



## Portfolio Guidelines

### CCAD Undergraduate Programmes

1. BA (Honours) in Fine Art CR 220
2. BA (Honours) in Contemporary Applied Art (Ceramics, Glass, Textiles) CR 210
3. BA (Honours) in Visual Communications CR 600

The portfolio is your opportunity to show what interests and excites you visually; it should show your ability and potential to engage in a challenging and creative contemporary art and design practice. If you have an inquisitive mind and want to explore your creativity, then the CCAD Degree Programmes are for you.

### There is no 'standard' portfolio but these are indications of what will be looked for:

- Make it exciting so your portfolio reflects your interest and enthusiasm for the chosen course as a prospective art and design student.
- Evidence of drawing and painting are essential and should be demonstrated through both observational and imaginative work. However, at least half of the work you include should be from direct observation.
- Don't leave out large scale or 3D work; however it is sufficient to present this by photographing the objects from a variety of viewpoints and including some indication of scale if possible.
- Sketchbooks and personal visual diaries are vital since they give an idea of how you inform yourself, how you generate ideas and your approach to researching and developing them.
- It is important to organise and present your portfolio clearly but there is no need to spend a lot of money mounting work - spend time putting your folder in order, be selective, judge what best displays your interests, abilities and skills, then arrange it in a clear and coherent manner- don't put everything in. Remember we are looking for quality not quantity.
- Please do not include work on disc (unless it is motion graphics or video work specific to course CR 600).

**Note:** Portfolios for the BA in Visual Communications CR 600 should contain examples of any 'graphic design' projects you may have undertaken such as logos, event posters, CD covers or graphics for packaging.

Finally and most importantly, enjoy the process of creating your portfolio - it will be evident in the work. Be inventive, we enjoy seeing work that is individual and imaginative.

## Portfolio Admission Procedures

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  2. BA (Honours) in Contemporary Applied Art (Ceramics, Glass, Textiles) CR 210
  3. BA (Honours) in Visual Communications CR 600
- This involves aggregating the points scored for the Leaving Certificate or FETAC (now Quality and Qualifications Ireland (QQI)) points alongside marks awarded for a Portfolio Assessment.
  - Points are awarded out of 600 using the normal CAO points system applied to six subjects. A further 600 points are available for the Portfolio, making a total of 1200 maximum.
  - A minimum of 240 (40%) points must be obtained for portfolio to be considered eligible for the course. Example: Portfolio score (450) + CAO Leaving Cert/ FETAC (now QQI) Points (300) = 750 points
  - Applicants should apply in the normal way through the CAO by 1st February, after which they will receive an invitation to submit their portfolio for consideration. This will take place before the 17th March.
  - The marks allocated to the portfolio will be communicated to the CAO and to the applicant before the end of May by post. When the Leaving Certificate results become available, the CAO will make offers in the usual manner.

- In order to be considered for a place on the courses CR 210, CR 220 and CR 600, applicants must satisfy the minimum academic requirements (please see each course for details). All assessments will be carried out by portfolio review and applicants will be required to present their portfolio in person for both the Fine Art and Contemporary Applied Art (Ceramics, Glass, Textiles) Programmes. It is not a requirement to be present for assessment of the Visual Communications Programme.

## Portfolio Presentation

We view hundreds of portfolios each year and to ensure the process works, we ask you to thoroughly read through the procedures outlined below.

### Locations

Presentations for CR 210 and CR 220 will be made to the Department of Fine Art & Applied Art, which is based at the CIT Crawford College of Art and Design at Sharman Crawford Street campus in Cork City.

Please note that the application procedure and review of presentations for CR 600 will be held in the Department of Media Communications, which is based at CIT Bishopstown campus on the ground floor - C corridor of the main building.

- All work should be contained within a secure art portfolio that is clearly labelled with your name, address, contact telephone number, and your correct CAO number.
- Each individual artwork must be clearly labelled on the reverse, if desired, with your correct CAO number.
- Applicants of CR 220 BA (Honours) in Fine Art, and CR 210 BA (Honours) in Contemporary Applied Art (Ceramics, Glass, Textiles) are required to present their portfolios in person to the College. After the portfolio has been viewed, you have the opportunity to meet a small panel of staff informally, and to view the college and the facilities.
- Applicants of the CR 600 BA (Honours) in Visual Communications are responsible for delivery and collection of their portfolios. The department secretary will issue the applicant with a collection receipt and on return the receipt is handed in and the portfolio returned. Portfolios not collected within a reasonable time period are not the responsibility of the department.
- Portfolios may be posted or shipped to the Department of Media Communications, CIT. However, the Department cannot be responsible for wrapping and return shipping.

**Note: If you apply to both CR 600 and CR 210 or CR 220, we will facilitate applicants in holding the portfolio reviews at the Sharman Crawford Street Campus so as to avoid having to attend at two locations.**

If you have any queries please contact [ccad.enquiries@cit.ie](mailto:ccad.enquiries@cit.ie)

