

# FAUSoA

## PORTFOLIO SUBMISSION REQUIREMENTS

Prospective students should consider the following guidelines when submitting a portfolio for admission to the upper division. A portfolio is a design project and an illustration of your work and your own design thinking. While the School will not provide a template or any particular portfolio as “ideal” the issues below include a few specific requirements and several answers to the most frequently asked questions regarding the School’s portfolio submission.

**Orientation:** Pages can be either portrait (vertical) or landscape (horizontal). The design and layout of the projects is up to you.

**Content:** No original documents, slides, or rolled drawings will be accepted.

**Size:** Portfolios should be approximately letter size (8 1/2” by 11”) format. Portfolios may include up to 24 pages of representative work.

**The cover page should include:** your name, address, telephone number, Email address, your Z# (student number assigned by the university) or your SS#, and please make sure to note the design sequence you are applying for (i.e. if you have completed a four year degree and are applying to enter the fifth year of the program you would typically note “Fifth year” or “Design 9”).

**PROJECT TITLES:** All projects should include the following text information:

- A title
- A description of the project
- The course for which the work was completed (where applicable)
- The semester completed (i.e. “Spring 2006”)
- For group work or professional work it is particularly important to note your individual role in the project.

**PORTFOLIOS SHOULD CONSIST OF:**

- A sequential process of development from Design 1 forward, with the greatest emphasis on recent works. Examples of past student work are most important, but other work – completed privately or in a professional setting are accepted.
- Architectural projects should be illustrated with clear reproductions and include a range of architectural representation: plans, elevations, sections, perspective drawings, sketches, models, and other three-dimensional representations.
- The architecture faculty reviews the contents of a portfolio for admission **and** placement purposes. The projects submitted will be evaluated for equivalent learning. Student placement in the design studio sequence is based upon the illustrated level of skill and understanding **as indicated in the presented work.**

**PORTFOLIO SUBMISSION & WRITING EXERCISE DEADLINE:**

The School of Architecture accepts new applicants for the **Fall Semester only**. Applicants are also required to complete a short a writing exercise on the day portfolios are due . Please submit a portfolio of work by the following date:

### FALL 2009 admissions deadlines and dates

- **University Application: due by February 6, 2009** (apply online)
- **School of Architecture Application: due by March 6, 2009**  
available online at <http://www.fau.edu/caupa/arch/applications.html>
- **Portfolio Submission – must arrive or be delivered by March 6, 2009 at 10 am.** If you are hand delivering a portfolio these should be brought to room 807 of the Higher Education Complex, 111 East Las Olas Boulevard, in downtown Ft Lauderdale.
- **Required Writing Exercise – on March 6, 2009 at 10 am**, Room 807 of the Higher Education Complex, Downtown Ft Lauderdale. (In person)

*Portfolios submitted after the March 6<sup>th</sup> deadline will not be accepted!*

**SEND PORTFOLIOS TO:** FAU, School of Architecture, 111 East Las Olas Blvd., Ft. Lauderdale, FL 33301.  
If you have any questions, please contact Versel Reid at 954-762-5644 or [vreid@fau.edu](mailto:vreid@fau.edu) .