

Graphic Design Major

Entrance Portfolio Application Guidelines & Work Examples

Enrolling for Fall 2025 - 2026 Academic Year

Welcome! We are excited that you are applying to the Department of Art & Art History to study Graphic Design. We encourage candidates with a range of creative backgrounds to apply, which might include those interested in design, art, and/or technology.

Applicants are asked to demonstrate their interest in graphic design and potential for future success in the major through a portfolio of creative work, written responses, and strength of academic performance. Due to the large number of submissions received each year, admission to the program is highly competitive. Acceptance is limited to a select number of applicants who demonstrate the greatest potential for successful completion of the program, and not all qualified applicants will be offered admission.

NOTE: Since Graphic Design and Art are separate majors, they use different Applications in Slideroom. Make sure that you use the correct one when creating and submitting your portfolio.

If you intend to become an Art Major, then please use the Art Major Entrance Portfolio Guidelines and the corresponding Slideroom link for the Art Major Entrance Portfolio Application. This includes concentrations in Digital Media, Illustration, Painting, Photography, Print Media, 3D Interdisciplinary Studies, and Art Education.

This document will guide you through the portfolio submission process.

Read through all sections carefully; if you have further questions, email aahadmissions@charlotte.edu

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I. Application Checklist

Incoming First-year & Transfer Students, did you... □ 1. Carefully read all of the Graphic Design Major Entrance Portfolio Application Guidelines? □ 2. Carefully read the UNC Charlotte Application Requirements? ☐ For Incoming First-year Students ☐ For <u>Transfer Students</u> □ 3. Apply to UNC Charlotte? ☐ Choose *Graphic Design* as your major? ☐ Make the University Deadline on Fri, Nov. 1, 2024? ☐ 4. Receive notification of acceptance to the university? ☐ 5. Receive a Slideroom link via email for the Graphic Design Major Entrance Portfolio Application? ☐ 6. Complete your Entrance Portfolio Application using Slideroom? ■ Write a short original essay? ☐ Include images of 10 – 15 creative works? ☐ Write additional details about your ideas, goals, processes, and/or inspiration? ☐ Add labels with title, media, and year? ☐ 7. Submit your completed Entrance Portfolio Application? ☐ Make the Submission Deadline on Wed, Feb. 19, 2025 by noon? Continuing UNC Charlotte Students interested in changing majors, did you... □ 1. Carefully read the Graphic Design Major Entrance Portfolio Application Guidelines? ☐ 2. Meet the minimum GPA requirements? ☐ 3. Fill out this form to indicate interest and request the Slideroom link for the Graphic Design Major Entrance Portfolio Application? ■ 4. Complete 5 – 7 above?

II. Eligibility

- All applicants must first be admitted to UNC Charlotte in order to submit an Entrance Portfolio Application for admission to the Graphic Design major and the Department of Art & Art History.
- Enrollment in all Foundation Studio and/or Major courses is open only to students that have been formally admitted to the major and Department during the annual Entrance Portfolio Review.
- If you are a continuing student at UNC Charlotte and are interested in changing your major to Graphic Design, you must have a cumulative GPA of 2.0 or higher evidenced on your academic transcript.
- All applicants are limited to one application, either Art or Graphic Design, per yearly application cycle.
 (also see IV. Department Admissions Policies and coaa.charlotte.edu/art-art-history/admissions)

III. Application Process & Deadlines

1. Apply to UNC Charlotte

- Apply by Fri, Nov. 1, 2024*
- Choose Graphic Design as your major
- See University Admissions for complete details:
 - o Incoming First-year Student Application Requirements
 - Transfer Student Application Requirements

*NOTE: In order for incoming First-year and Transfer students to receive notification from the university in time to apply to the major, you should apply to the university by Nov. 1, 2024, but no later than Jan. 15, 2025.

2. Apply to the Graphic Design Major

- Use Slideroom.com to complete the Graphic Design Major Entrance Portfolio Application
- All submissions are due on Wed. Feb. 19, 2025 by noon*
- For Incoming First-year and Transfer Students:
 - Once admitted to the university, you will receive a Slideroom link via email for the Graphic Design Major Entrance Portfolio Application.
- For Continuing UNC Charlotte Students interested in changing majors:
 - Use <u>this form</u> to request a Slideroom link for the Graphic Design Major Entrance Portfolio Application

*NOTE: Portfolio Application submissions that miss the posted submission deadline will only be considered if there are fewer applicants than there are available spaces in the major, which is highly unlikely.

IV. Decisions & Notifications

1. Decisions

- Due to the large number of submissions received each year, this is a highly competitive review process and not all qualified applicants will be offered admission.
- Each review cycle, the total number of students admitted and/or waitlisted is limited by the number of open seats in the Department and major.
- Seats may reopen for waitlisted applicants only if admitted students officially decline their enrollment at UNC Charlotte.

2. Notifications

- Applicants will be notified by email of the Committee's decision of Admittance, Waitlist, or Non-admittance, typically 3 weeks after the submission deadline, but no later than May 1, 2025.
- Waitlisted applicants will be notified of Admittance or Non-admittance no later than May 1, 2025.
- Applicants who miss the submission deadline may not be notified until May 1, 2025.

V. Entrance Portfolio Application Requirements

Using Slideroom.com, complete your Graphic Design Major Entrance Portfolio Application, which includes a short essay and a collection of creative works with written descriptions. Since admission to the program is highly competitive, carefully following these guidelines will make you more competitive but does not guarantee admission. Incomplete applications will not be reviewed.

1. Short Essay

In 1,600 characters or less (250 words), please address 2 or 3 of the following prompts:

- Why are you choosing to pursue graphic design as your field of study?
- How do your interests in graphic design intersect with your strengths?
- How do you think a graphic design education will prepare you for the future?
- What is most appealing about UNC Charlotte and our graphic design program?

2. Portfolio

Your portfolio should represent your strongest examples of design projects and/or artworks. Choose works that best demonstrate your potential for future success in the Graphic Design major.

A. You must include the following:

- Images of 10 15 Works: Each work should be on its own slide. You may include multiple images of one work, but your portfolio is limited to a total of 20 images. (see FAQ #8 for more details)
- Label Media: For each work, Slideroom will prompt you to add a title, the year that it was created, and the specific media and/or software that you used.
- Additional Details: For each work, write a short paragraph (1,000 characters or less), to describe
 your ideas and/or goals, creative processes, what and/or who inspired the work (if applicable), and
 the class the work was completed in (if applicable). (For a sampling of written descriptions, see
 section VIII. Graphic Design Entrance Portfolio Work Examples.)
- Responsible Use of Intellectual Property & Al Tools: In your descriptions, you should note use of any
 found, appropriated, provided imagery and/or content, as well as document the original source for any
 images used as a reference. Additionally, you should note any use of tools that utilize Artificial
 Intelligence (AI), such as the new Generative Fill in Adobe Photoshop. (see FAQ #5 for more details)

B. Works to Include in Your Portfolio

- Any original (2D, 3D, 4D) design and/or artwork completed in high school, college-level courses, private classes, workshops, camps, and/or self-initiated are eligible. (for a sampling of possible works, see section VIII. Graphic Design Portfolio Work Examples)
- Since the major includes Foundation Studio classes, we recommend that you include at least 2 drawings. (see FAQ # 4 for more details)
- You may include several designs and/or artworks from a specific media or a variety that show a range of processes. (see FAQ #6 for more details)
- All transfer students should include work from any college-level courses that you may have taken in Graphic Design, Foundations, or Studio Art. (see FAQ #1 for more details)
- First-year students should include work from any AP courses that you may have taken in Graphic Design, Foundations, or Studio Art. (see FAQ #1 for more details)

C. Works NOT to Include in Your Portfolio

- Any design and/or artwork that is not original and/or is not your intellectual property.
 (see FAQ #5 for more details)
- Any design and/or artwork that was created using template based software such as
 Canva or Adobe Express, which allows users to simply drag and drop images into pre-existing
 designs created by professionals. (see FAQ #5 for more details)

VI. Entrance Portfolio Application Review Criteria

The review committee will assess your application based on the following:

1. How well the works in your Portfolio demonstrate:

- Potential for future success in the Graphic Design major
- Readiness for foundation-level studio classes
- Creative problem solving and/or conceptual ability
- Application of design elements and principles
- Skillful use of media and craft (includes studio-based materials and/or digital media)

2. How well your Essay and written Additional Details demonstrate:

- Ability to articulate ideas in writing
- Interest and ambition in the field of graphic design
- Responsible use of intellectual property (see FAQ #5 for more details)

3. Strength of demonstrated academic performance:

- For incoming First-year students, this includes your performance in high school (grades 9 11)
 and overall grade point average that were included in your UNC Charlotte application.
- For incoming Transfers, this includes your transcripts from previously attended institution(s) that were included in your UNC Charlotte application.
- For continuing UNC Charlotte students, this includes your unofficial transcripts from UNC Charlotte as well as any previously attended institutions.

VII. Department Admission Policies

- 1. This is a highly competitive review process, not all qualified applicants will be offered admission to the Department of Art & Art History and their major of interest (either Art or Graphic Design).
- 2. Acceptance to UNC Charlotte and submitting a portfolio does not guarantee admission to the Department and major of interest.
- 3. Continuing UNC Charlotte students are not guaranteed admission to the Department and major of interest and must go through the same entrance portfolio review process as First-year and Transfer students.
- 4. For Incoming Transfer and Continuing UNC Charlotte students, meeting the 2.0 GPA minimum does not guarantee admission to the Department or major. Having a higher GPA makes you more competitive.
- 5. Due to the large number of applicants, the Department of Art & Art History will not provide feedback on any individual's submission or admissions decisions.
- 6. Incomplete applications and/or portfolios that do not include all requested materials outlined in this document will not be reviewed.
- 7. Applicants can apply to the Department and one major of interest only once per yearly admissions cycle.
- 8. An admission cycle spans one academic year (eg. 2024 25).

- 9. If you are not admitted to the Department and major of interest, your acceptance to the University remains unchanged. You may still choose to enroll at UNC Charlotte but you will need to pursue a different major in another Department.
- 10. Only Art and Graphic Design majors can take studio courses in the Department of Art & Art History.
- 11. The department does not offer any studio courses for non-majors to assist with the development of their entrance portfolios.
- 12. Applicants can only apply to the Department twice. If an applicant is applying to the Department for a second time, they can choose to apply to either major.
- 13. Continuing UNC Charlotte students that have been denied admittance after two yearly admission cycles, will need to pursue a different major in another Department.
- 14. Please note, applicants who are admitted after their second application will have a longer time to graduation.

VIII. Frequently Asked Questions

1. What if I have taken AP or college-level courses in studio Art or Graphic Design?

If you have already taken advanced placement and/or courses at the collegiate level, then please include works from those classes, especially those credits that you wish to transfer in Foundations Studios or the Graphic Design major. (e.g. 2D Design, 3D Design, Drawing 1, Graphic Design 1, Typography 1, Digital Media 1 (4D), etc.)

2. What should I do with multimedia like animations, motion graphics, videos, or audio?

Duration of clips should be limited to a maximum of 2 minutes, and file size should not exceed 250 MB. You can upload mp4 files to Slideroom.com. Encode your files with H.264 video (a.k.a. MPEG-4 AVC) and AAC audio formats are recommended.

3. How should I document digital works and screen-based media such as websites or apps?

Include a screenshot or mock-up for screen-based works such as websites or app wireframes.

You may also include a link to an active website or app in the Description for that work.

4. Why do you recommend that I include a few drawings?

Drawings are a good way to demonstrate to the review committee that you are ready for foundation-level studios. Additionally, intro-level Graphic Design classes emphasize sketching as a means to quickly develop and visualize ideas. Some examples include object studies, digital sketches, still lifes, figure drawings, self-portraits, landscapes, and perspective drawings. (see VIII. Graphic Design Portfolio Work Examples below) You may also include works that use photographs as a reference, but you must cite the original source in your written description. (see FAQ#8)

5. How do I know if a work is original and/or a responsible use of intellectual property?

A. Work that is Original

According to copyright.gov, "Works are original when they are independently created by a human author and have a minimal degree of creativity. Independent creation simply means that you create it yourself, without copying."

- For any work that uses appropriated images and/or content of any kind, you must demonstrate responsible use by documenting the original source and explaining how you redesigned, reworked, and/or reimagined it in the Written Description for that work.
 - Includes using existing images and/or content that were provided as part of a project or assignment. (e.g. a new website design that uses existing text and photos)
 - Includes using photos for reference only, and/or were collaged/digitally composited with other images to make something new.

• If you utilized any tools that incorporate Artificial Intelligence, then you must note what you used, and describe your reason for using it under Additional Details. Images and/or photos that have utilized AI tools (such as generative fill), must remain 90% original.

B. Work that is *Not* Original

- Any work that directly replicates any other designer's, artist's or studio's work, copies a
 photograph that you did not take, or uses a grid to transfer an original.
- Close representations of *any* copyrighted material including logos and brands, character designs, anime, comics, cartoons, and/or video game characters, etc.
- Works produced using a step-by-step tutorial and provided content and/or imagery to achieve a predetermined solution.
- Works produced using template-based platforms such as Canva and Adobe Express, which allow users to drag and drop images into pre-existing designs created by professionals.
- For more information, please see the <u>Academic Misconduct Examples</u> in the UNC Charlotte Code of Student Academic Integrity.

6. Should I submit work that shows my skills across a range of media?

It is important that you make the final decision and submit a portfolio that best represents your strongest skills, ideas, and interests. Choosing works for the sake of variety is **not recommended if it sacrifices quality**.

7. How should I photograph my non-digital work?

Scan or photograph artwork carefully and artfully, while considering the documentation and presentation of each project. 3D pieces may require views from multiple angles, detail shots, or staging on a neutral backdrop. (see VIII. Graphic Design Portfolio Work Examples below)

Quick tips:

- Photograph the works in outdoor, indirect light to avoid harsh shadows.
- Fill the viewfinder, consider the composition, and keep the background simple.
- Do not use the on-camera flash.
- Using a tripod, or setting your camera on a stable surface, is recommended to ensure sharp focus.
- Color correction and cropping in an application such as Photoshop is encouraged.

8. Can I include multiple images of a work?

You may include up to 20 total images for your Slideroom application. You are only required to submit 10 - 15 different works of design and/or art, so you may include multiple views of some works. You may choose to show an additional view, detail, or a source that further informs the review committee's understanding of the work. Note: In the written statement, include the title and that the image is an additional view and/or source.

9. Can I show older work to show progress?

Though you may want to include examples of work from past years, especially to demonstrate growth, it is more important to submit work that represents current skills, ideas, and experiences.

10. Can I submit my portfolio early?

Yes, you may submit your portfolio prior to a submission deadline. However, all submissions will be held and reviewed after that deadline has passed.

11. Can I still submit if I do not have a cumulative GPA of 2.0? (continuing UNC Charlotte students only)

You should have a 2.0 cumulative GPA at the time of the portfolio review to be fully competitive. Final grades for the Spring semester in which you are applying will not be included in a GPA calculation at the time of the review. You may still submit a portfolio, but admission to the Department and major could be denied because of the GPA requirement.

12. Who should I contact with questions?

- If you have general questions about the portfolio, or need clarification on anything contained in this document, email questions to: aahadmissions@charlotte.edu
- Please note, the Department is unable to provide one-on-one guidance on your application portfolio.

VIII. Graphic Design Portfolio Work Examples

The following examples are to demonstrate a range of possible works with written descriptions, which were collected from successful application portfolios submitted through Slideroom.

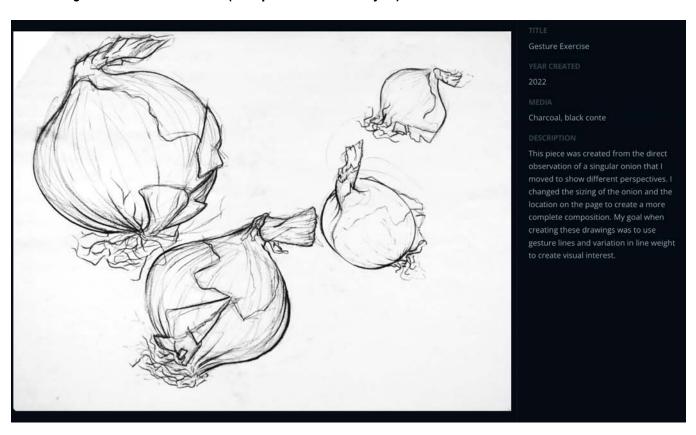
Keep in mind that including works from studio Art can help demonstrate your readiness for foundation-level studio classes (Section A), while including Graphic Design specific works can help demonstrate your potential for future success in the Major (Section B). (also see the FAQ section of the Entrance Portfolio Guidelines above)

A. What kind of work will best demonstrate my readiness for foundation-level studio classes?

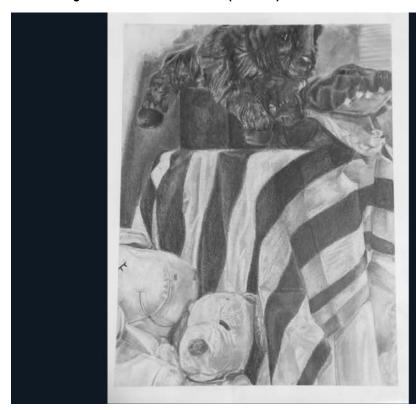
Since Graphic Design majors must complete the Foundations Studio courses, (Drawing 1, 2D Design, 3D Design, and Digital Foundations), you should include works that demonstrate relevant skills and abilities. We highly recommend that you include at least 2 drawings. (see FAQ #4)

You might also include works that demonstrate: basic digital skills, creating 2D compositions, constructing 3D objects or spaces, using color, patterns, and textures. Media you might include but are: digital drawing, color or graphite pencils, charcoal, pen and ink, markers, acrylics, watercolors, collage, clay, plaster, and cardboard or wire constructions. Below are a few possible examples:

1. Drawing from Direct Observation (multiple views of one object)



2. Drawing from Direct Observation (still life)



022

MEDI

Graphite and powdered graphite

DESCRIPTION

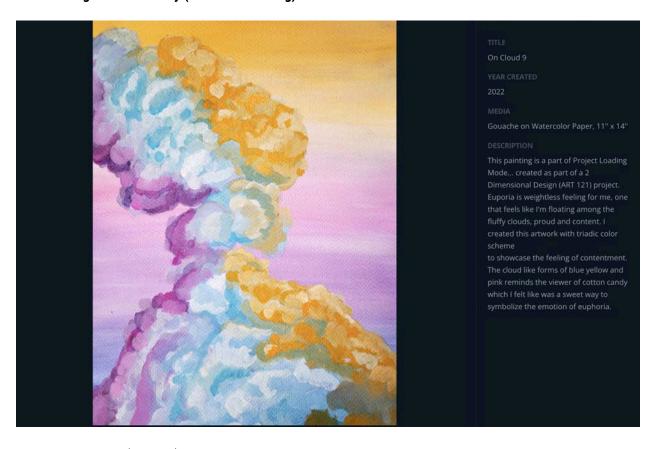
One of my final projects in my Drawing 1 class was a still life made from stuffed animals. Graphite is my comfort zone so this project was a lot of fun.

I enjoyed the minor details the most and folds in the cloth. The bottom left is by far one of my favorites of the piece because sometimes it is hard to get high levels of detail in lighter areas so I had to use an eraser pencil to erase along the seam of the horse so that it showed more. I toned the bristol paper first as well to a 30% shade and then went in with a 12B pencil and crosshatched over the darker areas to prevent a glare on the piece. The rest of the details were done mostly with a blending stump. One of the harder parts of this piece was drawing the buffalo in the top area of the drawing. It had a lot of dark areas that were difficult to create depth in because they were so dark. I needed to make sure the tufts of hair would be viable against all the dark gray.

3. 2D Composition & Drawing from Direct Observation (positive & negative space)



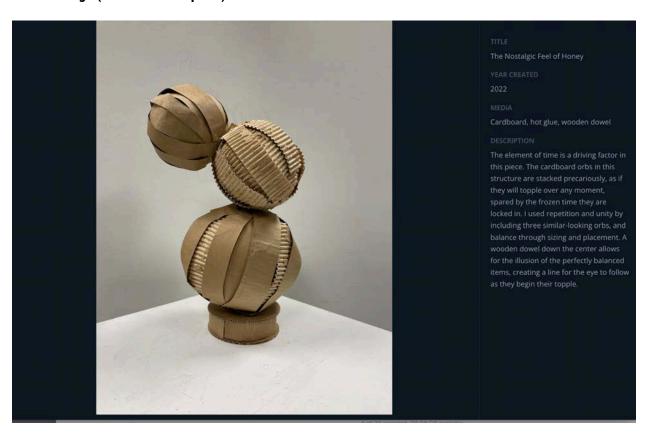
4. 2D Design & Color Study (Gouache Painting)



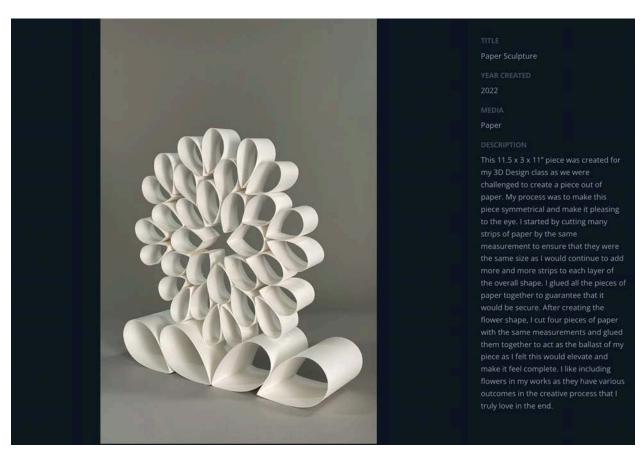
5. 2D & 3D Design (Collage)



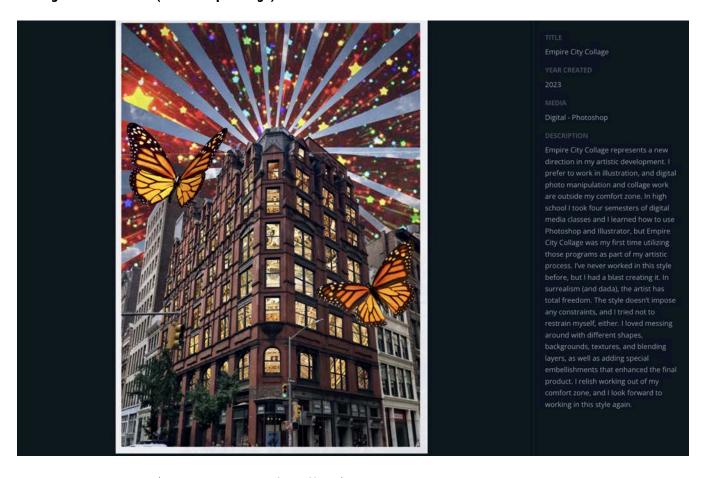
6. 3D Design (Cardboard Sculpture)



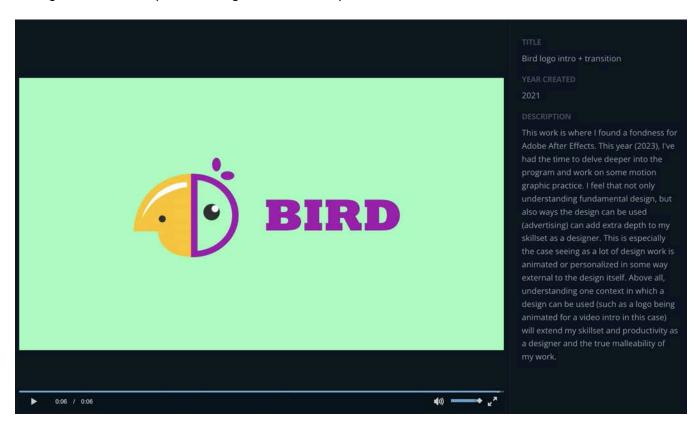
7. 3D Design (Paper Sculpture)



8. Digital Foundations (Photoshop Collage)



9. Digital Foundations (Animated Logo in After Effects)



B. What kind of work will best demonstrate my potential for future success in the major?

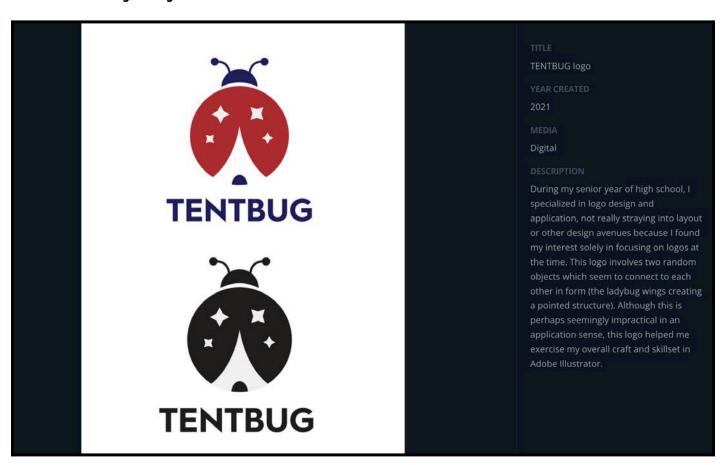
Generally speaking, Graphic Design is a creative process of solving problems to visually communicate ideas across a wide range of media. Include works that best demonstrate your skillful use of media (digital and/or studio), sense of craft, ability to apply design elements and principles, and creative problem solving.

You are encouraged (but not required) to include graphic design-specific works such as: logos and branding, layouts and advertisements, lettering and typography, brochures and posters, signage and packaging, apps and websites, 2D and 3D animations, info-graphics and data visualization, motion graphics and videos.

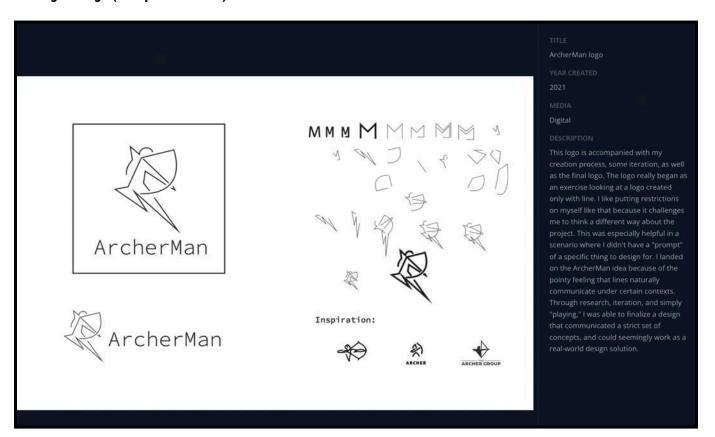
Examples that document and demonstrate your ability to brainstorm, ideate, and/or use the design process are also helpful, as well as works related to graphic design such as original photography, digital drawing and illustration, composited photos and collage, technical and/or architectural drawing, printmaking, and 3D digital fabrication.

Below are a few possible examples:

1. Logo Design



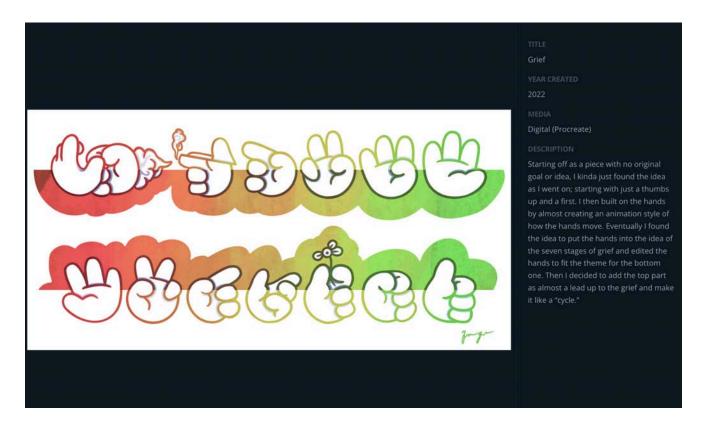
2. Logo Design (with process work)



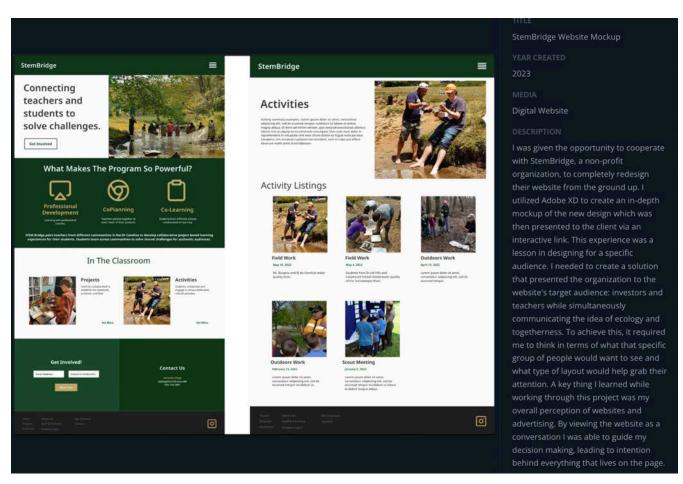
3. Brand Design



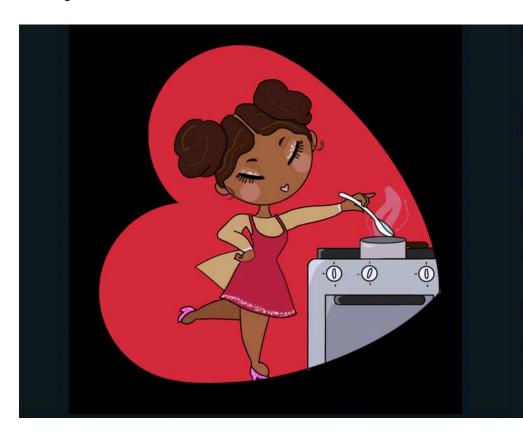
4. Series of Signs



5. Web Design



6. Digital Illustration



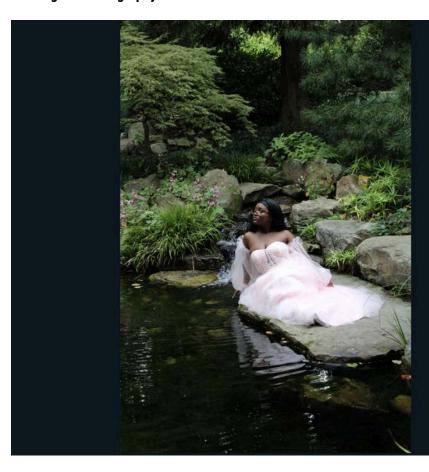
MEDIA

Digital Illustration using Ibis Paint X

ESCRIPTION

This past summer I was asked by my aunt to create an illustration for her food catering company that could be used on a business card. Soon after, I created this original character inspired by the Precious Moments style. My primary struggle was with the stove. I chose to draw the stove using geometric shapes instead of using a more organic or realistic approach to keep the emphasis of the illustration on the girl. I also faced another challenge with the sparkles, which was a requested element in the design. To avoid the sparkles overpowering the illustration that would be sized down considerably on a business card, I used a larger brush for the sparkles on the eyelids compared to the brush I used for the apron and shoes, again directing the eyes to the face of the character. While I provided my aunt with several different background colors to choose from, I prefer the vibrant red, pictured here, as this hue would stand out well against a neutral color background.

7. Original Photography



TITLE

Nature's Femininity

EAR CREATE

MEDIA

Digital Photography

DESCRIPTION

When I visited the UNC Charlotte
Botanical Gardens, I was instantly
planning out angles and locations I could
utilize for this photoshoot I titled
"Nature's Femininity." The goal was to
portray elegant, almost divine femininity
with a direct tie to nature and a peaceful,
fairytale-like air. Her gaze, looking softly
up towards the sky, is a tentative nod
towards Classical Greek sculptures that I
have always admired for their intricate
composition and balance of relaxation
and tension, of composed expressions
and deep emotion. Her hand gently
reaching for the water can also be a
lovely tie to this depth. Lush greenery
complemented by the soft pink of her
dress, which happens to match with the
flowers to the left, makes her form stand
out without being too harsh or
demanding. Most importantly I wanted
her to feel comfortable. There is a
significance of security in the self found.
I wanted her to feel this role of softness,
beauty, and serenity as one with the
natural world.