
« WAYNE STATE UNIVERSITY »

MA // MFA
GRADUATE
HANDBOOK

ART

« JAMES PEARSON DUFFY DEPARTMENT OF ART AND ART HISTORY »

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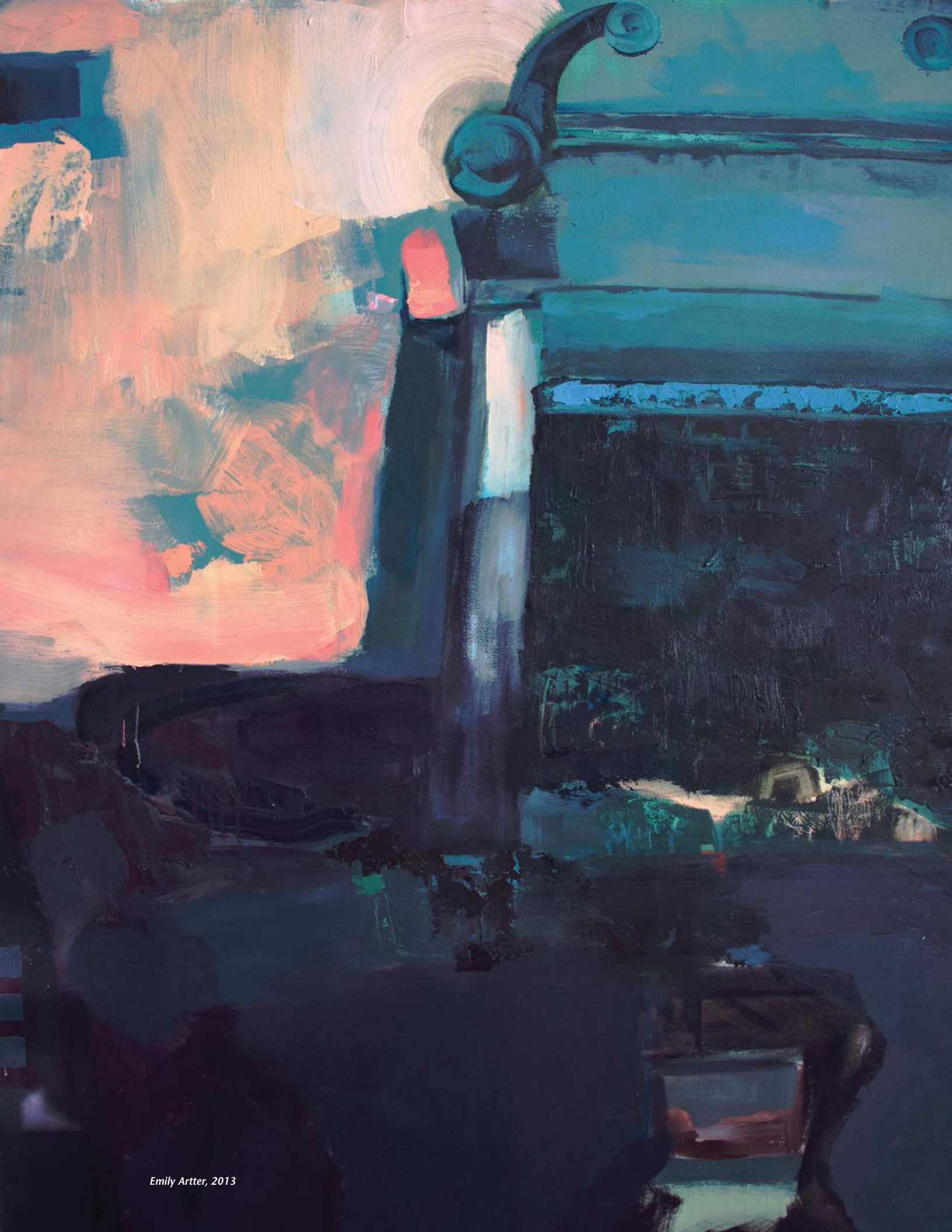
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Emily Artter, 2013



PROXIMITY, THE SENSORY AND DISPLACEMENT, PHOTO: ERIC WOLF

INTRODUCTION

This information booklet is intended to answer most questions pertaining to the graduate degree programs offered in Art.

Please consult the University Graduate Bulletin (www.bulletins.wayne.edu) for the general rules and procedures concerning graduate studies at Wayne State University. On-line at www.art.wayne.edu. Any additional questions should be addressed to the Department's Graduate Officer.

Graduate Officer
Department of Art & Art History
150 Art Building
Wayne State University
Detroit, Michigan 48202
phone 313-577-2980
fax 313-577-3491

The James Pearson Duffy Department of Art & Art History offers the Master of Arts with a major in Art (M.A.) for twelve studio art concentrations and the Master of Fine Arts with a major in Art (M.F.A.) for eight studio art concentrations. Though the two programs have similarities, significant differences exist. Be sure to consult the specific requirements and procedures for each degree.



EMILY LINN, MFA 2007

MASTERS OF ARTS (M.A.)

The following concentrations offer the Master of Arts in Art degree:

- » CERAMICS (ACR)
- » DRAWING (ADR)
- » FASHION DESIGN (AFA)
- » FIBERS (AFI)
- » GRAPHIC DESIGN (AGD)
- » INDUSTRIAL DESIGN (AID)
- » INTERIOR DESIGN (AIA)
- » METALSMITHING (AME)
- » PAINTING (APA)
- » PHOTOGRAPHY (APH)
- » PRINTMAKING (APR)
- » SCULPTURE (ASL)

The Master of Arts is a 33 credit hour program.

«I. ELIGIBILITY »

The applicant must hold a Bachelor of Fine Arts (B.F.A.) degree or another degree and equivalent course work and/or experience. In addition, the applicant must satisfy, also by course work and/or experience, the specific requirements of the concentration to which he/she/they is applying. These requirements can be obtained from the Graduate Officer of the Department.

Admission to the Master of Arts program is based on the following ranked criteria.

«PORTFOLIO

«PERSONAL INTERVIEW

«ACADEMIC RECORD AND EXPERIENCE; SUPPORTING MATERIALS

Note: The Graduate Record Examination (GRE) is not required for admission.

« II. ADMISSION »

Admission to the Master of Arts program is an online process.

Applicants should go to <http://www.gradadmissions.wayne.edu>

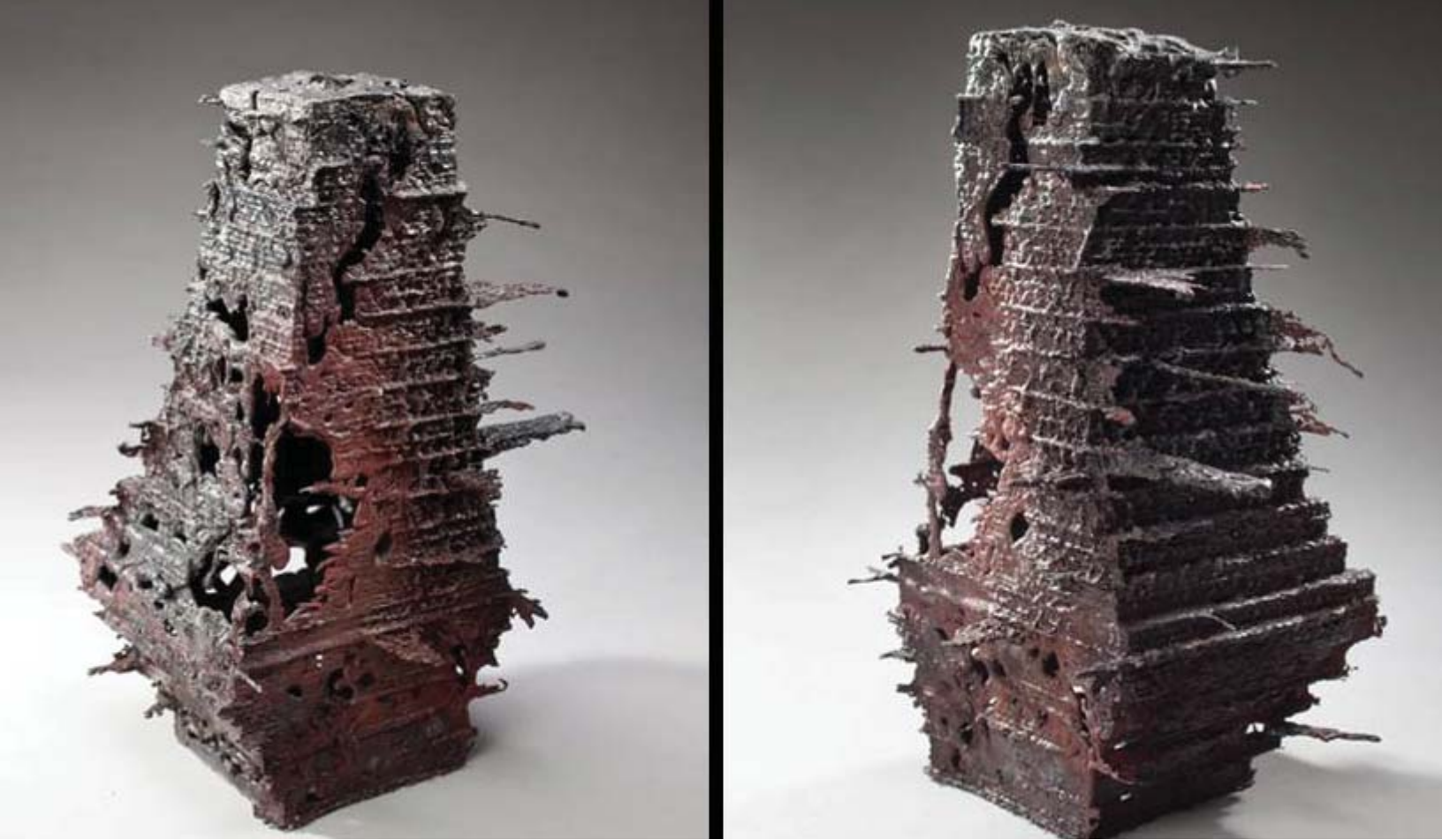
Admission to the Graduate School means only that the applicant has satisfied the academic standards required for general University Graduate admission. The final admission decision rests with the Department's faculty admissions committee in each concentration.

«« A. APPLICATION PROCEDURE »»

At the time of application, the prospective student must submit, a portfolio of twenty (20) digital images of recent work, a list or descriptions of images, a statement of intent, a curriculum vita (CV), and three (3) letters of recommendation through the online upload process. These are examined by the faculty admissions committee, along with the applicant's academic record, in order to make a preliminary admissions decision. If this decision is positive, a formal admissions interview may be scheduled, except in cases where distance makes it impossible. The applicant will be informed as to the date and place for the meeting.

««B.COMPOSITION OF THE FACULTY – ADMISSIONS COMMITTEE »»

Graduate Student Review Committees are composed of three (3) full-time faculty minimum. Each committee includes full-time faculty members from the admitting concentration, one of whom is the Advisor, and at least (1) one full-time faculty member from beyond the concentration. The student may add or replace one faculty member per term with the support of his/her/their Graduate Advisor. Requests for graduate committee adjustments should be made to the Graduate Officer by the 3rd week of the term. Committee membership may also be adjusted according to faculty schedules and assignment.



Kyle Dill, 2013

If an admissions interview is scheduled, the applicant should expect to present actual examples of his/her/their recent work (unless this is not feasible due to size). The applicant should expect to speak and to answer questions concerning his/her/their work, experience and plans for graduate study. The admissions committee will make one of the following decisions:

«**ADMIT:**

«**ADMIT WITH SPECIAL REQUIREMENTS:**

The applicant's preparation is acceptable but requires certain specific courses to be taken. These courses may or may not carry graduate credit depending on the level specified by the committee.

«**~~PRE-MASTERS~~** preparation is not sufficient for admission but shows promise. The committee will outline the specific courses that must be taken prior to another admissions interview. These courses are taken at the 5000 level and graduate tuition is paid. If the student is subsequently admitted, up to 9 credits may be accepted as graduate credit.

«**DO NOT ADMIT:**

The applicant lacks sufficient preparation for the program. Frequently, Post-Bachelors status is recommended. However, Post-Bachelor's course work cannot be applied towards any degree.

««C. ADVISOR »»»

At the time of admission, the student will be assigned an Advisor by the admissions committee. The Advisor will be a professor in the student's area of concentration.

The Advisor will explain the program and help the student plan the course of study. It is the student's responsibility to know the program and to maintain close contact with the Advisor, in order to keep them informed as to the student's progress. In addition, a graduate advising form is available from the Department to help with matters such as the plan of work, the graduate essay and other specifics.

« III. REQUIREMENTS »

The Master of Arts program is a 33 credit course of study. The student must complete the degree within 6 academic years. Attendance may be either full-time (8 credits per semester) or part-time.

«« A. COURSE OF STUDY »»»

« MAJOR CONCENTRATION: (18 credits)

The M.A. student must complete at least 18 credit hours in his/her/their major concentration. Course work in the concentration should be taken at the 7000 level whenever possible, since at least 9 credits must be at this level. Course work in the Master of Arts program is taken with a specific instructor who has been approved by the University to teach at the graduate level.

« ART HISTORY: (3 credits)

The M.A. student must take at least one course in Art History at the 5000 level or above.

« ELECTIVES: (6 credits)

The M.A. student must add at least two courses considered electives during his/her/their program. These courses must be outside the major concentration and may be in studio art, art history or even outside the Department. However, any course elected from another area of the University outside of the Department requires prior consent of the Advisor. No course below the 5000 level will be counted for graduate degree credit.

« MASTER OF ARTS SEMINAR (3 credits)

All M.A. students are required to take the M.A. Seminar (ACS 7998). This course is offered only in the Fall Semester each year and should be taken in either the first or second semester of graduate studies.

The M.A. Seminar currently meets jointly with the M.F.A. 1 Seminar (ACS 8997).

« ESSAY (3 credits)

In partial fulfillment of the degree requirements, the student must complete and submit a Master's Essay. The content and form of the essay must be approved in advance by the Advisor. It must conform to the guidelines as outlined in the Graduate Bulletin of the University. The completed essay is presented to the Advisor for grading, along with 2 copies. The Department will retain one copy permanently. The original is submitted to the College and will be returned to the student after it has been graded and processed. An information sheet detailing the specifics of the Essay can be obtained in the office of the Department.



EMILY LINN, MFA 2007

««B. PLAN OF WORK »»»

All graduate students begin their work as Masters Applicants. After 12 credits have been completed successfully (B average or better) a Plan of Work is filed with the College of Fine, Performing and Communication Arts. If approved, the student's status is changed to Masters Candidate. The Plan of Work lists courses taken and projects the remainder of the program and anticipated length of the program. Failure to submit the Plan of Work during the semester in which the student registers for his/her/their 12th credit may result in an academic "hold" which will prevent further registration. The University strongly enforces this policy, so the student must not neglect this procedure. The Plan of Work is done in conjunction with the Advisor. The Plan of Work must be signed by the student's Advisor, who then forwards the Plan of Work to the Graduate Officer.

If the student wishes to change his/her/their course of study after the Plan of Work has been filed, another Plan of Work with the "Change of Plan of Work" line marked should be filed. The P.O.W. is available online at: www.art.wayne.edu or in the art department office.

Any deviations from this course of study requires the approval of the faculty Graduate Committee in Art. Such requests should be addressed in writing to the Graduate Officer.

«« C. REVIEWS »»

As a requirement for the degree, the Master of Arts student must meet a faculty review committee three (3) times during the course of study. These reviews are held in the semesters in which the student takes his/her/their 12th credit and 24th credit and then in the final semester. The student must keep his/her/their Advisor informed as to the student's progress so that the reviews can be scheduled at the appropriate times.

«COMPOSITION OF THE REVIEW COMMITTEE

Graduate Student Review Committees are composed of three (3) full-time faculty minimum. Each committee includes full-time faculty members from the admitting concentration, one of whom is the Advisor, and at least (1) one full-time faculty member from beyond the concentration. The student may add or replace one faculty member per term with the support of his/her/their Graduate Advisor. Requests for graduate committee adjustments should be made to the Graduate Officer by the 3rd week of the term. Committee membership may also be adjusted according to faculty schedules and assignment.

« PROCEDURE

Reviews are normally one hour in length. The student is expected to present all work done during the period under review, as well as answer questions. The following format is used for reviews.

« OPENING STATEMENT (10 MINUTES)

The student should prepare a brief presentation about the works under review, focusing on those issues that he/she/they wishes the committee to address.

« DISCUSSION PERIOD (UP TO 30 MINUTES)

An open discussion, moderated by the Advisor, addressing the works under review and focusing on the issues raised by the student during the opening statement.

« FORMAL ACTION (10 MINUTES)

Following the discussion, the student will be requested to leave the room so that the committee can discuss and vote a formal action.

« FEEDBACK (10 MINUTES)

The student is invited back to rejoin the review and will be apprised of the action taken.

The following is a list of formal actions that can be taken by the review committee.

«« PASS:

Work is proceeding without any problems.

«« PASS WITH WARNING:

Work is only satisfactory. An additional review is called for at a time interval to be determined by the review committee.

«« HOLD:

Work is not acceptable. Student may not register for additional course work until he/she/they have met with the review committee at a specified time.

«« DISMISS:

Work is failing. Graduate candidacy and standing is revoked.



JOSHUA NEWTH, MFA 2006

«« D. GRADUATION REQUIREMENTS »»»

When registering for the final semester, the student must file for his/her/their degree at the University Graduation Office. The student must file prior to the first day of classes of his/her/their final semester. Once the student has filed for a degree, the student is then a Candidate for Graduation.

«FINAL REVIEW

This summary review is held in the final semester

« ESSAY

The Completion of the essay is due in the 12th week of the final semester in order to facilitate College and University deadlines.

« PORTFOLIO

The candidate must provide his/her/their advisor with a portfolio of images accomplished during graduate studies two (2) weeks prior to graduation. These images will be added to the permanent collection of the Department's visual resource center.

« IV. STUDIO SPACE »

The Department is not able to provide individual studio space for students in the Master of Arts program. Individual concentrations, however, make every effort to accommodate the needs of their graduate students. Please consult with the Advisor to see what space, if any, is available.



Jennifer Belair, MFA 2012

« VI. GENERAL INFORMATION »

«« A. TRANSFER OF CREDITS »»

No credits can be transferred to the program from any other institution or program at the time of admission. A student may receive up to three (3) credits from another program during the course of his/her/their course of study at WSU. The student must submit a request form and provide an official transcript to the Graduate Officer; the student's review committee must agree to accept this work.

«« B. CREDIT BY EXAMINATION »»

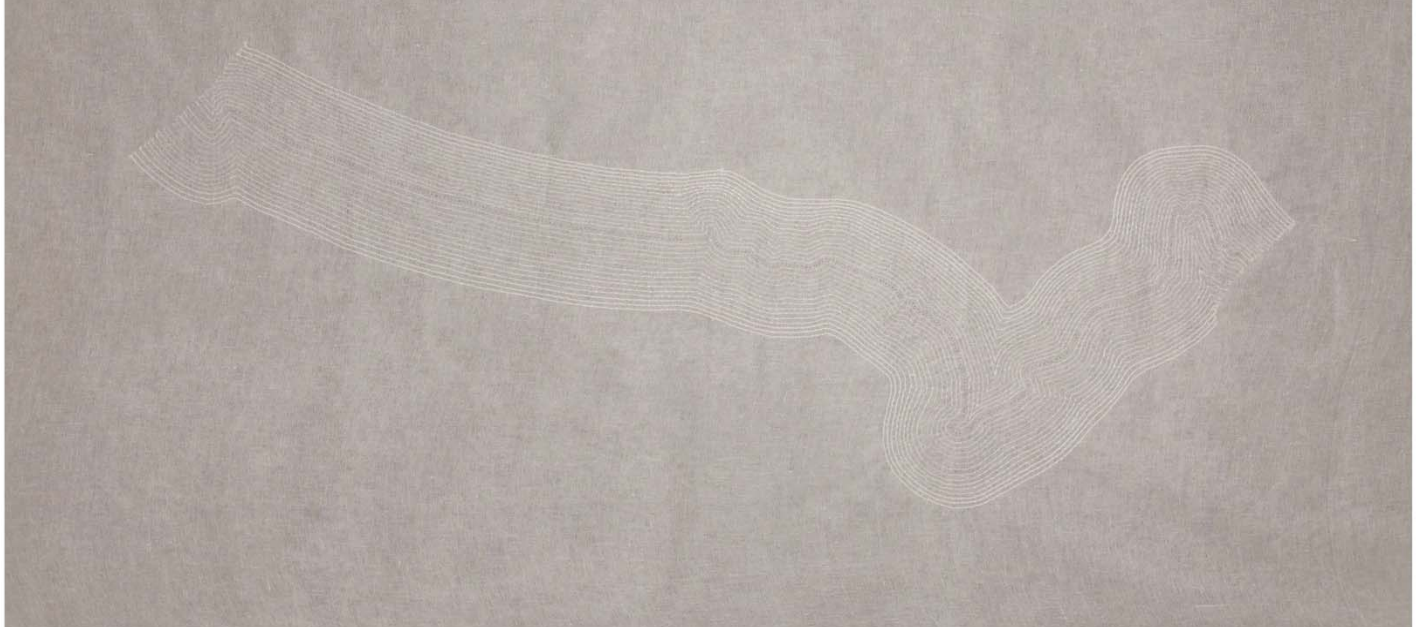
No credits toward graduate degrees may be obtained by examination.

«« C. ROLE OF THE M.A. ADVISOR »»

The Advisor's responsibilities are to explain the program and help the student plan his/her/their course of study. Aspects of the Advisor's role include the following points.

«THE ADVISOR MUST:

- «« Be in the area of concentration desired by the student;
- «« Be appointed by the student's admissions committee. (Change of advisor must be approved by both a student's current and requested advisor.);
- «« Approve a student's list of review committee members each semester (student must submit a list to the advisor), sending the list to the area coordinator, who sends the list on to the graduate officer;
- «« Approve changes in a student's review committee, sending the list to the area coordinator, who sends the list on to the graduate officer;
- «« Moderate a student's reviews (including time-keeping for each section of the review);
- «« Approve and supervise a student's M.A. Essay and submit the results to the graduate officer;
- «« Approve a student's plan of work;



Laurie D'Alessandro, 2013

-
- «« Approve any electives that the student seeks to take outside of the department;
 - «« Approve a student's course schedule each semester;
 - «« Arrange for studio space, if the student's concentration provides studio space.
- « It is also the student's responsibility to know the program and to maintain close contact with the advisor, in order to keep them informed as to the student's progress.
-

«« D. SPRING / SUMMER SEMESTER »»

Master of Arts course work may be done during the Spring/Summer semester only if courses are offered at the appropriate level and are taught by faculty who have been approved to teach graduate courses.

«« E. CHANGE OF CONCENTRATION »»

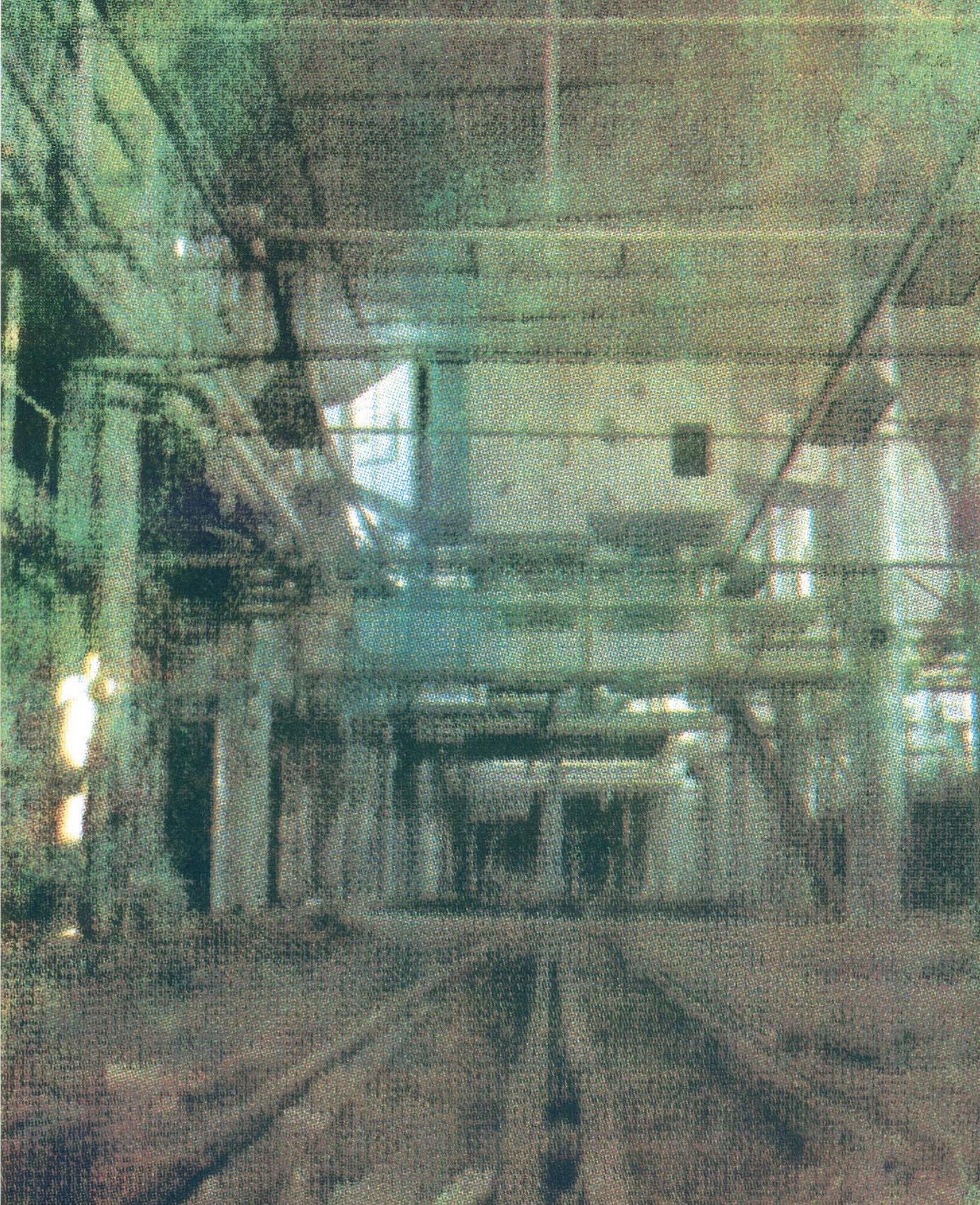
If during the course of his/her/their studies, a student wishes to change his/her/their major concentration, he/she/they should inform the Advisor. Such a change will require an admission committee meeting with the concentration the student wishes to enter. The student must complete the required 18 major credits in the new area. Credits earned in the initial major will be considered electives.

«« F. GRADUATE ADVISING »»

The student must meet with his/her/their Advisor every semester to review, plan, and approve the student's course of studies. If desired, the Graduate Officer is also available for advising.

«« G. FINANCIAL AID AND SCHOLARSHIPS »»

For information concerning financial aid and scholarships, please contact the WSU Financial Aid office. Applications for graduate teaching assistantships can be obtained from the Department office.



MASTERS OF FINE ARTS (M.F.A.)

The Master of Fine Arts degree in studio art is offered in the following areas of concentration:

- » CERAMICS (ACR)
- » DRAWING (ADR)
- » FIBERS (AFI)
- » GRAPHIC DESIGN (AGD)
- » METALSMITHING (AME)
- » PAINTING (APA)
- » PHOTOGRAPHY (APH)
- » PRINTMAKING (APR)
- » SCULPTURE (ASL)

The Master of Fine Arts is a 60 credit hour program.

« I. ELIGIBILITY »

The applicant must hold the Bachelor of Fine Arts degree or another degree and equivalent course work and/or experience. Work must be of superior quality and preparation. In addition, by course work and/or experience, the applicant must also satisfy the specific requirements of the major concentration to which he/she/they are applying.

These requirements can be obtained from the Graduate Officer of the Department. Admission to the Master of Fine Arts program is based on the following ranked criteria.

« **PORTFOLIO**

« **PERSONAL INTERVIEW**

« **ACADEMIC RECORD AND EXPERIENCE; SUPPORTING MATERIALS**

Note: The Graduate Record Examination (GRE) is not required for this program.

« II. ADMISSION »

Admission to the Master of Fine degree program is possible by the following three methods.

« **DIRECT ADMISSION WITH THE B.F.A. DEGREE**

If the applicant is of clearly superior quality and preparation, direct admission is possible. However, applicants are often initially placed in the M. A. program. At the earliest appropriate time, transfer to the M. F. A. program may be recommended.

« **DIRECT ADMISSION WITH THE M.A. DEGREE**

Any individuals having already completed the M.A. degree in art (a studio concentration) may apply directly for admission to the M.F.A. program. An admission committee will determine qualifications and admissibility.

« **TRANSFER FROM THE WSU M.A. PROGRAM**

Once in the M.A. program, the student is eligible for transfer to the M.F.A. at his/her/their first review (12 credits) or second review (24 credits). If, at either of these reviews, the faculty review committee determines that the work is approaching M.F.A. level, an invitation will be issued to meet the larger M.F.A. admission committee. If admitted, it is possible to transfer up to 15 credit hours of M.A. studio course work; the number of transfer credits accepted is at the discretion of the student's M.F.A. admissions committee. (Art History credits transfer automatically, as does the M.A. Seminar--the student then must take the MFA 2 Seminar).

As with the M.A. program, direct M.F.A. admission is a two-part process. The applicant must apply to the Graduate School of the University and the Department of Art & Art History. <http://wayne.edu/admissions/graduate/>

Admission by the Graduate School means only that the applicant has satisfied the academic standards required for general graduate admission. The final decision rests with the Department's faculty admission committee.



JENCLARE GAWARAN, MFA 2009

««A. COMPOSITION OF THE FACULTY ADMISSION COMMITTEE »»»

Admissions committees are composed of three (3) full-time faculty minimum. Each admissions committee includes all full-time members of the concentration an applicant has applied through, and at least (1) one full-time faculty member from beyond the concentration. Admission offers begin with a simple majority of positive votes from committee members. A positive vote should be understood as an agreement to serve as a graduate committee member. Graduate advisors must be drawn from the admitting concentration.

««B. APPLICATION PROCEDURE »»»

At the time of application, the prospective student must submit a portfolio of twenty (20) images of recent work, a list or descriptions of images, a statement of intent, a curriculum vita (CV), and three (3) letters of recommendation through the application upload process. These are examined by the faculty admissions committee, along with the applicant's academic record, in order to make a preliminary admissions decision. If this decision is positive, a formal admissions interview may be scheduled, except in cases where distance makes it impossible. The applicant will be informed as to the date and place for the meeting.

If an admissions interview is scheduled, the applicant should expect to present 10–20 actual examples of his/her/their recent work (unless this is not feasible due to size). The applicant should expect to speak and to answer questions concerning his/her/their work, experience and plans for graduate study. The interview normally is scheduled for approximately 45 minutes.

The admissions committee will make one of the following decisions.

« **ADMIT TO M.F.A.**

Note: any applicant transferring from the WSU M.A. program will be informed as to whether he/she/they will be permitted to transfer credits and, if so, how many.

« **ADMIT TO M.A.**

The faculty admissions committee determines whether the M.A. program is a more appropriate place for the applicant to begin graduate studies. Once in the M.A. program, a student can again apply for admission to the M.F.A.

« **DO NOT ADMIT**

The applicant lacks sufficient preparation for the program.

«« **C. ADVISOR** »»

At the time of admission the student will be assigned an initial Advisor by the admissions committee. The Advisor will be a professor in the student's area of concentration. The student selects a permanent Advisor during his/her/their first semester; both the initial and permanent advisors must agree to the student's selection. The Advisor will explain the program and help the student plan the course of study. It is the student's responsibility to know the program and to maintain close contact with the Advisor, in order to keep them informed as to the student's progress.

« **III. REQUIREMENTS** »

The Master of Fine Arts Degree is a 60 credit hour program, requiring full-time enrollment. The degree must be completed in four, five or six semesters (2-3 years). No M.F.A. course work is available during Spring/Summer semesters. (Graduate Assistants are exempt from this time limit due to the regulations governing assistantships.)

«« **A. COURSE OF STUDY** »»

« **MAJOR CONCENTRATION (36 credits)**

The M.F.A. student must enroll, each semester, for the M.F.A. Studio appropriate to his/her/their major concentration. This course, numbered at the 8000 level, is taken for either 6 or 9 credits each term (courses within the major concentration must be taken at the 8000 level.)

« **ELECTIVES (12 credits)**

At least 4 courses must be elected from outside the major concentration. These may be in either art (studio) or Art History. Electives must be taken at the 5000 level or above.

« **ART HISTORY (6 credits)**

The M.F.A. student is required to take at least two (2) Art History courses at 5000 level or above. One of these courses is to be a free elective. The second is to be a 20th century survey of art or a course on contemporary art.



KEVIN EWING, MFA 2007

« MASTER OF FINE ARTS SEMINAR (6 credits)

The M.F.A. student is required to take two (2) semesters of this course. This course is offered in the Fall and Winter semesters. Currently in the Fall semester, the M.F.A. 1 Seminar (ACS 8997) meets jointly with the M.A. seminar. The M.F.A. 1 Seminar and M.F.A. 2 Seminar (ACS 8998) currently meet jointly in the Winter semester.

««B. PLAN OF WORK »»»

All graduate students begin their work as Masters Applicants. After 12 credits have been completed successfully (B average or better) a Plan of Work is filed with the College of Fine, Performing and Communication Arts. If approved, the student's status is changed to Masters Candidate. The Plan of Work lists courses taken and projects the remainder of the program and anticipated length of the program. Failure to submit the Plan of Work during the semester in which the student registers for his/her/their 12th credit may result in an academic "hold" which will prevent further registration.

The University strongly enforces this policy, so the student must not neglect this procedure. The Plan of Work is done in conjunction with the Advisor. The Plan of Work must be signed by the student's Advisor, who then forwards the Plan of Work to the Graduate Officer.

If the student wishes to change his/her/their course of study after the Plan of Work has been filed, another Plan of Work with the "Change of P.O.W." line marked should be filed. The Plan of Work is available online (<http://art.wayne.edu/files/GradPlanOfWork.pdf>) or in the art department office.

If the student wishes to change his/her/their course of study after the Plan of Work has been filed, a Change of Plan of Work should be filed. An information sheet detailing the Plan of Work Form can be obtained in the Department Office or on the Department website.

Any deviations from this course of study requires the approval of the faculty Graduate Committee of the Department. Such requests should be addressed in writing to the Graduate Officer.

««C. REVIEWS »»»

The M.F.A. student must meet with a faculty review committee each semester of study. By the 8th week prior to each semester's review, the student must have had a studio visit with each member of his/her/their committee (i.e., the student meets with committee members individually to discuss his/her/their work). Reviews are usually held in the 12th or 13th week of each semester with the dates varying each term. The Graduate Calendar, available in the Department office will list the exact dates for each academic year. (The Final Review is held in the 8th week to facilitate College and University graduation deadlines.)

«COMPOSITION OF THE M.F.A. REVIEW COMMITTEE

Graduate Student Review Committees are composed of three (3) full-time faculty minimum. Each committee includes full-time faculty members from the admitting concentration, one of whom is the Advisor, and at least (1) one full-time faculty member from beyond the concentration. The student may add or replace one faculty member per term with the support of his/her/their Graduate Advisor. Requests for graduate committee adjustments should be made to the Graduate Officer by the 3rd week of the term. Committee membership may also be adjusted according to faculty schedules and assignment

«INITIAL REVIEW

This review takes place during a student's first term in the M.F.A. program and is not a graded review. Except for Painting & Drawing, a student's admission committee will appoint his/her/their first review committee. For a Painting & Drawing graduate student, the first review committee will be composed of his/her/their admission committee; after the first review, and in consultation with his/her/their Advisor, the student must request faculty to be on his/her/their review committee (at least three Painting & Drawing faculty). The first review provides the student with a written summary of the review.

«CHANGES IN THE REVIEW COMMITTEE

Any changes in the review committee must be approved by the student's Advisor, who then notifies the Graduate Officer of any changes. Student may request to add or replace one full-time faculty member per term. A student must request a change in the composition of the review committee by the third week of the semester.

«VISITING ARTIST/CRITIC

Each semester, the Department's Faculty Graduate Committee in Art invites to campus a visiting artist/critic specifically to serve on graduate reviews. This individual attends all M.F.A. reviews and serves without a vote. Recommendations for visiting artist/critic are made to the committee by faculty and graduate students.

«PROCEDURES

Reviews are normally one hour in length. The student may choose to have an open review with other M.F.A. students attending or a closed review with only the review committee. The schedule is prepared by the Graduate Officer, in consultation with the various concentrations. The schedule is distributed and posted several weeks in advance. The following format is followed for reviews.



KRISTIN BEAVER, MFA 2004

«« **OPENING STATEMENT (10 minutes)**

The student should prepare a brief presentation about the works under review, focusing on those issues he/she/they wishes the committee to address.

«« **DISCUSSION PERIOD (up to 30 minutes)**

An open discussion, moderated by the Advisor, addressing the works under review and focusing on the issues raised by the student during the opening statement.

«« **FORMAL ACTION (10 minutes)**

Following the discussion, the student will be requested to leave the room briefly so that the committee can discuss and vote a formal action.

«« **FEEDBACK (10 minutes)**

The student is then invited to rejoin the review and will be apprised of the action taken.

In addition to voting a formal action, the committee will also at this time grade the 8000 level course work and record a written summary of the review. The following is a list of formal actions that can be taken by the review committee.

« **PASS:**

Work is approved. Consistent level of quality is being maintained.

« **PASS WITH WARNING:**

Work is only satisfactory. The possibility of a Hold or Dismiss exists.

« **HOLD:**

Work is unsatisfactory. The student may not register for further course work but should instead concentrate on bringing his/her/their work up to a satisfactory level. A repeat review will be scheduled for the following semester to determine continuance or dismissal.

« **RETURN TO MASTER OF ARTS**

Program: Though acceptable, the work is not at the M.F.A. level. The accumulated degree credits may be applied to the M.A. degree.

« **DISMISS:**

Work is failing. Graduate candidacy and status is revoked.

All actions of a review committee may be appealed in writing to the Graduate Committee in Art. This committee, in conjunction with the Department Chair, may overrule a Review Committee. The student is to receive a copy of the committee's review summary. The student is encouraged to follow-up with committee members after the review for more discussion. The student has the right of access to his/her/their graduate files. Students are welcome to review 8000-level grades and the written summary of their reviews.

««D. GRADUATION REQUIREMENTS »»»

When registering for their final semester, the student must File for Degree at the University Graduation Office. The student must file prior to the first day of classes of his/her/their final semester. Once the student has filed for a degree, the student is then a Candidate for Graduation.

« **FINAL EXHIBITION (Designate Plan C on the Plan of Work)**

As a degree requirement, the M.F.A. student must present a final thesis exhibition prior to graduation. All M.F.A. exhibitions are to be held in the WSU Community Art Gallery during the Winter term.

The design, presentation, and publicity for the show is done in conjunction with other graduating candidates. The Graduate Officer and the Exhibitions Curator are available to assist with the exhibition. The M.F.A. student must write an artist's statement, in consultation with the Advisor. The statement will accompany the thesis show. The student will document the exhibition with digital images and submit these to the Graduate Officer (see no. 3, below).

« **FINAL REVIEW**

This summary review is held in the final semester

« **IMAGE PORTFOLIO**

Prior to graduation, the candidate must provide his/her/their advisor with a portfolio of 5–10 images of works executed during graduate studies and an additional 5-10 images of the thesis exhibition.



Jennifer Belair, MFA 2013

The images become part of the permanent collection in the Department's visual resource center. The portfolio is due in the Department office no later than two (2) weeks after a student's final exhibition.

« IV. STUDIO SPACE »

The Department ordinarily provides individual studio spaces to all M.F.A. students. These are assigned on the basis of seniority, area concentration, and space availability. Since graduation provides a constant turnover of studios, anyone desiring to upgrade his/her/their assignment may do so by requesting, in writing, a new studio. These requests should be addressed to the Graduate Officer. If, in the opinion of the faculty, a student is not sufficiently utilizing his/her/their studio, a request to vacate may be made. Such a request can be appealed to the Department's Graduate Committee in Art.

« V. GENERAL INFORMATION »

«« A. TRANSFER OF CREDITS »»»

No credits can be transferred to the M.F.A. program at the time of admission from any M.A. program outside of WSU. A maximum of 15 credits can be transferred from the WSU M.A. program to the M.F.A. program; the number of transfer credits accepted is at the discretion of the applicant's admissions committee. Once enrolled in the M.F.A. program, a student may petition the Department's Graduate Committee in Art to accept up to three (3) credits from educational institutions outside of WSU. The student must submit a formal request, signed by his/her/their advisor, and a copy of the transcripts for the coursework credits requested to the Graduate Committee in Art.

«« B. CREDIT BY EXAMINATION »»»

No credits toward graduate degrees may be obtained by examination.

«« C. ROLE OF THE M.F.A. ADVISOR »»»

The Advisor responsibilities are to explain the program and help the student plan her/his course of study. Aspects of the Advisor's role include the following points.

« THE ADVISOR MUST:

- «« Be in the area of concentration desired by the student;
 - «« Be appointed by the student's admissions committee (change of advisor must be approved by a student's current and requested advisor);
 - «« Approve a student's list of review committee members each semester (student must submit a list to the advisor), sending the list to the area coordinator, who sends the list on to the graduate officer;
 - «« Approve changes in a student's review committee, sending the list to the area coordinator, who sends the list on to the graduate officer;
 - «« Moderate a student's reviews (including time-keeping for each section of the review);
 - «« Approve a student's plan of work;
 - «« Approve any electives that the student seeks to take outside of the department;
 - «« Approve a student's course schedule each semester.
- « It is also the student's responsibility to know the program and to maintain close contact with the advisor, in order to keep them informed as to the student's progress.
-



MFA 1 Thesis Exhibition

««D. SPRING/SUMMER SEMESTER »»»

No M.F.A. coursework is formally offered during the Spring/Summer semester. However, some courses with graduate level credit are occasionally available in the Spring/Summer term. Any M.F.A. student who might consider enrolling in such courses should first check with his/her/their advisor.

««E. GRADUATE ADVISING »»»

The student must meet with his/her/their Advisor every semester to review, plan, and approve the student's course of studies. If desired, the Graduate Officer is also available for advising.

«« F. EXTENSION »»»

The Master of Fine Arts program must be completed in three academic years. Any M.F.A. student wishing to extend his/her/their program beyond this limit must obtain permission from the Graduate Committee in Art. If a student should drop out for a period longer than one semester, he/she/they must seek reinstatement, also from the Graduate Committee in Art. That committee may require a special admissions meeting with the student prior to the resumption of work.

«« G. CHANGE OF CONCENTRATION »»»

If a student wishes to switch major concentration once he/she/they is in the program, the student must first obtain the approval of both his/her/their Advisor and the coordinator of the desired area. The student must also meet with a special admissions committee.

«« H. FINANCIAL AID »»»

For information concerning all available financial aid and scholarships, please consult the WSU Financial Aid office. Applications for graduate teaching assistantships (GTAs) are available through the Department office.



APPLY TO THE GRADUATE PROGRAM

To apply to the Art and Art History Department, Graduate Program:

« COMPLETE THE GRADUATE APPLICATION ONLINE: <http://wayne.edu/admissions/graduate/>
« FOR ADDITIONAL ASSISTANCE YOU MAY CONTACT GRADUATE ADMISSIONS:

«« BUILDING ADDRESS:

Office of Graduate Admissions
The Welcome Center
42 W. Warren
Wayne State University
Detroit, MI 48202

Telephone: 313-577-3577
Fax: 313-577-7536

PLEASE NOTE: All components of your application must be uploaded and received by the application deadlines for consideration of admission to the Graduate School and the Department Program you wish to study. Whereas the Graduate School has a rolling deadline for application, the Department graduate application deadlines are **OCTOBER 1** (for Winter) and **JANUARY 15 (for Fall)**. **There is no Departmental Graduate Program beginning in the Spring/Summer semester.** These deadlines supersede any other published deadlines.

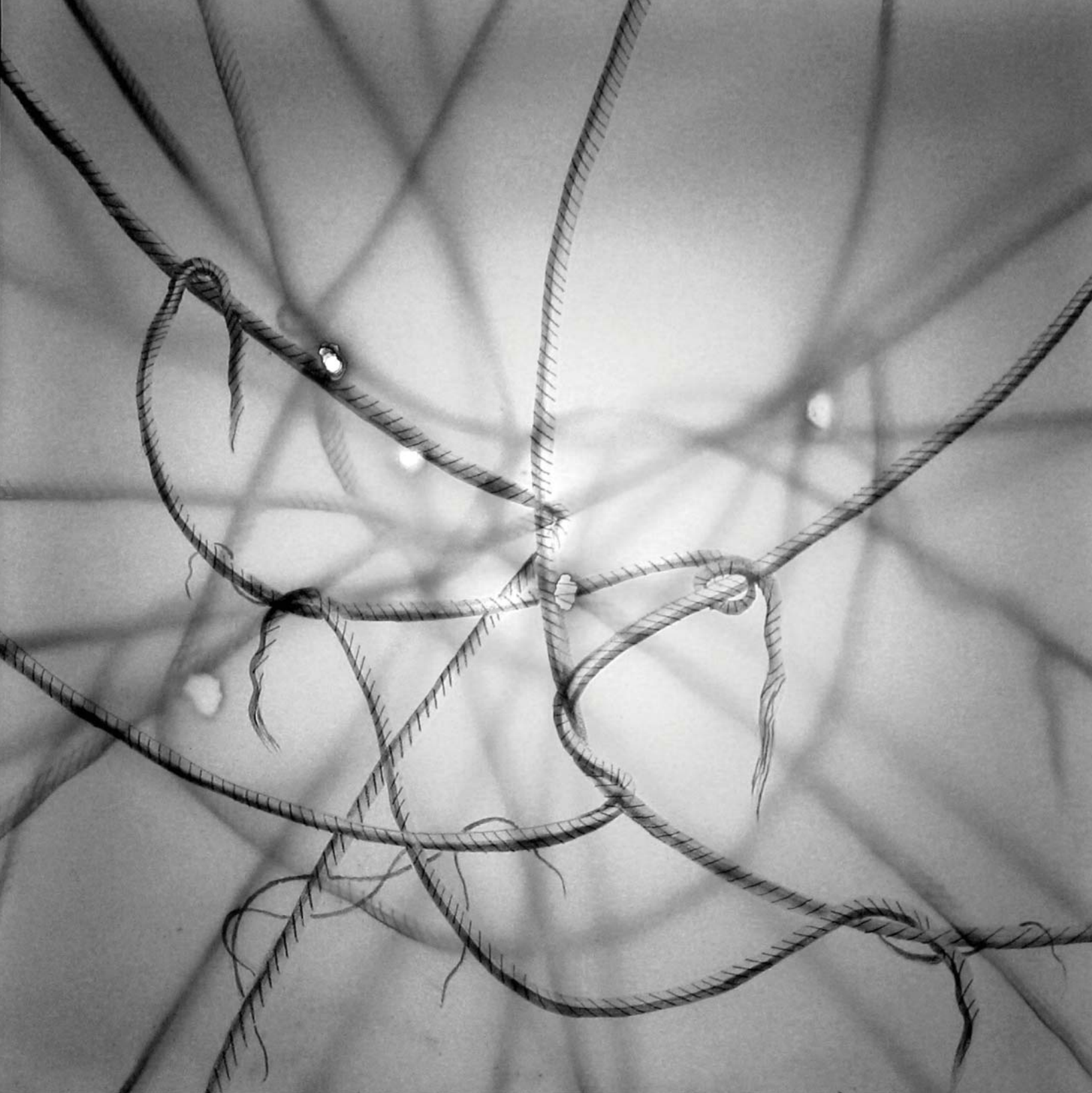
Please submit the WSU Graduate Application to the Office of Graduate Admissions. This includes the application form, an application fee, and official transcripts. Department application materials include the following:

- » **APPLICATION FORMS**
- » **A LETTER OF INTENT**
- » **A CURRICULUM VITA (CV)**
- » **LETTERS OF RECOMMENDATION**
- » **DIGITAL IMAGE PORTFOLIO**
- » **WRITING SAMPLE FOR ART HISTORY APPLICANTS.**

Please allow ample time for the University to receive official transcripts from other institutions. Failure to receive these may result in delayed consideration for admission.

All materials must be uploaded and received completely before the Department will make an admission decision. Any applications completed after the October 1 or January 15 deadline will be considered for next admission deadline (e.g. an application completed Oct. 10 will be reviewed after January 15).

For applications completed by the deadline, the applicant will receive an email notification letter stating the department's admission decision. The notification letter will be sent within 4 to 6 weeks from the application deadline.



JUDY CHOU, MFA



SCHOLARSHIPS

» GRADUATE-PROFESSIONAL SCHOLARSHIP

The Graduate School sponsors one competition annually for Graduate-Professional Scholarships (GPS). The competition is held for full academic year tuition awards (fall and winter terms). Scholarships are offered to qualified applicants pursuing graduate (Master's, Ph.D., Certificate Programs) or advanced professional (Ed.D, M.S.W.) degrees in all University programs. New students must be admitted by May 1, to be considered in the GPS competition. Applicants should confirm their admission status with the academic department. Awards are based on merit and available to both full-time and part-time students.

The scholarship will provide resident tuition payment up to twelve graduate credits each term for the Fall and Winter terms regardless of the applicant's status as a full or part-time. Students holding graduate assistantships, or other tuition paying fellowships, internships, traineeships or scholarships, and salaried or full-time employees of Wayne State University are not eligible to hold this award. Additional information and applications are available online (www.gradschool.wayne.edu/current/onlineforms.asp) and from the Scholarships and Fellowships Office of the Graduate School. Students pursuing the J.D. or M.D. degrees should consult the Law School or School of Medicine concerning financial assistance.

» THOMAS C. RUMBLE UNIVERSITY GRADUATE FELLOWSHIP

Deadline: Check with the School or College Dean's Office. The University will make Thomas C. Rumble Fellowships available to schools and colleges each academic year (fall and winter terms). Full-time graduate students pursuing a Ph.D., M.M., or M.F.A. degree are eligible to apply. The award includes a living allowance, tuition scholarship, subsidized medical, dental and vision care insurance coverage and a housing allowance. Students holding graduate assistantship, other fellowships, internships, traineeships, or other employment may not concurrently hold this award. Information is available from the applicant's dean's office.

» DEPARTMENTAL AWARDS

Many graduate departments award Graduate Teaching Assistantships (GTA), Graduate Student Assistantships (GSA), and Graduate Research Assistantships (GRA). These awards provide a stipend, assistance for 6-10 credits of graduate tuition per term, and subsidized health and dental insurance coverage. As a GTA, GSA, or GRA, the student spends about 20 hours per week in teaching, research, or related duties. Fellowships, scholarships, internships and traineeships may also be available. Information concerning all of these awards may be obtained by writing directly to the contact person of the department in which the student plans to major. Visit the Wayne State University website (www.wayne.edu) for information about departmental contacts. Because Fall Term appointments are usually awarded early in the calendar year, be sure to submit applications and supporting documents to the department in adequate time for consideration.

» **ART ACTIVITY AWARDS**

Students who have shown a serious commitment to the Art & Art History program.
Amount varies depending on activity or project.

» **PRESIDENT'S ENDOWED SCHOLARSHIP (Fine Arts, Graduate Level)**

Please contact department for details.

» **THE FEDERATION OF WOMEN'S CLUBS OF METROPOLITAN DETROIT SCHOLARSHIP**

This scholarship is available to full-time or part-time graduate, post-bachelors, post-masters and undergraduate women students. Usually only one award is made each semester for the resident tuition cost. This scholarship may not pay full tuition. Applications may be obtained online at http://www.alumni.wayne.edu/special_events/wowscholform.pdf or through the Women of Wayne Alumni Association, Ferry Mall, (313) 577-2300. The deadlines are: Fall Semester: June 15, Winter Semester: October 15, Spring/Summer Semester: February 15 441 Ferry Mall, (313) 577-2300. The deadlines are: Fall Semester: June 15, Winter Semester: October 15, Spring/Summer Semester: February 15

» **WOMEN OF WAYNE INCENTIVE PROGRAM FOR PART-TIME STUDENTS**

Each semester, the Women of Wayne Alumni Association offers a small scholarship to part-time undergraduate, post degree and graduate women students. The scholarship provides resident tuition assistance for a maximum of 11 credits per semester for undergraduate students and a maximum of 7 credits for graduate students. Part-time status must be maintained. Additional information and applications are available online at http://www.alumni.wayne.edu/special_events/wowscholform.pdf or from the Women of Wayne Alumni Association, 441 Ferry Mall, (313) 577-2300. The deadlines are: Fall Semester: June 15 Winter Semester: October 15 Spring/Summer Semester: February 15

» **FULBRIGHT U.S. STUDENT PROGRAM:**

FULBRIGHT AND RELATED GRANTS FOR GRADUATE STUDY AND RESEARCH ABROAD

The U.S. Fulbright Student Program is designed to give recent B.S./B.A. graduates, master's and doctoral candidates, and young professionals and artists opportunities for personal growth and international experience. Each year the Fulbright program allows Americans to study or conduct research in over 100 nations. Application deadline depends on the specific program but is generally due to the campus Fulbright advisor by September of the year before the study abroad experience. For more information contact the Study Abroad and Global Programs Office, 1600 David Adamany Undergraduate Library, Wayne State University, Detroit, MI 48202. Telephone: 313.577.3207. The Fulbright web site is <http://www.iie.org/fulbright/us/>

» **GRADUATE STUDENT PROFESSIONAL TRAVEL FUND**

The Graduate Student Professional Travel Fund (GSPTF) is a limited fund made available to encourage and support master's and doctoral student paper presentations at conventions, conferences, workshops, etc. Awards of up to \$250 are made on the basis of merit to support the travel costs of students who present papers or poster sessions at professional meetings. Support will be provided only to one student for each paper and only then if the student is actually presenting the paper. Because these awards are intended to defray only partially the total costs to the applicants, matching support from the student's department is required. Students may receive only one award per fiscal year. Application for this award is made in the student's department.



TIMOTHY HOUSEHOLDER, MFA 2011

AWARD FOR GRADUATE STUDENTS WHO OBTAIN EXTERNAL SUPPORT

Maximum Award: \$2,000

This program provides supplemental research funds for individual students who are successful in obtaining monetary support specifically related to a research project in excess of \$6,000 per year from an external agency. Awards are made in the amount of \$1,000 for the student and \$1,000 to his/her/their advisor. An academic scholarship or appointment to an institutional training grant does not qualify a student for this support program. Money is to be used to support the externally funded research project, e.g. research equipment, subject payment, database subscriptions.

Submit requests in memo format to Gloria Heppner, Associate Vice President for Research. Memos should include a brief description of the research project, projected budget and budget justification, advisor and student name, department, and contact information. Please include a copy of the award verification with the request. Requests can be sent to heppnerg@karmanos.org with a copy to sjames@wayne.edu, delivered to 5057 Woodward, Suite 6200, or faxed to 577-3626. If you need additional information about this award, please e-mail sjames@wayne.edu or call 577-8997.

ADDITIONAL SCHOLARSHIP INFORMATION:

www.scholarships.wayne.edu



DEPARTMENT DIRECTORY

« **ACADEMIC YEAR**
2016 – 2017

Note: All area codes are (313)

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