Students wishing to major in the Graphic Design Program at Oklahoma State University must submit to the Department of Art, Graphic Design, and Art History for review, a portfolio of work from Visual Thinking: Image and Surface, Visual Thinking: Form and Space, Typography 1, and Graphic Design 1 courses. A panel comprised of graphic design faculty will review this work and determine which students are qualified to continue with upper-division courses in Graphic Design.

Submission of Work:
The following requirements must be met to qualify for review:

1. Complete and submit the attached application form and list your overall GPA. Students must have an overall GPA of 2.75 or above to be eligible to apply.

2. Prepare ALL the projects that you have completed up to the Sophomore Review from the courses: Visual Thinking: Image and Surface, Visual Thinking: Form and Space, Typography 1, and Graphic Design 1. Do not include projects from other courses*.

*Transfer students must meet with Ulli Schoenknecht (ulli.schoen@okstate.edu), Advisor of Department of Art, Graphic Design, and Art History before applying. All transfer students must also set up a time to meet with at least four Graphic Design faculty to look over their portfolio before applying.

3. On Friday, April 17th, bring your work to the Bartlett Center 304 and/or 305 for review. Each student will be assigned a table that is 72inch X 30inch which will allow you to display all of your projects flat on the table.
   - It is acceptable if any project is mounted on form-core, matte board, etc. as it originally assigned, however, please do not secure or tape any work directly to the table.
   - Any large/oversized project may be shown as professional photo documentation.
   - Remember that presentation is important. Make sure your table layout looks clean, clear and professional. Your projects can be neatly organized and or stacked (if needed).
   - You will also include organized, well-designed process books (one for each of the sophomore courses).
   - Students will be divided into two groups. See the schedule below. The group information will be posted outside of BC304 and BC305 on Tuesday, April 14th.
     This information will also be sent to you via email.
   - Q&A will be conducted in a GDC session in Spring 2020. You are strongly encouraged to attend.
Schedule:

Friday, April 10, 2020, 5 pm
Application forms are due, submitted to:
Proficiency Review
Department of Art, Graphic Design, and Art History
108 Bartlett Center
Oklahoma State University
Stillwater, OK 74078-4085

Friday, April 17, 2020
9:00am – 10:00am: Group 1 display set-up time
10:00am – 12:00pm: Review of Group 1 work. Students will not have access to review areas at this time.
12:00pm – 12:30pm: Group 1 takes down displays

12:30pm – 1:30pm: Group 2 display set-up time
1:30pm – 3:30pm: Review of Group 2 work. Students will not have access to review areas at this time.
3:30pm – 4:00pm: Group 2 takes down displays

Notification of Review Results:
Students will be notified of results by mail or email as soon as possible following the review.
Department of Art, Graphic Design, and Art History

Oklahoma State University
Graphic Design Proficiency Review: SPRING 2020

Evaluation Criteria
All applicant’s projects will be reviewed based on the criteria below. Students are earning 20 points or above will be eligible to enroll in 3000 level Graphic Design courses.

1. Creativity and innovation (total points 5).

2. Design Principles (total points 5).
   - Hierarchy
   - Balance
   - Emphasis
   - Movement
   - Rhythm
   - Proportion
   - Unity / Contrast
   - Alignment
   - Contrast
   - Proximity

3. Evidence of Technical Skills (total points 5).
   - Software
   - Command of material and medium

4. Professionalism (total points 5).
   - Participation
   - Demonstrate commitment and effort appropriate time spent / focus

5. Strength of Communication (total points 5).
   - Verbal
   - Visual

6. Craft & Presentation (total points 5).

Total Points: 30
Major GPA (Grade Point Average) is calculated by using grades from courses with the ART prefix.

For the graphic design proficiency review application, you will have to calculate the GPA for your art and design (major) courses.

Here is how to do it:

1. **Grade Points:** Calculate points you have earned from each class

   A is worth 4 points  
   B is worth 3 points  
   C is worth 2 points  
   D is worth 1 point  
   F is worth 0 points

2. **Multiply:** Points x Class Hours
   The number of hours the course had (usually 3) with the number of points received (from step 1).

   Example:
   1. one 3-hour course with a grade of A is calculated by multiplying:
      1 course X 3 hours X 4 points = 12
      1 course X 3 hours = 3 hours
   2. Two 3 hour courses with grades of B are calculated by multiplying:
      2 courses X 3 hours X 3 points = 18
      2 courses X 3 hours = 6 hours
   3. Four 3 hour courses with grades of C are calculated by multiplying:
      4 courses X 3 hours X 2 points = 24
      4 courses X 3 hours = 12 hours

3. **Grade Point Average:** Sum of Points ÷ Total Hours
   Divide the sum of points (from step 2) by the total number of hours taken.

   Example: 54 points divided by 21 hours = 2.57 (GPA = 2.17)
Department of Art, Graphic Design, and Art History

Oklahoma State University
Graphic Design Proficiency Review: SPRING 2020

To participate in the Graphic Design Proficiency Review, supply the following information and submit to the Department of Art, Graphic Design and Art History by Friday, April 10, 2020, at 5:00 pm.

**Please type or print clearly.** Have office personnel check to make sure form is complete and clear:

- Name
- OSU Email
- Permanent Mailing Address
- City / State / Zip
- Overall GPA  Major GPA
- Cell phone

Submit to:

Proficiency Review
Department of Art, Graphic Design, and Art History
108 Bartlett Center
Oklahoma State University
Stillwater, OK 74078