

ART & DESIGN



Transfer Student Placement Portfolio Guidelines

To help place incoming transfer students into the appropriate program sequence, the department of Art and Design requires transfer students to submit a placement portfolio for all studio coursework. Those who do not wish to submit a placement portfolio will automatically enter at our foundations level. In order to receive program credit for individual art or design courses previously completed at another institution¹ a placement portfolio must be submitted for review. The portfolio should contain coursework for EACH course you wish to transfer. Art or design coursework not submitted for evaluation, that does not pass the portfolio evaluation, or does not have an equivalent at Judson will be listed as elective coursework and may not count towards your program completion. Syllabi for evaluated courses may also be requested. Official Transcripts from all institutions attended must be received by the Judson University Registrar's office prior to the awarding of transfer credit.

Deadline:

Transfer placement must be completed prior to registration for art or design courses at Judson University or one week prior to the start of the semester.

Submission:

Please mail cover letter with CD-R and necessary course syllabi to:

Department of Art and Design
c/o Department Chair
Judson University
1151 North State Street
Elgin, IL 60123

Portfolio Guidelines:

Please submit the best examples of your work completed in courses during the time you were enrolled. Only original work will be accepted. Drawings or paintings from photographs will not be accepted, except for Illustration (ART227). All work must be saved as a .jpeg or .pdf on a CD-R and labeled as listed below. Portfolios will not be returned.

Labeling:

Please label each .jpeg or .pdf with your last name, course title, and image number (lastname_drawing4). On a separate .pdf create an image list and include this on the CD-R. Name this file: lastname_imagelist. Have your name at the top and list, by number, information about the corresponding images. Each description must include:

Title of work (in bold)

Medium or software used to create piece

Source of photography (if applicable)

Size of original piece (H x W x D for 3D work or H x W for 2D)

Date of completion (semester and year)

Skill(s) the piece represents (ie: Drawing I, Line; 2D Design, color; etc).

¹ Institutions must be accredited in the United States. Courses taken outside of the United States must submit course syllabi for each course with the portfolio. Courses taken at unaccredited institutions will not be considered for transfer credit.

CONTENTS OF PORTFOLIO:

Please use the following guidelines for each course you wish to transfer:

Drawing I (ART 111): A selection of 6 drawings demonstrating your skills in gesture, shape, line/edge, one-point perspective, two-point perspective, and value. Two of the drawings must show modeling with value. Categories can be combined (for instance, if you have a modeled value drawing that demonstrates your skill in perspective, you may use it for both categories combined). Drawings from photographs will not be accepted.

Drawing II (ART 211): A selection of 6 drawings demonstrating your knowledge of texture, advanced perspective (3-point) and color. Four of the drawings submitted must be color drawings. Categories may be combined (for instance, if you have a color drawing that also shows three-point perspective, you may use it for both categories). Drawings from photographs will not be accepted.

Design I (DES 121): A selection of 4 works demonstrating your knowledge of basic two-dimensional (2D) design principles. Two projects must be in color and demonstrate a basic knowledge of color theory. Work may not be digitally produced.

3-D Design (DES 122): A selection of 4 works demonstrating your knowledge of three-dimensional design elements and principles. These pieces must be separate and different three-dimensional works rather than multiple views of the same project. Working drawings/sketches or additional views of objects may be used to supplement your photographs of three-dimensional project work. Working drawings must be hand done rather than computer generated.

Painting (ART 212): A selection of 4 paintings done from objects/figures demonstrating your painting skills. Paintings from photographs or copied from artworks done by others, including master works, will not be accepted.

Introduction to Photography (ART 123): A selection of 6 black and white photographs produced digitally.

Studio Photography (ART 222): A selection of 6 color photographs produced in a photography studio environment.

Darkroom Photography (ART 223): A selection of 6 black and white photographs produced in a darkroom.

Video Production 1 (FLM243): 2 short videos demonstrating basic video production and presentation techniques, including shooting, lighting, editing, and storytelling.

Sculpture (ART 217): A selection of 4 pieces demonstrating your skills in at least two of the following methods: additive, subtractive, and/or casting. Additional photos may be included if you wish to show additional views or details.

Printmaking (ART 218): A selection of 4 pieces demonstrating your skills in at least two of the following methods: relief, intaglio, and/or monotype.

Illustration (ART 227): A selection of 4 pieces demonstrating your skills with a variety of media and subject matter (commercial, editorial, social, political, etc.). Please label software used in completion of work and cite the source of any photographs used as reference materials.

Photoshop / Illustrator / InDesign (DES232/233/234): A selection of 3 pieces for each Adobe CS program.

Typography (DES 228): A selection of 6 pieces including 4 pieces demonstrating the relationship between type and image, 1 multiple-page book layout using typographic treatment, and 1 piece demonstrating visual metaphor. Please label software used in completion of work and cite the source(s) of any photographs used.