

## RTA SCHOOL OF MEDIA: NEW MEDIA NON-ACADEMIC REQUIREMENTS FALL 2017

In addition to meeting competitive academic requirements, you are required to submit the following non-academic requirements. Your ability to follow and adhere to the requirements is part of the assessment of your application. **All work must be your own.**

NON-ACADEMIC REQUIREMENTS (Submission instructions on the following page)
<p><b>Resume:</b> Prepare a current resume/curriculum vitae highlighting education, work experience, volunteer experience, and extracurricular activities. <b>Please save your resume as a .pdf file.</b></p>
<p><b>Written Statement:</b> Write a 500-word statement that expresses why you think you would be a good fit for the New Media program. Discuss your interest in media art and technology as a creative maker. Consider how ideas of experience, interactivity, and networks influence the ways you think about art and creativity. <b>Please save your written statement as a .pdf file.</b></p>
<p><b>Creative Pieces:</b> Prepare <b>five</b> examples of your own creative work and/or collaborations. These can take <b>ANY</b> form and should best represent you as a creative/artistic individual. These works should demonstrate your passion, potential, and ability to communicate ideas. <b>Each example of creative work must not exceed 50MB and must be submitted as an individual file.</b></p> <p>You may submit materials such as documentation of material works (sculptural objects or 3-D prints and designs), wearable art, robotic/electronic exploration, projects involving code, video games and web pages (include the URL). We will also consider drawings, paintings, digital images and/or photos, videos, recordings of performances (artistic, theatrical, band), personal writings OR any other materials you feel will help us understand you as a creative individual.</p> <p>If you submit a collaboration or team project, briefly describe your contribution. Time-based works (video, sound, performance materials) must be no longer than 3 minutes in length each.</p> <p><b>Final Note:</b> Faculty will review your creative work to try and understand you as a future New Media student. At this stage we are looking for imagination and passion – not production value and polish.</p>
<p><b>New Media Non-Academic Requirements Declaration Form:</b> See <a href="#">Declaration Form</a> for details.</p>
<p><b>Non-Academic Requirements Fee Form:</b> See <a href="#">Non-Academic Requirements Fee Form</a> for complete details.</p>

**Final admission decisions will be released by Undergraduate Admissions. Due to the number of applications, individual feedback will not be available.**

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### Submission Instructions

Applicants are required to submit all components of their non-academic requirements via the **Document Upload Page**. Applicants unable to use the Document Upload Page are required to contact the RTA School of Media at: [rtaadmissions@ryerson.ca](mailto:rtaadmissions@ryerson.ca) to discuss an alternate method of submission. **Due to the volume of applications received and our system performance, we strongly encourage you to submit your documents well in advance of the noted deadlines.**

### How to Upload Your Non-Academic Requirements

After you have applied and you have been given a Ryerson Student Number you can activate your Ryerson Online Identity in order to upload specific supporting documents via the Document Upload Page. Here's how:

1. Get your Ryerson Student Number in your Choose>Ryerson applicant portal account by visiting [choose.ryerson.ca](http://choose.ryerson.ca)
2. Activate your Ryerson Online Identity. Fill in the Activation Form at [www.ryerson.ca/accounts/](http://www.ryerson.ca/accounts/). When asked for your Student/Applicant ID, enter your nine-digit Ryerson Student Number. Keep a record of your user name and password.
3. 24 hours after activating your Ryerson Online Identity, visit the [Document Upload Page](#) to submit documents online. Your session will time-out if there is 30 minutes of inactivity. To ensure the security of your account, please ensure that you log out after each use.
4. Continue to monitor your **Choose>Ryerson** applicant portal account to determine what documents have been received and what documents remain outstanding.

Please be advised that only the documents indicated on the Upload Page can be submitted using this method. Ryerson University reserves the right to remove an uploaded document if the quality of the document is unacceptable (e.g. illegible), if a virus is detected, or if the document does not match the item on the checklist. If you already have a Ryerson Student Number **and** a Ryerson Online Identity, you can access the Document Upload Page.

Once you have successfully uploaded your documents you will need to check your application status regularly by visiting [choose.ryerson.ca](http://choose.ryerson.ca). There may be a delay, particularly during busy periods, between when you upload your document(s) and when the respective items are indicated as "received" in your **Choose>Ryerson** applicant portal account. System maintenance and downtimes may also keep your documents "outstanding" for longer than usual.

### Upload Help

If you encounter difficulties with uploading your documents, or if the documents you submitted stay "outstanding" for 5-7 business days, please complete and submit the [Upload Help Form](#) for assistance. If there is an issue with a document you uploaded you will be contacted directly and you may be required to upload a new document.

- **Do not upload all of your documents as one file.** The checklist requirement selected for upload must match the document uploaded.
- **Documents with more than one page:** When your document has more than one page, please ensure that all pages of the document are in the correct order.
- The **file name** of any uploaded document must not contain any punctuation [with the exception of an underscore (\_) which can be used to separate words]. Keep the file name short and relevant to its content.
- An individual file may not exceed **50MB** in size (see FAQs for tips on reducing file size at: <http://ryerson.ca/undergraduate/admission/apply/ready.html>).