



# SMFA–TUFTS Master of Arts in Teaching, Art Education (MAT) Application Information and Portfolio Submission Form

## ADMISSIONS POLICY

Admission of MAT, Art Education candidates is the responsibility of the director of Art Education and Art Education Admissions Committee members who combine the values, goals and perspectives of Tufts University and the School of the Museum of Fine Arts, Boston in the review process. All acceptances are made over the signature of the dean of the Tufts University Graduate School of Arts and Sciences. All application materials, including the portfolio, are submitted to Tufts University Office of Graduate Studies.

There are two components of the application:

- 1 The materials submitted electronically via Embark.com through the Tufts Web site at <http://gradstudy.tufts.edu/>
- 2 The portfolio, which is submitted on CD or DVD, with a hard copy of the MAT portfolio submission form and portfolio inventory list.

*Please note that acceptance to the MAT program requires that the baccalaureate degree include a major in visual art or equivalent with a GPA of 3.0 or higher. An interview is also required.*

## DEADLINES

MAT, Art Education Program      **February 1**  
International Students            **December 15**

*Please note: Applicants to the MAT, Art Education program are officially applying for the “fall matriculation date” even though MAT course work starts in the summer before the fall semester begins. Applications for matriculation into spring semester admission are not accepted.*

## NO ENTRANCE EXAMINATION REQUIREMENT

The Graduate Record Examination (GRE) is not required for the MAT, Art Education program. The portfolio review substitutes for the GRE score.

## PERSONAL INTERVIEW

All applicants are required to arrange an interview with the director of Art Education. Those residing more than 250 miles away may arrange a phone or video-Web meeting. Please call 617-369-3613 or e-mail [patty.bode@tufts.edu](mailto:patty.bode@tufts.edu). This interview is designed to answer applicants’ questions and discuss their suitability for the program, including their studio background, the feasibility of meeting teacher licensure requirements and their previous experience with children and adolescents. Applicants are encouraged to schedule the interview well in advance of submitting application materials.

## APPLICATION MATERIALS

Applicants to the MAT, Art Education program must submit both components of the application materials: electronic materials and mail-in portfolio materials. The electronic component is submitted online via Embark.com through the Tufts Web site at <http://gradstudy.tufts.edu/>. In addition to the electronic component, applicants must mail a portfolio (see specifications below) to the Tufts Office of Graduate Studies.

## ELECTRONIC MATERIALS

These materials are submitted electronically via Embark.com through the Tufts Web site at <http://gradstudy.tufts.edu/>.

- 1 Online Tufts Graduate Application for Admission.
- 2 A personal statement elaborating on your reasons for wanting to pursue graduate study at Tufts and your vision to become an art teacher. Your statement should be a maximum of 1,200 words, single-spaced. Describe experiences, including inspiring individuals or events that motivated you to take this path.
- 3 Résumé.
- 4 Three letters of recommendation. Collectively the letters should address your capacity to accomplish graduate level studies, your studio art practices and your potential to become an effective PK-12 art teacher. Submit all recommendations using the online system included with the online application.
- 5 Application fee of \$75.

OFFICIAL  
ACADEMIC  
TRANSCRIPTS

Undergraduate and prior graduate level transcripts reflecting recommended grade point of 3.0 or higher. Please have one official copy of each of your college transcripts sent to the Office of Graduate Studies, Tufts University, Ballou Hall, Medford, MA 02155. Transcripts not in English must be accompanied by a certified English translation.

MAIL-IN  
HARD COPY  
MATERIALS

Materials should be mailed to: **Tufts University, Office of Graduate Studies, Ballou Hall, 1st floor, Medford, MA 02155**

PORTFOLIO  
REQUIREMENTS

**Preparing Your Electronic Portfolio (still imagery).** *Please note: 35mm slides are no longer accepted.*

- You may submit a CD or DVD with 10–20 recent examples of your artwork.
- All images must be submitted as individual JPEGs or in a non-timed PowerPoint. Do not send original work.
- All JPEG file names must list your last name, first name, and a two-digit number that corresponds with your Portfolio Inventory List (for example: SmithJohn01.jpg).
- Each image file must be no larger than 2MB and in cross-platform format (both Apple and PC compatible).
- Test your disc before sending and include only files to be reviewed.

**Preparing a Time-Based Portfolio (video, film, animation, performance, and installation work)**

- We accept DVDs that are finalized in QuickTime (preferred), MPEG, or Flash files and in cross-platform format (both Apple and PC compatible).
- Titles of the piece(s) and your name must be included in the introduction of your work on the DVD.
- In the Portfolio Inventory List, include a brief description of the DVD, what part you took in it and when it was created. If a piece is collaborative, briefly explain your contribution.
- Limit time-based presentations to no longer than 10 minutes.

**What to include in your portfolio**

We hope to see your best work, demonstrating your expertise and artistic vision. If you have accomplished work in more than one medium or genre, we encourage you to submit work that displays that variety. Since art teachers are expected to teach a wide range of studio content, it is beneficial to exhibit your competence in more than one studio discipline. In this way, submitting a portfolio for an MAT program is very different from a portfolio for an MFA or BFA program. For example, if you have a strong collection of abstract paintings in your repertoire, it would be worthwhile to also include a few examples of figurative and/or 3-D work. However, if you do not have strong work in a range of media, it is perfectly acceptable to remain more narrowly focused the scope of your portfolio. It is not advisable to include work in another genre or medium that is underdeveloped or mediocre. Submit the most developed work that you believe represents you as an artist.

FINANCIAL AID  
INFORMATION

**MAT applicants who intend to apply for financial aid should follow both procedures described below:**

- To apply for funding provided through Tufts University Graduate Studies Department-based financial awards for partial tuition reductions, complete the Financial Aid Application section of the online application.
- To apply for Federal Direct Stafford Loans, Federal Perkins Loans, or Federal Work Study, complete the Free Application for Federal Student Aid (FAFSA). The form is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The Tufts University institution code number is **002219**. The deadline for filing the FAFSA is May 1. You may find additional financial aid information on state and federal assistance and student loans through the Tufts Student Financial Services, which administers all state and federal aid programs. This office may be reached by phone at: 617-627-2000 or by e-mailing [studentservices@ase.tufts.edu](mailto:studentservices@ase.tufts.edu).

