



DIGITAL GRAPHIC DESIGN PROGRAM

PORTFOLIO SUBMISSION GUIDELINES

The primary goal of the interview, resume and portfolio submission is a means to assess the likelihood of your success in the Digital Graphic Design Program. As a result of the interview, resume and portfolio review you may be offered a seat in the DGD Program, placed on a waitlist in the event that seats become available or, if there are a particularly large number of applicants, you may be asked to reapply next year. The following guide is intended to assist you in preparing your portfolio for admission into the DGD program.

Portfolio should include a minimum of 10 and not more than 15 examples of your creative work. This may include any combination of the following:

- Drawings, painting, or prints
- Photographs, collage, or other mixed media work
- Sculpture or ceramics
- Web, print design and/or communication design
- Sketchbooks, journals and written work
- Jewellery, architectural and industrial design

We value inventiveness, organization and attention to detail. How you develop and give form to your portfolio will be important to the DGD faculty assessing your portfolio.

The DGD program recognizes that some applicants may not possess a detailed artistic history and portfolio. The opportunity for career changes and life-long learning are acknowledged and seriously considered by the DGD department. All applicants are required to submit all required documentation and participate in the interview.

Submitting Your Portfolio

When preparing your portfolio please give special attention to the following:

- Portfolios should include between 10 and 15 examples of work
- Portfolios should not exceed 18" by 24"
- Paintings, sculpture and other three-dimensional work should be presented in photographic form.
- Electronic image files should be .jpeg or .pdf format and saved directly to a CD or DVD
- Electronic submissions should not be placed in any presentation software (e.g. PowerPoint, KeyNote) or be compressed (WinZip, Stuffit).
- All other electronic files must be accessible with one of the following plugins: Flash, QuickTime, RealPlayer or Windows Media Player.
- Electronic file names should include your name, year and title of the piece.
- Portfolios should be clearly labeled with your name and include a copy of your resume/cv.

Submitting Your Portfolio In-Person

Upon completion of the application process all applicants will be contacted by the Admissions Department to schedule a portfolio review and interview. Applicants will be required to bring their portfolio in person and remain on campus for approximately two hours (maximum). Upon completion of the interview applicants will take their portfolio with them. The DGD program does not require you to leave your portfolio with the department.

Submitting Your Portfolio by Mail

Applicants who are unable to attend the portfolio review and interview in person may submit their portfolio by mail. For many reasons VCC does not accept any original artwork received by mail or courier. Therefore, portfolios submitted by mail must consist of digitized pieces submitted on a standard CD or DVD. A cover letter and printed copy of your resume must accompany the digital submission. Portfolios submitted by mail should be sent to:

Office of the Registrar
Vancouver Community College
250 West Pender Street
Vancouver, BC V6B 1S9
Canada

Please note that mailed digital portfolios will not be returned. They will be destroyed after they are reviewed.

Results of the Selection Process

Upon completion of the selection process successful candidates will be notified within two weeks of their assessment. Waitlisted applicants may also be selected at this time. Waitlist offers only apply to the current program intake. Applicants on the waitlist who do not obtain a seat must re-apply if they wish to be considered for the following year.

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