GRAPHIC DESIGN PROGRAM SECOND YEAR APPLICATION INFORMATION

Procedures for Admission 2020

Who Can Apply?

Lane's Graphic Design Program is a two-year program that is open to all students in the first year. We have limited space in our second year, therefore require students to apply and meet certain conditions in order to continue on into the second year. We accept applications every spring, and students who are accepted will begin their second-year core courses in the fall.

You may apply if you:

- Have a cumulative GPA of 3.00 in all coursework at Lane, and
- Have completed (or have a plan to complete) GD 110, ART 115, 116, 119, 131, 216, 225, and MUL 212 with a B- grade or better, and
- Have completed MUL 227 or ARH 200 with a C- grade or better.

The program takes a minimum of two years to complete; however, many students choose to complete it in three years. Second year admission takes place in Spring term of each year, with accepted students beginning their second year courses in the fall.

The Application Process:

The application is online and is a two part process. The first step is to apply online at [ ] where the first three items listed below can be submitted. The second step is to submit your assignment piece.

Part 1:

Online application is due Thursday, April 30, 2020 by 4 pm and should include the following:

- A completed online application.
- Unofficial transcripts (or other verification of grades)
- Your essay in PDF format (see below for details).

After submitting your online application, you will be assigned a number. Please reference that number when emailing your assignment piece in Part 2 below.

Part 2:

The assignment piece (see below for details) is due Monday, May 11, by 5PM, via email to arts@lanecc.edu.

If your assignment piece was created by hand, you will submit a digital photo of your piece, in JPEG format. If your assignment piece was created digitally, you will submit a PDF of your piece.

Please limit your file size to 25 MB. If you need assistance in reducing your file size if necessary, please contact Tom Madison at madisont@lanecc.edu

About The Essay:

- Maximum of two pages long, double-spaced. Must be typed.
- It should address the following points:
    - Your reasons for pursuing a career in graphic design and
    - Your future educational and/or career goals.
- Do not put your name on the essay.
- If English is your second language, write ESL at the top of each page.

About the Assignment Piece:

The purpose of this project is to provide a common portfolio piece for all applicants that will allow reviewers to assess creativity, problem-solving ability, and technical skills.

Project Description:

- Re-design the front side of the United States' one hundred dollar bill.

Specifications:

- Size: 12 3/16 inches by 5 1/8 inches.
- Color: Any
- Incorporate all existing written copy on the front of the dollar including serial numbers, signatures, large print and small print.

Execution:

- You may use any appropriate media (ink, paint, markers, paper, pencil, digital, etc.)
- If the project is done by hand, the typography should indicate a real typeface (tracing is permitted).
- You should not use any of the parts of the original bill and generate all new parts even, if imitating existing things. Any photography or illustration work should be your own. No appropriating images from the web or any other source (copying or scanning) other than your own work.

Design:

- The design and concept should be yours and yours alone. It is not appropriate to solicit advice from Lane CC Graphic Design instructors for this project.
- Your design approach may be illustrative, photographic, typographic, or abstract. All illustrations and photographs, however, must be your own.
- Your task is to find a fresh way of representing the one hundred dollar bill, while still considering functionality.

File Format and Submission:

The **assignment piece** is **due Monday, May 11 by 5 PM.** The assignment piece can be submitted as a digital photograph in JPEG format, if created by hand, or as a PDF if created digitally. Please limit your file size to 25 megabytes. If you need assistance in finding ways to reduce file size, feel free to contact Tom Madison at Madisont@lanecc.edu.

Please email your file to **arts@lanecc.edu**.

In your email submission, put "Assignment piece for GD Application" in the subject field, and reference your application number in the body of your email. Do not put your name anywhere on your assignment piece.

How the Selection Process Works:

To ensure impartial review, each applicant is assigned an identification number that is attached to the essay and the assignment piece. The reviewers independently review and score all applications. To arrive at each applicant's total score, the strength of the assignment piece and essay, completed pre-reqs and GPA are considered.

Grade Point Average (GPA):

Your GPA is based on all coursework, in all subjects, at all accredited institutions. You may limit your GPA calculation to classes taken in the last two years, if doing so improves your GPA. If you have attended multiple institutions or have attended a semester institution, please use the following method to calculate your GPA:

1. Find the section on your transcripts that lists total credits earned and total grade points (aka quality points).
    - IMPORTANT – if a prior school was on a Semester calendar, you must convert the values to the quarter system (which is used by Lane) - Multiply both your credits and grade points by 1.5 to convert them into the quarter system.

2. Add each institution's total credits together to combine credits.
3. Add each institution's total grade points together to combine grade points
4. Divide combined grade points by the combined credits to get your cumulative GPA (in quarter credits)

Notification:

You will be notified by email on **Tuesday, May 26** as to whether or not you have been accepted to the second year of the Graphic Design Program.

Reserving your Spot in the Program:

If accepted, your notification email will include the necessary steps for entering our system and going through the program. To ensure your spot is not given to an alternate, you must reply to accept the offer by the deadline provided in the email.

You must register for all required graphic design courses by 8 AM Monday of the first day of Fall term and attend at least 50% of your first week classes. If you do not meet those requirements, your seat may be given to an alternate.

If You Decide Not to Enter the Program:

If, after accepting admission to the program, you decide not to enter into the program in the fall, please contact the Art office as soon as possible via email at arts@lanecc.edu or by phone at (541) 463-5411, so we can allow an alternate into the program.

Three-Year Students:

Many students decide to take more than one year to complete the second year requirements. If you plan to finish the second year of the program in two years, you will take the Graphic Design Production sequence and Intermediate Typography during your first year and the Design and Web sequences during your second year. Cooperative Education (Internships) occur during your final year.

Important Deadlines:

Q&A Session:	Friday, March 6, 12:00 to 1:30 PM, Bldg 18/207
Part 1 Application: :	Thursday, April 30, by 4:00 PM
Part 2 Application: :	Monday, May 11, 9:00 to 5:00 PM
Notification by email:	Tuesday, May 26

For further information contact: ArtsPrograms@lanecc.edu or Tom Madison at madisont@lanec.edu