

PORTFOLIO REQUIREMENTS

Portfolio of Evidence must be submitted **on/before 30 November 2019** with completed registration form.

SCOPE OF APPLICATION

In terms of the Admission Policy at Prestige Academy, a portfolio of evidence and/or motivation essay is required over and above the normal requirements such as the completed registration contract for certain qualifications, namely the three year degree in Bachelor of Applied Arts in 3D Animation. The portfolio is used to evaluate whether the applicant has the necessary drive and prerequisite skills to complete the programme successfully.

Applicants must be computer literate and be able to work within the Microsoft Windows environment. They must demonstrate sound drawing skills, a thorough understanding of working with colour, and comprehension of three dimensional images they would like to create. They must submit a well organised portfolio of 15-20 pieces of relevant recent artwork that provides adequate evidence of the above prerequisites (see specific details later).

HOW SHOULD I SUBMIT MY PORTFOLIO OF EVIDENCE (PoE)?

- All applicants must submit the required portfolio, irrespective of whether they have done art or design at school, or not.
- Submitting the portfolio does not automatically mean that the application has been approved.
- Applicants should submit only ONE portfolio for entry into the Diploma or Degree qualification.
- Applicants must complete the portfolio without any assistance. Do not copy or trace drawings from other artwork or designs.
- The portfolio should not include any work done on cardboard or canvas, or framed work especially glass or wood-mounted artwork.
- Applicants may include any additional evidence such as photographs of own work, but the portfolio may not consist of a series of photographs only.
- All artwork included in the portfolio should be limited to A4 size.
- Good quality copies of artwork (A4 format) are allowed.
- Please do not bind the artwork.
- The name of the applicant and the relevant programme (e.g. Bachelor of Applied Arts in 3D Animation), must appear on the cover page of the portfolio. The name of the applicant must also appear on the flip side of each artwork in the portfolio.
- The portfolio must be mailed (preferably by registered mail) to, or delivered by hand at the office of the Marketing Manager on campus.
- Applicants from distant locations must ensure that the documents are secured in a sturdy folder to prevent damage to the documents inside when submitting the portfolio by mail.
- Portfolios will not be returned to students unless collected personally.

INTERVIEW

An interview with academic staff may be required as part of the application process. We will contact you should an interview be required.

WHAT TO INCLUDE

1. DECLARATION

A personal declaration that the items included in the portfolio are your own work.

A signed affidavit from a person of authority (e.g. a school principal) confirming that the work in the portfolio is the applicant's own original work.

2. ESSAY

Write an essay of 1-2 pages (A4 size) in which you:

- explain the reasons why you want to study this particular qualification, with reference to your interest in this particular field of work, what makes you "tick" about this specific field of work.
- describe your background and experience related to computer art and design.
- describe what you want to get out of the programme.
- indicate the particular career you aspire after obtaining this qualification.

3. PRACTICAL WORK

The practical component involves the following: Life and Inorganic Drawings

DRAWING 1: SPECIFIC LIFE DRAWINGS (CHOOSE ANY OF THE FOLLOWING):

- Someone picking up an object
- OR walking
- OR running
- OR holding an object

DRAWING 2:

- Two drawings of your own hand.
- A simplified black and white (diagrammatic) line drawing of a person showing the outline features and contour lines only (ballpoint pen or art liner on white typing paper, A4 size).

DRAWING 3:

- Three fully shaded accurate detailed black and white drawings of familiar household items such as a cork screw, remote control, pair of scissors, etc.
- No abstract objects like weird lamps or lumps of clay, etc. (pencil H to 4B on white typing paper, A4 size).

DRAWING 4:

A full colour drawing of a fantasy character (your own), as realistic as possible (colour pencil on white typing paper, A4 size). This must be based on your own imagination and should reflect composition, light, form and spatial relations.

DRAWING 5:

Make an accurate technical line drawing of any inorganic form on scale (mechanical, electrical or architectural), in three different views (left, front, top, bottom) and perspective (one single object only). Suitable examples of mechanical and electrical objects are:

- Old spark plug
- Old motor car piston
- An old vehicle brake pad

Examples of architectural objects are:

- Wall unit
- A chair
- Display cabinet/unit

OWN CHOICE

Include no more than five examples of artworks if you have art as a subject (or work done at home if you do not study art at school), that show your particular area of interest and creative/artistic skills.

HOW TO ORGANISE AND PRESENT YOUR PORTFOLIO:

The items in the portfolio should be presented in an organised manner as follows

COVER PAGE

- Applicant's name
- Mailing Address
- Contact details (Tel/Cellphone Number, or email address)
- Title of the specific programme you are applying for
- Signed declaration

Example:

25 Goddard Street, Bellville 7530
Tel (021) 949 5287. Cell 083 456 7808
Bachelor of Applied Arts in 3D Animation

Declaration: I confirm that all work included in this portfolio is my own. I have not used any work (evidence) from another person, nor have I given my own work to another person or have I given another person permission to use my work for the purpose of this submission. Should any part of my portfolio be found misleading or false, Prestige Academy has the right to reject my application.

Applicant Name and Surname: _____ Date: _____
Applicant Signature: _____ Date: _____

WHAT WILL HAPPEN AFTER SUBMITTING MY PORTFOLIO?

A panel of academic staff involved in the programme concerned will evaluate the items in your portfolio. The applicant will be informed in writing whether he/she may register as a student at Prestige Academy. Should your application for a particular programme not be approved, you will be advised to consider an alternative option.