University of Michigan
School of Art & Design

Undergraduate Application Guidelines

Undergraduate application to the University of Michigan School of Art & Design is a two-part process. Applicants submit an application to the Office of Undergraduate Admissions and submit a portfolio directly to the School of Art & Design for review. After the Admission's Office reviews academic performance and the School of Art & Design reviews the portfolio, the Office of Undergraduate Admissions notifies students regarding the admission decision. If you have any questions regarding this procedure, please call (734) 764-0397 or email ad@umich.edu

Office of Undergraduate Admissions Application

Submit a completed **application form** to the Office of Undergraduate Admissions, including the following:

- **official transcripts** (transfer applicants must submit official high school and college transcripts)
- **official test score reports from the Educational Testing Service** (not required for transfer applicants)
- **1-2 page personal essay describing how your past experiences, interests and concerns relate to your college choice and career goals**
- **application fee** ($40 for US Residents, $55 for International Applicants)

Portfolio Review Policy and Procedure

Applicants may submit their portfolios in person by scheduling a portfolio review appointment; electronically by e-mailing the url for their web site; or by mail with slides, photographs, or electronic media. Call (734) 764-0397 for a portfolio review appointment. Send e-mail to ad@umich.edu Send mail to the School of Art & Design Office of Academic Programs and Student Services, 2038 Art & Architecture Building, 2000 Bonisteel Boulevard, Ann Arbor, MI 48109-2069. Prospective students are welcome to visit the North Campus facilities. Call (734) 764-0397 for an appointment.

General portfolio guidelines:

- Include **15 to 20** items representing work completed both in and out of art classes.

- For a portfolio review of **slides** and **photographs** by mail, a reference sheet or key with your name, address, and social security number **must** accompany the portfolio and include media, size, date, where and when completed. Number your entries to correspond to the reference sheet. **Computer work** on disk or CD must be stand-alone work that does not require installation of your software on a School of Art & Design computer. **Video work** must be original video art or documentation of performance art, not documentation of static artwork such as painting and sculpture. For a **web site portfolio**, send your url. Include a **self-addressed mailer with sufficient postage** if you want your portfolio returned.

- For transfer students, advanced standing will be dependent upon evaluation of your college-level studio courses. Bring your portfolio to the first week of classes at the School of Art & Design for faculty review.

What type of work should I submit for a portfolio review?

Evidence of drawing ability is required. Representative work in other media should be included to indicate your range of experiences. A portfolio should represent your best artwork, but should also cover the diversity of your experience in visual arts media and should demonstrate evidence of independent thought. Every portfolio varies to a certain degree, however, the following are expected in a competitive portfolio:

Drawings from direct observation. If you have in the past copied from photographs or other flat copy, you can improve your portfolio with drawings from observation. **Sketches** should be included along with finished drawings.

Works in other **2-D media** (fibers, painting, photography and printmaking), **3-D media** (ceramics, jewelry and metalwork, sculpture and installations) and **electronic media** (computer, video and audio) that convey your strengths.