Graphic Design Selective Admissions Application Packet

DEADLINES

The Spring 2016 application deadline (for Fall 2016 semester) is Wednesday, April 6, 2016. Completed application packets are due in the School of Art office before 4:00 pm on the deadline date.

Following the application packet submission, applicants are assigned to one of two review groups and notified by email within seven days of the dates on which they will set up and take down their portfolio display. Applicants in each group present their work on individually assigned display panels in Room 104 of the Design Building for review by the faculty during the first or second half of the week of April 11 – 14, 2016. Work must be removed after 12 pm on Thursday, April 14th.

WORKSHOPS

Workshops are offered to advise prospective students about: selection of work for display, use of materials, and display preparation techniques. Attendance at one or more of these workshops is essential to a successful application as the requirements are quite specific. Workshop dates will be announced by LSU School of Art Broadcast email (check your junk mail filters) and by fliers posted in the Art Building.

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• Entrance requirements
• Application procedure
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The Graphic Design Faculty will consider for selective admission to the program only those students who have: (a) completed the prerequisite courses, (b) met the minimum GPA requirements for the College of Art & Design, and (c) properly completed an application prepared according to the requirements outlined in this information packet and (d) exhibited a portfolio of work on panels for presentation and evaluation.

Students who have not fulfilled these requirements may apply for conditional acceptance should an opening become available.

Upon admission into the Graphic Design program, three years of additional course work is required.

For further information contact:

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ENTRANCE REQUIREMENTS

All students wishing to major in Graphic Design are required to apply for admission to the concentration. This generally occurs during the spring semester of the freshman year, after the completion of the requirements listed below. Students may be enrolled in required courses at the time of application. These courses should be indicated on the application form. Final posted grades are used to determine selective admissions eligibility and ranking.

REQUIRED COURSES

Students seeking selective admission must have completed or be currently enrolled in the following courses or Graphic Design Faculty approved equivalents:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
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<tbody>
<tr>
<td>ARTH 1440 or 1441</td>
<td>Historical Survey of the Arts</td>
</tr>
<tr>
<td>ART 1011 (or 1008)</td>
<td>Two Dimensional Design</td>
</tr>
<tr>
<td>ART 1847 (or 1010)</td>
<td>Drawing &amp; Composition</td>
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<tr>
<td>ART 2050</td>
<td>Digital Art</td>
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<tr>
<td>ART 1848 or 1551 or 1360 or 1012</td>
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<tr>
<td>ENG 1001</td>
<td>English Composition</td>
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<tr>
<td>Elective</td>
<td>One required</td>
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<tr>
<td>General Education Requirement</td>
<td>One required</td>
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RECOMMENDED GPA

A GPA of 2.25 or above is recommended to successfully compete for admission to the graphic design program. Note: the competitive nature of the admissions process means that a higher GPA may be needed.

REQUIRED DISPLAY OF WORK

Work from the following classes will be presented for evaluation, for a total of eight pieces:

Two pieces from each of the following classes:
- ART 1011 (1008 for non majors)
- ART 1847 (1010 for non majors)
- ART 2050

Plus two pieces from one of the following classes:
- ART 1848, or 1551, or 1360, or 1012

ASSESSMENT CRITERIA

A minimum portfolio review score of 3.38 on a 6.0 scale is required to gain selective admission.

Portfolio scores (6.0) are combined with GPA (4.0). Points will be deducted for missing required coursework (see list above). This gives a possible 10 points, and provides a basis for ranking individuals for acceptance.

The Graphic Design Faculty Selective Admissions Committee meets in April of each year to assess student work presented for admission to the Graphic Design program.

NOTIFICATION

After final grades are submitted at the end of the spring semester, applicants will be notified of their acceptance status by email and by mail.
1. **Application form**

Carefully read the entire application packet, then fill in all information on the application form.

2. **Unofficial transcript**

Unofficial transcripts may be obtained, free of charge, from the Student Services Center in Room 213 of the College of Art & Design. Sealed official transcripts are not required.

3. **Typed letter of application and intent**

Please communicate to the Graphic Design Faculty Committee your reasons for applying for admission to the Graphic Design Program at LSU. Include a statement of your career goals and any important information you think the committee needs to know (300 words maximum).

4. **Self-addressed stamped envelope**

Prepare a stamped #10 business envelope addressed to yourself at your permanent or summer address. This will be used by the Committee to inform you of its decision regarding your admission to the Program. Notifications are mailed up to three weeks after the end of the semester in which the application is made. Unstamped letters will not be mailed, meaning you may not receive your official notification.

- Place items 1, 2, 3, 4, in a 9" x 12" envelope with your name on the front. Address it to the attention of the Graphic Design Faculty Selective Admissions Committee. The envelope containing your information must be received by Wednesday, April 6, 2016. Submit your application packet to The School of Art Office, Room 123 of the Art Building on or before 4:00 pm. You will notified by the School of Art (via email to the primary email listed on your student record) concerning your assigned date for setting up your admissions display on panels as described below:

5. **Portfolio of work and display presentation**

- Include work from the following classes:

  - Two pieces from each of the following classes:
    - ART 1011 (1008 for non majors)
    - ART 1847 (1010 for non majors)
    - ART 2050

  - Plus two pieces from one of the following classes:
    - ART 1848, or 1551, or 1360, or 1012

- A total of 8 pieces will be posted. Students are responsible for the design of the display and general presentation of the their work on a 4 ft. x 6.5 ft. panel, secured with push pins or t-pins. Be sure to attend a workshop for more detailed information on how to prepare your display panel.

- All pieces should be enclosed in clear acetate and securely mounted to a black mat board. No work that is shrink-wrapped or flapped with paper is acceptable for display. All work should be clearly labeled, indicating the class in which it was completed together with a brief description of the project.

- Work should be mounted on black mat board with 1 to 1.5 inch margin on all sides. Floor space can be utilized if necessary for larger pieces.

- If a piece of work exceeds the size of the largest possible mat board, consider using the digital images you created as part of your foundations classwork to make an appropriately sized print for mounting.

- It is important to note that “craft”—the quality and attention to detail of the way in which your work is presented overall—is a factor in how the portfolio is evaluated, in addition to the merits of each individual piece.
This is the official application form for entrance into the Graphic Design concentration. 
Fill in all information carefully and legibly.

**APPLICATION FORM**

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<thead>
<tr>
<th>GRADE</th>
<th>INSTRUCTOR</th>
<th>COLLEGE</th>
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<th>SUBSTITUTION</th>
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<td>ART 1011 (1008)</td>
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• Application packages must be prepared according to instructions or they will not be reviewed.
1. **Measure everything!** Determine the sizes of your projects. Then determine the sizes of your mat boards (leaving a 1-1.5 inch margin around each project). Cut your mat boards with a clean, sharp utility knife or mat knife. Remember: **Measure Twice, Cut Once.**

2. Lay work face down over clear acetate.

3. Mark a 45 degree angled line at each corner of the work.

4. Cut the acetate with an X-Acto knife and discard corners.

5. Fold each side of the acetate around the work and attach to the back of the board with masking tape or packing tape.

6. Apply strips of double-sided Carpet Tape to back of work.

7. Attach work to pre-cut black mat board. Leave a minimum 1.5 inch margin around all sides.

8. Place a label (standard address label) on the bottom right corner of the work. The label should list the course name, project name, instructor, and a brief description of the project.

9. Pin your project boards onto a 4 x 6.5 ft display board in the Design Commons, using push pins or metal T-pins.

10. Attach a 8.5 x 11 Name Label to the display board.

**Special considerations**

Large paper drawings should be backed with rigid cardboard before they are wrapped in acetate.

If you would like to submit a moving image project or website:

Print screenshots of the project and mount them to one board. Attach a flash drive, CD or DVD containing the digital file to the board. Test digital files to make sure they open on a Mac before submitting.

**If you have questions about how to display your work, attend a Selective Admissions Workshop. Workshops will be announced on the Graphic Design page of the School of Art website:**

[graphicdesign.lsu.edu](http://graphicdesign.lsu.edu)
Graphic Design Selective Admissions Portfolio Checklist

Use this checklist to ensure you have completed the application requirements.

Application packet:

☐ Completed application form
☐ Unofficial transcripts
☐ Typed letter of intent
☐ Self-addressed stamped #10 envelope
☐ Above items in a 9" x 12" envelope, with your name on the front, addressed to the Graphic
  Design Faculty Selective Admissions Committee
☐ Packet delivered to The School of Art Office, Room 123, Art Building by 4:30 pm on the deadline date.

Portfolio display:

Two pieces from each of the following classes, mounted according to the instructions:

☐ ☐ ART 1011 (1008 for non majors)
☐ ☐ ART 1847 (1010 for non majors)
☐ ☐ ART 2050

Plus two pieces from one of the following classes (circle one):

☐ ☐ ART 1848, or 1551, or 1360, or 1012

☐ Description labels placed on lower right corner of each piece
☐ 8.5" x 11" Name label placed on display board