Your work must be submitted in an 8 ½” x 11” black portfolio or three-ring binder (not to exceed ¼” in thickness) with plastic sleeves. The first page of your portfolio should be a copy of the application form. It is essential that your portfolio have a COPY of your Application Form when submitted. Please place your University Identification Number (UID) in the upper left hand corner on the inside of the front cover. No other identification is necessary.

NOTE: Your portfolio/application will NOT be evaluated if it is not presented in this exact manner.

Your portfolio must be in the order outlined below:

**PAGE I Copy of Application Form**

**SECTION II Original Drawings**

Five (5) drawings executed freehand and from life (not from a photograph) in pencil on 8 ½” x 11” drawing paper (such as Strathmore). They shall NOT be photocopies or work other than the applicant’s and shall NOT be computer drawings. Traced images are NOT permitted. Be sure to clearly label each drawing. Originals must be submitted in 8 ½” x 11” plastic sleeves and placed in the following order:

1) An interior one-point perspective view of a significant architectural space. This drawing is required to be made from life or on-site. Drawings made from photographs are not permitted. Pencil, line drawing with line weights.

2) An exterior two-point perspective view of significant work of architecture including context (e.g. church, city hall, museum, university building, theater, library, memorial, etc.) This drawing is required to be made from life or on-site. Drawings made from photographs are not permitted. Pencil, shade, and shadow.

3) A human hand or foot with attention paid to composition, framing and context. This drawing is required to be made from life. Drawings made from photographs are not permitted. Pencil, shade, and shadow.

4) One of the following: a bicycle, a wooden or steel frame chair (not a stuffed chair), or the branch structure of a tree. Attention should be paid to composition and framing. This drawing is required to be made from life. Drawings made from photographs are not permitted. Pencil, line drawing with line weight.

5) One of the following architectural details: a building cornice, column capital, balustrade, or other architectural ornamentation. The detail should be studied close up and shown as a fragment. This is required to be made from life and on-site. Drawings made from photographs are not permitted. Pencil, shade, and shadow.

**SECTION III Artworks of Your Choice (5 Drawings/Works)**

You may submit any of the following: freehand drawings (in pencil or ink), paintings (any medium), furniture (which you designed and made), architectural models (your own work or made by you for an architecture firm); and/or design work (your own work from courses such as ARCH101, ARCH150, ARCH170, ARCH242 or ARTT courses). These submissions should NOT be the originals and should be photographed or scanned and reproduced in an 8” x 10” format and put into an 8 ½” x 11” sleeve.

Please be sure to attend the Portfolio Review Workshop in the Great Space of the Architecture Building on Wednesday, December 2nd at 6:15pm where you will have the chance to have your portfolio reviewed before submission.

**NOTE:** You may pick up your portfolio from the School prior to the end of the semester. If not picked up by August 31, 2016, portfolios will become property of the School of Architecture, Planning and Preservation.