

The following questions are optional; for statistical purposes only.

U.S. Armed Services veteran? Yes No

Are you Hispanic/Latino? Yes No

Regardless of your answer to the prior question, please select one or more of the following ethnicities that best describe you:

American Indian or Alaskan Native Asian Native Hawaiian or Other Pacific Islander
 Black or African American White

**PARENT OR
GUARDIAN
INFORMATION**

With whom do you make your permanent home? Parent 1 Parent 2 Both Other

Are you a legal dependent of your parent(s) or guardian? Yes No

1. If yes, give name: _____ Mother Father Guardian

Address: _____

City _____ State _____ ZIP code _____ Country _____ Phone _____

Occupation/Employer: _____ Degree/College: _____

2. If yes, give name: _____ Mother Father Guardian

Address: _____

City _____ State _____ ZIP code _____ Country _____ Phone _____

Occupation/Employer: _____ Degree/College: _____

**APPLICATION
TYPE**

I am applying to the following program: Studio Diploma BFA Combined Degree (BFA/BA or BFA/BS)*

I wish to enroll in: Spring 2010 Fall 2010 I am interested in possibly pursuing the BFA + MAT program

I am applying for: First-year admission Transfer admission

*Combined Degree applicants only: I am applying to Tufts University I am currently enrolled at Tufts University

*Combined Degree applicants **must** also submit a Tufts University application to Tufts.*

**HOW DID YOU
LEARN ABOUT
THE SMFA?**

Has a member of your family previously attended SMFA? Yes No

If yes, name of family member: _____ Dates attended: _____

Have you met with an Admissions Representative? Yes No

If yes, name of representative: _____

Date of meeting: _____ Where meeting took place: _____

- Continuing Education program Dates: _____
- High School workshop Dates: _____
- Graduate program Dates: _____
- Pre-College Summer Studio Dates: _____

TESTS

Official test scores should be submitted to SMFA Admissions Office using the School's Educational Testing Service Number: 3794. The SMFA does not require SAT/ACT test scores to apply for admission to the BFA or Studio Diploma programs. International students are required to submit official TOEFL scores. Students applying to the Combined Degree Program must submit SAT/ACT scores to Tufts University as directed in their application process.

INTERNATIONAL STUDENTS ONLY:

Date of TOEFL test taken: _____ or, date TOEFL will be taken: _____

Your TOEFL score: _____

PORTFOLIO

- My portfolio is enclosed, and all materials are clearly marked with my name.
- My portfolio will follow under separate cover.

ESSAY/PERSONAL STATEMENT

Your personal essay helps us become acquainted with you as a person and student, apart from your educational experience. The Admissions Committee is very interested in what you have to say and how you say it. In one to three pages, please answer **one** essay question from the list below. You may also choose to submit a personal statement in lieu of the essay.

- 1 Throughout history, artists have been influenced by the places they have traveled, events they have experienced, and relationships they have cultivated. What individual (artist or otherwise), event, or personal experience has had a profound effect on your art?
- 2 As a student seeking a visual arts education, you have many options. The School of the Museum of Fine Arts, Boston, is a unique institution. What specifically attracted you to the Museum School?
- 3 Artists often have a specific idea—which they are exploring through their work—that may not be obvious to the observer. What would you like us to know about your artwork that we might not be able to see from your portfolio?
- 4 You may also submit a personal statement.

APPLICATION FEE

I am paying my \$65 application fee by:

- MasterCard
- VISA
- Check (payable to SMFA)
- Money order (payable to SMFA)
- Cash

I authorize the charging of \$65 to: _____

 Card number Expiration date 3-Digit security code (Next to signature on back.)

Daytime phone: _____ Billing ZIP: _____

Cardholder name: _____ Cardholder signature: _____

ADDITIONAL INFORMATION

Have you ever been convicted of a misdemeanor, felony or other crime? Yes No

If you answered yes, please attach a separate sheet of paper that explains the circumstances and date(s) of incident(s) in your own words.

CERTIFICATION STATEMENT

I have read over the answers to all the questions on this form and do solemnly affirm the accuracy and completeness of the answers to the best of my knowledge:

Signature: _____ Date: _____

The School of the Museum of Fine Arts, Boston does not discriminate on the basis of race, color, national origin, religion, age, sex, gender, sexual orientation, disability or veteran status.



SMFA/Tufts Undergraduate Degrees and Studio Diploma Program Application for Admission Instructions

INSTRUCTIONS

If you have questions about any aspect of the admissions process, please contact the Museum School Admissions Office at 617-369-3626 or 800-643-6078, or e-mail admissions@smfa.edu.

To request application information for the SMFA/Northeastern University undergraduate and graduate degree programs, please contact the Northeastern Admissions Office at 617-373-2200 or admissions@neu.edu.

APPLICATION MATERIALS

To be considered for admission to one of the following programs, please fill out and submit the Application for Admission, along with the items listed in the application checklist:

- Studio Diploma program
- Bachelor of Fine Arts (BFA) program
- Combined Degree (BFA/BA or BFA/BS) program

(Once enrolled, Studio Diploma students may also apply to enter the SMFA/Tufts Bachelor of Fine Arts program.)

Important: If you are applying to the Combined Degree program, you must submit a separate application to Tufts University. Please call Tufts University Undergraduate Admissions at 617-627-3170 to obtain an application form, apply online at <http://apply.tufts.edu>. Current Tufts students must also submit proof of their enrollment at Tufts (i.e. an official copy of a Tufts transcript).

DEADLINES

All application forms and supporting documents should be postmarked by the dates listed below. Please submit all materials together whenever possible. *Please note: Students applying to the BFA program after the priority deadline are not guaranteed academic courses during their first semester.*

Studio Diploma First-year Applicants

September admission	February 1 priority deadline, rolling decision afterward
January admission	October 1 priority deadline, rolling decision afterward

Studio Diploma Transfer Students

September admission	March 1 priority deadline, rolling decision afterward
January admission	November 15 priority deadline, rolling decision afterward

Bachelor of Fine Arts First-year Applicants

September admission	February 1 priority deadline, rolling decision afterward
January admission	October 1 priority deadline, rolling decision afterward

Bachelor of Fine Arts Transfer Students

September admission	March 1 priority deadline, rolling decision afterward
January admission	November 15 priority deadline, rolling decision afterward

Combined Degree (BFA/BA or BFA/BS) First-year Applicants*

September admission	January 1
January admission	N/A

Combined Degree (BFA/BA or BFA/BS) Transfer Students*

September admission **March 1**

January admission **N/A**

Current Tufts Students

Both semesters **Rolling deadline**

*Deadlines apply to both the Museum School and Tufts, however Tufts does not have rolling admissions deadlines. All application materials must be postmarked by the application deadline for Tufts.

FINANCIAL AID
AWARDS

Students applying for need-based financial aid must complete the SMFA Financial Aid Application and supporting materials (including the FAFSA) by March 15. If completed by March 15, award letters will be mailed in early April. For more information about need-based financial aid, see the SMFA Financial Aid Application or visit www.smfa.edu/financialaid.

MERIT
SCHOLARSHIPS

To be considered for a Merit Scholarship, your admission materials need to be postmarked by your priority admissions deadline. No additional paperwork is required to be considered for a Merit Scholarship. Merit Scholarship recipients will be notified in early April.

CHECKLIST OF
APPLICATION
MATERIALS

- 1 Completed Application for Admission form
- 2 \$65 application fee
- 3 One essay (or a personal statement)
- 4 Two official letters of recommendation (no photocopies accepted)
- 5 Official high school transcript or a General Equivalency Diploma (GED), unless applicant has a four-year college degree
- 6 Portfolio of 15-20 pieces
- 7 Portfolio Inventory: Complete list of each piece: title, date, dimension, materials/medium
- 8 List of extracurricular activities (optional)

Additional application materials for Bachelor of Fine Arts applicants:

- 1 Official results of any SATs and ACTs (optional)
- 2 Official results of any APs and SAT IIs (optional)

Additional application materials for International applicants:

- 1 Official record of the most recent Test of English as a Foreign Language (TOEFL)
- 2 Official transcripts and certified translated versions
- 3 Evidence of financial ability (bank statement)

Additional applications material for Transfer applicants:

- 1 Official transcripts from all colleges attended

- 1 Application Fee: The application fee is \$65, which you may pay by cash, check, or credit card (Mastercard or VISA). If paying by check, please make the check payable to SMFA. If you are applying from outside the United States and paying by check, checks must be drawn from a U.S. bank; as an alternative, you may send an international money order.
- 2 Required Essays: The Admissions Committee is very interested in what you have to say and how you say it. Your essay should be one to three pages in length. See application form for essay questions.
- 3 Transcripts: If you are still in high school, please submit an official interim transcript. The interim transcript provides an academic record through December of your senior year. Transcripts must be original and arrive in a sealed envelope. *Please note: No photocopies accepted.*

If you have graduated from high school (but not from college), you need to submit an official final transcript or official GED transcript. Standardized testing scores are optional.

- 4 Portfolios: *Please note that we will not review portfolios for admissions decisions until we have received all other application materials.*

We recommend that you show your original artwork to an Admissions Representative prior to applying to the School—during your interview with the School, at a Portfolio Day or on a day that we visit your school. This review will help you prepare a stronger portfolio that you must later submit with your application.

General Guidelines

- Submit 15–20 originally executed pieces.
- Work may be in any medium or combination of media.
- Submit a portfolio inventory including the title, medium, dimensions and date completed of each piece.

Preparing Your Electronic Portfolio (still imagery)

- You may submit a CD or DVD showing 15–20 recent examples of your artwork.
- You may submit a website address (URL) with content clearly labeled as your SMFA portfolio.
- All images must be submitted as individual JPEGs or in a non-timed PowerPoint. Do not send original work.
- All JPEGs file names must list your last name, first name, and then 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 Macintosh and PC compatible).
- Test your disc before sending and include only those files that you wish 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.
- Include a brief description of the DVD, what part you took in it, and when it was created in your portfolio inventory list.
- If a piece is a collaborative work, briefly explain your contribution in your portfolio inventory list.
- Limit time-based presentations to no longer than 10 minutes.

Sending Your Portfolio to the Museum School: You may mail your portfolio or drop it off in person with your application. Do not submit portfolio images via e-mail. Please remember to include a portfolio inventory list. Portfolios will not be returned. **Undergraduate Admissions Committee, School of the Museum of Fine Arts, Boston, 230 The Fenway, Boston, MA 02115**

ADDITIONAL
MATERIALS FOR
INTERNATIONAL
STUDENTS

5 SATs, ACTs, APs, SAT IIs: *The submission of SATs, ACTs, APs and SAT IIs is optional.* If you choose to include your scores with your application, please have the results of your tests sent directly to the Museum School Admissions Office, using the SMFA's Educational Testing Service Number: 3794 for SAT and 1895 for ACT. SMFA does not award credit for International Baccalaureate (IB) or Advanced Placement (AP) classes. Students receiving a score of four in English Language and Composition or Literature and Composition on the AP test may be exempted from English I and take an upper-level literature class instead. Students receiving a score of five may be exempted from both levels of English Composition and may take upper-level literature courses for both. Students receiving a score of five or six in English on the IB may be exempted from English I. Students receiving a score of seven on the IB may be exempted from both levels of English Composition. Upper-level literature courses must be substituted, as noted above with regard to AP scores.

6 Recommendations: Two official recommendations are required for admission—from a guidance counselor, an art teacher, an academic teacher or anyone who can attest to your academic, artistic and personal integrity. Degree students should have at least one academic recommendation. *Recommendations must be received in a sealed and signed envelope that has not previously been opened.*

Applicants whose first language is not English must forward the official results of the Test of English as a Foreign Language (TOEFL). A minimum score of 550 (paper-based) or 79 internet-based test) is required for admission.

It is important that foreign applicants register for the earliest possible TOEFL test date. For information and a test application form, please visit www.ets.org/toefl or contact TOEFL, Box 899, Princeton, NJ 08541, USA.

Please have the results of your test sent directly to the Museum School Admissions Office, using the SMFA's Educational Testing Service Number: 3794.

Transcripts: International applicants must submit official transcripts as well as translated versions to the Museum School. Please submit both versions at the same time to expedite the application process.

Evidence of Financial Ability: Applicants who are non-U.S. citizens are required to submit official documentary evidence of sufficient financial resources to satisfy all educational and living expenses for a one-year period of study (\$53,000.00 for 2009/2010). This should be in the form of an official bank document or statement in U.S. dollars. If the bank account listed is not in the student's name, the sponsor must submit a letter of support in addition to the bank statement.

The United States Immigration and Naturalization Service requires that this documentary evidence of sufficient financial resources be submitted to the School before we can issue a Form I-20 (Certificate of Eligibility for Non-Immigrant F-1 Student Status).

Visa Application Information: For admission to the United States you must possess an unexpired visa and a passport valid for six months beyond your intended stay in the United States. You can apply for a student visa (F-1) at the nearest United States Embassy or Consulate. At the time of your visa application, you must present your Form I-20 from the School (see Evidence of Financial Ability above) to the embassy or consular officer. This form will be issued only after you have paid your \$300 deposit and have submitted your statement of financial ability along with a completed International Student Information Sheet and Transfer Verification Form (if you currently have a valid Form I-20). The last two forms will be sent to you at the time of your acceptance to the School.

ADDITIONAL
MATERIALS
FOR TRANSFER
STUDENTS

Transfer students must submit all official college transcripts. Those who have not completed an undergraduate degree program must also submit an official, final high school transcript. *No photocopies accepted.*

Transferring Studio Credits: Studio credits from accredited full-time, continuing education and summer programs are awarded on a class-by-class basis. You may transfer a maximum of 42 studio credits upon acceptance to the School.

- Studio transfer credit is evaluated after a student is accepted.
- A grade of C-minus or better must have been earned in order for a course to be eligible for transfer.
- Credit is finalized once an official final transcript is received by the Admissions Office.

Transferring Academic Credit: BFA students may transfer up to seven academic courses. The following are additional specifications regarding academic transfer:

- A grade of C-minus or better must have been earned in order for a course to be eligible for transfer.
- Courses must have been completed at accredited, undergraduate degree-granting institutions.
- Courses completed at two-year junior colleges may only be eligible for transfer if completed before matriculation. After matriculation, all courses must be completed at four-year institutions.
- Courses must fulfill the requirements of the Tufts BFA degree program, and must be the equivalent of a course offered at Tufts.
- Transfer coursework must include a total of 42 or more contact hours of instruction in order to transfer as one Tufts course.
- Transferred courses are entered onto the Tufts transcript without a grade and are not computed into the student's cumulative grade-point average.
- Students should be prepared to provide course descriptions and catalogs from previous institutions, in addition to final transcripts, in order to expedite the transfer process. In some cases, additional materials such as course syllabi or accreditation information may be required.
- Coursework included in a previous bachelor's degree that has been conferred may not be transferred.
- Academic transfer credit is evaluated and awarded after an applicant has been accepted.
- The initial evaluation is preliminary. Credit is finalized after the applicant meets with their Academic Advisor.