Application Instructions: Freshman, Transfer & OU Change of Major Students

FRESHMAN: The School of Art & Art History implements a flexible review process for prospective students. A portfolio review (see portfolio guidelines) is the primary basis for acceptance into the B.A. in Art program (which includes prospective students pursuing B.F.A. in Art or B.F.A. in Visual Communication degrees). HOWEVER, students who do not have a portfolio, but are interested in pursuing a degree within the School of Art & Art History may apply with ON CAMPUS interview instead of submitting a portfolio. Students are also asked to provide a copy of their most current high school transcript.

TRANSFER & OU CHANGE OF MAJOR: Students must provide a portfolio for review (see portfolio guidelines) or opt for an ON CAMPUS interview. Students must have a 2.5 GPA or better. Dependent on prior coursework completed and overall strength of the portfolio submitted, students will be required to complete CORE level course.

APPLICATION DEADLINES:

• Applications are accepted for FALL semester enrollment only! (No spring semester freshman will be admitted. Transfer students may be considered for spring semester entry dependent upon coursework completed at another institution)
• Applications accepted beginning January 15
• Deadline for all applications is July 1 (postmarked)
• The School of Art & Art History Scholarship deadline is March 15. **Applications submitted by this date with a separate online College of Fine Arts Scholarship Application will be eligible for scholarship consideration. (College of Fine Arts scholarship applications are separate from any other general OU scholarship applications submitted through Financial Aid.)

ACCEPTANCE:

Students (Freshmen, Transfer & OU Change of Major) must be accepted for study in the School of Art & Art History through a review of this application and portfolio (or on-campus interview, if applicable). Authorization to enroll in School of Art & Art History courses will be given to students whose applications are reviewed and accepted. Admission to the School of Art & Art History is contingent upon acceptance to the University of Oklahoma by the University of Oklahoma Admissions Office. www.admissions.ou.edu

WAIT LIST INFORMATION:

• Students are accepted into the School of Art & Art History as applications are reviewed. A wait list is initiated when the enrollment limit for the School of Art & Art History is reached.
• Students placed on the wait list will be accepted for enrollment contingent on a space available basis. Students will be notified immediately if their wait list status is changed to admit status.

TO APPLY:

1. Complete the University of Oklahoma Undergraduate Admissions Application: www.admissions.ou.edu
2. Complete and submit this School of Art & Art History Application along with a portfolio (or interview request), and transcript.

This application is only required for prospective B.A. in Art, B.F.A. in Art, and B.F.A. in Visual Communication students. Prospective B.A. in Art History students are not required to complete an application.

For questions regarding this application, please contact the School of Art & Art History office at 405-325-2691.
**SCHOOL OF ART & ART HISTORY**  
**UNDERGRADUATE B.A. in Art ADMISSIONS APPLICATION**  
**DEADLINE: JULY 1**

* Prospective Students must apply to the University of Oklahoma at [www.admissions.ou.edu](http://www.admissions.ou.edu) in addition to submitting this application.  
** This application is only required for prospective B.A. in Art, B.F.A. in Art, and B.F.A. in Visual Communication students. Prospective B.A. in Art History students are not required to complete an application.

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**Current Mailing Address**  
______________________________________________  
City/State/Zip ____________________________  
Phone __________________________________ |

**Permanent Mailing Address**  
______________________________________________  
City/State/Zip ____________________________  
Phone __________________________________ |

**Residency:**  
_____ Oklahoma Resident  
_____ Non-Resident  
_____ International

**Entering Status:**  
_____ Freshman (must submit a portfolio or attend an on-campus interview and provide a copy of a current transcript)  
_____ Transfer student (must submit a portfolio or attend an on-campus interview)  
_____ OU-Change of Major (must submit a portfolio or attend an on-campus interview)

**High School**  
Name ____________________________  
City ____________________________  
State ____________________________  
Date of Graduation ________________

**College most recently attended (if applicable)**  
______________________________________________

**Dates Attended**  
__________________________  
**Degree(s) Awarded**  
__________________________  
**Date of Graduation (if applicable)**  
__________________________

**Award/Honors (if applicable)**  
______________________________________________

**Other experience in Art, Technology, and/or Design (if applicable)**  
______________________________________________
How did you hear about the School of Art & Art History? (Check all that apply)

____ School of Art & Art History website
____ Word of mouth from peers
____ High school counselor
____ High school art teacher
____ Parent
____ School of Art & Art History faculty member (if so, who?) ____________________________________________________
____ Ad in a magazine or journal (if so, which one?) __________________________________________________________
____ Other (please describe) ____________________________________________________________

Degree program area of interest (please check one)

____ Art, Technology & Culture (photo/film & video/art & tech)
____ Visual Communication (graphic design)
____ Studio Art (painting/printmaking/ceramics/sculpture)

*All BA in Art majors interested in progressing into a BFA degree program (Art or Visual Communication) must pass a Program Portfolio Review. This review is generally held at the end of the freshman year in the SPRING semester.

*Some programs have strict enrollment limits and students who are not accepted into their desired program (based on the Program Portfolio Review), but maintained an acceptable academic standing, may choose to continue in the BA in Art degree track. Another option would be to choose a secondary BFA degree program or re-apply to the desired program at the end of the following year.

SCHOOL OF ART & ART HISTORY ADMISSION
BA in Art APPLICATION REQUIREMENT CHECKLIST

Art, Technology & Culture; Studio Art; Visual Communication

_____ Completed University of Oklahoma APPLICATION (not applicable for Change of Majors)

_____ Completed School of Art & Art History APPLICATION

_____ PORTFOLIO submitted on a CD or print images (see guidelines)

OR _____ Attend an on-campus interview if no portfolio is available

_____ CURRENT TRANSCRIPTS to verify GPA and/or evaluate TRANSFER CREDIT (if applicable)

ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED.

STUDENTS ARE ENCOURAGED TO SEND IN THIS APPLICATION AS SOON AS POSSIBLE

PORTFOLIO SUBMISSION GUIDELINES

The School of Art & Art History evaluates portfolios to gauge a student’s experience, interest and overall potential as a successful BA in Art student. There is no specific requirement to submit any particular type of artwork, however, we strongly encourage students to seek assistance from current instructors to evaluate the best work to submit with this application. Traditional studio work (drawings, ceramics, paintings, sculpture), digital art, photography, and film/video are all acceptable mediums to submit. At this time, students may submit the portfolio on either a clearly marked CD or on 8 ½ x 11” prints/photos.

Please DO NOT SEND SLIDES or DVDs and DO NOT SEND ORIGINAL ARTWORK.

1. STUDENTS MUST SUBMIT A MINIMUM OF 6 TO A MAXIMUM OF 12 WORKS OF ART FOR REVIEW.
2. 2D & 3D works may include detailed images or alternate views. (additional images)
3. Websites will not be used for evaluating work.
4. Fill-out the image submission form (attached) and include it with the portfolio. Files should correspond with the image number.

VISUAL MATERIAL FORMATS

DIGITAL IMAGES SUBMISSION on CD:

1. CLEARLY label the CD with your NAME, ADDRESS, PHONE and EMAIL address using a permanent marker. PLEASE DO NOT USE ADHESIVE LABELS OF ANY KIND. Inkjet printed CDs or Lightscribe CDs are acceptable.

2. All portfolio images MUST be placed in a single FOLDER titled as follows:
3. In the appropriate order for viewing by the committee, assign each image file name in the folder as follows:

   APPLICANT NAME-1, APPLICANT NAME-2, APPLICANT NAME-3 etc.

4. Still image/graphic files must be submitted as a standard JPEG, TIFF, GIF or PDF format NOT EXCEEDING 10 MB each.

5. PowerPoint or Apple Keynote files are acceptable. Label these with APPLICANT NAME as a single file on the CD.

6. Time-based video or moving animation files should be edited to no more than 5 minutes each. Quicktime, Windows Media or Flash files are acceptable. Files submitted in other non-specified formats may not be able to be viewed. Each movie file counts as one portfolio image submission. Please do not submit DVD discs.

   PLEASE DOUBLE-CHECK YOUR CD TO MAKE SURE IT HAS BEEN BURNED CORRECTLY.

   BLANK CDs WILL RESULT IN AN INCOMPLETE APPLICATION AND WILL NOT BE CONSIDERED.

PHOTOS / DIGITAL PRINTS:

1. Do not submit printed images larger than 8 ½" x 11" or smaller than 5" x 7".

2. Photo prints, color copies & inkjet color prints are acceptable. Try to make these images as clear as possible.

3. Submit photos/prints in an envelope labeled with LAST NAME, FIRST NAME in the upper left hand corner.

4. On the back of each photo/print please write your FIRST / LAST NAME & SUBMISSION # (#1, #2, #3...)

5. Students submitting prints are required to fill out and submit the IMAGE SUBMISSION FORM (attached)
DO NOT SEND ORIGINAL ART WORK.

Application materials including CDs & photos / prints WILL NOT BE RETURNED.

PORTFOLIO IMAGE SUBMISSION FORM

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CAMPUS INTERVIEW REQUEST FORM:
Please fill out all request information below

1. The interview process is utilized for students who do not have a substantial portfolio or fundamental experience in academic art instruction.

2. The interview is used to determine your level of interest and commitment to studying art. A faculty panel will meet with you to discuss your interests in art and what experiences you've had that have prepared you for university studies in art.

3. The interview ONLY substitutes for the portfolio requirement. Students must send the other required materials requested with this application.

4. The interview is an evaluation that will be considered by a faculty panel determining whether your application will be accepted or not.

5. Students will receive information about the interview schedule via email or post mail.

6. Interviews will begin in January and continue through July each year.

Students are strongly encouraged to send this application and interview request as soon as possible. Once the school’s enrollment limit is reached, students will be put on an interview wait list.

Name ___________________________________________ Date of Birth ________________________________

OU ID # (if applicable) ___________________ Email ________________________________

Current Address ______________________________________________________________________________

City/State/Zip _____________________________ Phone ________________________________

Permanent Address ______________________________________________________________________________

City/State/Zip _____________________________ Phone ________________________________

Residency: _____ Oklahoma Resident _____ Non-Resident _____ International

OFFICE USE ONLY: DO NOT WRITE BELOW THIS LINE