SCHOOL OF ART + DESIGN | **MC** MONTGOMERY COLLEGE

APPLICATION PROCESS

The first step is to complete the Montgomery College online application. You can find the application and instructions for applying to Montgomery College at *www.montgomerycollege.edu/admissions-registration*.

Next, submit the completed School of Art + Design (SA+D) application to the School of Art + Design coordinator. The application can be mailed or delivered to the address below.

> School of Art + Design Coordinator
> The Morris and Gwendolyn Cafritz Foundation Arts Center, CF120
> Montgomery College
> 7600 Takoma Avenue
> Takoma Park, MD 20912

When your application form is received by the SA+D Coordinator, a confirmation note and an invitation to schedule a portfolio review will be sent via e-mail.

In addition to the SA+D application form, applicants are required to submit the following:

Transcripts

Official high school or college transcripts must arrive in a sealed envelope from the school's registrar. They can be sent directly to the SA+D Coordinator or submitted by the applicant in a sealed and signed envelope.

Letter of Recommendation

This letter should come from an art teacher, counselor, employer or art professional who is not a relative. It can be sent directly to the SA+D Coordinator or submitted by the applicant in a sealed and signed envelope.
 A portfolio. (See Portfolio Review below.)

Portfolio Review

The portfolio is one of the most important factors in the our admissions decision. Portfolios may be submitted digitally or reviewed in person.

In-Person Portfolio Review: Contact Norberto Gomez, SA+D Coordinator, by e-mail at norberto.gomez@montgomerycollege. edu to arrange for a portfolio review and interview. You will meet with a faculty member to review your portfolio. In-person reviews are ideal for applicants to get a sense of the facilities, visit classes and critiques, and develop a rapport with the personnel in the program.

Digital Portfolio Review: If you opt to submit your portfolio digitally, you may submit a CD or DVD with digital images. Your portfolio should include 8-20 high-quality images of your work in JPEG format as well as a slide list. Please number you image files and identify each image on the slide list (indicating title, medium, date, and size of the work).

Each prospective student's portfolio is evaluated by the SA+D Admissions Review Committee. The SA+D Admissions Office considers the applicant's educational background and experience. Evidence of strong personal motivation, academic achievement, and strength of portfolio are all important factors in the School's admissions decision. We work with all applicants to help prepare them to attend the SA+D degree program. Therefore, applicants who are not admitted during the first portfolio review may elect to work on improving their portfolios to apply for a second portfolio review.

Applicants who would benefit from assistance in portfolio preparation may consider enrolling in SA+D's Portfolio Development class. This studio class is offered occasionally through the Montgomery College Community Arts program.

Portfolio Guidelines

Your portfolio should include:

- At least 8 works, including some from direct observation (still life, portraits, landscapes, interior spaces, figures, etc.)

- A variety of media recommended including, but not limited to pencil, ink, charcoal, and acrylics/oils.

- Compositions using foreground, middle ground, and background with a good range of value.

- Current work (no older than 2 years).

- A sketchbook is recommended. These are reviewed for insight into a students ideas and process, not for finished drawings.

Artwork does not need to be matted or framed, but does need to be neatly presented; no folded, torn, or stained work.

Regardless of your focus or interest in art, your portfolio should show a variety of art skills. The majority of your portfolio may reflect your area of interest but drawings and sketches are required as well.

ADDITIONAL INFORMATION

International Students

In addition to the requirements for admission, international students should follow the instructions at *montgomerycollege.edu/admissions/I20*

Scholarship Opportunities

The School of Art + Design is fortunate to provide several scholarship opportunities to applicants and currently enrolled students. These scholarships include:

- Sophie Danish Scholarship

- Gudelsky Scholarship

- Maggie Noss Memorial Scholarship

To learn more about scholarship opportunities through the Montgomery College Foundation and to access the online application form, visit *montgomerycollege.edu/scholarships.*

QUESTIONS?

If you have any questions about the application process, contact:

Norberto Gomez, SA+D Coordinator
norberto.gomez@montgomerycollege.edu
240-567-5502

Megan Van Wagoner, Chair of Visual and Performing Arts
megan.vanwagoner@montgomerycollege.edu
240-567-5803

SCHOOL OF ART + DESIGN | **MC** MONTGOMERY COLLEGE

APPLICATION FOR ADMISSION

The School of Art + Design is a cohort program within Montgomery College. The first step in the application process is to complete the online Montgomery College Admissions Application, *www.montgomerycollege.edu/admissions-registration*.

After submitting the MC online application and application fee, submit this form to the School of Art + Design coordinator.

Mail or deliver application to: School of Art + Design Coordinator
The Morris and Gwendolyn Cafritz Foundation Arts Center, CF120
Montgomery College
7600 Takoma Avenue
Takoma Park, MD 20912

PERSONAL INFORMATION

Name _____
           Last name   First name   Middle Initial

Current Address _____
           Street Address   Apt. #

_____
           City   State   Zip code

_____
           County of Residence

Telephone _____
           Home (Include area code)   Work   Cell

E-Mail _____

Emergency Contact _____
           Last name   First name   Relationship

_____
           Phone   Email

PREVIOUS EDUCATION

High School _____
           Name of School

_____
           City   State

Dates Attended From _____ to _____ Graduation _____
                   Year   Year   Expected/actual date of graduation or GED

College attended _____
           Name of School

_____
           City   State

Dates Attended From _____ to _____ Credits/Degrees completed _____
                   Year   Year   Number of credits or degree received

Have you ever taken credit or noncredit courses at MC? ☐ Yes ☐ No   Have you previously applied to MC? ☐ Yes ☐ No

Provide your M number if you already have one _____

All high school graduates/GED recipients who are new to college must provide a copy of their final high school transcript or GED diploma before attending class. Transfer students and students who have previously completed a college degree must submit their college transcripts to receive an exemption from placement tests and credit for previously completed courses.

APPLICATION QUESTIONS

When do you hope to begin the School of Art + Design Program? YEAR _____   SEMESTER ☐ Fall ☐ Spring ☐ Summer

Why do you want to attend an art school?

Why do you wish to attend the School of Art + Design at Montgomery College?

After attending the School of Art + Design at Montgomery College, what are your goals or plans?

What are your special interests and hobbies?

How did you first hear about the School of Art + Design at Montgomery College?

In addition to the School of Art + Design, what other colleges are you currently applying to?