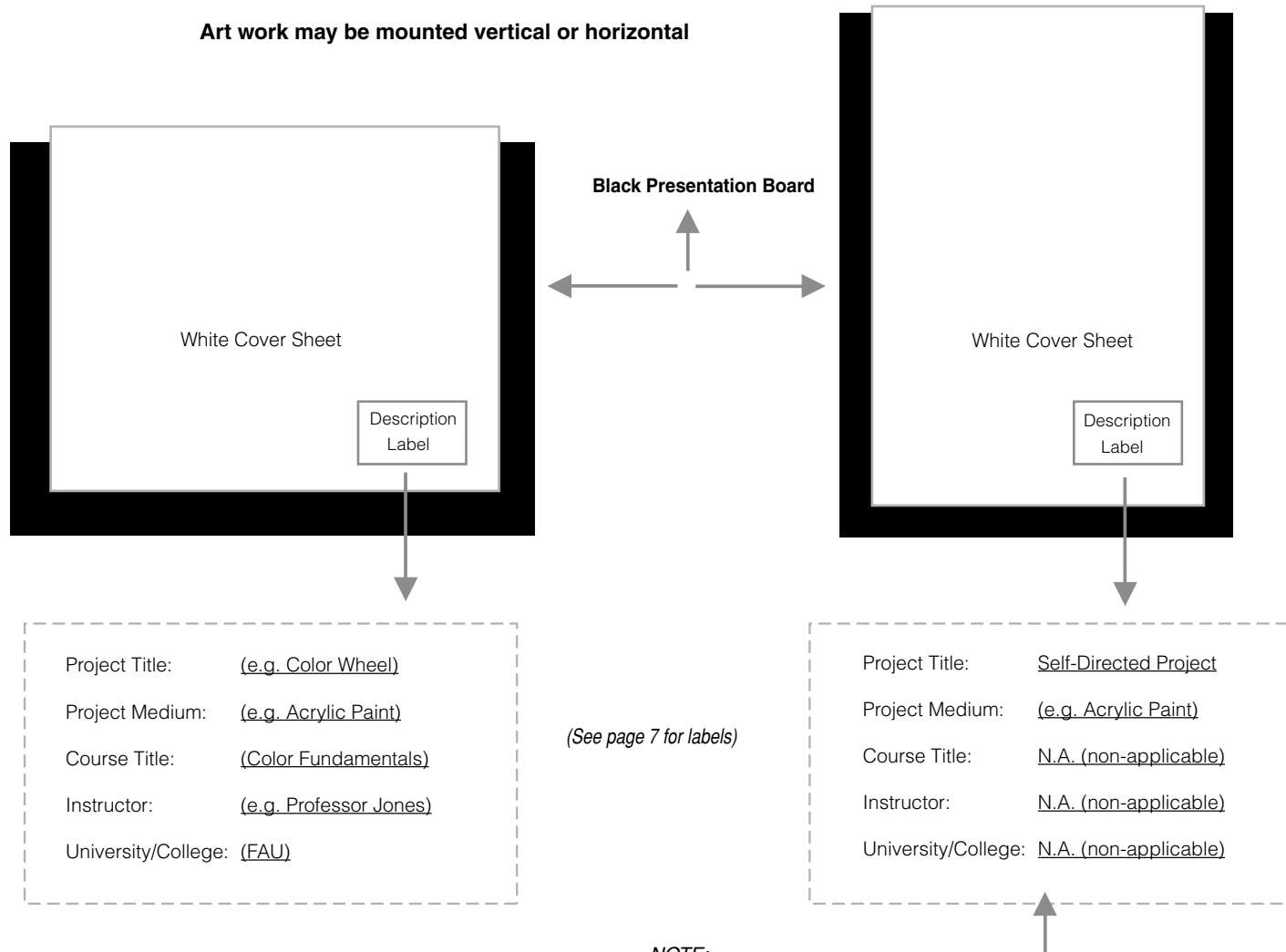


Black Presentation / Mounting Boards (20" x 30")

Reference: PEARL Art Store
(#745579 -- Pearl Black 14ply Mounting, average price -- \$2.40 each)
Ultra-Black® 8 is smooth on one side and textured on the other.
"Use the smooth side for mounting."

NO MORE than 12 presentation boards (20" x 30") = BFA-STUDIO ART.
DO NOT submit works in frames, plastic sleeves, glass or plexiglas.

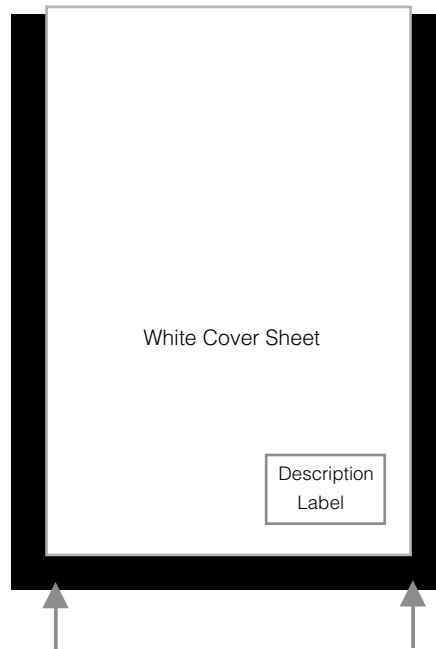
Art work may be mounted vertical or horizontal



NOTE:

If your course projects were lost, damaged and/or your work does not illustrate conceptual development, design principles, drawing skills or appropriate craftsmanship, then you are encouraged to submit self-directed studies -- Apply this label.

(Front View)

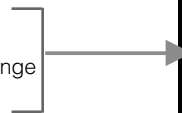


DO NOT ATTACH
THE COVER SHEET TO THE FRONT CORNERS

Cover Sheet: Tracing paper or white bond paper.

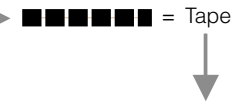
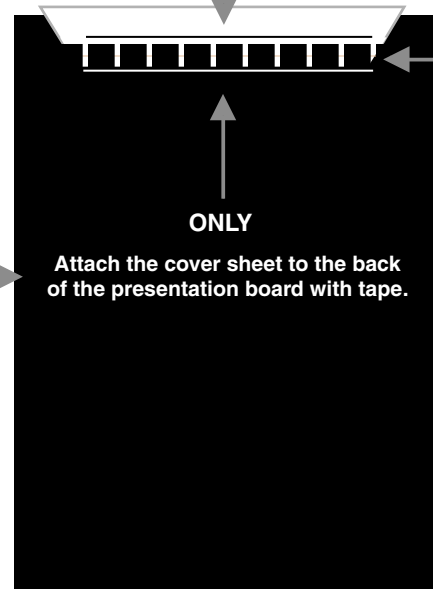
Boarder / Margin Widths:

Depending on the size of your art work, the average width of the margins on the sides and bottom may range between .25 inch to 1 inch.



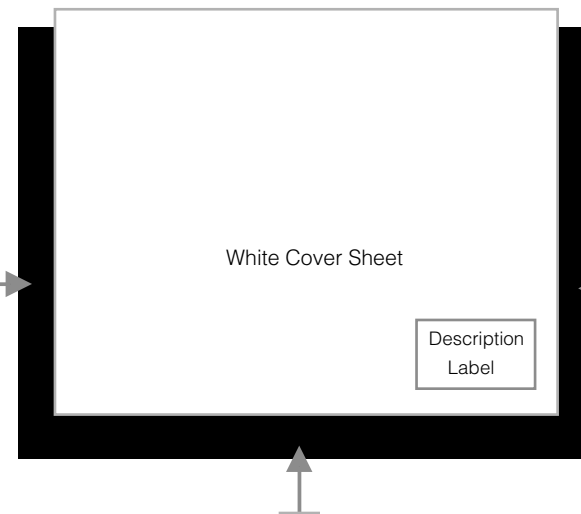
(Back View)

(fold the cover sheet over and attach with tape)



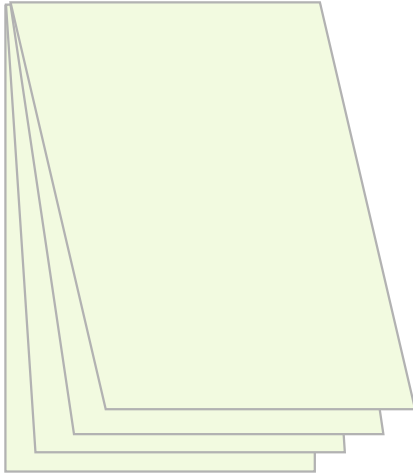
Reference: PEARL Art Store:
Black Crepe Masking Tape
#215712 1/2 in. x 60yd. -- \$2.70

Black Crepe Masking Tape
#215714 3/4 in. x 60yd. -- \$3.50

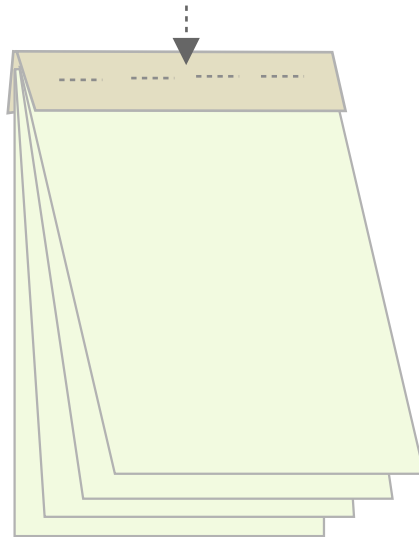


Optional: You may select a few gesture, still life, and perspective studies, etc. to include in your portfolio **as one of the 12 presentation boards.**

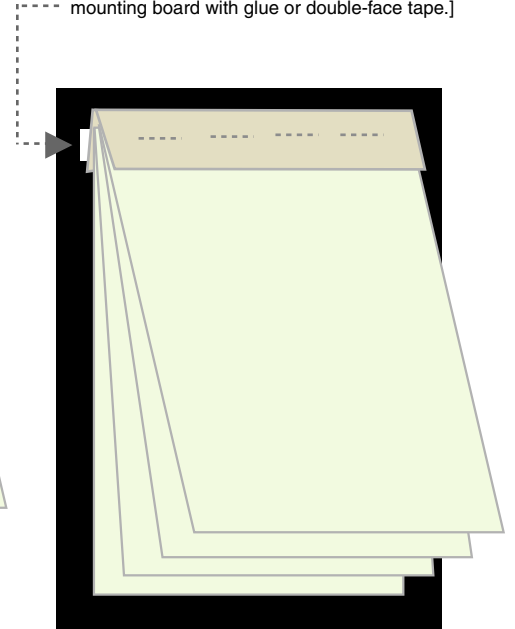
1
[Select and arrange your sketches]



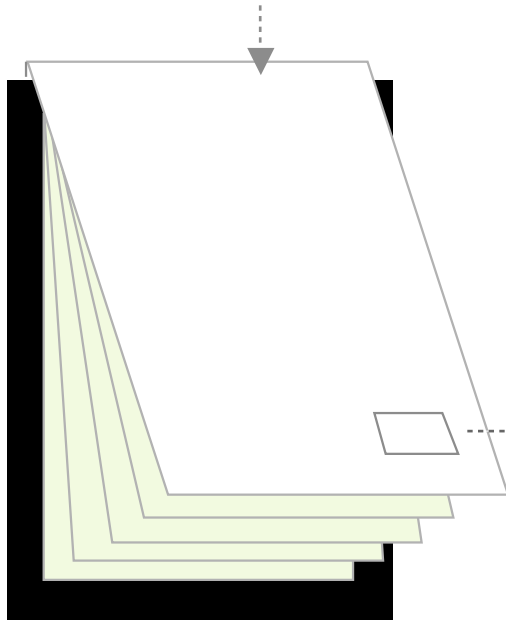
2
[Fold a heavier-weight paper and staple the sketches together.]



3
[Next, attach the folded paper to the mounting board with glue or double-face tape.]



4
[Final step: attach the cover sheet with a description label.]

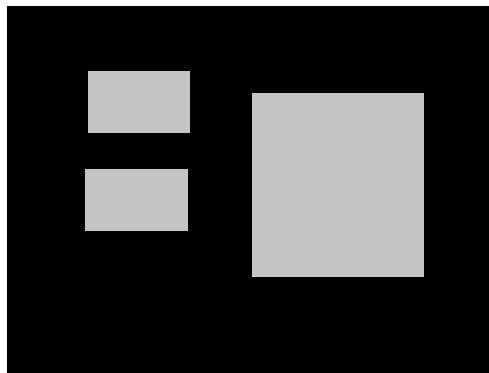
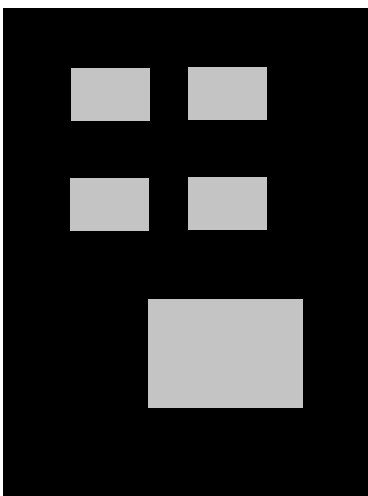
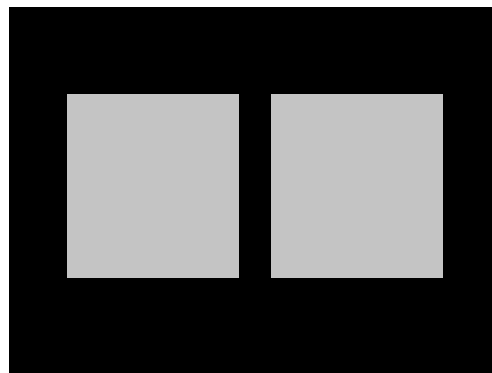
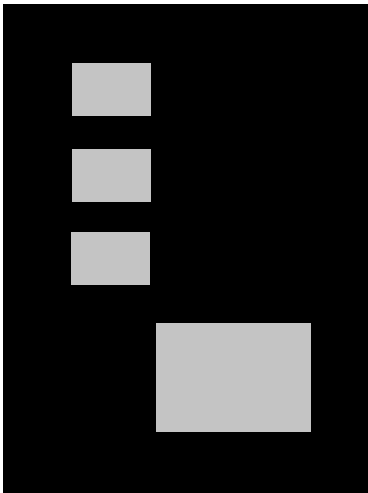


(Front Views)

(see page 7 for description labels)

Project Title:	(Gesture / Drawing Studies)
Project Medium:	(e.g. Graphite / Charcoal)
Course Title:	(e.g. Figure Drawing & Drawing I)
Instructor(s):	_____
University / College:	_____

Optional: You may select a group of works and arrange the pieces in a variety of layouts.

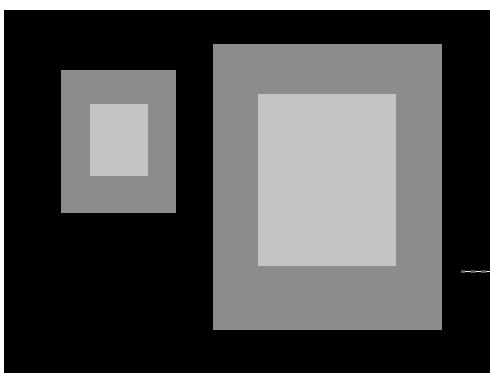


Multiple Works Mounted on One Presentation Board:

You may arrange complimentary works of art.

Examples may include, but not limited to:

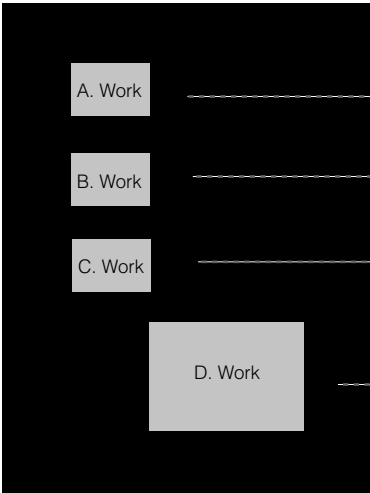
- Series of color fundamentals / studies
- Series of 2-dimensional designs
- Series of drawings
- Series of photographs
- Series of 3-dimensional projects
- One large photographic image of a sculpture/ceramic piece with smaller photographic detail views
- Grouping color and 2-dimensional designs
- Grouping 2-dimensional designs with visual graphics
- Grouping experimental compositions / mark-makings
- Etc.



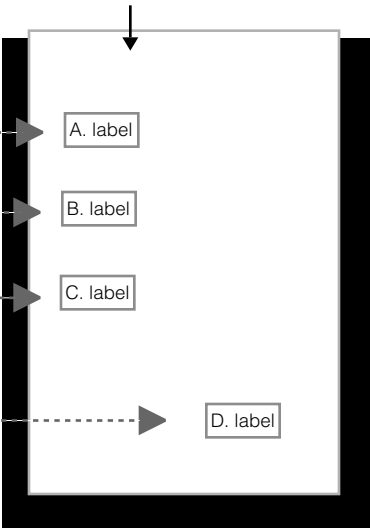
[If your work has a mat board frame and can not be removed, such as a photograph, or if your work is mounted to form-core board, you may mount the piece to the presentation board with these restrictions.]

Instructions: For each work, place a description label on the cover sheet, corresponding to its location.

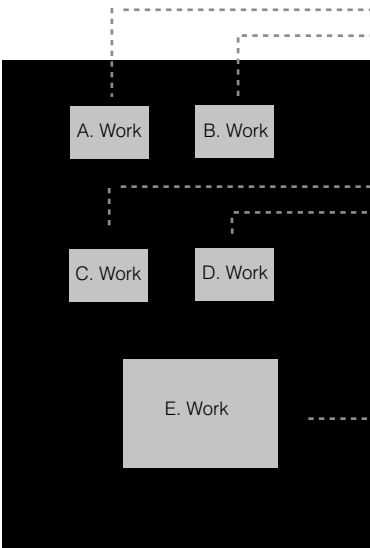
(Front View: Images Arranged on The Presentation Board)



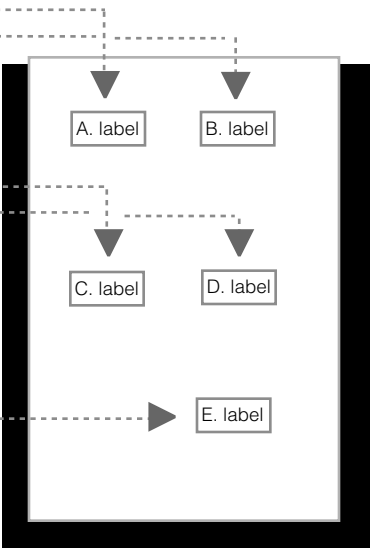
(Front View: Cover Sheet with Corresponding Labels)



(Front View: Images Arranged on The Presentation Board)

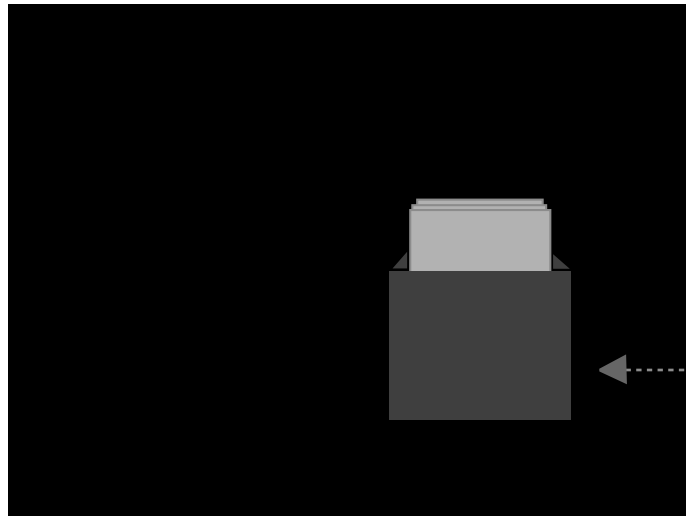


(Front View: Cover Sheet with Corresponding Labels)



Instructions: Mounting special projects (e.g. artist books)

Depending on the dimension of your project, create a 3-D pocket or plastic sleeve for the piece.

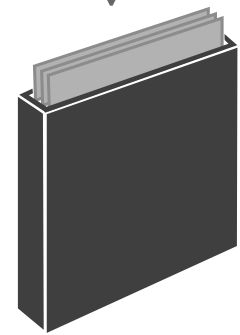


(Front Views)

NOTE:

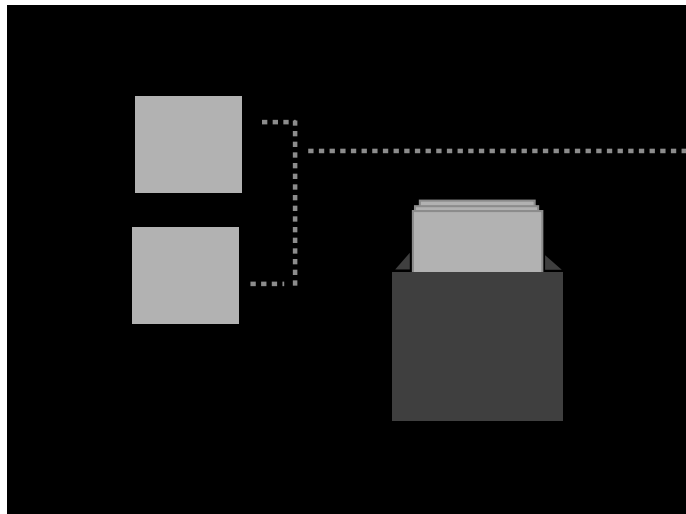
Attention should be given to the craftsmanship of the construction.

(e.g. Artist Book))



(Securely mount the back side to the presentation board)

(3-D pocket)



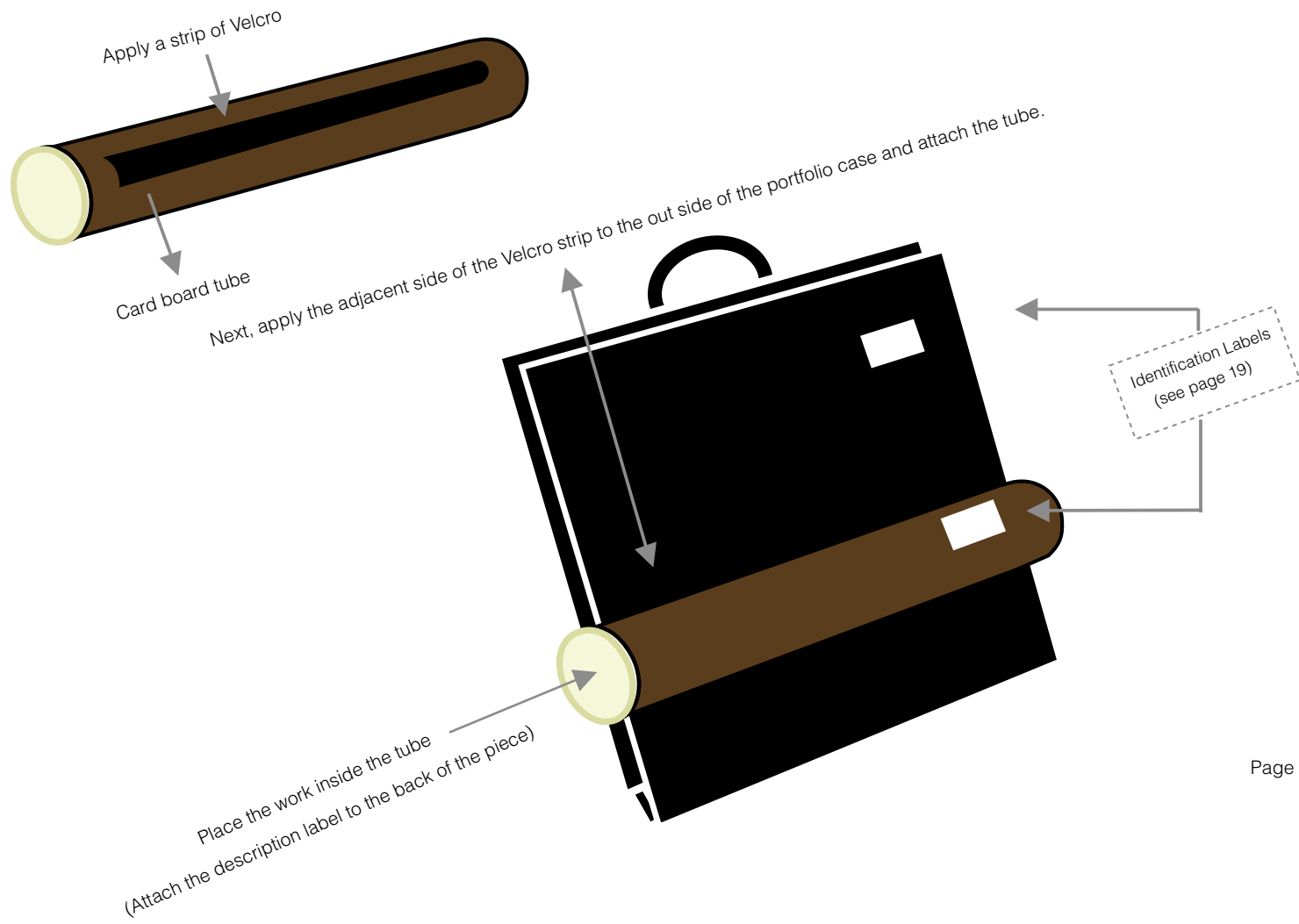
Depending on the size of your piece, you may elect to arrange and mount complimentary projects to create a more pleasing layout & design composition.

Examples may include, but not limited to:

- experimental mark-makings
- 2-dimensional and/or color explorations
- Visual graphics

Apply the same instructions for positioning description labels on the cover sheet (see page 14).

Instruction: submitting flat work larger than 23 inches x 31 inches



Name: John Smith
BFA Program: _____

Statement of Intent

Specific Interests:

XX
XXXXXXXX(Under this heading, describe your specific interests) XXXXXXXXXXXXXXX
XX

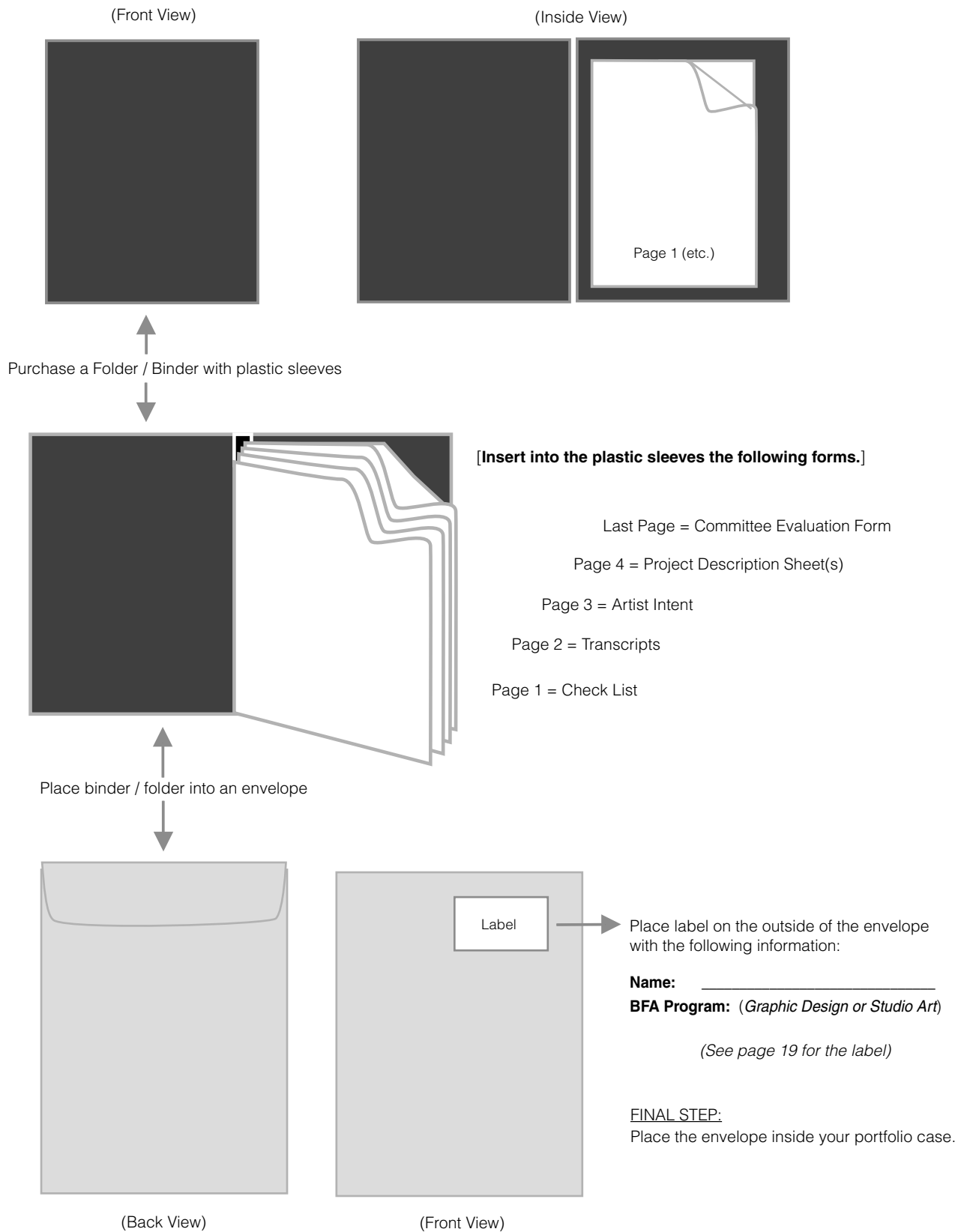
Interests Reflected in The Work I Submitted:

XX
XX(Under this heading, explain how your interests are reflected in the art work you submitted.)
XX
XX
XXXXXXXXXXXX

Statement of My Goals:

XX
XXXX(Under this heading, include a statement of your goals.) XXXXXXXXXXXXXXXXXXXX
XX
(Format: One page only, 8.5 x 11" sheet of paper -- 1 inch margins on all sides) XXXXXXXX
(Body Copy / Text: 12 pt Times Roman -- double space -- "recommmed using Microsoft Word to
check for spelling and for grammar errors".) (Use 12 pt. Times Roman Bold for the following
headings: Name; BFA Program; Statement of Intent; Specific Interests; Interests Reflected in
The Work I Submitted; Statement of My Goals. Center the heading: Statement of Intent).
XX.

Instructions: Application Packet



Instructions: Labels For The Portfolio Case and Application Envelope

(Tape this label to the outside of your portfolio case) →
(use the PDF form--Adobe Reader)

Name: _____

BFA Program: _____

Telephone #: _____

Home Address: _____

FAU E-mail: _____

(For large flat works: Tape this label to the outside of the
cardboard tube -- see page 16) →
(use the PDF form--Adobe Reader)

Name: _____

BFA Program: _____

Telephone #: _____

Home Address: _____

FAU E-mail: _____

(Tape this label to the outside of the application envelope) →
(use the PDF form--Adobe Reader)

Name: _____

BFA Program: _____