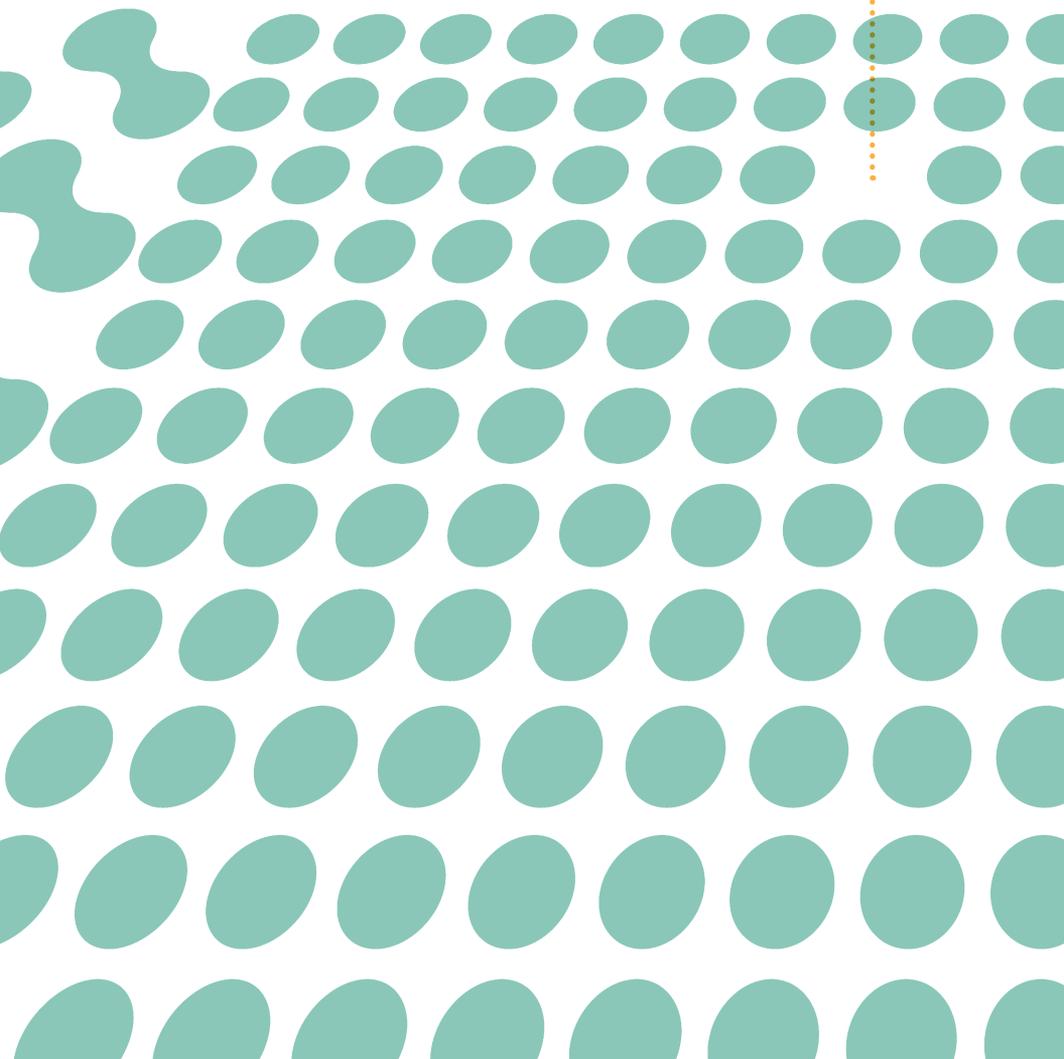


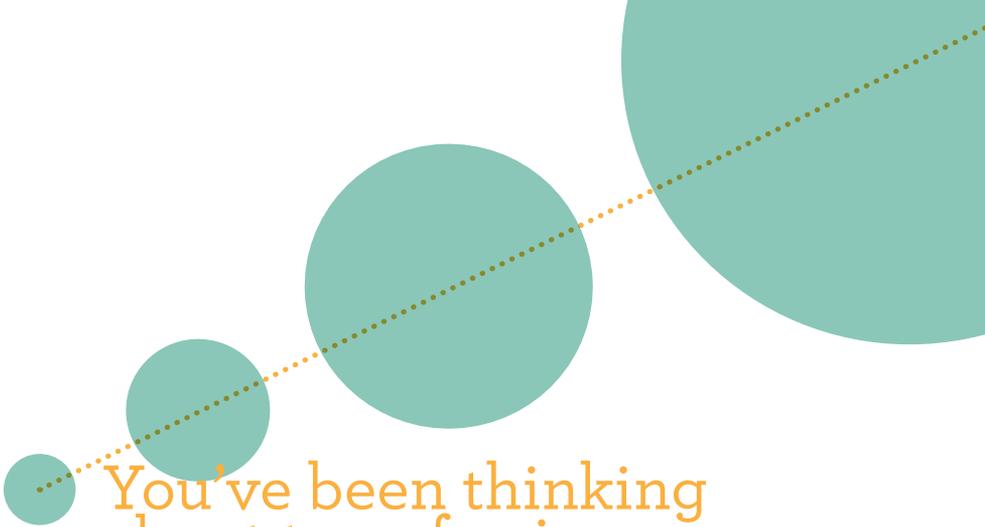
**M | I | C / A**

MARYLAND INSTITUTE COLLEGE OF ART

A GUIDE  
TO

# PLANNING YOUR TRANSFER





# You've been thinking about transferring

MICA's transfer students are a very special population, bound to our artist community by creative interests and a common philosophy. They come from all over the world, each one adding experience and depth to our community of distinguished students. Approximately 15% of the College's new enrollment each year is comprised of students transferring from four-year liberal arts colleges and universities, two-year community colleges, or from other colleges of art and design. More than 50% of these students that transfer to MICA are from out of state.

Reasons why students attend another college before transferring to MICA vary. Some students plan to gain additional experience in art before applying to the College, some postpone for financial reasons, while others need more time to define their commitment to the visual arts. Whatever your reasons for choosing MICA as the place to continue your education, we want to welcome you, and we look forward to helping you make the transition.

**Where our transfers come from:**

- *33% from liberal arts colleges and universities*
- *52% from community colleges*
- *15% from other art colleges*

# Selecting your area of study

At MICA you can work within a single discipline or achieve your career goals through cross-disciplinary work. Options also exist to combine a major, studio concentration, and liberal arts minor to customize your program of study; or add a fifth-year master's program as a professionally oriented capstone experience.

## STUDIO MAJORS (BFA)

<i>Animation</i>	<i>Game Design*</i>	<i>Interdisciplinary</i>
<i>Architectural Design</i>	<i>General Fine Arts</i>	<i>Sculpture</i>
<i>Ceramics</i>	<i>Graphic Design</i>	<i>Painting</i>
<i>Drawing</i>	<i>Illustration</i>	<i>Photography</i>
<i>Fiber</i>	<i>Interactive Arts</i>	<i>Printmaking</i>
<i>Film + Video</i>		<i>Product Design*</i>

## LIBERAL ARTS MAJORS (BFA)

<i>Art History, Theory, &amp; Criticism</i>	<i>Humanistic Studies (Integrated major with a studio discipline)</i>
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## STUDIO CONCENTRATIONS

<i>Book Arts</i>	<i>Filmmaking</i>	<i>Sustainability &amp; Social Practice</i>
<i>Curatorial Studies</i>	<i>Game Arts</i>	<i>Theater</i>
<i>Experimental Fashion</i>	<i>Sound Art</i>	

## LIBERAL ARTS MINORS

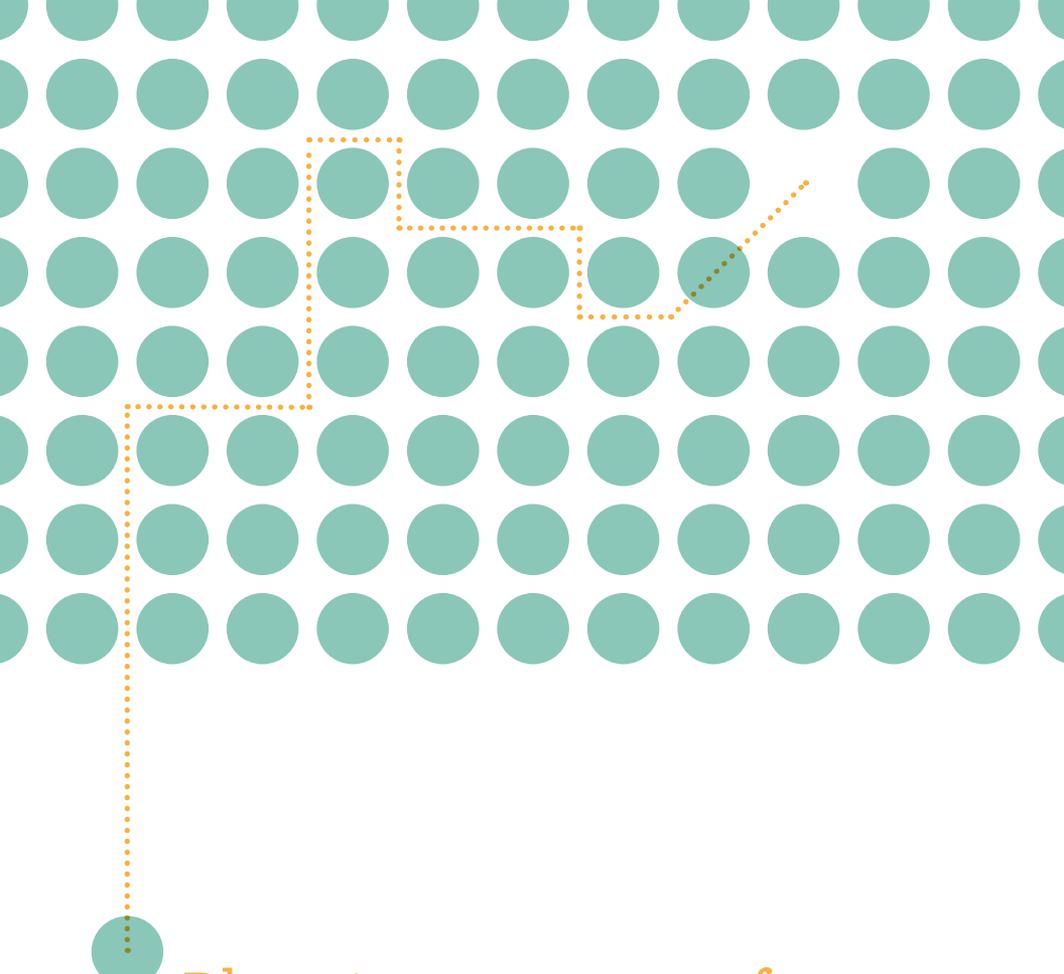
<i>Art History</i>	<i>Critical Theory</i>	<i>Gender Studies</i>
<i>Creative Writing</i>	<i>Culture &amp; Politics</i>	<i>Literary Studies</i>

## 5<sup>th</sup>-YEAR CAPSTONE MASTER'S PROGRAMS

<i>Art Education (dual degree BFA/MAT)</i>	<i>Critical Studies (MA) Information</i>	<i>Social Design (MA) UX Design</i>
<i>Business of Art &amp; Design (online MPS)</i>	<i>Visualization (online MPS)</i>	<i>(online MPS)</i>

\* In development for sophomores and upperclassmen entering 2017, foundation students entering 2016





## Planning your transfer

The transfer process at MICA is a shared effort between you and the College. As you plan your transfer, you may have questions concerning procedures and policies; our Coordinator of Transfer Admission will be available to answer them and will work with you by offering preliminary counseling by telephone or email. We can suggest courses that would qualify for transfer credit or help you to build your portfolio. We can discuss equivalencies and financial aid possibilities, and even whether or not our school is the place for you. All of this can be accomplished before you begin the application process. **If you would like assistance in planning your transfer, feel free to email our Coordinator of Transfer Admission at [transferquestions@mica.edu](mailto:transferquestions@mica.edu).**



# Beginning the application process

When you finish planning your transfer, we encourage you to submit an application for admission. Students may enter the College in the fall or spring semester.

If you are currently enrolled in college, you should apply as early as possible prior to the semester you wish to attend. An admission decision can be made based on a preliminary evaluation of your portfolio and transcripts prior to receipt of final grades; simply include with your application a list of courses in which you are currently enrolled. A final transcript will be required to confirm admission.

In addition to the application and list of current courses, MICA requires an essay, transcripts from each post-secondary institution you have attended, and a portfolio of artwork. A copy of your secondary school record or GED is required to verify that you have received your high school diploma. To facilitate the transfer of credit, we recommend you send course descriptions for all college-level courses. Letters of recommendation will also enhance your application. If you are not currently enrolled in college, we suggest you submit a résumé of recent activities and work experience.



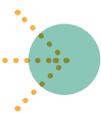
## Recommended first steps

1. **Request a copy of the MICA Undergraduate Prospectus at [www.mica.edu/UGcontact](http://www.mica.edu/UGcontact)**
2. **Review admission and financial aid procedures and deadlines at [www.mica.edu/UGapply](http://www.mica.edu/UGapply)**
3. **Review financial aid procedures and deadlines at [www.mica.edu/UGfinaid](http://www.mica.edu/UGfinaid)**
4. **Request official high school and college transcripts be sent to the Office of Undergraduate Admission**
5. **Prepare a portfolio of 15–30 pieces of artwork**
6. **Gather college course descriptions**
7. **Draft admission essay**
8. **Request letters of recommendation**



# Application requirements for admission

1. Application for admission:  
micaundergrad.slideroom.com or  
commonapp.org
2. Essay
3. Transcript of grades from secondary and  
post-secondary institutions (or GED certificate)
4. Portfolio of artwork
5. List of current courses
6. Course descriptions for all post-secondary college  
coursework
7. If your native language is not English:  
TOEFL Requirement: 80 (Internet-based test)  
IELTS requirement: 6.5
8. Letters of recommendation
9. Résumé of work experience (optional)



## Application deadlines for transfer students

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**Fall term entrance**      **March 1** *Application deadline to be considered for competitive scholarships; admission notifications will be mailed by April 1.*

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**April 1** *Application deadline for all other transfer students; admission notifications will be mailed by April 30. (After April 1, transfer applications will be considered on the basis of space availability.)*

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**Spring term entrance**      **November 5** *Application deadline to enter spring term; admission notifications will be mailed December 1.*





# Your portfolio

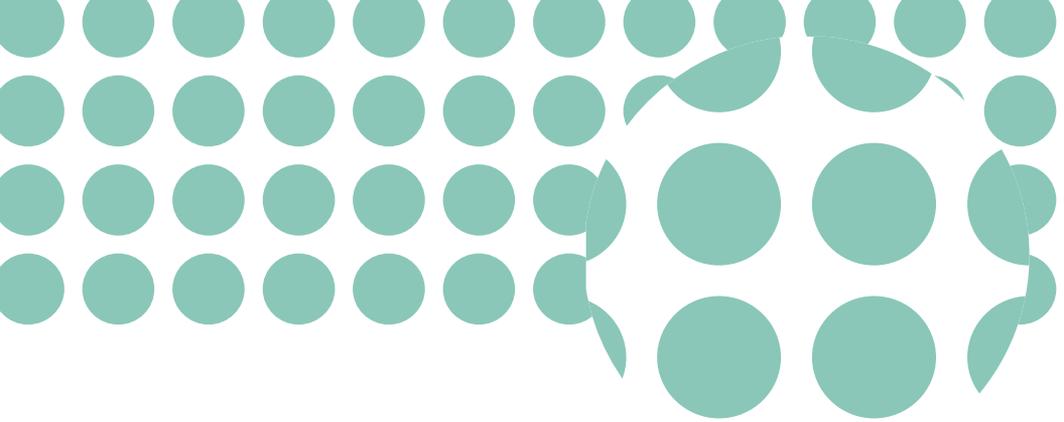
Your portfolio is one of the most important requirements in the application process because your artwork will determine, to a large extent, whether or not you will gain admission to MICA. For transfer students, the portfolio is also used to evaluate your post-secondary art experiences and to determine equivalency to MICA coursework. It is expected that transfer students have had formal training in art prior to submitting their application for admission. If not, it is recommended that the classes listed under “Studio Courses” be taken to gain experience and prepare a portfolio for admission.

You should prepare a portfolio of 15–30 pieces of artwork that demonstrates your knowledge of college-level artwork.

Please follow the instructions provided in either the MICA online application or the CommonApp to upload your portfolio submission.

If you would like to receive feedback from a MICA admission representative on your original portfolio, you may bring it to a National Portfolio Day or to a personal, on-campus meeting with a representative at MICA. To learn more about portfolio review opportunities, please visit our website at [www.mica.edu/UGvisit](http://www.mica.edu/UGvisit).





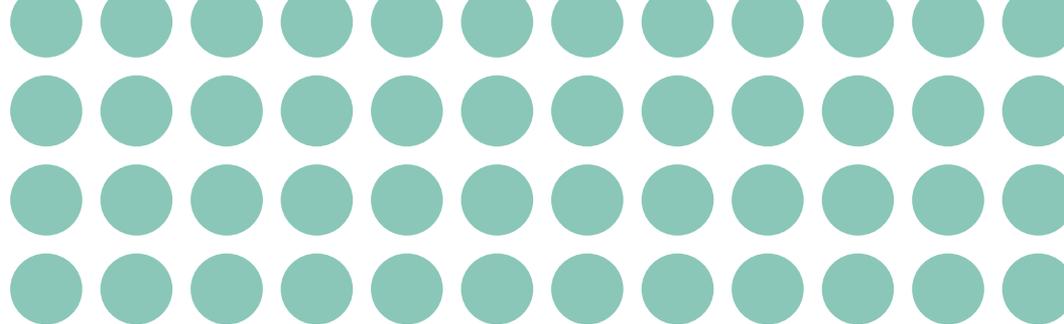
## Evaluating transfer credits

The transfer credit evaluation is an important part of the transfer process. MICA's admission committee will evaluate your prior college experience in comparison to the College's BFA requirements. To earn your BFA at MICA, 120–126 credits are required. Up to 60 credits may be transferred and applied toward the MICA BFA, and only courses carrying a grade of “C” or better will be considered.

Transfer credit for studio work and placement in the program are determined by portfolio review. Liberal arts courses in which the course content parallels that of the courses offered at MICA will be considered for transfer as well. Examples of course equivalency are detailed under Recommended Transfer Courses & Equivalencies in this guide. Because your portfolio allows the review committee to evaluate which studio courses will transfer and determines class standing in departmental majors, it should represent as much work as possible from all studio courses taken at post-secondary institutions. There is no real formula for building a portfolio, but you should choose pieces that best represent the level of work you have accomplished in college so far.

Please note: students transferring sophomore (200 level) or junior (300 level) studio courses must have portfolio evaluations completed by departmental faculty as well as by the Office of Admission.





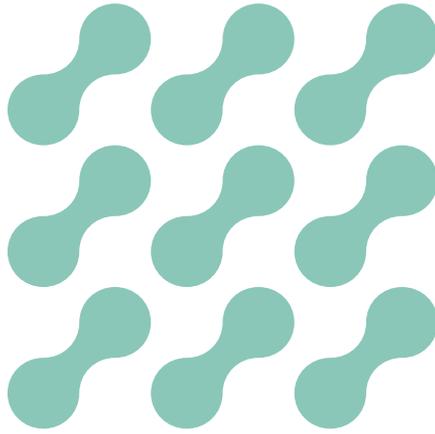
There are a few things you can do to help ensure you receive the most equitable evaluation of all your transfer credit:

- 1. Send copies of course descriptions with your application.**
- 2. Send the Enrollment Status Report Form. This form lists the courses in which you are currently enrolled and can be found on our website under Printable Forms.**  
[www.mica.edu/UGforms](http://www.mica.edu/UGforms)
- 3. If you are currently attending college, ask the registrar at that institution to mail your final transcript to MICA as soon as your grades have been recorded.**
- 4. If you have been asked to submit additional artwork for transfer credit evaluation, please do so by July 1 if you are applying for the fall semester and by January 5 for spring semester entrance.**

An evaluation of your transfer credit will be mailed with your notification of acceptance from the Office of Admission. The registrar will verify all transfer credit upon receipt of final grades.

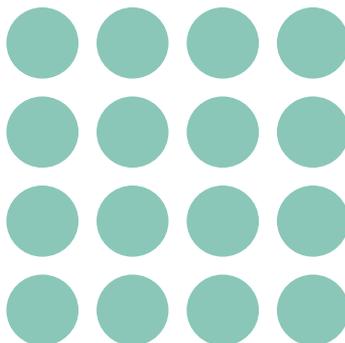
The basic unit of credit at MICA is the semester hour. If you are transferring from a college that uses the quarter-hour system, estimate that approximately two thirds of the total quarter hours will be transferred as semester hours. Individual course grades and grade point averages are not transferred. You will develop a new GPA as you complete your coursework at MICA.





## Recommended transfer courses & equivalencies

The following course listings represent examples of approximate equivalencies to help you plan your transfer. Actual transfer of credit for liberal arts courses will be based on the course description and grades received. Credits for studio courses are transferred only if the portfolio demonstrates similarity of course content and a level of competency comparable to that of its equivalent MICA course.



# Studio courses

## FOUNDATION LEVEL

## EXAMPLE TRANSFER COURSE

Drawing I

*Drawing I, Basic Drawing*

Drawing II

*Drawing II, Basic Drawing II*

Painting I

*Painting I*

Sculptural Forms

*Intro to Sculpture, 3-D Design*

Elements of Visual Thinking I

*2-D Design, Design I*

Elements of Visual Thinking II

*Design II, Color Theory*

Foundation Studio Elective

*Painting II, Printmaking, Photography,  
Ceramics, Intro to GD, etc.*

Electronic Media & Culture

*Digital Imaging*

# Academic courses

## MICA COURSE

## EXAMPLE TRANSFER COURSE

Humanistic Studies  
(3 credits)

*Literature, History, Philosophy,  
Natural Science, Social Science,  
Religious Studies*

Science/Math  
(3 credits)

*Biology, Physics, Astronomy,  
Chemistry, Calculus, Geometry, etc.*

Art History Electives  
(9 credits)

*Special Topic Art History Courses or  
Surveys of Art History*

Modernism and After

*Modern or Contemporary Art  
History Survey*

Academic Elective (6 credits)

*Courses from any academic area*





## Applying for financial aid & scholarships

Financial assistance is available through merit-based competitive scholarships and need-based financial aid. Application forms for financial aid can be found at [www.mica.edu/ugfinaid](http://www.mica.edu/ugfinaid). Scholarship applications and deadlines are included in our application for admission. Upon acceptance into the College, the awarding process will begin for both financial aid and scholarships as long as deadlines have been met and all necessary materials required by the financial aid office have been received.

For many students, college cannot become a reality without the support of financial aid, so we encourage students to apply for every resource available. Approximately 65% of our students file the FAFSA and complete MICA's Financial Aid Application for a variety of need-based aid. The College administers financial aid from local, state, federal, and institutional sources. Each year the College awards \$25.5 million in MICA gift aid to undergraduates. Students who may not qualify for need-based financial aid are eligible to apply for federal unsubsidized loans and federal parent loans. Monthly tuition payment plans are also available. Whether you think you are eligible for aid or not, you should complete the financial aid application forms to ensure we consider you for every form of assistance available to you.

Your financial aid package will consist of a combination of self-help and scholarship/grant funds. To be eligible, you need only meet the financial aid requirements and be accepted to the College. MICA also offers competitive scholarships each semester to qualified transfer students based on meritorious achievement and financial need. Awards for transfer students range from \$1,000–26,000 per year. Participation in the scholarship program is determined by a review of the admission and scholarship applications, transcripts, and portfolio.





# Application requirements for financial aid

1. Submit the completed FAFSA to the Federal Student Aid Programs processing center or complete the FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
2. Submit the completed MICA financial aid application to MICA.
3. Submit a copy of your federal income tax return and W-2 statement, and your parents' (if you are a dependent) to MICA.
4. Keep photocopies of everything.



## Deadlines for financial aid applications

**Fall term  
entrance**

*Submit FAFSA by February 15. Mail all other financial aid and admission application materials by March 1.*

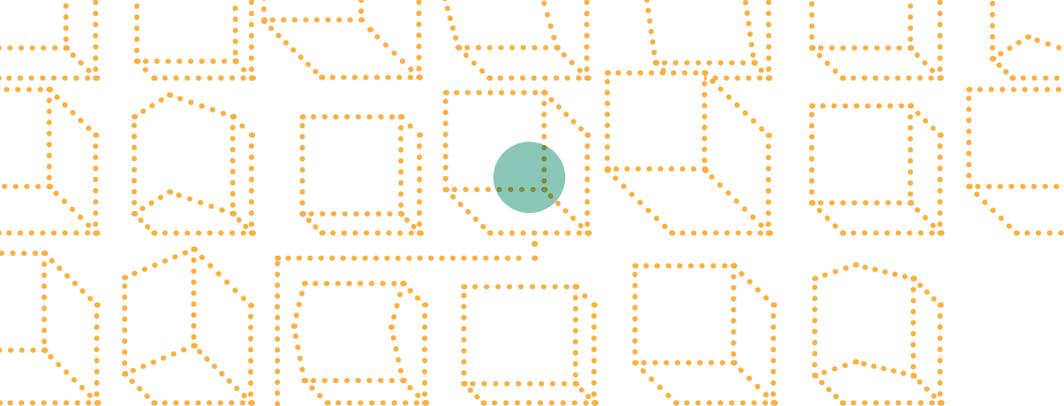
**Spring term  
entrance**

*Submit FAFSA and all other financial aid application materials by November 5.*

**Scholarship  
participation  
deadlines**

*Scholarship application, application for admission, transcripts, and portfolio due by March 1 for fall term or November 5 for spring term.*





## Residence life services

For students relocating to Baltimore, our Residence Life staff can assist you in finding living accommodations that best suit your needs. MICA's residential housing complexes offer apartment-style living spaces designed especially for artists. Each apartment is fully furnished and equipped with a kitchen, living room, and bath. Students may choose a private bedroom or one that is shared with a roommate. Laundry facilities and parking are also available. **Priority consideration for on-campus housing is given to entering transfer students who have paid their tuition and housing deposits by the deposit deadline.** If you wish to live off campus, our housing office can assist you in finding an apartment in surrounding neighborhoods. Instructions on how to apply for on-campus housing will be sent to you with your acceptance notification.

## Career development services

The College's Joseph Meyerhoff Center for Career Development provides students with the information they need to plan their career. The Center serves as a one-stop resource, assisting both students and alumni seeking information about internships, employment, postgraduate study, competitions, and other career-related opportunities. For more information, go to **[www.mica.edu/careerdevelopment](http://www.mica.edu/careerdevelopment)**.



# Facts about MICA



**Degrees offered** *BFA, BFA/MAT, MAT, MFA, MA, MPS, MBA/MA*

**Students** *1,850 undergraduate students*  
*350 graduate students*  
*48 states and 53 foreign countries represented*

## Important links

### Undergraduate Admission

[www.mica.edu/undergraduateadmission](http://www.mica.edu/undergraduateadmission)

### Scholarships & Financial Aid

[www.mica.edu/UGfinaid](http://www.mica.edu/UGfinaid)

### Programs of Study

[www.mica.edu/programs](http://www.mica.edu/programs)

### Apply Now

online: [micaundergrad.slideroom.com](http://micaundergrad.slideroom.com) or  
[commonapp.org](http://commonapp.org)

### Visiting Campus

[www.mica.edu/UGvisit](http://www.mica.edu/UGvisit)

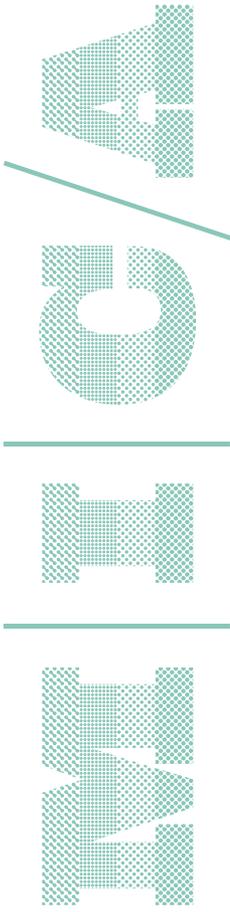
### Student Life / Residential Life

[www.mica.edu/campuslife](http://www.mica.edu/campuslife)

### Career success of young MICA alumni

[www.mica.edu/ArtDesignCareers](http://www.mica.edu/ArtDesignCareers)





MARYLAND INSTITUTE COLLEGE OF ART



1300 WEST MOUNT ROYAL AVENUE / BALTIMORE, MD 21217-4134  
410-225-2222 / [WWW.MICA.EDU](http://WWW.MICA.EDU)

2015