

NC STATE

Design



**UNDERGRADUATE ADMISSIONS
REQUIRED SUBMISSIONS GUIDELINE
FOR **STUDIO-BASED** MAJORS**

Undergraduate Studio-Based Majors | Required Supplemental Online Submission: Essay Question Response plus Ten Portfolio Images*

*Design Studies applicants should complete the Common Application ONLY (no supplemental online submission required)

Applicable to those applying to studio-based majors only: Architecture, Art + Design, Graphic Design, or Industrial Design.

The Common Application deadline is **October 15th**. In addition to the Common Application, **10 portfolio images and essay question must be uploaded to wolfPAW by November 1st**.

Please note that it is the applicant's obligation to include all requested materials in this online submission. Absence of any requested items in this portion of your application will result in an incomplete application, which will not be reviewed by the College of Design. The College of Design also reserves the right to deny applicants who submit fraudulent or plagiarized materials. All information submitted for review should be the product of the applicant only.

Steps to Submitting a Complete Application:

Step One: Submit Common Application with Design studio-based major selected as **first choice major**. You must submit the Common Application first in order to access the portfolio and essay site within wolfPAW.

Step Two: Activate wolfPAW Account. Once you submit your Common Application, you will be emailed a confirmation with instructions on how to activate a wolfPAW account.

Step Three: Log into wolfPAW. Click "Submit Design Supplemental Application" under "To-Do List" on the right side of the screen. **Submit 10 portfolio images and essay through wolfPAW.** *The portfolio and essay link will only be displayed on your wolfPAW account once you have submitted your Common Application.*

Step Four: Submit any other university required documents (refer to your "To-Do List" in wolfPAW)

Essay Question Response

The College of Design will provide you with an essay question for your prospective major within the wolfPAW submission. Please check the link in wolfPAW, once you have submitted your Common Application, for more details.

Ten Portfolio Images

Our students are smart, creative and passionate. Their portfolio pieces should represent the applicant's activities, interests, capabilities and creativity both inside and outside the classroom. Overall, for the portfolio, we are looking for evidence of creative potential and have no specific requirements for the portfolio content. This can be expressed in the form of any creative work that you do (drawings, paintings, sculpture, pottery, furniture, jewelry, photography, etc.). It is also not necessary for you to include work related to the discipline to which you are applying.

The College of Design would like to review a representative sampling of your creative work. We ask that you provide us with ten portfolio images of your most current work within the online application, following the guidelines below. Please be mindful that you should also provide individual titles and descriptions for each of your individual works. Descriptions are additional commentary that give reviewers further insight into your motivations, concepts, process and/or issues addressed by your work. Individual descriptions should not exceed 150 words in length.

Common Application Deadline – October 15
Supplemental Materials (Portfolio + Essay) Deadline – November 1

IMAGE SUBMISSION SPECIFICATIONS

Ten Portfolio Images of Your Creative Work: Digital Photos, Scans and/or Computer-native Files.

When submitting images, please be mindful of the following:

- **One project per image.**
 - All works should be submitted as individual single images.
 - Do not submit image composites.
 - Center image within the camera frame and be sure that the work fills the camera frame.
- **All images should be sized at 1024 X 768 pixels (landscape) or 768 X 1024 pixels (portrait).**
 - Images sized smaller or larger than required may not be adequately displayed to reviewers.
 - Images sized smaller may not exhibit necessary detail; larger may not adequately upload to the system.
- **All images should have a resolution of 72 dpi/ppi (dots/pixels per inch).**
 - Images with resolutions smaller or larger than required may not be adequately displayed to reviewers.
 - Images with resolutions smaller may not exhibit necessary detail; larger may not adequately upload to the system.
- **All color images should be captured, made and/or manipulated in RGB color mode.**
 - Do not use or save images in CMYK color mode.
 - Do not convert native RGB color mode files to bitmap, grayscale, duotone, indexed color, lab color or multichannel.
 - Black and white images are acceptable.
- **All images should be saved as JPEG file format (bearing a “.jpg” file extension).**
 - Save JPEG files with image options: “Quality 10” and format options: “Baseline Standard.”
 - Do not submit moving or dynamic media files (i.e., QuickTime, FLV, MPG, AVI, Flash).
 - If showcasing film or animation works, create a single image storyboard grid by utilizing a series of key still frames.

Tips on Photographing, Scanning and/or Manipulating Digital Images

- When photographing, scanning and further manipulating digital images of your work, be sure that all images are centered, leveled and cropped appropriately.
- When scanning, always check your scanner’s specifications for appropriate settings needed to achieve desired results.
- When manipulating digital images of your work always have and save a starting-point original or back-up.
- All images must be well-lit and in-focus. Severely darkened or out-of-focus images may not be reviewed.
- Be mindful that artificial light sources (incandescent, fluorescent, halogen, etc.) can cause unwanted variations in the color in your work. Choose a lighting source that best suits your work’s true appearance and is also match to the appropriate settings determined by your camera. When in doubt, use consistent indirect sunlight.
- Avoid using background colors that could interfere with or distort colors present in your work (e.g., avoid using background colors that may contain patterns or reflective material). A neutral-color drop cloth, table cloth, bed sheet or large-roll of construction/craft paper should be used as a consistent backdrop for your work.

Editing and Saving Your Photos/Images

You can download a 30-day trial of Adobe Photoshop® applications from Adobe.com to create and save your work.

Please note: The College of Design cannot answer technical or support related questions regarding the use of these third-party software applications.

Please consult the developers of the software or online forums for questions regarding the use of the applications you have selected to use.