

SCHOOL OF IMAGE ARTS
FILM STUDIES

PORTFOLIO GUIDELINES FOR THE 2012-2013 ACADEMIC YEAR

Please read carefully. It is your responsibility to follow the guidelines. **Your ability to adhere to the guidelines is part of the assessment.**

PLEASE BE ADVISED: Due to the immense volume of applications, the School of Image Arts CANNOT return your portfolio or any element thereof. Please send only copies or disposable examples of your work.

There will be no exceptions to this requirement, and portfolios CANNOT be picked up.

Send ONLY the portfolio to the School of Image Arts

This program does not require an interview

Transcripts, Supplementary Forms, etc. are to be sent directly to the Office of Undergraduate Admissions, 350 Victoria St., Toronto, ON, M5B-2K3. DO NOT INCLUDE THEM IN YOUR PORTFOLIO.

YOUR PORTFOLIO SUBMISSION IS MADE UP OF FIVE SECTIONS: 1) PORTFOLIO PIECES, 2) PROJECT OUTLINE, 3) WRITTEN STATEMENT, 4) RESUME, and 5) NON-ACADEMIC REQUIREMENTS FEE FORM. These sections will be reviewed and assessed by a committee of faculty members of the Film Studies program in the School of Image Arts.

PORTFOLIO:

This will serve as a guideline to your submission. 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.

Contents of Portfolio:

- 1) **PORTFOLIO PIECES:** You have two choices for the Portfolio: you can a) 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:** b) you can submit a short film/video up to 90 seconds in length (**AND NO LONGER**) shot in any medium that depicts a moment of change or transformation, plus **THREE** examples of visual work, as above. Only films burned properly onto DVDs will be accepted. Your submissions should exhibit your creative abilities and your ability to communicate clearly. Again, please choose either option A or B for the portfolio requirement. For the examples of visual work please do not exceed a maximum size of 11" x 14".
- 2) **PROJECT OUTLINE:** Maximum of 500 words or two typewritten pages. Write an outline of a short film project that you would like to participate in during your final year of study. (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, e.g., writer, director, cinematographer, sound designer, editor, art director. The School reserves the right to retain this project outline. **Do not submit a script.**
- 3) **WRITTEN STATEMENT:** In a maximum of 500 words, please answer ONE of the three following 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? How?**

This statement should reflect only the effort of the applicant.

- 4) **RESUME:** Submit a current resume outlining your education, work experience, related skills, interests and any special awards (not to exceed two pages).
- 5) **NON-ACADEMIC REQUIREMENT FEE FORM AND PAYMENT-** see Non-Academic Requirements Fee Payment Form for complete details.

By restricting the evaluation to the items listed above, all applications will be weighed according to the same criteria.

SUBMISSION PROCEDURES:

- 1) **PLEASE BE ADVISED:** Due to the immense volume of applications, the School of Image Arts **CANNOT** return your portfolio or any element thereof. Please send only copies or disposable examples of your work that can be discarded. There will be no exceptions to this requirement, and portfolios **CANNOT** be picked up.
- 2) **YOUR PORTFOLIO CANNOT BE SHARED.** If you are applying to two or more options within the School of Image Arts program, (i.e., Film Studies, New Media, Photography Studies), a separate portfolio is required for each. 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 when it is submitted (i.e., not in two parts, etc.).
- 3) **Your portfolio must fit in and be submitted in a standard size 11 1/2" x 16 1/2" (or smaller) envelope.**
- 4) **On your portfolio envelope, you MUST print the following:**
 - Your first and last name
 - Your student ID/reference number
 - Your program choice (i.e., Film Studies)

SUBMISSION ADDRESSES:

COURIER **ATTENTION: PORTFOLIO COMMITTEE – FILM STUDIES**
or
IN PERSON: **School of Image Arts**
 Ryerson University
 122 Bond Street, Room IMA206
 Toronto, Ontario M5B 1X8
 (See Campus Map for directions - "IMA" BUILDING)

In person deliveries of your portfolio can be made between 9:00 a.m. to 12:00 p.m. and 1:00 to 4:00 p.m., Monday through Friday (except holidays) to room IMA206.

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

PROGRAM COST: Please be aware that the financial load for a production-based program is, on the average, \$3,000 to \$5,000 per year (above your tuition).

BEST OF LUCK!