

# BFA APPLICATION



**OSWEGO**  
STATE UNIVERSITY OF NEW YORK

**ART DEPARTMENT • 233A Tyler Hall • 315.312.2111 • [www.oswego.edu/art](http://www.oswego.edu/art)**

## ADMISSION TO BFA PROGRAMS

Prospective students interested in Art or Graphic Design BFA degree need to submit an application to Oswego for general admissions and to the Art Department for acceptance into either the BFA Studio Art or Graphic Design programs. Each application is a separate process.

### Applying to Oswego, go to:

<https://www.oswego.edu/admissions/apply-now>

### *BFA Program Application Process*

If you are applying or transferring into one of the two BFA degree programs you are required to submit the following:

- a portfolio
- a statement of intent
- an annotated work list
- an application form
- copies of transcripts (these can be unofficial)

What we are looking for:

- students with an aptitude for hard work
- a well-crafted portfolio
- a solid academic performance
- writing skills.

Students may apply more than once.

## COMING TO OSWEGO AS A FRESHMEN

Freshmen are strongly encouraged to attend Oswego as BA majors and apply for the BFA during their sophomore year. This allows students time to understand the demands of the program and to build a portfolio for admission. Freshmen are enrolled in courses that are designed to specifically help them address their development as artist, including exploring the benefits of BFA versus BA degrees. If a student is denied admission into a BFA, he or she can apply again, or consider alternative study plans. Academic advisors are able to assist students in this situation.

## COMING TO OSWEGO AS A TRANSFER STUDENT

Transfer students with Associate Degrees in Art or Graphic Design should consider applying to the BFA before coming to Oswego. Students without degrees, or those with degrees in other areas, should come to Oswego and work with an advisor here to determine the degree program most appropriate for their development. All transfer students are enrolled in courses that are designed to specifically help them address their development as an artist, including exploring the benefits of BFA versus BA degrees.

All transfer students should keep in mind that no more than 27 hours of Studio Art/Graphic Design credit may be transferred into the BA program and no more than 40 hours of studio art, graphic design, or art history credit may be transferred into the BFA program.

## APPLICATION REQUIREMENTS

### Annotated Work List

The annotations should include: name, size, medium, date, and a brief statement as to the purpose of the work, such as why and for whom it was done. Please be thorough in describing the work. Indicate whether or not the project was done for a class, and whether or not it depicts your own solutions to the problem. Explain why you made the choices that you made. Remember, we are looking for evidence that you can create your own imagery, as well as evidence that you have the fortitude to discipline yourself, and build skills, and hand-eye coordination. We want to see a balance of original work as well as the studies all artists do to gain skill and ability. [The annotated work list is where you prove you have done the work and understand what that means.]

### Written Statement

Please include a 500-1000 word written statement that describes your art/design work, your interest in art, and your future career plans. As a professional artist, designer or educator you will be required to write about your work and it is essential that you are able to describe your work to a diverse clientele. Writing statements are carefully examined; grammatical and spelling mistakes are not acceptable.

First, describe one or more of your artworks in terms of its visual formal elements including: line, space, light, color, texture, design, and the other elements of composition. Secondly, carefully analyze the content of one or more of your pieces. What meaning is communicated to the viewer and how is this achieved? Compare one of your pieces to that of a well-known artist or graphic designer. When discussing your future plans at Oswego, be sure to address your previous experiences in art and your long-term career goals. What qualities do you possess that would ensure your success?

### Transcripts

Submit an unofficial copy of your academic transcripts. These may be copies given to you by your school and stamped as such by the transcript office of the school issuing the document. Do not submit a transcript printed from the web that does not show your name. Transcripts must be included in the application. Please do not send transcripts under separate cover or ask us to get them for you.

### Application Form

The application included in this document must be filled out in its entirety and included in the portfolio. Additional application forms can be downloaded from our web site at [www.oswego.edu/art/](http://www.oswego.edu/art/).

## PORTFOLIO REVIEW AND REQUIREMENTS

The portfolio serves as a visual summary of your experience with art making and/or graphic design. The Department of Art Faculty Review Committee will evaluate your portfolio. The committee will examine your portfolio based on the following criteria:

- Perceptual Skills — ability to draw from direct observation.
- Composition — definition of space in respect to foreground, middleground, and background, color, shape, etc.
- Craft — technical knowledge and skills in media as well as presentation.
- Concept — use of the formal elements of design to express your ideas.
- Critical Analysis — ability to reflect on the quality of the work and speak to its strengths, weaknesses, and intentions.

Your portfolio may be submitted on a thumb drive or in original form. The portfolio must contain fifteen (15) examples of your best, original artwork that reflects your development in the areas of Design, Drawing, Painting, Printmaking, Photography, Sculpture, Graphic Design and/or Digital Media. You can submit any combination of two-dimensional and three-dimensional work. (Please note: three-dimensional work may only be submitted as photographs taken from multiple vantage points) A variety of media may be used, such as graphite, colored pencil, charcoal, pastel, ink, watercolor, acrylic or oil paint, or combinations thereof.

## SPECIFIC TO ALL PORTFOLIOS

### *Submitting Digital Work as Prints or on Disks*

You can submit work samples in the form of photographic, high quality digital prints. You can also submit as JPG, PDF, or self playing movie files. Submit digital files on a thumb drive or flash media. Work must be clearly labeled and numbered to correspond to your annotated work list. We will look at web sites or online archives, but be sure the work is of high quality and you have it labeled and included an annotated work list with your application.

Be sure to submit your work along with the rest of your application in a letter size folder. Include the application form, written essay, annotated work list, and unofficial transcripts along with your portfolio work/media. If you want your materials returned, include a self-addressed, stamped envelope.

### *Submitting Original Work*

Submit original work in person in a portfolio, cardboard is acceptable. Portfolios should not exceed 32" x 40" in size. You can include a mixture of digital and original work. Work should be well organized and easy to review. Please include a folder containing the application form, written essay, annotated work list, and unofficial transcripts. Also place any digital disks in this folder.

We will notify you when the review has been concluded and you are able to pick-up your portfolio.

### *Application Submission*

Digital portfolios may be submitted by mail/or carrier or delivered in person. Portfolios containing original work must be submitted in person.

You can drop off portfolio applications in person between 8:30– 11:30 am and 1:30–4 pm, Monday through Friday in room 233A Tyler Hall. (You may wish to call in advance to make sure that someone will be there to take your portfolio. The telephone number is: 315-312-2111).

Portfolios sent via mail/UPS/FedX can be sent to — Art Department, ATTN: BFA Application, 233A Tyler Hall, SUNY Oswego, Oswego, NY, 13126. Be sure to include information, labeling, and postage/call tags for return shipping.

## *SPECIFIC TO STUDIO ART PORTFOLIOS*

If you are applying to the Studio Art program, include the following:

- 6 pieces based on direct observation such as still life, landscape, interior spaces, portraits, and figures.
- Examples of your use of color, line, value, texture, and shape.
- Studies that show an understanding of composition, balance, and organization.

### REVIEW CYCLE for STUDIO ART

Portfolios are reviewed twice a year at the end of the following months: October and March. Notices regarding acceptance follow shortly thereafter. Work will be returned at that time.

## *SPECIFIC TO GRAPHIC DESIGN PORTFOLIOS*

If you are applying to the Graphic Design program, We look for work that shows how well you can design and plan a composition with as much original imagery as possible. Your portfolio should include the following:

- Design studies that illustrate your skill in respect to positive/negative space, two-dimensional design studies, color, and drawing.
- When including pieces that combine illustrations/photography with type, be sure to note the source of all imagery (is it original or stock art?) in your annotated work list.
- When including pieces that have written content be sure to indicate the name of the author in your annotated work list.
- 4 pieces based on direct observation such as still life, landscape, interior spaces, portraits, and figures.

### REVIEW CYCLE FOR GRAPHIC DESIGN

Portfolios are reviewed at the end of the following months: October, November, February, March, April, May and June. Notices regarding acceptance follow shortly thereafter. Work will be returned at that time.

*Note: The department is not responsible for any portfolios not picked up at the end of a review, or for those that are sent without a return shipping envelope or box.*



# BFA PROGRAM APPLICATION

## SUBMISSION INFORMATION

### SHIPPED DELIVERIES

Portfolio Applications should be sent directly to the Art Department and must be separate from your SUNY Oswego admission application. The Art Department is not responsible for locating portfolios not mailed directly to the Art Department. Portfolios can be sent by Express Carrier, UPS, or Mail and must include return postage or call slips.

### SEND PORTFOLIOS TO:

Art Department  
Portfolio Review  
202B Tvler Hall  
SUNY Oswego  
Oswego, NY 13126

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone Number \_\_\_\_\_

Alternate Phone Number \_\_\_\_\_

email \_\_\_\_\_

BFA Degree Program (check only one)

Studio     Graphic Design     Illustration

Have You Applied To The BFA Program Before?     Yes     No

Are You A Transfer Student?     Yes     No

Are You Currently Attending Oswego?     Yes     No

If Yes, What Is Your SUNY Oswego ID Number, GPA, and Advisor?

\_\_\_\_\_

Post Secondary School Experience:

School Name, City, and State (if more than one, list most recent)

\_\_\_\_\_ Major \_\_\_\_\_ GPA \_\_\_\_\_

High School Experience:

School Name, City, and State (if more than one, list school you graduated from)

\_\_\_\_\_ Major \_\_\_\_\_ GPA \_\_\_\_\_



# APPLICATION CHECKLIST

- Application Form
- Transcripts (Student Issued Copies and Web Prints are Acceptable, Must Include Name)
- Written Statement
- Annotated Work List
- Return Envelope with Postage and Label (*if Applicable*)
- Clearly Labeled Pieces

Number of Pieces Submitted \_\_\_\_\_

Media Type (Check all that apply)

- Original Work       Prints       CD/DVD Disk       Flash Drive       Web Site

My URL is: \_\_\_\_\_

## PLEASE CHECK ALL THAT APPLY

- I am waiting to see if I get into the BFA program before applying to the College
- I have applied to the College and am waiting for notification
- I have already been accepted to the College
- I have applied to the BFA program before, this is my \_\_\_\_\_ attempt

## GENTLE REMINDER

- Please submit application material in a pocket folder. Original work should be placed into a portfolio case. These cases can be made of leather, fabric, plastic or cardboard. They should be sturdy, but need not be expensive. The application, transcripts, statement, work list and work samples should be enclosed in a pocket folder placed inside the case.
- Please do not submit loose material as it is easy for these to become separated from the rest of the application.
- The Art Department is not responsible for lost or damaged items, or for portfolios that are not picked up or shipped without a self-addressed stamped envelope or carton.
- The Art Department strongly encourages applicants not to ship any "one-of-a-kind" items.
- Incomplete applications will not be considered.
- This application process is separate from admission to the university and may be done before or after admission to Oswego. However, final admission into the BFA is contingent on acceptance by the college.