

Submission Guidelines

GRAPHIC DESIGN DIPLOMA PROGRAM



Our admissions process is designed to assess your likelihood of success in the Graphic Design Diploma program. Based upon your submissions and your interview, you may be offered a seat in the program, placed on a waitlist, or asked to reapply next year. This guide is intended to assist you in preparing your portfolio and letter of intent.

Your Portfolio

Your portfolio should include a 6-10 examples of your creative work. This may include any combination of the following:

- Drawings, painting, or prints
- Photographs, collage, or other mixed media work
- Web, print design, and/or communication design
- Sketchbooks, journals, and written work
- Sculptures, ceramics, jewelry, architectural and industrial design (photographs only)

In your portfolio, we are looking to see inventiveness, organization, attention to detail, creativity, and an eye for design. We recognize that not all applicants have a previous educational background in art or design, so we do not need to see professional art or design work. Instead, we are looking for your potential, so choose pieces that showcase your ability to be creative and your current talents with visual media.

Your Letter of Intent and Resume

You must also submit a one-page letter of intent that outlines your reasons for applying for the program. You can tell us about your previous educational experience and any experience you've had related to design. Please also tell us what aspects of design you're passionate about and how you think our program fits with your goals. On your resume, please include any education or experience relative to design, volunteer or paid.

Your Interview

Once we review your portfolio, letter of intent, and resume, we'll schedule an interview with you. The interview typically lasts 15-25 minutes and involves a few questions and a review of your portfolio work.

Results of the Selection Process

After your interview, you will be notified of your standing by phone or email. If you are accepted, the admissions department will contact you within two weeks with detailed tuition costs and deadlines.

Submitting your Portfolio

Our Admission office will contact you with the details of how to submit your portfolio, letter of intent and resume after they have confirmed you have met the application requirements. Submission can be either digitally, via a web link or PDF.

Are you interested in this program? Here is how to apply:

STEP 1: Read the Submission Guidelines

STEP 2: Start your application

Apply online at EducationPlanner BC

TIP: This is your basic information only. You will submit more application documents in the next steps.

STEP 3: Prepare your application documents

Write your one-page letter of intent

Write your resume

Prepare your portfolio

TIP: Review the Submission Guidelines in Step 1

STEP 4: Check your email regularly and be ready to submit documents

After your application has been processed, you will receive an email from the Admissions Office requesting your submission documents. I.E Portfolio, letter of intent and resume.

TIP: You can submit your documents as PDF or web link.

STEP 5: Check your email regularly

Your application documents will be reviewed by the selection committee.

If you are selected for Interview, you will receive an email to schedule a 15-25 minute interview.

If you are not selected, you will receive an email informing you of the committee's decision and your application ends here.

STEP 6: Attend the admissions interview

STEP 7: Check your email regularly

After all interviews are complete, you will be notified of your standing my email (or phone).

If you are accepted into the program, the Admissions Office will contact you within two weeks with information about fees and deadlines.

If you are not accepted, you may apply to another intake.