STUDIO TRANSFER CREDIT GUIDELINES

THIS PERTAINS TO ACCEPTED STUDENTS WHO HAVE COMPLETED STUDIO ART CLASSES IN AN ACCREDITED COLLEGE PROGRAM AND WHO ARE PETITIONING FOR STUDIO TRANSFER CREDIT.

A Transfer Portfolio must be submitted for each studio art course you wish to be considered for transfer. Because it serves a more specific purpose, a Transfer Portfolio will likely be different from the Admissions Portfolio and will be submitted after you've been accepted to the program. You may include images previously submitted in your Admissions Portfolio. All course transfer eligibility is dependent upon a minimum final grade of a "C" or better, pass/ fail courses will not be considered.

TRANSFER PORTFOLIO GUIDELINES

- Each studio class should have its own file folder clearly labeled with the course title as it appears on your transcripts.

- Include at least 6-10 images from each studio class. You may submit more if you feel it is necessary.

- Include an inventory list that identifies each work by number, title, media and completion date for each studio class. You may also include any information that you feel is pertinent for the reviewer to know.

- Include images from coursework; Such as 2D and 3D Design Classes, that demonstrate your technical, creative and organizational skills.

- Include images that are related to your area of concentration/major for advanced studies.

- 3D digital projects should adhere to the 3D Portfolio Requirements referred to in the Game Art Portfolio Guidelines.

- Any Studio Course not included in the Transfer Portfolio will not be considered for transfer.

- Portfolios cannot be evaluated until after the applicant has been accepted to the program.

- Your portfolio will be evaluated by either a college studio dean, department chair or designated department faculty. The evaluator will give the results to the registrar.

- When you register for LCAD classes, the results of the evaluation will be in your advising folder so that your academic advisor can register you for the appropriate courses.

FORMATTING YOUR TRANSFER PORTFOLIO

- Digital portfolio images should be saved as .jpg files that are no larger than 1MB each (videos are exempt from size limit).

- Each image should be labeled as follows
(01_ Applicant's Last Name), (02_ Applicant's Last Name), etc.

- All of these folders should be included in a master file folder titled
(Applicant's Last Name_First Name Transfer Portfolio)

SUBMITTING YOUR TRANSFER PORTFOLIO

Your Transfer Portfolio should be emailed directly to our transfer specialist at transfer@lcad.edu
If you have any questions, please feel free to contact our Transfer Specialist at: 949-376-6000 ext. 298