

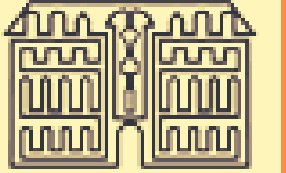
APPLYING TO MICHAELIS

SCHOOL OF FINE ART

A quick reference guide



UNIVERSITY OF CAPE TOWN
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD



3 Simple Steps



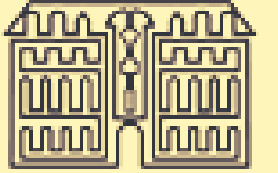
Apply Online



Prepare Portfolio



Submit Portfolio and
BAFA Application Form



APPLY ONLINE VIA UCT

The Michaelis School of Fine Art is part of the University of Cape Town and all applicants are required to submit an online application for assessment and review by the Faculty of Humanities. The applicant's personal information is recorded and all relevant academic information is completed in order to determine whether the minimum requirements have been met for application to the Bachelor of Arts in Fine Art degree.

The due date for online applications is 31 July 2024.



APPLY NOW!

PREPARE YOUR PORTFOLIO

Applicants must submit the following items combined in a single PDF file, and not exceeding 20MB file size:

- 4 original drawings
- A portfolio of 10 recent works
- A statement of motivation

PLEASE NOTE

We are only accepting digital portfolios for the 2024 application period.



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4 ORIGINAL DRAWINGS

You are required to produce 4 original, monochromatic drawings on paper in at least two different media such as pencil, charcoal, pen or brush. These drawings must be submitted digitally with the rest of the portfolio and not in hard copy form as was previously the case. These drawings must be from life and NOT from photographs or be traced, and must include the following:

- SELF PORTRAIT
- STILL LIFE
- FIGURE OR ANIMAL STUDY
- ARCHITECTURAL OR LANDSCAPE STUDY

In this section of the portfolio, we are looking particularly at observational skills, as these skills are crucial for the foundational phase of the degree. Through these drawings you are demonstrating to the portfolio committee that you have developed the skills required to draw accurately from life. We are looking for an indication that you have the capacity to work with the traditional elements of image creation - composition, proportion, perspective, line, mark, tone and shape.

We kindly request that you do not deviate from this list of 4 required drawings.



ADDITIONAL WORKS

The portfolio must include no more than 10 individual works in a range of media including colour (10 works and an optional 3 details of images).

Each artwork must be labelled in the following format: Number Image; Surname; Title; Date of production; Size (cm); Media

The following criteria will be taken into account when assessing this section of the portfolio:

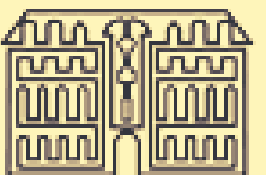
- Creative thinking
- Observational skills
- Experimentation

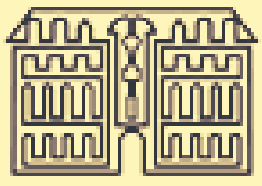


STATEMENT OF MOTIVATION

You are required to submit a statement of motivation of 250-500 words. This is completed as part of the BAFA Application Form.

DOWNLOAD FORM NOW





SUBMIT YOUR PORTFOLIO AND BAFA APPLICATION FORM VIA EMAIL

All items stipulated previously, including your name, title of each work and medium used must be submitted in a single PDF file not exceeding 20MB file size. Please check that your PDF is accessible and is formatted to be read on all computers (MAC and PC) BEFORE submitting it.

Title your PDF in the following format: Name Surname - Online Application number - Date.

When submitting your portfolio, please use the following subject format: Portfolio Submission – Surname – year of application.

If your portfolio cannot be reduced in size, you may use Google Drive and email the link to admissions.fineart@uct.ac.za. Please ensure that your settings always allow access to the drive.

If your portfolio includes any video submissions, you may use YouTube and email the link and any passwords needed to access it to admissions.fineart@uct.ac.za.

**ALL PORTFOLIOS AND RELATED
QUERIES MUST BE SENT TO
ADMISSIONS.FINEART@UCT.AC.ZA**

All applicants must

→ Submit an application online by

31 July 2024

&

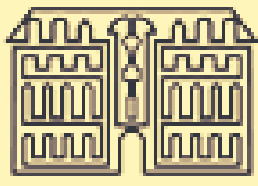
→ Submit a portfolio by

31 August 2024

***Please note! These are two separate processes.
Failure to complete both steps will result in your
application being unsuccessful.***



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APPLICATION CHECKLIST

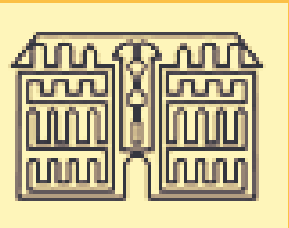
- I have completed the online application via UCT
- I have successfully submitted my application and received an application reference number
- I have carefully read through all the requirements of the BAFA PORTFOLIO submission
- I have prepared my portfolio according to these requirements. Therefore the 4 required drawings and additional items stipulated above
- I have labelled each artwork according to the requirements and ensured that my portfolio reflects my full name and application number
- I have completed the BAFA form and attached it as the first page of my portfolio document
- I have saved the completed BAFA form and my artworks in a single combined PDF file no larger than 20MB
- I have emailed the single PDF file containing my BAFA form and portfolio to admissions.fineart@uct.ac.za with the correct subject line



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***Download
checklist
now***

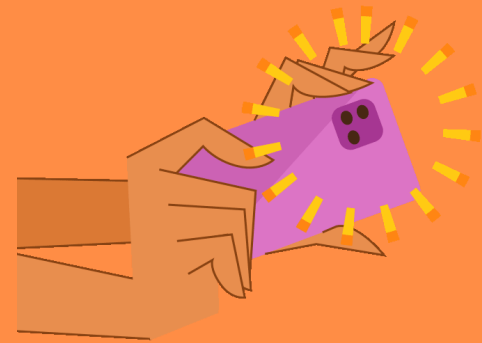


SOME HELPFUL DOWNLOADS



UNIVERSITY OF CAPE TOWN
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For help with your portfolio or application and any other information around the BAFA, please visit our website and download these useful documents. Click any of the links below!



HOW TO PHOTOGRAPH
YOUR PORTFOLIO
USING YOUR PHONE

STRUCTURE OF THE BAFA

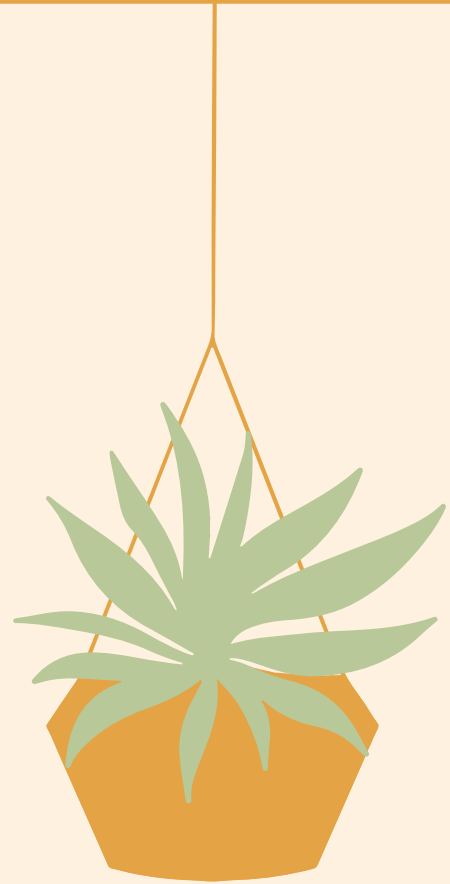


PHOTOGRAPHING AND
PRESENTING WORK ONLINE



FREQUENTLY ASKED
QUESTIONS

POINTERS FOR A PRO PORTFOLIO



SELF PORTRAIT

Drawing from life using a mirror can be daunting and might not be something that you have done before but, it is best to attempt this even if it is out of your comfort zone.



Start with a medium you are comfortable in and complete a few tries in different positions, perhaps giving yourself a time limit to prevent overworking your drawing. After that, try a medium you are not as comfortable with to see the difference in the way you might approach your drawing. Finally, compare the drawings you have done and go about completing your final drawing. You might surprise yourself with the results.

Try not to stress about perfection. Perfection is not always the most beneficial way of completing an artwork or exercise. This can still be done multiple times and you only have to submit your favourite iteration.



The reason you are required to do a portrait from life is that it helps your drawing to be less static. It gives more range for movement, gesture, and personality in line making. This is valuable in showing yourself as an artist in relation to your ways of making, how you see yourself through compositional and stylistic choices, and observational skills.



ANIMAL \ FIGURE DRAWING

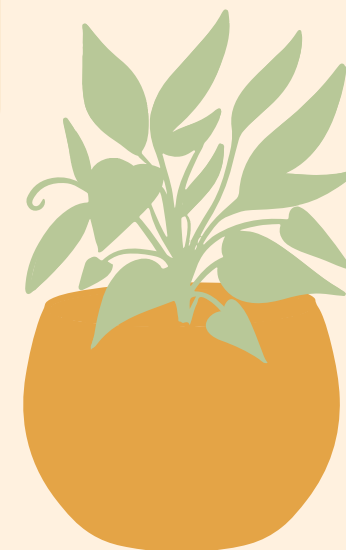


The requirements state this component should be done from life and not from photos. This may be quite a daunting thought, or it may not. However, if this is something you are unsure how to approach there are a few initial exercises to help you loosen up and feel more prepared for the drawing process.

Starting with a medium you feel comfortable using:

- Working in 5 minute intervals beginning at 1 minute, then moving to 5 minutes and so on. Observing your surroundings stick to the time limit and begin to rapidly sketch as many figures around you. This can be people walking on the street, people sitting at a restaurant/on a bench/at home etc. Work your way up from 1 minute to 15 minutes.
- Using a mirror, following the same timed intervals, draw elements of your person (feet/legs/upper body/face etc.) from varying angles looking only into the mirror while you are drawing and not at your page.

These activities are tools for you to access a space in which you can create without being too concerned about the final product, and rather focus on the looking and seeing of the drawing act. Understanding the underlying elements and essence of what you're drawing will aid in the production of the final piece.



STILL LIFE

When approaching a monochromatic still life drawing, it is useful to collect objects of a similar colour. This allows you to identify the darkest and lightest tones in your still life image, making the drawing process slightly easier.



It is recommended that you have at least four objects in your still life composition. These can be objects found in both your inside and outside environment. When choosing these objects, take note of their different heights and widths that will allow for a more dynamic and interesting composition.

Place your objects together in a space that has a clear or obvious light source. This can be near a window or you can shine a lamp onto the composition. This allows you to easily identify where your shadows and highlights will be. For example in Figure 1, the light source is coming from the top right side of the image, causing the shadows to fall on the left of all the objects. Note, that if you use a natural light source, your shadows will change as the sun moves.



ARCHITECTURAL \ LANDSCAPE STUDY

An architectural study focuses on a building or a detailed section of a building. A landscape study focuses on land-forms, the natural environment or how man-made objects are placed in a natural environment. Usually, these drawings do not focus on figures or people as the main detail of the composition.

If you have access to a safe environment or outside area, walk around with some scrap paper or a sketch book and make 1 minute sketches of at least four different buildings (or sections of a building) / landscape compositions. These sketches only need to map out the basic details of each composition. If you are not able to adopt walking around to find different compositions, use your immediate environment to find compositions that interest you. For example, this can be looking out a window/ doorway.

Once you have completed this exercise, choose the architectural / landscape study that feels the most interesting, convenient or exciting for you. When drawing from life, set yourself up with a hard surface like a large sketchbook or piece of cardboard and sit in front of your composition. Make sure you have everything you need to complete the drawing so you don't need to get up frequently.



CREATING A DIGITAL PORTFOLIO



Step 1

Save digital file. File name:
"Name Surname -
Online Application
Number - Date"



Step 2

Export finished
document as a PDF



Step 3

Use software to
compress PDF file to
make it smaller
than 20MB.
Recommendation:
<https://www.ilovepdf.com>

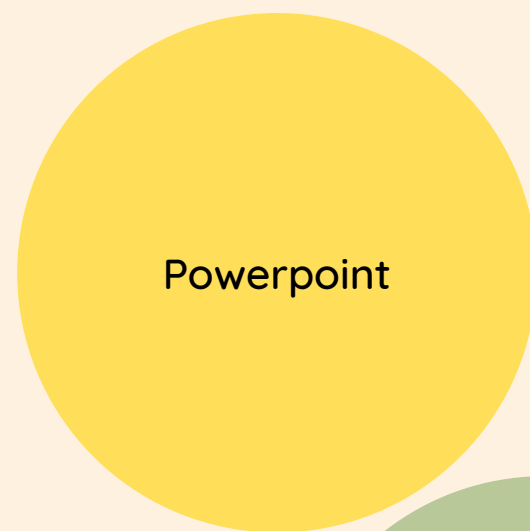


Step 4

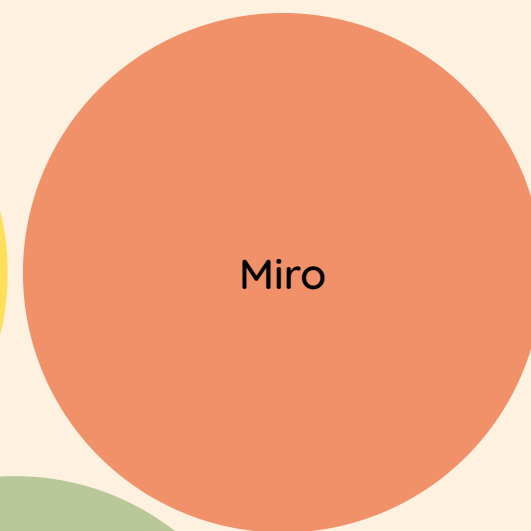
Email final PDF to:
admissions.fineart@uct.ac.za.
Email title: Portfolio
submission -
Surname - year of
application



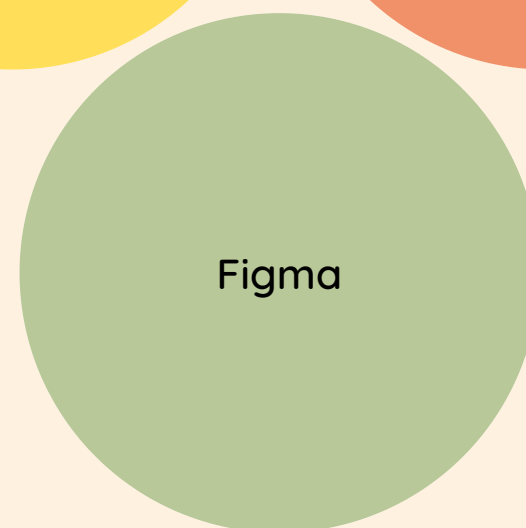
PLATFORM SUGGESTIONS



Powerpoint



Miro



Figma

POWERPOINT

Mobile app and web browser are free to download and use.

MIRO

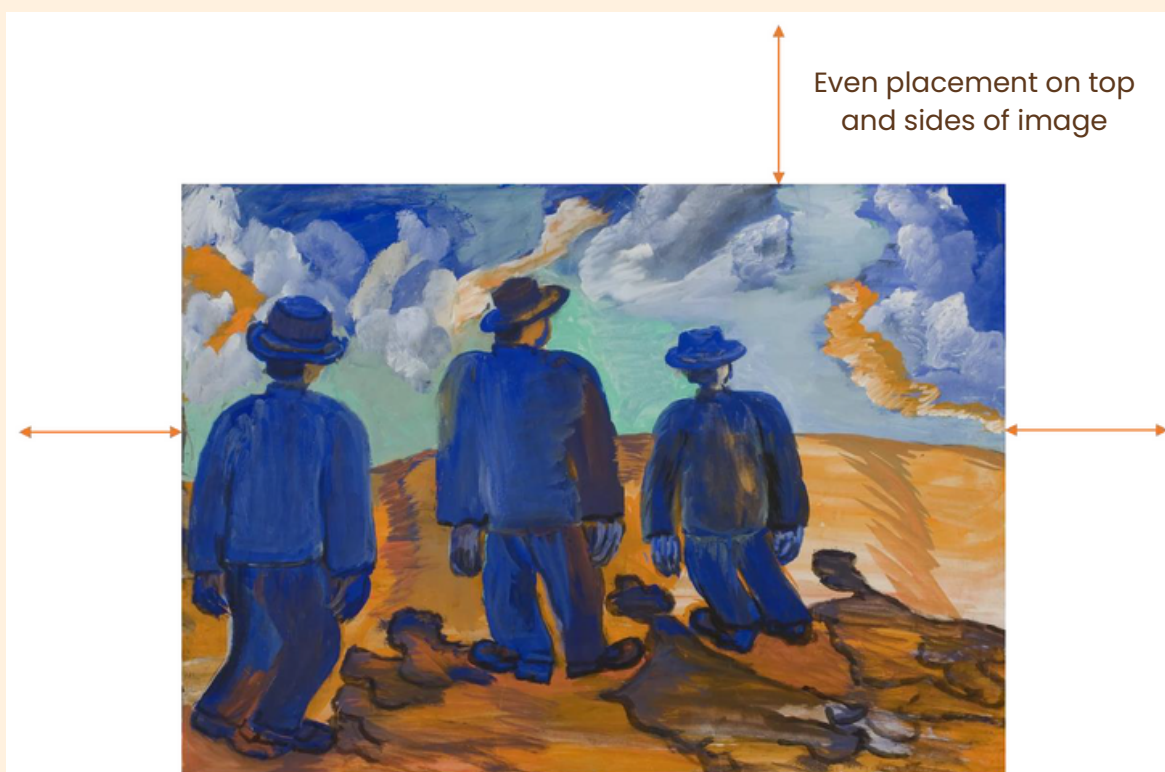
Access to three free boards on web browser.

FIGMA

Access to three free boards on web browser.

LABELLING ARTWORKS

Number image. Surname, *Title*, Date of production, Medium, Size (cm)



Even placement on top and sides of image

1. Mgudlandlu. *Three Men in Blue*, 1970, Gouache on paper, 55 x 70 cm



1. (detail) Mgudlandlu. *Three Men in Blue*, 1970, Gouache on paper, 55 x 70 cm

Possible mediums:

- Photograph
- Ceramic
- Clay
- Video stills
- Mixed media (list different materials)
- Oil on (paper/canvas/board)
- Acrylic on (paper/canvas/board)
- Gouache on (paper/canvas/board)
- Collage on (paper/canvas/board)
- Ink on (paper/canvas/board)
- Pencil on (paper/canvas/board)



MOTIVATIONAL STATEMENT



Your motivational statement is a short explanation about you as an artist, what it is you do and your motivation for wanting to study at UCT.

Keep your points short and succinct with a focus on your strengths and aims for growth. Set it up like a formal essay with an introduction, body, and conclusion. Your motivation in essence sells who you are to the portfolio committee.

Format for motivation

1. Introduction

Your introduction should in short introduce:

- Who you are
- Why you are applying to the university
- The key points you are going to cover in your motivation (each of these should be a short sentence that can be explained on later in the essay)

3. Conclusion

- Restate your desire for joining this course.
 - What you look forward to once you have joined.
- (Set your conclusion in the present as if you have already been accepted. This can help to show you are motivated and clear in your intentions).

2. Body

Suggestions for paragraphs:

- Your current artistic practice, including any areas of interest, experiments, and topics you like to explore.
 - This is your chance to highlight what makes you unique and what brings you joy about art making.
- Points of interest in the course
 - Facilities
 - Departments such as print, sculpture, photography, etc.
- Why it is you would like to come to the university and how it might support your growth as an artist.

Remember that you only have 250 words so make a couple drafts and get feedback from friends or teachers.