

## PORTFOLIO DECLARATION – FILM STUDIES 2017-2018 ACADEMIC YEAR

<b>FIRST NAME</b>	
<b>LAST NAME</b>	
<b>RYERSON STUDENT NUMBER</b>	

**IMPORTANT NOTE:**

If your portfolio submission is not received as specified we will assume you no longer wish to proceed with the admission review process and your application for admission will be cancelled.

If you applied to more than one Image Arts program, you will receive more than one separate request for portfolio submission. The School of Image Arts requires that you respond to these separate requests with a separate portfolio submission, as the portfolio guidelines are different for each program. Your portfolio must be complete with all requirements at the time of submission. **Incomplete portfolios will not be assessed.**

**CHECKLIST OF ITEMS IN PORTFOLIO:**

- Portfolio Declaration Form
- Portfolio Pieces
- Project Outline
- Written Statement
- Resume
- Non-Academic Requirements Fee Form

**EXCEPTIONS:**

You are **not** required to submit a portfolio if either of the choices listed below apply to you. This letter (checked, signed and dated) with the appropriate choice checked off, must be received by the School of Image Arts by the deadline date specified.

- I have already attended this program and I am applying for readmission/reinstatement.

**OR**

- I have already attended and/or I am attending one of the other Image Arts degree programs at Ryerson.

**DECLARATION:**

My signature below indicates that all aspects and submissions are true and accurate and have been prepared by me. No relevant information, academic or otherwise, has been withheld; otherwise my admission to, or registration at Ryerson may be revoked.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

## PORTFOLIO GUIDELINES – FILM STUDIES 2017-2018 ACADEMIC YEAR

This will serve as a guideline to your submission. Please read carefully. You may interpret the meaning of this guideline and select items you wish to include in your portfolio. Your portfolio must be presented in a highly organized manner. Your ability to adhere to the guidelines is part of the assessment.

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### CONTENTS OF PORTFOLIO

**PORTFOLIO PIECES:** You have two choices:

Submit a selection of **SIX** examples of visual work, (photographs, drawings, paintings, computer generated prints, or a photo of a sculpture or other artwork – please **DO NOT** include still frames captured from videos, etc.) carefully selected to include what you believe to be your best work.

**OR**

Submit a short film/video up to 90 seconds in length (maximum) shot in any medium that addresses the theme/concept of “CROSSING BOUNDARIES” **AND THREE** examples of visual work, as stated above. Your submissions should exhibit your creative abilities and your ability to communicate clearly. **For the examples of visual work please do not exceed a maximum size of 8½" x 11".**

### PROJECT OUTLINE:

Write an outline of a short film project that you would like to participate in during your final year of study (**maximum of 500 words or two typewritten pages**) - This is a non-binding proposal. Briefly describe the film, and discuss why it is interesting for you given the role you would like to play (i.e. writer, director, cinematographer, sound designer, editor, art director). The School of Image Arts reserves the right to retain this project outline. **Do not submit a script.**

### WRITTEN STATEMENT:

In a maximum of 500 words, please answer **one** of the following three questions:

1. What single film has most influenced you? Why?
2. What character in literature or film has most profoundly moved you? Why?
3. What specifically non-American, non-mainstream movie has expanded your notion of what cinema can be and how?

This statement should reflect only the effort of the applicant.

### RESUME:

Submit a current resume outlining your education, work experience, related skills, interests and any special awards (not to exceed two pages).

### NON-ACADEMIC REQUIREMENTS FEE FORM AND PAYMENT:

See Non-Academic Requirements Fee Form for complete details.

### YOUR PORTFOLIO CANNOT BE SHARED:

If you have applied to more than one Image Arts program, a separate portfolio is required for each program. Your portfolio **CANNOT** be used or left behind to be assessed by any other School of Image Arts program option. Your portfolio must be complete with all requirements at the time of submission. **Incomplete portfolios will not be assessed.**

## SUBMISSION PROCEDURES – FILM STUDIES 2017-2018 ACADEMIC YEAR

The School of Image Arts **WILL NOT** return your portfolio or any element thereof. Portfolios **CANNOT** be picked up. Please send only copies or disposable examples of your work that can be discarded. **There will be no exceptions to this policy.**

The School of Image Arts cannot provide a critique of any part of your portfolio nor can it advise you on improvements to it if you are not accepted to the program.

**Please include the following information on your envelope:**

First and Last Name (as it appears on your application)  
 Ryerson Student Number  
 Program Choice

**SUBMISSION REQUIREMENTS – HARDCOPY:**

The images can be analog, digital or a mixture of both. Computer generated images can be submitted as well. Photographic prints must be no larger than 8½" x 11" and unmounted. Images submitted digitally must be no more than 2000 x 1500 pixels, in either JPG or TIF file formats. Your portfolio is an essential part of your admission to this program. It is the principal element in demonstrating your talents in film.

**SUBMISSION REQUIREMENTS – DIGITAL SUBMISSION:**

All elements, both written and visual, should be included in a pdf format titled: “**Submission\_YourName**” on USB stick or DVD.

**Videos can be uploaded to “Vimeo” or can also be submitted on a USB stick or DVD in Quicktime (.mov) format ONLY.**

**If using Vimeo please be sure to include the Vimeo URL (i.e. <https://vimeo.com/43927921>), use privacy settings and the password “IMA2017”.**

PORTFOLIOS SUBMITTED IN-PERSON OR BY COURIER TO:	PORTFOLIOS SUBMITTED BY MAIL:
School of Image Arts Ryerson University 122 Bond Street Toronto, Ontario, Canada M5B 1X8 <b>PORTFOLIO COMMITTEE – FILM STUDIES</b> Room IMA206	School of Image Arts Ryerson University 350 Victoria Street Toronto, Ontario, Canada M5B 2K3 <b>PORTFOLIO COMMITTEE – FILM STUDIES</b>

In-person deliveries can be made Monday through Friday (excluding holidays), between 9:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m.

**Transcripts and all supporting documents for your application are to be uploaded via the Document Upload Page (<http://ryerson.ca/undergraduate/admission/apply/ready.html>). DO NOT INCLUDE THEM WITH YOUR PORTFOLIO.**