



Mid Program Review

01 / 03

MPR Overview

Approximately mid-way through their program, all Art and Design majors will undergo a formative review with the principle Art and Design faculty. No student may enter into the advanced levels of any Art and Design program without successfully passing a Mid-Program Review. No student may enroll in further Art and Design courses without undergoing a review.

The purpose of a Mid-Program Review is for each student, and the faculty to reflect on the student's achievements thus far, and assess whether or not their current academic trajectory aligns with their strengths, passions, and possible opportunities. The goal is for each student to discover how they can be most successful, even if it is not in Art and Design.

Five Components

The Mid-Program Review consists of five components. The first four must be submitted digitally ahead of the presentation date. Presentations will be given before the principle Art and Design faculty.

1. **Letter of Intent**
2. **Professional Biography**
3. **Resume**
4. **Portfolio Website**
5. **Presentation**

Dates

The first four components must be submitted **no later than 12-noon on the due date**, as three separate PDF files, with a link to an Adobe portfolio included on the resume. Each student will create a folder on the Mid-Program Review OneDrive named: **Firstname_Lastname** and upload the documents there.

Presentations will be held the following week, **date-time-location TBD (based on student and faculty schedules)**. These are closed door presentations, one student at a time, with the Art and Design faculty. A schedule will be made available prior to the review date. Presentation file is due no later than **12-noon on the presentation date**.

Results

An official notice will be sent to each student via their Judson email describing the results of his/her review and faculty recommendations within two weeks of the review presentations.

Students will either pass their review, be placed on departmental probation and undergo a secondary review at a future date, or not pass. Students who do not pass will no longer continue in an Art and Design major.



Document Overview

All documents should be thoughtfully written and carefully reviewed. Proofread everything; double check spelling and grammar, look for sentence fragments, etc... Reading your own writing out loud can help with this. Make an appointment with the Career Center to review your documents before submitting.

All documents should be formatted on a stationary template with your name, contact info and URL to Adobe portfolio website listed. Submit each document as a PDF following the naming convention:

Firstname-Lastname-LetterofIntent.pdf

Firstname-Lastname-Biography.pdf

Firstname-Lastname-Resume.pdf

Firstname-Lastname-Presentation.pdf

1. Letter of Intent

Each student must describe in less than 300 words what s/he has gained from the program (A&D major, and minor if applicable) thus far and why s/he hopes to continue. Format the letter of intent as a cover letter (add: to address, to department, date, from, signature). Students should reflect on the following questions in the letter:

What have I learned about my own strengths, weaknesses, and interests related to art and design?

What do I hope to gain from the remaining coursework in this program?

What aspirations do I believe completing this degree program will help me achieve?

2. Professional Biography

Each student must describe in less than 200 words his/her professional skills, interests and aspirations. Other interests, such as hobbies, may be mentioned, but only briefly.

The professional biography should be written in third person.

3. Resume

Each student must include a current professional resume of his/her academic, work and volunteer history, and skill set. Include the URL link to your Adobe portfolio.

4. Portfolio

Each student must create a website portfolio documenting what they believe to be the best examples of their work completed in Art and Design studio courses at Judson University up to the time of submission. Transfer students may submit work from studio courses taken at other institution(s) in addition to work completed at Judson University.

Portfolio formatting guidelines and requirements per program are detailed on the next page. All required components must be completed in order for the submission to be accepted. Students with incomplete submissions will not be allowed to present and will automatically be placed on departmental probation.

5. Presentation

Each student must give a presentation before the full-time Art and Design faculty, reflecting on what they have gained from the program thus far, and why they aspire to continue. Students should highlight specific works documented in their portfolios to discuss significant milestones.

Presentations should be approximately **three minutes in length**. A few minutes of Q&A from the faculty may follow the presentation. You may choose the software you use for the presentation. Professional attire is required.



Portfolio Directions

It is each student’s responsibility to retain work from the courses s/he takes in order to complete the review portfolio. Therefore, work should not be discarded after it is handed back to you by your instructors.

Each project/piece and related process is to be carefully documented in a high resolution scan, or quality digital photograph. Basic white balancing and cropping should be done. Images will need to be saved as 300dpi RGB files placed in the portfolio template. Do not distort the images.

Upload your imagery to **Adobe Portfolio**. Build the portfolio using the “Sawdust” template, according to the requirements for your major. Utilize one page per course, posting multiple images and process as required. Insert descriptor text after each image (carefully proof-read these). Include a page for your biography text. Keep the layout simple, and consistent. An example portfolio and step-by-step video will be shared. For a portfolio checklist, refer to the Mid-Program Review rubrics posted at: judsonu.edu/academics/art-department/art-and-design-hub/#mid-program

Core Contents (All Majors)

Drawing

5 drawings (include: contour line, 2-3 value shape, full value, perspective, and color)

2D Design

2 projects, one in color

Digital Design Fundamentals

3 projects, one per software program

Photography

2 photographs

3D Design

2 pieces + working drawings for one piece

Painting

2 original paintings, no master copies

Graphic Design Majors

Typography I

4 projects + process for one project (process should be for a more complex project)

Graphic Design I

1 project + process

Studio Electives

2 project (or 1 video) + process

Art, and Studio Art Majors

Studio Electives

3 finished pieces + process per studio electives course taken

Photography Majors

Photography

6 additional photographs

Typography I

2 projects + process for one project (process should be for a more complex project)

Graphic Design I

1 project + process

Studio Electives

3 finished pieces + process

A&D Minors

Minor Coursework

If you have an Art & Design minor, be sure to include work from related courses among the featured studio electives.