

PRE-MASTERS PROGRAM OF STUDIES

Students in the Pre-Masters program are normally required to complete 30 credit hours (two terms) of coursework. After these two terms, students are eligible to apply to the Master's program.

The Admissions Committee reviews the applications and makes an assessment of a student's academic performance and their knowledge, skill level and design ability based on the strength of the application package. Based on that assessment, the Department may require a student to undertake a third term of Pre-Masters study to meet the minimum application requirements.

The Department will advise students on which courses should be taken in the third term. Students required to complete a third term in Pre-Masters will have applications placed on hold and reassessed on successful completion of the third term.

In instances where students can adequately demonstrate proficiency in any Pre-Masters course(s), through academic achievement and/or demonstrable work, students may challenge a course(s) for advanced standing within the pre-Master's program. The Department will determine these situations on a case-by-case basis.

ADMISSIONS

Admissions requirements and deadlines into the Pre-Masters program is the same as the Masters program. Please refer to the Applications Deadlines listed on the Admissions page of the Department of Interior Design's website:

http://umanitoba.ca/faculties/architecture/programs/intdesign/ID_admissions.html.

PRE-MASTER'S PORTFOLIO

The portfolio requirements for Pre-Masters program are listed below. The entry requirements for the Pre-Masters program are different than the Masters program to account for the range of applicants that may or may not have a design background. These guidelines are provided to assist applicants in the preparation of their portfolio.

The Purpose of the Portfolio

Portfolios are communication devices that demonstrate design interests, inclinations, creative abilities and potential across a wide spectrum of media and expression. For Pre-Masters applications, the following guidelines should be able to advise on the content of the portfolio.

Guidelines

- Electronic submission (format: PDF maximum size of 20 MB) or Hard Copy (8.5" x 11" portrait format).
- Clearly indicate your name on the portfolio.
- Provide a table of contents or consistent chapter identification at the beginning of the portfolio.
- With every image or project, include a brief explanation or description. Brief and succinct descriptions are preferred over lengthy or rambling narratives.
- Previous schoolwork as well as independent or self-initiated work may be included. In the case of schoolwork, include the project program issued, the main

objectives of project, the instructors' names, the dates and duration. Also include written evaluations and grades received (where available). If group or office work is presented, clearly indicate your specific role in the work (proper crediting is required for all work presented in the portfolio).

- Do not include additional CDs, videos, films, slides, etc. All work should be integrated into the portfolio.
- Do not submit unclear or poorly reproduced photographs, reproductions or drawings.

What to Include

The portfolio should document and convey your design interests, inclinations and passions. These can range from passions underlying hobbies to those that led you to pursue your previous field of academic study. The Admissions Committee is interested in projects that you do on your own, as well as those done for school assignments. These projects can be photographed or copied with accompanying brief descriptions to form the basis of the portfolio.

This is a list of examples that could be included or form the basis of the portfolio

- Written: Poetry, articles, travel journals, research papers, music, etc.
- Graphic: Photography, sketches, drawings, paintings, or technical drawings, etc.
- Constructed: Photographs, drawings and sketches of built projects. This could include examples such as: ceramics, models, sculptures, hobbies, instruments, theatre sets, renovations to buildings, objects, cars, and/or photo-documentaries of experiences with building construction.

The body of work should convey the applicant's creative experience and/or graphic communication skills attained to date.