

application instructions

Welcome and thank you for your interest in the Pennsylvania Academy of the Fine Arts (PAFA). We look forward to receiving your completed application for admission. These instruction pages are meant to give you all the information you need to apply to our programs. If at any time you have questions or concerns, please feel free to contact the Office of Admissions.

our programs

This section provides a quick outline of our programs of study. Please see our web site for more detailed information. Questions about which program is best for you? The Office of Admissions will be happy to assist you.

- **Four-Year Certificate** Steeped in history and tradition, the Certificate is the original program at PAFA dating to the 19th Century. The Certificate is a four-year, 120-credit program that is exclusively devoted to studio art and art history.
- **The Academy Bachelors of Fine Art (BFA)** The Academy BFA is the first all-Academy undergraduate degree program. This 126-credit program includes 84 credits in studio art, plus 42 liberal arts credits in Art History & Criticism, Language & Literature, History, Culture & the Social Sciences, and Science & Quantitative Studies. All classes are taken at, and the degree is awarded by, PAFA.
- **Four-Year Certificate/Coordinated BFA with University of Pennsylvania** Certificate students can pursue a Bachelors of Fine Arts (BFA) degree through our Coordinated BFA program with the University of Pennsylvania (Penn). Combining studio work at PAFA with rigorous academic studies at Penn, students design a flexible self-paced schedule toward completing a Penn BFA. Students apply for the Coordinated BFA at Penn upon completion of 30 credits at PAFA. The Coordinated BFA program requires a solid academic background from both high school and PAFA classes. The BFA is awarded by the University of Pennsylvania.
- **Fifth-Year Option** The Fifth-Year Option enables Academy BFA students to register for a fifth year to complete the additional 33 credits beyond the BFA that are required for the Certificate. Applicants wishing to pursue the Fifth-Year Option apply for the Academy BFA and, after the completion of one year at PAFA, file a Letter of Intent with the Office of Student Affairs. Fifth-Year students have an additional year of personal studio space and the *Annual Student Exhibition*.
- **Post Baccalaureate Certificate in Graduate Studies** Known simply as the Post Bac, the Post Baccalaureate program is a 30-credit, non-degree graduate program that prepares developing artists to move to the next level in their craft. Some Post Bac students are looking to enhance their artistic skills, while others are looking to complete an additional 30 credits to apply to an MFA program. Post Bac students enjoy individualized attention from skilled faculty members.
- **Master of Fine Arts** The MFA program is the terminal degree in the world of the visual fine arts. PAFA's two-year, full time MFA program encourages students to achieve independent aesthetic and conceptual development in a studio-based environment. Drawing and seminar classes provide for intellectual exploration, inspiration, and creative dialogue.

minimum program requirements

- The Four-Year Certificate, Academy BFA, and Coordinated BFA with Penn require a minimum of a state-approved high school diploma or GED for consideration.
- The Post Baccalaureate and the MFA require a minimum of a bachelors degree for consideration.

the application process

Our application is SELF-MANAGED. We ask that you gather all of the following credentials together and mail them in one envelope. Transcripts and letters of recommendation should be sent to YOU (be sure they remain sealed!) and forwarded to us with the rest of your materials. **Please submit:**

- Completed and signed application
- \$50 Application Fee
- Personal Statement (1-2 pages typed, double-spaced)
- Portfolio (see "Portfolio Instructions" on page 2)
- Image Inventory of your portfolio
- Two letters of recommendation (from those who know you and your work best)
- Final, Official Transcripts from all schools attended
- Resume (optional, but helpful, especially for non-traditional and graduate applicants)
- Official TOEFL or IELTS scores (for non-native speakers of English only)
- Online Financial Aid application (www.fafsa.ed.gov) by the posted deadline (see "Deadlines" on page 2)

international applicants

PAFA welcomes applications from international candidates. We ask that international applicants apply early to allow for the complexities of international post. International applicants follow the same admissions procedures outlined above (page 1) but also need to submit official scores of the TOEFL examination or IELTS if they are a non-native English speaker. If accepted, international applicants will be sent the necessary paperwork to complete to receive their I-20 to apply for a U.S. student visa. The Academy issues F1 student visas only. Our TOEFL test code is 8499. IELTS takers need to supply their Test Report Form (TRF) number on line 14 of their application for admission.

transfer candidates

PAFA welcomes transfer students in both the Four-Year Certificate as well as the Academy BFA. For all transfer applicants seeking studio credit, the portfolio must include work done in the studio classes for which you are seeking transfer credit. Art studio credit is only granted upon review of the Office of Admissions (for academic equivalency) and the Admissions Review Committee (for studio equivalency).

The transfer of any studio credits, regardless of grade earned, is contingent upon the artistic skills demonstrated by the portfolio.

- **The Academy Bachelors of Fine Art (BFA)** Your completed application (including all transcripts) will be reviewed for both studio art and liberal art transfer credit. Liberal arts classes must be equivalent to a class offered by PAFA, must have been taken within the last ten years, must have been successfully completed with a grade of "C" or better, and not applied to another degree.
- **Four-Year Certificate** Your completed application (including all transcripts) will be reviewed for studio and art history transfer credits only. All classes must be equivalent to a class offered by PAFA, must have been taken within the last ten years, must have been successfully completed with a grade of "C" or better, and not applied to another degree.
- **For Community College Transfers** PAFA is constantly working to create new transfer agreements with community colleges. These agreements help to assist students in receiving as many transfer credits as possible, based on the curriculum of each school. Check with your transfer office or PAFA's Office of Admissions to see if your college has such an agreement. If not, you can help us in starting the process for your college.

the deadlines

Please note that our deadlines are in-house (not post-mark) and if the deadline falls on a weekend or holiday, we will accept applications until 5:00 p.m. the next business day. Of course, *we cannot encourage you enough to apply early.*

- **Certificate/BFA Early Decision** **December 1**
This status is for Certificate/BFA applicants only. PAFA's Early Decision status is non-binding, and simply permits those applicants who consider the Academy as their first choice to apply early and receive an early decision from the Admissions Review Committee. Early Decision applicants have priority consideration for merit scholarship support and any available housing slots. Please note that accepted Early Decision candidates will be asked to submit a non-refundable deposit in mid January — before the posted financial aid deadline. Candidates for this status are encouraged, if financial support is a concern, to apply for financial aid immediately after January 1st.
- **Certificate/BFA Regular Decision** **Fall: March 1** **Spring: November 1**
These deadlines for the Certificate/BFA are scholarship deadlines. All completed applications that arrive by these deadlines will be reviewed for admission and merit scholarship. After the deadline, applications are accepted on a rolling basis.
- **MFA** **February 1**
- **Post Baccalaureate** **April 1**

financial aid deadline

For all programs (www.fafsa.ed.gov) **March 1**

home schooled

The Academy welcomes applications from home-schooled students. Laws regulating home schooling vary from state to state. In general, we require either a state-approved diploma or the GED from home-schooled applicants. Please feel free to contact the Office of Admissions with any specific questions you may have about this process.

portfolio instructions

The portfolio is a major part of each application. We cannot stress enough the importance of a portfolio that reflects an honest, concise, and professional representation of your recent work. All portfolios must be in JPEG format on a CD (DVDs or slides are not permitted) with a resolution of 72 dpi, a maximum dimension of 1240 pixels, and saved to one folder. Do not use PowerPoint, PDF, or other presentation formats. Certificate and BFA applicants are expected to submit 12-15 images, while 20 images are expected for Post Bac and MFA applicants. You are encouraged to visit our web site to download our Certificate/BFA or Graduate Portfolio guides under "Admissions Checklist".



application for admission

Thank you for your interest in the Pennsylvania Academy of the Fine Arts (PAFA), America's first School of Fine Arts. Please read the enclosed instructions carefully. Please write clearly and succinctly. Your email will be a major way for us to keep in contact with you. Be sure and check it regularly throughout the application process. Our application is SELF MANAGED. Check our instructions to find out what that entails. Our goal is to assist you in successfully completing the application process.

<p>program of interest (Check one box only for A–E)</p> <p>A. <input type="checkbox"/> Four-Year Certificate</p> <p>B. <input type="checkbox"/> Coordinated BFA with the University of Pennsylvania</p> <p>C. <input type="checkbox"/> Academy BFA</p> <p>D. <input type="checkbox"/> Post Baccalaureate Certificate in Graduate Studies</p> <p>E. <input type="checkbox"/> Master of Fine Arts</p>	<p>are you applying for? (Check one box only for F–G)</p> <p>F. <input type="checkbox"/> Regular Decision (for all programs; see instructions for deadlines)</p> <p>G. <input type="checkbox"/> Early Decision (for A–C only; see instructions for Early Decision requirements)</p> <hr/> <p>H. <input type="checkbox"/> Applying as a Transfer</p>	<p>semester of interest</p> <p><input type="checkbox"/> Spring 20 ____ (Certificate and BFA only)</p> <p><input type="checkbox"/> Fall 20 ____ (All programs)</p>
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applicant information

1. Legal Name _____
LAST/FAMILY FIRST/GIVEN MIDDLE

1a. Other Names Used _____

2. Current Mailing Address _____

3. Permanent Address (if different from above) _____

4. Email Address _____

5. Home Phone _____ 5a. Cell Phone _____

6. Date of Birth _____ 7. Gender Female Male

8. U.S. Social Security Number (if available) ____ - ____ - ____ 9. Country of Citizenship _____

10. If not a U.S. citizen, are you a U.S. Permanent Resident? Yes No

11. Place of Birth _____
CITY STATE COUNTRY

12. Is English Your Native Language? Yes No 12a. Do you currently hold an F1 Student Visa? Yes No

13. Ethnicity (optional) Hispanic of any race For non-Hispanics only:
 American Indian or Alaskan Native Asian Black or African American
 Native Hawaiian or Pacific Islander White Two or more races*
 *If two or more, please indicate: _____

14. Date taken and score of **TOEFL** or **IELTS** _____
 (Note: Official scores are required for all non-native speakers of English)

educational background

High School (to be completed by all applicants)

15. Name and Location of High School _____
NAME OF SCHOOL

TOWN

CITY

STATE

16. When did, or will, you graduate? _____ / _____ / _____ 17. Name of High School Art Teacher _____
MONTH DAY YEAR

18. Were you home-schooled? Yes No (If you were home-schooled, you will need to submit either a state-approved diploma or GED scores before you can be fully matriculated.)

College and Universities Attended (please list most recent institution first and attach a separate page if you have additional schools)

19. Name and Location of Institution _____
NAME OF SCHOOL CITY AND STATE

20. Dates Attended _____ to _____ 20a. Degree Awarded and Date _____
MONTH / YEAR MONTH / YEAR

21. Name and Location of Institution _____
NAME OF SCHOOL CITY AND STATE

22. Dates Attended _____ to _____ 22a. Degree Awarded and Date _____
MONTH / YEAR MONTH / YEAR

23. **Are You Seeking Transfer Credit** (Certificate and BFA applicants only)? Yes No
(If Yes, please be sure that official transcripts and course descriptions are enclosed with your completed application.
Requests for studio art transfer credit must include a transfer portfolio that shows your work in these classes.)

additional information

24. Are you a legal dependent of your parents/guardians? Yes No Not Applicable (If yes, please complete question 25 below)

25. Contact Information of your parents/legal guardians: _____
NAME, RELATIONSHIP, AND OCCUPATION

ADDRESS / CITY / STATE / ZIP

PHONE

26. **Recommendations:** All applicants are required to submit two recommendations, to be included **with** your completed, **self-managed** application packet.

27. To which other schools are you applying? _____
(Your answers here will not impact on our decision; we are just curious!)

28. **Personal Statement:** Please submit, with this completed application, your personal statement (1-2 typed pages, double-spaced maximum; please include your name on all pages) answering the following question/statement for your program:

Certificate/BFA:

- What kind of artistic environment are you looking for in a school?

Post Baccalaureate/MFA:

- Submit a written statement outlining your artistic goals and interests in pursuing graduate studies at PAFA.

29. **Your PAFA Experience:** Please tell us a little about your past experience with the Academy:

How did you hear about us: _____

Have you had a portfolio review with a member of the PAFA staff? Yes No

If yes, where and with whom? _____

Have you had a tour of the school or attended an on-campus event? Yes No

30. **Your signature:** By signing here, you are indicating that the information you provided is accurate and complete.
We reserve the right to deny admission to any candidate who does not meet our admission requirements.

Signature: _____

Date: _____