

BFA APPLICATION PORTFOLIO GUIDELINES

Digital Portfolio: In one folder, submit 10 - 20 digital images on CD in sleeve or case

- File size: Files should be 1000 pixels on the longest side (ie. 1000 pixels horizontal if it is a horizontal image).
- File Format: Files should be saved as JPEG's (.jpg), saved at the highest quality level
- File name: Files depicting your own work should be titled to indicate your name and the order number of the image (eg: j_smith_01.jpg, j_smith_02.jpg, etc.). Files depicting your students' work should be titled with your name and the suffix "stu" (eg: j_smith_stu_01.jpg, etc.)
- An image list should be included, both on the disk and in printed hard copy. This list should list the file name, title of the work, dimensions, date and medium.

Please use this format:

- File name (as on the CD)
- Title, Date
- Medium
- Dimensions W x H x D

APPLICATION for Bachelor of Fine Arts (BFA)

| | | | |
|---|--------------------|-----------------|--------------------|
| BFA EMPHASIS - CIRCLE <u>ONE</u> ONLY: | | | |
| Sculpture | Printmaking | Painting | Photography |

A. Name and Address Phone

_____ Work (____) _____
_____ Home (____) _____
_____ Email _____

B. Educational Background

| | | |
|---------------|----------------------------|--|
| <u>School</u> | <u>Dates of Attendance</u> | <u>Degree objective/Degree completed</u> |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Class level: (*Circle one*) Sophomore / Junior / Senior / Grad GPA in Art _____

Have you completed all lower division G.E.? Yes ____ No ____

Courses remaining: _____

Have you completed all Art BA requirements? Yes ____ No ____

Courses remaining: _____

Art related experience: _____

C. Please indicate that the following items accompany this application inside a 9x12" unsealed, manila envelope:

- A one-page personal statement addressing your reasons for applying to the BFA program, your ultimate educational goal, whether you will be applying to be a teaching or lab assistant, and any other statements pertinent to application.
- Official, sealed transcripts from all post-secondary schools attended;
- (*or*) all transcripts are located in Art Dept. advisee folder.
- Digital portfolio: submit 10 - 20 digital images on CD in sleeve or case, please refer to attached guidelines.
- Transfer students include two (2) professional letters of recommendation.
- SSU students include two (2) faculty signatures below in support of application.

#1 Faculty Signature

#2 Faculty Signature

By signing this application you confirm that the above statements are true and that you allow future use of your artwork by the Department for outreach and assessment purposes.



Visual / Audio Image Release Form

I grant permission to Sonoma State University, its employees and agents, to take and use visual/audio images of me. Visual / audio images are any type of recording, including photographs, digital images, drawings, renderings, voices, sounds, video recordings, audio clips or accompanying written descriptions. SSU will not materially alter the original images. The images may be used in any manner or media without notifying me, such as University-sponsored Web sites, publication, promotions, broadcasts, advertisements, posters and theater slides, as well as for non-University uses. I waive any right to inspect or approve the finished images or any printed or electronic matter that may be used with them. I release SSU and its employees and agents, including any firm authorized to publish and/ or distribute a finished product containing the images, from any claims, damages or liability which I may ever have in connection with the taking of use of the images or printed material used with the images. I am at least 18 years of age and competent to sign this release. I have read this release before signing, I understand its contents, and I freely accept the terms.

Printed name of subject:

Signature of subject:

Parent or guardian if under 18 years of age:

Telephone or e-mail address:

Address (optional):

Date:

Major:

Year in School:

Project name:

Photographer's name and contact information:

This form should be retained in the office coordinating the project as listed above.