Spring 2009 Graphic Design Portfolio Review
Application Instructions and Logistics

Application Procedure
- Fill out the attached application form.
- An unofficial transcript must accompany your application. An unofficial transcript may be obtained from 130 Coffey Hall at no charge or may be downloaded from www.onestop.umn.edu.
- The application and transcript must be submitted to the front desk in 12 McNeal Hall when you arrange a "time slot" to present your portfolio.
- The deadline for submitting your application is Friday, January 30, 2009, at 2:00 p.m.

Logistics
- Set up for portfolio review will be the date of your review session in room 233 McNeal Hall. Presentation times will run from 9:00 a.m.-11:00 a.m. and 12:00 Noon - 2:00 p.m. A 2:30 - 4:15 p.m. time will be added as necessary.
- You will be pinning up your work on two 4’ x 8’ particle board panels.
- If you sign up for the morning review, you will be expected to hang up your work between 8:00 and 9:00 a.m. You must take down your work and take it with you promptly at 11:00 a.m.
- If you sign up for the afternoon review, you will be expected to hang up your work between 11:00 a.m. and 12:00 noon. You should take down your work and take it with you promptly at 2:00 p.m.
- If you sign up for the late afternoon review, you will be expected to hang up your work between 2:00 and 2:30 p.m. You must take down your work and take it with you promptly at 4:30 p.m.
- NOTE: The Department of Design, Housing, and Apparel is not responsible for work left behind by students.

Notification
The Review Committee will send out notification letters by Friday, February 20, 2009. An electronic version of your notification letter will be sent to you by your professional adviser.

If you pass portfolio review:
You are accepted into the major, so your status will change from pre-major to full-major. You will also be assigned a second advisor, a member of the graphic design faculty. During the academic year, faculty advisors will be available to discuss graphic design research, career, and internship issues.

If you do not pass portfolio review:
You may resubmit a portfolio once at a subsequent review. If you do not pass at the subsequent review, it will be necessary for you to change your major. The College of Design offers advising assistance in this area.

Adviser Assignment
Zahra Khorasani will continue to be your professional academic adviser. You should meet with her regularly to plan registration and to address any other issues related to your academic progress.

Please contact Zahra Khorasani if you have questions at 612-624-5092 or khor0006@umn.edu.
Application to Participate in Portfolio Review
Graphic Design – Spring 2009

Submit this application with a current unofficial transcript to the front desk in 12 McNeal Hall to sign up for a time slot. The Spring 2009 deadline is Friday, January 30 at 2 p.m.

You must be a Pre-Graphic Design student to participate in portfolio review.

Name: ________________________________  Student ID: ____________

Address (where your portfolio review result letter is to be sent): ________________________________

City, State, Zip: ________________________________

Telephone: ________________________________  U of M E-mail: ________________________________

Cumulative U of M GPA: ____________
Total number of credits, including credits in progress: ____________

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<th>Required Courses</th>
<th>Term and Year Taken</th>
<th>Grade Received</th>
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