

## **BFA APPLICATION GUIDELINES**

**The deadline for submitting BFA applications will be posted each semester in Campbell/Burrier Building and on the Department's website.**

### **DEPARTMENT OF ART AND DESIGN POLICY REGARDING THE BFA DEGREE:**

Under NO circumstances does admission into the BFA program constitute a guarantee of graduation with the BFA degree. Failure by the BFA candidate to successfully complete University course requirements and follow the Department of Art and Design guidelines pertaining to application, admission, and continuance in the program will automatically disqualify the student from the BFA program and will result in the need for re-application or graduation with a degree other than the BFA.

**Students wishing to pursue the BFA degree should average and maintain a 2.5 GPA and earn a grade of "C" or higher in all major and supporting course requirements (AED, ART, ARH, and DES COURSES) in order to apply to, and complete the BFA degree program.**

### **GUIDELINES:**

The information in this packet is to aid you in preparing your application and to explain the requirements of the BFA program. The completed application form and a brief letter of intent must accompany the work that you present for review by the BFA Entrance Committee. You may wish to consult the current undergraduate catalog as to specific entrance and degree requirements. Please note that your advisor and your area chairperson must sign and date your application. Please consult the Chair of your chosen studio option for clarification of this process. The Bachelor of Fine Arts degree is a professional track program that, in most cases, will require four years to complete. The degree is offered in the following studio areas: Ceramics, Jewelry/Metals, Painting, Photography, Printmaking, and Sculpture. The degree is also offered in the professional area of Graphic Design. Application to the program is generally made in the second semester of the sophomore year, or first semester of the junior year.

**\*(Transfer students please check Supplemental Requirements for Transfer Students)**

### **INCOMPLETE APPLICATIONS:**

Under most circumstances, incomplete applications will not be considered. Under extraordinary circumstances, a student may petition – in their letter of intent – for their incomplete application to be considered. The letter must provide justification, and supporting documentation (if any). The entrance review committee will examine the petition and vote its approval or disapproval.

### **COMMITTEE REVIEW:**

1.) The faculty review committee desires to make meaningful recommendations to the BFA candidate regarding improvement of their work. Finished works, works-in-progress, and/or sketchbooks, etc. are a necessary element of the review process and **MUST** be supplied to the committee.

### **SUPPLEMENTAL REQUIREMENTS FOR TRANSFER STUDENTS:**

- 1.) ...must transfer to EKU prior to the beginning of the third year of Art & Design studies OR be willing to take additional and/or make-up courses recommended by the Entrance Committee or Area Chair.
- 2.) ...must meet Art Department BFA entrance standards with regard to grades, complete requisite number of Foundation and Core courses and the portfolio entrance review. \*(see Requirements for BFA Admission Checklist)
- 3.) ...must complete a minimum of 24 credit hours in Art at EKU as a candidate for the BFA degree as well as meet all department and university requirements for graduation, as stated above and in the applicable University catalog.

### **REQUIREMENTS FOR CONTINUING BFA CANDIDATES:**

- 1.) The student is admitted to the BFA program on a PROBATIONARY BASIS with a candidate's performance assessment to be made each semester by the Area head. If the candidate's performance falls below a 3.0 GPA in AED, ART, DES, & ARH a recommendation for removal from the BFA program will be made by the entrance review committee.

### **REQUIREMENTS FOR GRADUATING BFA CANDIDATES:**

- 1.) Successfully complete all required Art courses and University requirements for graduation.
- 2.) Submit a first draft of an artist's statement to the area chair by mid-term in the semester of intended graduation.
- 3.) Prepare a body of works for exhibition in the Giles Gallery.
- 4.) Submit a final draft of an artist's statement to the area chair one week before the BFA Exhibition opens.
- 5.) Schedule a final BFA review during the exhibition dates.
- 6.) Submit the completed artist's statement and visual documentation of exhibition works to the Chair of the Department of Art with a copy to the area chair by the last day of the BFA exhibition.

### **REQUIRED BFA ADMISSION CHECKLIST:**

- 1.) Complete the application form, enclose letter of intent, and return both to the Art office by posted date.
- 2.) A minimum overall grade point average of 2.5 in AED, ART, DES & ARH classes is required.
- 3.) The completion of 15 hours of Foundation Courses; ART 100, 101, 152, 153, 164.
- 4.) Submission of art works / portfolio to the Entrance Review Committee for evaluation.

### **CALCULATING THE GRADE OF A COURSE BEING RETAKEN**

If you received a low grade in an AED, ART, ARH, or DES class, and are currently retaking the class, you may use your mid-term grade to calculate your AED/ART/ARH/DES grade point average in place of the original grade.

### **STUDIO OPTION REQUIREMENTS:**

The following information outlines studio option requirements for the portfolio review. If

you have any questions relating to the program or the composition of your portfolio, please consult the area chair. All works should be properly prepared for display, i.e.: drawings, prints, design works and photographs; paintings are properly presented; 3-dimensional works should be suitably prepared for finished presentation. In general, the committee will be looking for success and promise in your intended major as well as an above average commitment and success in other studio areas. We are not looking for "finished" BFAs', but rather for potential. Portfolios submitted should conform to the following standards set forth by the Art and Design faculty.

- 1.) All programs require evidence of the ability to draw accurately (\*see requirements for individual studio areas).
- 2.) Works submitted should demonstrate growth and continuity of effort, and basic design abilities. Examples of early studio work (from Art 100, 101, 152, 153) should be included, along with recent efforts.
- 3.) There MUST be an appropriate mix of two and three-dimensional works. The works you submit should be representative of your studio experiences to date. Failure to exhibit adequate quality examples of either two or three-dimensional works, and quality examples of your skills in figure drawing, and the representation of volume and perspective could result in a disqualification of your application.

#### **INDIVIDUAL AREA REQUIREMENTS**

##### **CERAMICS – David Bogus**

- 6-8 ceramic works demonstrating proficiency in various forming techniques and design.
- 6-8 works representative of other 2D and 3D areas.
- 5 drawings – must demonstrate an understanding of volume and perspective.

##### **GRAPHIC DESIGN – Herb Goodman**

- 10-12 works from DES 250, 350, 351, 352, and 353, with at least one example of work from each class. Work must be placed in a Portfolio.
- 6-8 works representative of other 2D and 3D areas
- 5 drawings – MUST include drawings that indicate the ability to draw the figure and an understanding of volume and perspective.
- Sketchbook and/or work-up stages in plastic pages in a black binder

##### **JEWELRY/METALS - Felicia Szorad**

- 6-8 works in jewelry/metals.
- 6-8 works representative of other 2D and 3D areas.
- 5 drawings – MUST include drawings that indicate the ability to draw the figure and an understanding of volume and perspective.

##### **PAINTING – Isaac Powell**

- 5-6 paintings. Works should demonstrate an understanding of color theory; attention to paint quality; appropriateness of media, scale and technique to ideas and imagery; commitment; understanding and incorporation of ideas and concepts in the work, and the ability to carry them through to a satisfactory resolution or "finish".
- 6-8 works representative of other 2D and 3D areas.
- 5 drawings – MUST include drawings that indicate the ability to draw the figure

and an understanding of volume and perspective.

**PHOTOGRAPHY – Mary Tortorici**

- 2 cohesive series of photographs, minimum of 6 prints per series.
- 5-6 additional photographs demonstrating a variety of photographic concerns.
- 6-8 works representative of other 2D and 3D areas.
- 5 drawings – MUST include drawings that indicate the ability to draw the figure and an understanding of volume and perspective.

**PRINTMAKING – David Afsah-Mohallatee**

- 4 editions of prints or series (2 print min. edition).
- 6-8 works representative of other 2D and 3D areas.
- 5 drawings demonstrating an understanding of volume and perspective; these may include figure drawings.

**SCULPTURE – Carroll Hale**

- 4 works that reflect the student's skills and interests in sculpture processes. All pieces should be properly prepared for finished (gallery) presentation.
- 6-8 (minimum) works representative of 3D areas other than sculpture and 2D areas other than drawing.
- 5 drawings (minimum) and MUST include drawings that indicate ability to draw the figure and an understanding of volume and perspective.

**BACHELOR OF FINE ARTS PROGRAM APPLICATION  
DEPARTMENT OF ART AND DESIGN - EASTERN KENTUCKY UNIVERSITY**

Name \_\_\_\_\_

Intended BFA Option \_\_\_\_\_

Student Number \_\_\_\_\_

Classification \_\_\_\_\_ Semester Hrs. completed to date \_\_\_\_\_

Advisor \_\_\_\_\_

Email Address \_\_\_\_\_

Campus Address \_\_\_\_\_ Phone \_\_\_\_\_

Permanent Address \_\_\_\_\_ Phone \_\_\_\_\_

**ART AND DESIGN FOUNDATION REQUIREMENTS**

These courses must be completed prior to application

<b>COURSE</b>	<b>GRADE</b>	<b>TERM</b>	<b>INSTRUCTOR</b>
ART 100 Draw I	_____	_____	_____
ART 101 Draw II	_____	_____	_____
ART 152 2-D Des	_____	_____	_____
ART 153 3-D	_____	_____	_____
ART 164 Concepts	_____	_____	_____

ART AND DESIGN CORE REQUIREMENTS Students must have completed at least one course in both Area I and Area II.

**AREA I 3-D**

**AREA II 2-D**

<b>COURSE</b>	<b>GRADE</b>	<b>TERM</b>	<b>INSTRUCTOR</b>
ART 220 Sculp I	_____	_____	_____
ART 240 Jewel 1	_____	_____	_____
ART 270 Cer I	_____	_____	_____

<b>COURSE</b>	<b>GRADE</b>	<b>TERM</b>	<b>INSTRUCTOR</b>
ART 210 Paint I	_____	_____	_____
ART 230 Print I	_____	_____	_____
ART 280 Photo I	_____	_____	_____

**GRADE TERM INSTRUCTOR**

(Graphic Design Applicants ONLY) DES 250 Design I \_\_\_\_\_

**LIST ALL ADDITIONAL ART AND DESIGN COURSES TAKEN AND GRADES**

<b>COURSE</b>	<b>GRADE</b>	<b>TERM</b>	<b>INSTRUCTOR</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**ART AND DESIGN Grade Point Average (Minimum 2.5 G.P.A.)** \_\_\_\_\_

**Intended B.F.A. Option** \_\_\_\_\_

Please secure the signatures below to verify this application and return this form to the Department Office no later than 5 working days prior to the review date.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

The student's signature acknowledges a thorough understanding of the BFA process and acceptance of the Department of Art and Design policy and University requirements regarding the BFA Degree.

**Area chair** \_\_\_\_\_ **Date** \_\_\_\_\_

**Academic Advisor** \_\_\_\_\_ **Date** \_\_\_\_\_

## **OUTLINE for a BFA Letter of Application**

### **FOR THE HEADING USE A MEMO FORM**

TO: BFA Committee – Department of Art and Design

FROM: your name

DATE: Month Day, Year

SUBJECT: Admission to the Bachelor of Fine Arts Program in the - (Example: Sculpture) - Area

### **THE BODY IS DIVIDED INTO TWO PARTS**

#### **FIRST, A STATEMENT OF GOALS AND GIVE YOUR RATIONALE**

I would like to be admitted to the BFA - (Area Desired) - Program because . . . (List your goals – Examples: explain the professional, and/or artistic positions or status you wish to attain). I have chosen (Area) because - (Examples: affinity or love for the field, abiding interest in the area).

#### **SECOND, NOTE YOUR QUALIFICATIONS**

I believe I am Qualified and will be successful as a/an - (Area) – because . . . (List such things as talent, experience, previous success in art).

#### **CLOSE**

Thank you for . . . (this opportunity – your consideration),

#### **Your Signature**

Your typed name.

#### **SPECIAL NOTE:**

Be sure to use “spell-check”. Use proper grammar and punctuation. Do Not use slang or text-messaging forms of language.