School of the
UCLA ARTS AND ARCHITECTURE :

DESIGN|MEDIA ARTS MAJOR
Fall 2019 – Change of Major Supplemental Application Worksheet

Use this worksheet to help prepare your materials for electronic submission via the UCLA Arts Supplemental Application website.

APPLICATION PROCEDURE:

Attend a mandatory departmental info session in Fall Quarter (check https://dma.ucla.edu/undergrad/apply/ for info session dates).

By **THURSDAY, DECEMBER 6, 2018 (12:00pm):** Submit your UCLA Undergraduate Petition for Change of Major to the Design|Media Arts Department Office (2275 Broad Art Center). Download the form here: *http://www.registrar.ucla.edu/Forms/Registration-and-Enrollment/Undergraduate-Program-Change-Petition* Make sure to retain a copy of your petition form– you will need a PDF copy to upload into the online Change of Major registration.

Register your Change of Major at https://supplemental.arts.ucla.edu/changeofmajor/. This is the supplemental application site where you will upload your materials for the department, including your PDF copy of your petition.

The supplemental application site will open on January 2 (by 5:00pm PST). Once you have registered, you will be able to begin your supplemental application at **https://supplemental.arts.ucla.edu.**

By **JANUARY 20 (11:59pm PST):** Submit your supplemental materials. **This is a strict deadline, please plan ahead to avoid any unexpected technical delays at the last minute.** Technical support is available M-F from 9am-5pm PST; be conscious of these hours if the deadline falls on a weekend. Late, incomplete, or hard copy application material will not be considered.

Please turn off your email spam filter and/or include "arts.ucla.edu" and "ucla.edu" as accepted recipients.

Make sure you review all categories before you submit your supplemental application. You may log in/log out of the system as many times as needed during the filing period, but once the application is submitted, you will not be able to make **ANY** corrections or additions. If you have questions, there is an FAQ document at arts.ucla.edu/apply, or you may email supplemental@arts.ucla.edu.

You will receive an email confirmation within 24 hours after you have submitted your supplemental application. Students will be notified of departmental decisions via email after final grades and grade point averages for the current quarter have been calculated. Any updates to your academic record (i.e. grade changes, removal of incompletes, etc.) must be promptly reported to the department counselor.

Applicants are considered on a competitive basis. Admission into the Design|Media Arts major is contingent upon enrollment availability in our major, as well as satisfactory completion of university and department requirements.

Design|Media Arts Major

Fall 2019 – Change of Major Supplemental Application Worksheet

1. QUESTIONNAIRE

- Confirm Contact Information
- Survey Questions
  - *How did you learn about the Design|Media Arts major at UCLA?*
  - *Have you applied to our major before?*
  - *Is there a particular instructor who recommended our program to you?*
    If so, could you tell us who?
  - *Have you attended any of our summer programs? If so, please list.*
- Academic History
  - *School[s] you have attended (beginning with the most recent)*
  - *Courses currently in progress*
  - *Courses planned for winter, spring, and summer*
- Extracurricular Activities

2. UNOFFICIAL TRANSCRIPTS (in PDF format)

Please upload a copy of your most current UCLA Degree Audit Report. If this is your first quarter at UCLA, an unofficial copy of your last college or high school transcript is also required.

All unofficial transcripts MUST be generated from their respective institutions, and must include the name of the institution as well as the student's full name. Please redact/black out your Social Security number.

3. CREATIVE TEXT

In 140 characters or less, write about the color **BLACK.**

We recommend that you write your text in a separate word processing program, then copy/paste it into the web application.

4. PORTFOLIO

These three areas are an opportunity for you to show off your creativity. You are required to submit in all three categories. Surprise us! Delight us! Challenge us!

As you prepare your work, we encourage you to visit **arts.ucla.edu/dma_advice** to read our faculty perspectives on your portfolio submissions.

I. SELF PORTRAIT

Diversity . . . refers to the variety of personal experiences, values, and worldviews that arise from differences of culture and circumstance. Such differences include race, ethnicity, gender, age, religion, language, abilities/disabilities, sexual orientation, gender identity, socioeconomic status, and geographic region, and more. -- University of California Diversity Statement

The Department of Design|Media Arts at UCLA brings together students from diverse backgrounds who can help each other learn to express their ideas through art, design, media, and technology. We believe all students benefit from working with colleagues from different backgrounds, with varied skill-sets and abilities, to achieve a range of outcomes and ambitions.

In this assignment, we encourage you to reflect on the unique experiences, people, background, culture, history, upbringing, and circumstances that have shaped YOUR IDENTITY. Using media of your choice, create a "self portrait" that helps us understand who you are. This assignment is not about demonstrating your technical skills or ability to create a photo-realistic image of yourself. A strong self portrait is not necessarily about what you look like physically, though it can be, if it conveys something important or meaningful to you.

The self portrait may be one still image **or** a multimedia file (audio and/or video). The multimedia file is limited to 10 seconds in length.

II.   COLOR PROJECT

Make one great project about the color __BLACK__, in the media of your choice. Your documentation of this project is one still image, **or** a multimedia file (audio and/or video). The multimedia file is limited to 10 seconds in length.

PORTFOLIO *(continued)*

III.   UNIQUE WORKS

In this category, you must upload five to ten (5-10) images of your best work.

We are interested in learning what inspires you to be creative, and how you make use of the technology and resources available to you, no matter what those might be. We want to see work that represents where you hope to go in the program and your potential to succeed. Though you may include examples of work from past years, we encourage you to be selective and submit mostly current, fully realized works. Quality is more important than quantity. In other words, submit works that are meaningful to you and that you feel proud of. Most importantly, show us your passion, individuality, and experimentation!

5. ADDITIONAL WORK - Optional

Keep in mind that these areas are optional and should only include new work that is distinct from the other submission categories. Your application will not be negatively affected should you choose not to submit in this area.

   i.   You may submit one (1) multimedia file. This multimedia file is limited to <u>30 seconds</u>.
   ii.   You may submit one (1) URL.

Ensure that you are showing new work that is distinct from the other submission categories. You may also submit a short description (200 words).

Formatting guidelines for the Portfolio and Additional Work are listed on Page 8.

ACADEMIC HISTORY

You may use this area to organize your information prior to entering it in via the online application.

Schools Attended
List, in chronological order, all the schools (high school and colleges) that you have attended (start with high school):

School Name	City	State	Attended Date	to	Date
Example: Bruin High School	*Los Angeles*	*CA*	*09/2014*		*06/2018*

Current Coursework
List all courses currently in progress:

School Name	Course #	Subject and/or Course Title	Units/Credits *(if any)*
Example: College of California	*10A*	*Art: Introduction to Printmaking*	*2.0*

Future Coursework
List all courses planned for winter, spring, and summer of this upcoming year:

School Name	Course #	Subject and/or Course Title	Units/Credits *(if any)*
Example: College of California	*10B*	*Art: Advanced Printmaking*	*2.0*

Extracurricular Activities

List any awards, honors, exhibitions, internships, community service, employment, et al.

Description	Date	to	Date
Example: Customer Service Representative for Apparel Retailer	*03/2016*		*12/2018*

Note: The online system will allow for unlimited entries in this category.

PORTFOLIO:

Self Portrait

Title / Description *(50 characters max)*	Medium	Dimensions	Date
Example: Prism Self	*Video*	*N/A*	*2018*

Color Project

Title / Description *(50 characters max)*	Medium	Dimensions	Date

PORTFOLIO *(continued)***:**

<u>**Unique Works**</u>
5-10 still images

Title / Description *(50 characters max)*	**Medium**	**Dimensions**	**Date** (yyyy)

OPTIONAL ADDITIONAL WORK:

Open Submission – Multimedia

Title(s)	**Description(s)**	**Date(s)** (yyyy)

Open Submission – URL

Title(s)	**Description(s)**	**Date(s)** (yyyy)

FORMATTING GUIDELINES FOR MEDIA

<u>Multimedia</u>

By <u>*multimedia*</u>, we mean video, audio, animation, games, interactivity, code, etc. You may submit one single artwork piece within the file, or a combination of pieces compiled together as a reel.

Interactive, gaming, and/or coding projects can be submitted as either still screenshots, time-based multimedia format, or at a URL. For screenshots and time-based formats, please follow the instructions for Still Images and Multimedia, respectively. URLs can be listed in the Optional area.

There is no file size limit set for the multimedia files. However, smaller file sizes (less than 720p) may yield faster and easier upload times from most home internet connections, and will be of sufficient quality for the faculty review.

File types accepted:

<u>Video</u>: Dvix (Div3/4/5)/DX50, DV, H263, H264/AVC, MPEG-4 Visual, MPEG-1/2, MJPG, MP42/3, IV40/50 (Indeo codecs), RV30/40, RMVB, FLV1/4, VP3/5/6/7/8, SVQ1/3 (Sorenson), XVid, Theora, WMV1/2/3, VC1, VP8, ProRes 422, ICOD, DVCPRO. PXLT, TCSS/TCS2, G2M3/4

<u>Audio</u>: MP3, MP1/2, AC3, AAC, Vorbis, AMR, PCM, WMA7/8/9, WMSpeech, FLAC, QDM2, RA, Nellymoser, Cook, GSM, SPEEX.

NOTE: Please ensure that your video/audio media files adhere to the time limits listed. Video/audio will not be viewed/listened to past the designated time limits.

<u>Still Images</u>

By <u>*still images*</u>, we mean drawing, painting, sculpture, photo, typography, screenshots, etc. in digital format.

File type accepted: .jpeg
Maximum file size: 1920w X 1200h pixels / 3MB