2008 Supplementary Form
BH052 Fine Art – Honours

How to apply for this program

1. Complete a Direct Application Form (available from www.rmit.edu.au/programs/applications/postgrad and submit to Office of Prospective Students
2. Read the folio requirements of this form. Please note that only applications that contain a folio of work will be considered.
3. Complete and submit this supplementary form together with a folio of work*, and written statement to the School of Art, Honours Application, GPO Box 2476V, Melbourne
4. Read the privacy statement and sign the declaration.
5. If you would like your folio returned you must include a stamped self addressed envelope/package.

1. Personal Details

Title

Family Name

Given Name

Postal Address

City         Postcode

Country of Residence

Mobile/Contact number

Email address

2. Folio/Application Details

Please tick the box below indicating the studio area to which you are applying to study in

<table>
<thead>
<tr>
<th>Ceramics</th>
<th>Gold &amp; Silversmithing</th>
<th>Printmaking</th>
<th>Drawing</th>
<th>Media Arts</th>
<th>Printmaking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine Art Photo</td>
<td>Painting</td>
<td>Sound</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*If you would like your folio returned you must include a stamped self addressed envelope/package.
What are the contents of the folio included in this application?

<table>
<thead>
<tr>
<th>Slides</th>
<th>DVD</th>
<th>CD Rom</th>
<th>Photographs</th>
<th>VHS Tape</th>
<th>Other</th>
<th>CD</th>
<th>Website/URL</th>
</tr>
</thead>
</table>

3. Written Statement

Description of current work and the issues you propose to address in the program (200 words max)

4. Folio Requirements

* Applicants who are completing the B.A Fine Art at RMIT in 2007 do not need to submit a folio of work unless applying to a different studio area that they are currently enrolled in.

Each studio area has different requirements for what needs to be included, please ensure that the work you include reflects the studio area indicated in Section 2, the folio provided should reflect your current artistic concerns and achievements.

Use permanent marker to label your slides/CD'S etc – DO NOT USE STICKY LABELS

**CERAMICS, DRAWING, FINE ART PHOTOGRAPHY, GOLD & SILVERSMITHING, PRINTMAKING, PAINTING, OR SCULPTURE:**

- you are required to supply 10 – 20 x 35mm slides [see Requirements for Slides below] or 10 – 20 colour photographs [no larger than A4] or a CD containing 10 – 20 images [see Requirements for Electronic Media below].
- Do not submit your images in a folder or photo album

**SOUND:**

- you are required to supply a compiled selection of your work(s) on either VHS tape, CD or DVD, no more than ten (10) minutes. CD's must contain audio files capable of being played directly through domestic CD players. Do not include multiple media - compile your work onto one media type only.

**MEDIA ARTS:**

- If you are applying for Media Arts you are required to supply a compiled selection of your work on either VHS tape, DVD, CD-ROM or website URL totaling no more than ten (10) minutes. Scripts and storyboards are not to be supplied; however these may be optionally presented at the interview.

**REQUIREMENTS FOR SLIDES: Please note the following if you are submitting slides.**

- Slides must be submitted in clear, plastic presentation sheets. Do not submit slides in boxes, loose in an envelope or in a photo album or book
- All slides must be labeled (with permanent marker) with your name and the title of the work (if applicable).
- Slides should be numbered and ordered if this is important. Place an arrow on the front right hand side of the slide, pointing upwards, to indicate the correct way to view the work.
- Presentation sheets are available from most camera or photography stores.

**REQUIREMENTS FOR ELECTRONIC MEDIA:**

Do not send .exe files, Windows Media Player or Real Player files.

- We recommend that all digital media is MAC formatted [OSX or classic] as we cannot guarantee that we will be able to access PC or Linux formatted files. All images must be no larger than 5M each and should be formatted as TIFF or JPEG files.
- Flash animation, Director movies and Quicktime movies are all accepted. Ensure that the files are built or exported and open independently of the creator program.

**COLLABORATIONS:**

- If your work is collaboration, please detail precisely your role, and the role of the collaborator(s). If you are in a band, provide precise credits for the band and the band recording.
- If your work was produced as part of a CAT / SAT note this on your work and detail what role you performed (i.e. did you devise the concept, write it, direct it, edit it etc). Note also whether the work submitted is a solo work or a group project.
5. Privacy Statement

The Royal Melbourne Institute of Technology (RMIT University) is providing you with this notice because the University has sought personal information about you. The University needs this information so that it can fully and properly assess your application in accordance with its policies and procedures. The information you supply on this form and in any documentation supplementary to your application will be provided to the program selection authorities.

RMIT University’s policies require that the information requested in this application form be supplied. Please note that failure to do so, or to supply only part of it, may result in your application being unable to be considered. In addition, any offer of a place may be revoked and enrolment cancelled if information supplied is incomplete, misleading, or false.

You have the right to request access to and/or correct any personal information concerning you held by the University. Routine corrections, changes and enquiries etc. regarding your application should be submitted in writing and sent to The Admissions Office, RMIT University, GPO Box 2476V, Melbourne VIC 3001. Any other requests for access may require a formal application under the Freedom of Information Act 1982. Such requests should be directed to the Head, Admissions at the above address. This information is being collected and will be held by the Admissions Office and/or Portfolio selection staff.

6. Applicant Declaration

I declare that to the best of my knowledge, the information supplied in this information form and any supporting documentation or materials is correct and complete. I declare that the work and written responses contained in and/or attached to this document are my original work and no part has been copied from any other person’s work or from any other source. I acknowledge that the provision of incorrect information or documentation or the withholding of information or documentation relating to my application may result in the cancellation of any offer or enrolment by RMIT University. I confirm that I have read and understood the application and accept the conditions of the application. I further understand that submission of an application to RMIT University does not guarantee the offer of a place. I authorise RMIT University to obtain, where necessary, further information regarding this application from other relevant bodies including the Victorian Tertiary Admissions Centre (VTAC). This application is not valid unless signed and dated.

Signed: ………………………………………………………………………………………….. Date:  ……………………………………………………

If you are completing and submitting this form on behalf of the applicant, please write your name and attach a copy of a proxy document confirming that the applicant has given you authority to act on their behalf.

Proxy name: ………………………………………………………………………………………….. ……………………………………………………

Please note that no responsibility will be accepted for forms and/or supplementary documentation submitted to other offices or for postal delays. Please note that this application and any supplementary documentation will become the property of RMIT University and may not be returned.

Checklist

| Submitted Direct Application Form |
| Completed Supplementary Form |
| Included Folio of Work (If req) |
| Signed Applicant statement |
| Written Statement (200 words) |
| Stamp self address envelope (if req) |