

2004 - Selective Admissions Guidelines

The following procedures and criteria are to be used in the evaluation/selection of students making application for admission to the Upper Division in the Department of Interior Design.

Who is Eligible

Application to the upper division of UF's Department of Interior Design is open to students who meet the following requirements:

- Students must have completed Architectural Design III (ARC 2303) at the University of Florida - or its equivalent
- Students must have completed prior to the close of Fall Semester 2004 **all lower division** Interior Design & University requirements listed on the curriculum outline located at the end Interior Design Advising packet.
- Students must have a minimum overall GPA of 2.8 by the end of Fall Semester 2003.
- Transfer students must make certain that transcripts for all of their transfer course work completed prior to January 1, 2004 has been recorded in the Registrar's Office.

Key Dates

April 5 – Application materials due
April 9 – Pin-up exhibit
April 13 – Take exhibit down
April 14 – Interviews
April 17 – Notification of admission status.

Application Materials - Due April 5, 2003 no later than 4:00PM

All Upper Division Application Materials to be submitted in the Department Office (336 ARCH)

Your application materials must contain:

- A current SASS audit (Ask Pam Bernier, the department Office Manager, or Andy Wehle, Student Affairs Coordinator, to print one for you).
- A two-page (500 word) essay that responds to the following question:

In Florida, Interior Design is a licensed profession. What distinguishes interior design professional practice from both Interior Decoration and from Architecture professional practice?

- A list of the instructors and institutions where you completed ARC 1301, ARC 1302, ARC 2303 and IND 2214.
- Your current address and your summer address with phone numbers.

Place all application materials in an 8 ½ x 11 manila envelope. Place a label on the flap of the folder with your, Last name, First Name, Middle Initial and your UF ID number.

When you deliver the packet you will be assigned a numbered space for your exhibit of work.

Selection Process

The Interior Design Department has a limited number of upper division vacancies. The number of applicants always outnumbers the spaces available. Therefore, the UF Department of Interior Design uses a selection process developed to determine which candidates show the most potential for success in this particular interior design program. Faculty evaluate the following work in order to determine whether applicants are prepared to continue.

1. The pin-up exhibit
2. The essay.

Pin up Exhibit - April 9-13, 2003

All applicants must present an exhibition of their best work for evaluation by Interior Design faculty. The exhibition will take place in the administrative wing of the Architecture Building.

Each student should prepare an organized display of their best work from ARC 1301, ARC 1302 and ARC 2303 as well as IND 2214. It should include both 2D and 3D work. One or two examples of work from IND 2313 and IND 2460 should be included. Non-UF design training may be included. Photos of large scale model projects are acceptable.

Your exhibit must conform to the following specifications:

- All exhibits of work are to be installed between 12:30 and 2:30PM on Friday.
- Exhibit space will be 7'-9" high and 4'-0" wide. All applicants must exhibit within the boundaries of your designated space.
- Exhibits may not project more than 12" into the corridor.
- All materials are to be hung using push pins or T-pins. **Absolutely no nails or adhesives**
- Students must cover or conceal their names on all displayed work.
- Exhibits must include at least one model project and two rendered perspective drawings

During installation and removal **noise in the corridors is to be kept to an absolute minimum**. The exhibit is to stay in place through 2:30PM on Tuesday. Students must remove their work from the walls between 2:30 and 3:30PM on Tuesday. All student work should be off walls and removed from the halls by 3:30 on Tuesday. Failure to remove work will result in its removal (and possible destruction) by departmental faculty, college faculty and/or staff.

Transfer students

Transfer students must make reservations by advance appointments. Please call the department office (352/392-0252x333) to schedule and to verify your application materials have arrived.

Exhibit Evaluation

A team of faculty members will rate each exhibit on a scale of 1 to 10 with 10 as the highest rating. While rating exhibits on the basis of overall quality rather than individual categories, the team looks for the following general criteria to evaluate the content of the exhibit:

- Design Process: Development of ideas plus, two and three-dimensional diagramming skills
- Design Resolution: Evidence of understanding two and three-dimensional spatial relationships, people to space relationships, and interior architectural elements and the role they play in making architectural space work aesthetically and functionally.
- Design Communication Skills: Drawing quality both free hand and drafting; three-dimensional drawings, rendering, use of color, computer skills, graphic layout and organization of information, model building skills.

Essay Evaluation:

- Quality of Writing: correct spelling, proper use of grammar, quality of sentence structure, and logic of essay's overall organization
- Use of critical thinking to build an argument that supports your opinion

Notification

The department will notify all applicants of admission status on Friday, April 17th. Students may pick up their admission status letters in 336 ARCH after 1:00PM. Students wishing to be notified by mail must provide the department with a stamped self-addressed envelope when they submit their application materials.

Please note that ALL ADMISSIONS are 'CONDITIONAL'.

Students' spring semester grades must reflect continuing academic progress. Receiving a D or lower grade in any spring semester course will result in a review of the student's admission status.

Interviews

Occasionally we have applicants for whom the faculty have questions regarding admission. The faculty will ask that these students schedule an interview with the Department Chair. Interview schedules will be posted outside the office door by 1:30PM on Wednesday, April 14th. All interviews will be held in the Department Office/336 ARCH. Interviews will be scheduled for Thursday, April 15th from 1:30PM until finished. Each interview will take approximately 20 minutes.

Interviewees should bring some of the following:

- A portfolio of work NOT used in your exhibit. Be prepared to talk about your design process, organization and presentation.
- Evidence or an overall indication of other educational accomplishments and skills.
- any letters of reference from design/architectural firms for whom you have worked.
- any other information and design work that you feel is pertinent to your application to the Interior Design professional program.

Questions

Questions concerning dates or details should be directed to Prof. Helena Moussatche, Selective Admissions Coordinator (346 ARCH) or the Department Chair.