

BACHLOR OF FINE ARTS PROGRAM CHECKLIST

Detailed information on the BFA Program is provided in the BFA Graduation Requirements packet. Please read it thoroughly rather than relying solely on this checklist.

SEMESTER 1: INITIAL PORTFOLIO REVIEW

Due the fourth week of your Junior year (60 hours or greater)

- _____ Showcase your ten best works to be reviewed by faculty.
 - _____ Provide an in-progress artist statement to the BFA Coordinator prior to this review.
 - _____ Sign the last page of the BFA Graduation Requirements packet and return it to the BFA Coordinator.
 - _____ [If accepted] Meet with your advisor to plan out BFA Electives—twelve credit hours of studio art courses outside of your major.
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SEMESTERS 2-3: REVIEWS

- _____ Present the artwork you have completed since the initial portfolio review. Include samples of work from your art courses and work completed outside of class. Organize your presentation to showcase the work that is discussed in your in-progress artist statement. Where applicable, mat and/or frame the work that likely will be included in your final exhibition.
 - _____ Provide an in-progress artist statement.
 - _____ Be prepared to intelligently discuss (using appropriate terminology) your work, your goals and your progress.
 - _____ Enroll in ARTS 496 Senior Portfolio
 - _____ Apply for gallery space by April 1 of the semester prior to your graduating school year in order to guarantee you are included in the gallery schedule.
 - _____ Maintain a GPA in your art course of 3.25 or higher. After the completion of the semester prior to your graduating semester, your GPA in all art courses must be 3.25 or higher to continue in the B.F.A. program.
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GRADUATING SESETER

Due the fourth week of the graduating semester

- _____ Turn in a degree audit verifying that your Art GPA is 3.25 or higher.

FINAL REVIEW

Conducted mid-semester of the graduating semester

- _____ Present all of your work that will be in the final exhibition.
- _____ Present an artist statement of your exhibition.
- _____ Present the design of the exhibition in the scheduled gallery.

All advertising and promotion is the responsibility of the student. Graphic designers must get an approval for their promotional materials from the graphic design professor.

ONE-PERSON EXHIBITION AND FINAL GRADUATING REQUIREMENTS

During the last semester in your graduation year, you will schedule a one-person exhibition. This exhibition will be presented in a professional manner according to the following specifications:

- _____ An adequate number of pieces to demonstrate your proficiency as a B.F.A. candidate. Candidates are required to fill the main section of the Larson Gallery or the entire Hardwick Gallery
- _____ An artist statement for your exhibition presented in the gallery along with your work.
- _____ Labels for your work with the title and medium
- _____ Submit to the Art office at least two weeks in advance of your show a list of all works and the insurance value of each.
- _____ Advertising and Promotion. All advertising and promotion is the responsibility of the student. Graphic designers must get an approval for their promotional materials from the graphic design professor.
- _____ Arrange the dates and time of your gallery talk with the BFA Coordinator.
- _____ Conduct your Gallery Talk
- _____ Turn in receipts. You will receive a stipend of \$120 to help defray the cost of your reception. Turn in receipts to the Art office to receive the stipend.
- _____ Turn in a digital record of your show to the Art office on a CD. It must include the following:
 - _____ A written statement about your exhibition
 - _____ A list of all works in the exhibition along with titles and media
 - _____ Digital images of all the works in the exhibition