

GRADUATE PROGRAM MASTER OF FINE ARTS HANDBOOK

STUDIO ART

SCHOOL OF VISUAL ARTS

COLLEGE OF ARTS AND ARCHITECTURE

THE PENNSYLVANIA STATE UNIVERSITY

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TABLE OF CONTENTS

Introduction	3
Requirements for Graduate Study in Art	3
A. Admission Requirements	3
B. Admission Procedures	4
C. Degree Requirements	6
1. Distribution of Credits and Degree Designation	6
2. Additional M.F.A. Requirements	7
3. Other Requirements	7
D. Courses Offered for Graduate Degree	8
E. Assistantships	9
Procedure and Policy	11
A. General	11
B. Studio Space	11
C. Procedure and Policy - First Year	11
1. On Entering the Program	11
2. First Year Graduate Study Committee	12
3. Entrance Interview	12
4. First Semester Review	12
5. 1st Year MFA Exhibition	13
6. Candidacy Review	13
7. Graduate Committee	14
D. Procedure And Policy - Second Year	15
1. 2nd Year MFA Exhibition	15
2. The Mid-Year Review	15
3. The Artist's Statement	15
4. Oral Examination	16
5. MFA Exhibition	16
Appendix	17
Graduate Faculty	17
Studio Policy	18
Concentration in Ceramics Suggested Sequence	20
Concentration in Drawing and Painting Suggested Sequence	21
Concentration in New Media Suggested Sequence	22
Concentration in Photography Suggested Sequence	23
Concentration in Printmaking Suggested Sequence	24
Concentration in Sculpture Suggested Sequence	25
M.F.A. Advising Checklist	26
M.F.A. Graduation Checklist	27
Graduate Student Review Form	28
Artist Statement	29
Report on the Comprehensive MFA Oral Examination	30
Sample Title/Signature page for thesis	31

INTRODUCTION

This handbook has been prepared to provide the graduate student in Art in the Penn State School of Visual Arts with information necessary for studies in our graduate program.

It is the intra-school information and policy manual and as such it is: 1) required reading for all students entering the graduate program and 2) the reference manual for all M.F.A. students for the duration of their graduate studies in Studio Art at The Pennsylvania State University.

Questions you may have about any part of the information and policies in this manual can be answered by your Graduate Faculty Advisor or the Graduate Program Coordinator. In the extraordinary event that it becomes necessary to request any waiver or exception to the policies in this manual, it must be done through your Graduate Faculty Advisor with the approval of your graduate committee. Then it must be approved by the Graduate Program Coordinator.

PART I: PENN STATE SCHOOL OF VISUAL ARTS REQUIREMENTS FOR GRADUATE STUDY IN ART

In compliance with and in addition to the general requirements for the Masters of Fine Arts Degree as specified in the University Graduate School Bulletin, the Penn State School of Visual Arts has the following requirements for the Master of Fine Arts (M.F.A.) degree in Art:

A. ADMISSION REQUIREMENTS:

The Master of Fine Arts Program in Art with its emphasis on professional study is designed for the mature individual who by previous training and study has sufficiently prepared for the undertaking. It is strongly suggested that applicants have a minimum of 12 credits of Art History at the undergraduate level. Any qualified student who has graduated from an accredited college that offers a Bachelor of Arts, Bachelor of Science, or a Bachelor of Fine Arts in the area of Art or the equivalent, may seek admission. The Penn State School of Visual Arts requires a minimum of 3.00 junior/senior grade-point average (on a 4.00 scale) for admission to the master of fine arts program. Exceptions to the minimum 3.00 average may be made for students with special backgrounds, abilities, and interests.

In addition to the previous requirements, all applicants must meet the general requirements of the Graduate School and in addition, must submit the following Penn State School of Visual Arts requirements:

(1) A portfolio of his/her work to illustrate his/her preparation for graduate study. A portfolio of slides or a CD/DVD with images, rather than actual work, is required. A selection of twenty examples should be presented. It is suggested that in the case of time-based work, clips of no more than 3 minutes should be included as part of the portfolio. The majority of the work should be in the area of the applicant's interest with a lesser emphasis on related areas.

(2) A statement of professional aims. This statement should include the applicant's intentions for his/her proposed study. Some indications of his/her philosophy, beliefs, and goals in regard to education and art should give evidence that he/she is prepared to undertake the work outlined for the Master of Fine Arts program.

(3) Three letters of reference attesting to the applicant's scholarship and ability to work independently.

According to Graduate School procedures, "Admission is granted jointly by the Graduate School and the department or graduate program in which the student plans to study: ([http://www.psu.edu/bulletins/whitebook/\\$aaap.htm](http://www.psu.edu/bulletins/whitebook/$aaap.htm)). To be considered for the M.F.A. program, items 1, 2, and 3 should be submitted directly to the Penn State School of Visual Arts. **Application deadlines are as follows:**

December 15 - Fellowship Application Deadline to be considered for the following fellowship and scholarship awards: University Graduate Fellowship; Bunton-Waller Graduate Award; Graham Endowed Fellowship; Fund for Excellence in Graduate Recruitment. This is a postmark deadline.

January 15 - Graduate Admissions deadline for Graduate Teaching Assistantships. **Priority consideration given for admissions.**

B. ADMISSION PROCEDURES:

The process of applying for admission to graduate school at Penn State requires an applicant to complete the Electronic Application. Apply for admission to the Penn State School of Visual Arts' Studio Graduate Program online at:

<http://www.sova.psu.edu/prospect.html>

Submit the following application materials to the graduate program:

- (1) **Two official transcripts** from all institutions of higher education attended, both undergraduate and graduate.
 - a) A Transcript Request Form is provided for your convenience.
 - b) International applicants must submit official or attested university records, with certified translations if the records are not in English.
 - c) Notarized copies are not sufficient.
- (2) **Standardized test scores** as required (TOEFL, GRE, MAT, GMAT, etc.). *

- (3) Application for Visa Document** (International students only).
- (4) Assistantship/Fellowship application** (optional).
- (5) 3 letters of reference.** No forms are required. The name of the applicant should be written on the outside of the envelope. Letters should be sent directly to the Penn State School of Visual Arts. The address is listed below.
- (6) Statement of professional aims.**
- a) This statement should include the applicant's intentions for his/her proposed study, some indications of his/her philosophy, beliefs, and goals in regard to education and art and should give evidence that he/she is prepared to undertake the work outlined for the Master of Fine Arts Program.
 - b) In the upper right-hand corner of your statement, please indicate your proposed area of concentration. Choose one: ceramics; drawing and painting; new media; photography; printmaking; or sculpture.
- (7) Portfolio** of slides, or a CD/DVD with images of the work. A selection of twenty examples should be presented. Format digital images as jpegs with a resolution of 72 dpi and no more than 600 pixels in the largest dimension. It is suggested that in the case of time-based work, clips of no more than 3 minutes should be included as part of the portfolio. The majority of the work should be in the area of the applicant's interest with a lesser emphasis on related areas. **YOU MUST INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR THE RETURN OF YOUR SLIDES/CD/DVD.**

* GRE scores are not required for application to the M.F.A. program, although TOEFL scores are required from all international applicants.

Please mail the above required forms or documentation by the postmark deadline of **December 15** (Fellowship application deadline) or **January 15** (graduate admissions deadline for Graduate Teaching Assistantships) to:

School of Visual Arts MFA in Studio Art
The Pennsylvania State University
210 Patterson Building
University Park, PA 16802
Phone: 814.865.0444

Graduate Enrollment Services
The Pennsylvania State University
114 Kern Building
University Park, PA 16802

APPLICATIONS WITHOUT FEE PAYMENT CANNOT BE PROCESSED.

C. DEGREE REQUIREMENTS:

The Penn State School of Visual Arts requires a minimum total of 60 credits for the Master of Fine Arts degree. At least 24 credits of the required 60 credits must be at the 500 level. A maximum of 10 credits may be transferred from other accredited graduate institutions. All credits taken in the program must be on the graduate level (400 and 500 numbers). See the "Master of Fine Arts in Art: Suggested Sequence" in the Appendix.

Of the 60 credits required for graduation, candidates are expected to complete the following distribution of credits: 30 credits in a major area of concentration, 12 credits in art history and critical studies, 10 credits in related areas, and 8 credits in graduate seminar.

1. DISTRIBUTION OF CREDITS AND DEGREE DESIGNATION:

a. Major Area of Concentration

30 Credits

Work may be done in one or more areas of concentration, although the area of acceptance upon entrance to the School will be the students' home for the major credits earned.

b. Art History and Critical Studies Requirements

12 Credits

Of the 12 credits required, 6 credits must be in contemporary art criticism and/or contemporary art history. Select from the following courses: (Other courses may be substituted at the discretion of the student's committee.)

ART 401 - Women Artist in the 20th Century
ART 497 - Special Topics (when topic is contemporary)
ART 511 - Issues in Contemporary Art
A ED 497 - Special Topics (when topic is contemporary; e.g. Fem. Art Crit.)
ART H 405 - Pioneers of Modern Architecture
ART H 410 - Taste and Criticism in Art
ART H 415 - The Skyscraper
ART H 435 - Studies in Modern Art
ART H 470 - American Painting and Sculpture Since 1940
ART H 497 - Special Topics (when topic is contemporary)
ART H 515 - Seminar in Modern Art
ART H 525 - Seminar in Modern Architecture
ART H 597 - Special Topics (when topic is contemporary)

The remaining 6 credits may be Art History or Critical Studies courses that address any time period OR the credits can be Critical Studies courses from

outside the Penn State School of Visual Arts (ART) and the Art History Department (ART H). For example, but not limited too: Literature; Philosophy; Women's Studies.

As with all credits for the M.F.A. degree, courses must be at the 400 level and above. Select according to availability and in consultation with the candidate's advisor.

c. Related Areas

10 Credits

These credits may be identified as related graduate level art courses or as graduate credits taken outside the major (ART) if relatedness is agreed upon in writing by the student and his/her graduate committee prior to registration for the course.

d. Graduate Seminar

8 Credits

Required 2 credits each semester.

2. ADDITIONAL M.F.A. REQUIREMENTS:

In addition to course work, M.F.A. candidates must pass a candidacy review, which is usually held at the end of the second semester of study, submit an artist's statement, pass the M.F.A. comprehensive oral examination and produce an M.F.A. exhibition as outlined below:

a. Artist's Statement

b. Comprehensive Oral Examination

c. MFA Exhibition

(The Penn State School of Visual Arts reserves the right to select a work from the exhibition for the permanent collection.)

3. OTHER REQUIREMENTS:

During the program of study each candidate will have an official file as a record of his/her progress. The file is for the candidate's benefit and for the examination of his/her advisor and committee. Any exceptions to the program requirements must be noted by the student's graduate committee and placed on record in his/her file after consultation with the Graduate Program Coordinator.

A copy of the candidate's Artist's Statement and a representative set of 18-20 archival 35 mm color slides or, in the case of digital documentation, archival media (gold label CD/DVD) will be submitted to the Penn State School of Visual Arts as a permanent record of the exhibition. The documentation submitted should be at the highest quality

available for your discipline. This record of the exhibition will be submitted to the Penn State School of Visual Arts office prior to the closing of the M.F.A. Exhibition. Images may be used on the Penn State School of Visual Arts website.

D. COURSES OFFERED FOR GRADUATE DEGREE:

A course abbreviation, a number, and a title designate each course. The figures in parentheses following the course title show the number of credits that may be granted for that course. In the case of courses with variable credits, such as (1-3), (2-6), or (3-10), the larger number signifies the total credits that can be accumulated for the course over an indefinite number of semesters, unless otherwise specified. For example, a course listed with (1-6) could be taken six semesters for 1 credit each semester, or two semesters for 3 credits each semester, or once for 6 credits, etc.

- ART 501 Art Research (2-6, maximum 6) Original study and practice in art relating to material, concept or technique
- ART 505 Graduate Seminar (2 per semester, maximum 8)
- ART 511 Issues in Contemporary Art (1-3 per semester, maximum of 6)
- ART 515 New Media Art I (1-7 per semester, maximum 14) Individual problems in new media leading to the development of a collection or body of work representative of the artist. Prerequisites: graduate standing.
- ART 516 New Media Art II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 515 and graduate standing.
- ART 517 Metal Art/Technology I (1-7 per semester, maximum 14) Individual problems in metal arts leading to the development of a collection or body of work representative of the artist. Prerequisites: graduate standing.
- ART 518 Metal Art /Technology II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 517 and graduate standing.
- ART 530 Sculpture I (1-7 per semester, maximum 14) Individual problems in sculpture leading to the development of a collection or body of work representative of the artist. Prerequisites: graduate standing.
- ART 531 Sculpture II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 530 and graduate standing.
- ART 545 Printmaking I (1-7 per semester, maximum 14) Individual problems in printmaking leading to the development of a collection or body of work representative of the artist. Prerequisites: graduate standing.
- ART 546 Printmaking II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 545 and graduate standing.

- ART 550 Painting I (1-7 per semester, maximum 14) Individual problems in painting leading to the development of a collection or body of work representative of the artist. Prerequisites: graduate standing.
- ART 551 Painting II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 550 and graduate standing.
- ART 570 Design I (1-7 per semester, maximum 14) Individual problems in design with special emphasis on specialized topics of graphic design. Prerequisites: graduate standing.
- ART 571 Design II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 570 and graduate standing.
- ART 580 Ceramics I (1-7 per semester, maximum 14) Individual problems in ceramics leading to the development of a collection or body of work representative of the artist. Prerequisites: graduate standing.
- ART 581 Ceramics II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 580 and graduate standing.
- ART 592 Photography I (1-7 per semester, maximum 14) Individual problems in photography leading to the development of a body of specialized work representative of the artist. Prerequisites: graduate standing.
- ART 593 Photography II (1-7 per semester, maximum 14) Emphasize the development of the artist's studio production, knowledge of current developments in the field and research skills needed to produce and exhibit a representative body of work. Prerequisites: Art 592 and graduate standing.
- ART 596 Individual Studies (1-9, maximum 9)
- ART 600 Thesis (MA Only) No more than the required six (6) credits

E. ASSISTANTSHIPS:

To be considered for a graduate assistantship, a prospective student must complete the [Assistantship/Fellowship](#) application (see #4 under Admissions Procedures) located on the Penn State School of Visual Arts website at:

<http://www.sova.psu.edu/GRADUATE%20ASSISTANTSHIP%20.pdf>

Appointments are made upon recommendation of the student's proposed area of concentration and program head, subject to the applicant's admission to the Graduate School as a degree candidate. Clear evidence of superior quality and promise is required. Reappointment to an assistantship is based on the availability of positions and the quality of the student's work.

Work assignments of graduate assistantships will be specified by the Director of the Penn State School of Visual Arts prior to the beginning of each semester. Teaching assignments are made in response to Graduate Faculty recommendations and departmental needs. A Departmental Assistantship does not automatically imply teaching assignment.

Graduate assistants must be enrolled at Penn State as graduate students. More specifically, since assistantships are provided as aids to completion of advanced degrees, assistants are expected to enroll for credit loads each semester that fall within the limits indicated below. Maximum limits on permissible credit loads are indicated in order to assure that the student can give appropriate attention both to academic progress and assistantship responsibilities. These considerations give rise to the permissible credit loads below:

QUARTER-TIME - The student normally schedules 9-14 credits per semester, receives a stipend plus a grant-in-aid of resident education tuition, and is assigned tasks, which, on the average, occupy approximately ten hours per week.

HALF-TIME - The student normally schedules 9-12 credits per semester, receives a stipend plus a grant-in-aid of resident education tuition, and is assigned tasks which, on the average, occupy approximately twenty hours per week.

To provide for some flexibility, moderate exceptions to the specified limits may be made in particular cases. The credit limits specified above may only be increased or decreased in exceptional cases for a specific semester or summer session by permission of the assistantship supervisor, the student's academic adviser, and the dean of the Graduate School.

Many students depend upon part-time employment to help meet their expenses. A student who is thus employed, whether on or off campus, must recognize the time demands of a work schedule in planning an academic program. A student holding a fellowship or scholarship may not accept employment of any kind for service beyond that specifically permitted by the appointment. A graduate assistant may assist in classroom or laboratory instruction, in research or in other work. The tasks assigned to a graduate assistant often are identical in nature to those required for the advanced degree sought. Additional compensation is paid to a graduate assistant by the University for additional hours of work only with special, advance approval of the administrative head of the academic unit in which the assistantship is held, and of the chair of the student's graduate academic program, and provided that such compensation is not for additional hours of work on the assigned assistantship duties. A graduate assistant may not hold a concurrent appointment with the University other than a Fellowship Supplement.

PART II: PROCEDURE AND POLICY FOR GRADUATE STUDIES IN VISUAL ART

This procedure and policy statement is intended to provide exact guidelines for each student enrolled in our Graduate Program. The Procedure and Policy requirements for Graduate Study will be reviewed (and revised when necessary) at the end of each academic year by the Graduate Faculty of the Penn State School of Visual Arts.

A. GENERAL:

All students are required to document their work regularly to demonstrate the evolution of their progress over the course of their graduate studies.

Each semester, students should meet with their primary advisors for program planning and approval.

B. STUDIO SPACE:

Studio space allocation is determined by the graduate student's primary advisor.

Students assigned studio space are required to comply with Studio Policy and Regulations (see Appendix).

Prior to each faculty review students must prepare their studios, their finished work, and their work in progress for an objective examination by the committee.

C. PROCEDURE AND POLICY - FIRST YEAR

1. ON ENTERING THE PROGRAM:

After being admitted to the M.F.A. program, an advisor and committee will be assigned to help plan the student's program. Though admitted to the graduate program, one does not become a Master of Fine Arts candidate until his/her candidacy is approved by his/her committee; usually at the time of the student's second semester candidacy review. At least one year of work must be completed before one can be declared a candidate.

2. FIRST YEAR GRADUATE STUDY COMMITTEE:

The First Year Graduate Study committee will consist of two or three members appointed by the area graduate faculty - one of whom will be the student's advisor. It is recommended an additional member(s) from outside the area be added to the committee the student's second year.

3. ENTRANCE INTERVIEW:

Each new graduate student will be interviewed and advised by his/her Graduate Study committee of Graduate Faculty from the student's proposed major area of concentration. The interview will occur as early as possible in the first semester.

During the initial interview the Committee will:

- a. Establish a mutual understanding with the student concerning responsibilities to the program and the degree.
- b. Review the student's undergraduate records, slides and "statement of professional aims."
- c. Review the student's undergraduate preparation. Determine his/her strengths and weaknesses and assign any appropriate and supportive work and the program of study to be undertaken. Further study may be advised in deficient areas (this is undergraduate work and no credit is given toward Master of Fine Arts).
- d. Outline the necessity and methods for the student's accumulating data and keeping a journal in support of an Artist's Statement or thesis plan.

4. FIRST SEMESTER REVIEW:

At the end of the first semester, students will be advised by their First Year Graduate Study committee concerning their work, their working habits and their progress.

The Committee will:

- a. Commend superior students.
- b. Warn students whose work is of questionable merit. This written warning will include specific advice for required correction and improvement. It is noted that a written warning can influence a decision concerning the continuance of graduate assistantship.

5. 1ST YEAR MFA EXHIBITION:

Each 1st year M.F.A. candidate will participate in a group exhibition held during the first month of the Spring semester. Working under the supervision of the Gallery Coordinator, the student must participate in the installation of the exhibit as well as its removal. In addition, the student must participate in an open forum discussion about the exhibition. (This forum is usually held during the graduate seminar.)

6. CANDIDACY REVIEW:

All first year graduate students will be reviewed at the end of the second semester and informed as to the establishment of their candidacy in or dismissal from the program. (For this review, students may augment their committee with additional graduate faculty members.) The review will consider work concluded, work in progress, academic record, and artist's statement proposal. In the case of graduate assistants, their performance and continuation of appointment will be considered.

The Committee will make written notification of the student's status:

- a. Commend superior students.
- b. Warn students whose work is of questionable merit. This warning will include specific advice for required correction and improvement. It is noted that a written warning can influence a decision concerning the continuance of a graduate assistantship.
- c. Recommend for dismissal from the program students whose work is considered to be inadequate. Recommendation for dismissal will be made to the Graduate Program Coordinator and will be in accordance with Graduate School Policy.

Any conflict involving the structure of the student's graduate study committee will be resolved in the following manner. The student, First Year Graduate Study Committee, and Graduate Program Coordinator will meet to discuss the conflict. The Graduate Program Coordinator will be present as mediator. All persons involved will make every effort to arrive at an equitable solution to the conflict.

NOTE: Students are advised that candidacy for an advance degree is not established until review by his/her First Year Graduate Study Committee at the end of the first year of study.

7. GRADUATE COMMITTEE:

Upon establishment of his/her candidacy, the student should request a member of his/her committee to serve as chair of his/her Graduate Study committee. The Graduate Study committee will consist of a minimum of three members from the graduate faculty requested by the student. It is recommended that one member(s) of the committee be from outside the area of concentration.

The Chair of the student's Graduate Committee will:

- a. Submit semester review reports. One copy is given to the student and one copy is given to the Graduate Program Coordinator to be included in the student's permanent file.
- b. Compile the complete list of questions for the oral examination within (14) days of receiving the final Artist's Statement.
- c. Forward the list of questions for the oral examination to the student (14) days prior to the M.F.A. comprehensive oral examination.
- d. Submit of report on the M.F.A. comprehensive oral examination to the Graduate Program Coordinator.
- e. Inform the Graduate Program Coordinator of any changes in the academic status of the student that may effect his/her progress toward successful completion of degree requirements.

D. PROCEDURE AND POLICY - SECOND YEAR

1. 2ND YEAR MFA EXHIBITION:

Each 2nd year M.F.A. candidate will participate in a group exhibition held during the first month of the Fall semester. Working under the supervision of the Gallery Coordinator, the student must participate in the installation of the exhibit as well as its removal. In addition, the student must participate in an open forum discussion about the exhibition. (This forum is usually held during the graduate seminar.)

2. THE MID-YEAR REVIEW:

The Mid-Year Review will be scheduled before the end of the Fall Semester at an appropriate time.

This review will consist of:

- a. A review of the student's works and academic records to determine whether advancement into the final semester of course work is appropriate.
- b. Confirmation of dates for the Oral Examination and the Artist's Statement (Contingent upon approval of advancement to the final semester.)

3. THE ARTIST'S STATEMENT:

Students are advised that the Artist's Statement is an essential component of the graduate program; successful preparation of a valid statement is a pre-requisite to graduation.

The statement shall address the following considerations:

- a. The visual, conceptual, and technical issues that the student deems important to the work.
- b. Social and historical precedents leading to the student's work. (The statement should illustrate a context for the student's current work through a description of relationships with pertinent historical and contemporary artists and works.)

The Chair of the candidate's Graduate Committee shall supervise the development of the Artist's Statement. The Artist's Statement must be in final draft form and approved by the candidate's committee by the third week of the semester of graduation. The candidate must complete the Artist Statement Report and submit the form with a copy of the draft of the Artists Statement to the Penn State School of Visual Arts by the draft of the master's thesis deadline set by the Graduate School. The final Artist's Statement shall be submitted to the candidate's committee at least twenty-eight (28) days prior to the Oral Examination.

4. ORAL EXAMINATION:

In addition to final approval of the Artist's Statement and the student's academic record, the Oral Examination shall consist of questions relating to the student's work for exhibition, the development of his/her work, and issues discussed in the artist statement. Each faculty member on the candidate's Graduate Committee shall submit a minimum of two questions to the Chair of the Graduate Committee within two weeks of receiving the final artist statement. These questions, which might address any issues relating to the evolution of the candidate's work, will be the basis for the Oral Examination. The Chair of the Graduate Committee shall forward the complete list of questions to the student fourteen (14) days prior to the Oral Examination.

The Oral Examination, which must be successfully completed at least fourteen (14) days prior to the opening date of the student's M.F.A. Exhibition, shall be advertised within the academic community and open to the public.

The Oral Examination is considered successfully complete only after the timely installation, review of the M.F.A. Exhibition by the Graduate Committee, and the de-installation of the work.

5. MFA EXHIBITION:

The Graduate Committee and the Graduate Program Coordinator shall determine if the student's exhibition is of an acceptable level for the completion of the M.F.A. degree. The Graduate Committee can meet to review the M.F.A. Exhibition with the student, after the work is installed but before the exhibition opens to the public, for evaluation. The M.F.A. degree is the terminal degree in the field, and thus, the candidate should demonstrate strong potential for continued growth as an artist and should be thoroughly knowledgeable about technical and conceptual aspects of her/his area of concentration.

Each Fall semester, the Gallery Coordinator will contact those graduate students who are planning Fall, Spring, or Summer graduation to discuss procedures and requirements for the M.F.A. exhibition. Each student should continue to maintain contact with the Gallery Coordinator concerning their status and exhibition plans as they progress through the program.

A copy of the candidate's Artist's Statement and a representative set of 18-20 archival 35 mm color slides or, in the case of digital documentation, archival media (gold label CD/DVD), will be submitted to the Penn State School of Visual Arts as a permanent record of the exhibition. This documentation will be submitted to the Penn State School of Visual Arts office prior to the closing of the M.F.A. Exhibition. Images may be used on the Penn State School of Visual Arts website. Information about preparing the graduate student's M.F.A. documentation (Artist's Statement, Signature page, slides/CD/DVD) is available from the Graduate Program Coordinator.

APPENDIX:

GRADUATE FACULTY:

Micaela Amato
John Bowman
Paul Chidester
Bonnie Collura
Charles Garoian
Robin Gibson
Lonnie Graham
Kenneth Graves
Del Harrow
Matthew Kenyon
Jerrold Maddox
Cristin Millett
Helen O'Leary
Simone Osthoff
Elizabeth Quackenbush
Carlos Rosas
Steven Rubin
Jean Sanders
Keith Shapiro
Ann Shostrum
Christopher Staley
James Thurman
Robert Yarber

STUDIO POLICY:

For all students, Undergraduate and Graduate

There are a limited number of student studio spaces available in the Penn State School of Visual Arts. In all areas of the School, this space is available only upon the recommendation of the Graduate Faculty. The following rules ensure a safe, productive, and collegial working environment for all students.

1. A studio space in the Penn State School of Visual Arts is a privilege and not a requirement of any program. Any student who abuses the studio privilege will not be eligible for any future use of studio space in any area of the Penn State School of Visual Arts.
2. While each studio space is considered a student's private work area, University Policy and Penn State School of Visual Arts Policy does not allow:
 - a. Living in any space on Campus other than University Dormitory facility.
 - b. Smoking of any material is prohibited in all University facilities, at all locations. It also is prohibited in any outside area adjacent to a facility whose configuration and/or other physical circumstances allow smoke either to enter and affect the internal environment or to unduly affect the environment of those entering or exiting the facility.
 - c. The use, possession and distribution of alcoholic beverages are prohibited upon the property of The Pennsylvania State University unless specifically authorized.
 - d. It is the policy of The Pennsylvania State University that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, on property owned, leased or controlled by the University and used in the performance of University services is prohibited.
 - e. Storage of anything other than the materials used in your research and creative work.
 - f. Any noise or activity that is disturbing to other students or faculty.
 - g. The use of a studio by anyone other than the assigned student.
 - h. Any construction or structural modification of the studio that has not been approved by the Office of the Physical Plant and the Director of the Penn State School of Visual Arts.

- i. Use of any electrical appliance other than lights without permission of the the Office of the Physical Plant and the Director of the Penn State School of Visual Arts.
- 3. Each student assigned a studio space is required to assume the following responsibilities:
 - a. Keep studio in a clean condition conducive to a safe working environment.
 - b. Lock all doors and turn off lights when leaving studio area.
 - c. Make certain to properly store and dispose of all oily rags and other volatile materials.

Penn State School of Visual Arts
Master of Fine Arts in Art
Concentration in Ceramics
Suggested Sequence

<u>Semester I:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 580 and/or 4xx/5xx Ceramics		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester II:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 580 and/or 4xx/5xx Ceramics		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Summer Session:</u>	<u>Credits</u>	
Major Area of Concentration: (choose one)	2	
Art 501: Art Research in Ceramics		
Art 596: Individual Studies in Ceramics		
Related Areas: (choose one)	2	
Art 501: Art Research in Related Areas		
Art 596: Individual Studies in Related Areas		
<i>Semester total</i>		4
<u>Semester III:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 581 and/or 4xx/5xx Ceramics		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester IV:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 581 and/or 4xx/5xx Ceramics		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
TOTAL CREDITS		60

Penn State School of Visual Arts
Master of Fine Arts in Art
Concentration in Drawing and Painting
Suggested Sequence

<u>Semester I:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 550 and/or 4xx/5xx Drawing and Painting		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester II:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 550 and/or 4xx/5xx Drawing and Painting		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Summer Session:</u>	<u>Credits</u>	
Major Area of Concentration: (choose one)	2	
Art 501: Art Research in Painting		
Art 596: Individual Studies in Painting		
Related Areas: (choose one)	2	
Art 501: Art Research in Related Areas		
Art 596: Individual Studies in Related Areas		
<i>Semester total</i>		4
<u>Semester III:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 551 and/or 4xx/5xx Drawing and Painting		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester IV:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 551 and/or 4xx/5xx Drawing and Painting		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
TOTAL CREDITS		60

Penn State School of Visual Arts
Master of Fine Arts in Art
Concentration in New Media
Suggested Sequence

<u>Semester I:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 515 and/or 4xx/5xx New Media		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester II:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 515 and/or 4xx/5xx New Media		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Summer Session:</u>	<u>Credits</u>	
Major Area of Concentration: (choose one)	2	
Art 501: Art Research in New Media		
Art 596: Individual Studies in New Media		
Related Areas: (choose one)	2	
Art 501: Art Research in Related Areas		
Art 596: Individual Studies in Related Areas		
<i>Semester total</i>		4
<u>Semester III:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 516 and/or 4xx/5xx New Media		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester IV:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 516 and/or 4xx/5xx New Media		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
TOTAL CREDITS		60

Penn State School of Visual Arts
Master of Fine Arts in Art
Concentration in Photography
Suggested Sequence

<u>Semester I:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 592 and/or 4xx/5xx Photography		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester II:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 592 and/or 4xx/5xx Photography		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Summer Session:</u>	<u>Credits</u>	
Major Area of Concentration: (choose one)	2	
Art 501: Art Research in Photography		
Art 596: Individual Studies in Photography		
Related Areas: (choose one)	2	
Art 501: Art Research in Related Areas		
Art 596: Individual Studies in Related Areas		
<i>Semester total</i>		4
<u>Semester III:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 593 and/or 4xx/5xx Photography		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester IV:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 593 and/or 4xx/5xx Photography		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
TOTAL CREDITS		60

Penn State School of Visual Arts
Master of Fine Arts in Art
Concentration in Printmaking
Suggested Sequence

Semester I:	Credits	
Major Area of Concentration:	7	
Art 545 and/or 4xx/5xx Printmaking		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
Semester II:	Credits	
Major Area of Concentration:	7	
Art 545 and/or 4xx/5xx Printmaking		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
Summer Session:	Credits	
Major Area of Concentration: (choose one)	2	
Art 501: Art Research in Printmaking		
Art 596: Individual Studies in Printmaking		
Related Areas: (choose one)	2	
Art 501: Art Research in Related Areas		
Art 596: Individual Studies in Related Areas		
<i>Semester total</i>		4
Semester III:	Credits	
Major Area of Concentration:	7	
Art 546 and/or 4xx/5xx Printmaking		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
Semester IV:	Credits	
Major Area of Concentration:	7	
Art 546 and/or 4xx/5xx Printmaking		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
 TOTAL CREDITS		 60

Penn State School of Visual Arts
Master of Fine Arts in Art
Concentration in Sculpture
Suggested Sequence

<u>Semester I:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 530 and/or 4xx/5xx Sculpture		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester II:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 530 and/or 4xx/5xx Sculpture		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Summer Session:</u>	<u>Credits</u>	
Major Area of Concentration: (choose one)	2	
Art 501: Art Research in Sculpture		
Art 596: Individual Studies in Sculpture		
Related Areas: (choose one)	2	
Art 501: Art Research in Related Areas		
Art 596: Individual Studies in Related Areas		
<i>Semester total</i>		4
<u>Semester III:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 531 and/or 4xx/5xx Sculpture		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
<u>Semester IV:</u>	<u>Credits</u>	
Major Area of Concentration:	7	
Art 531 and/or 4xx/5xx Sculpture		
Related Areas	2	
Art History/Critical Studies	3	
Graduate Seminar: Art 505	2	
<i>Semester total</i>		14
TOTAL CREDITS		60

M.F.A. ADVISING CHECKLIST Penn State School of Visual Arts

Name: _____

Area of Concentration: _____

Major Area of Concentration: 30 credits

Semester	Course Number and Name	Credits

TOTAL:

Art History/Critical Studies: 12 credits

→ 6 credits in 20th century Art History/Critical Studies

Semester	Course Number and Name	Credits

TOTAL:

→ 6 credits in Art History/Critical Studies

Semester	Course Number and Name	Credits

TOTAL:

Related Areas: 10 credits

Semester	Course Number and Name	Credits

TOTAL:

Graduate Studio Seminar: 8 credits

Semester	Course Number and Name	Credits

TOTAL:

60 credit minimum required for graduation, must be at the 400 level or above _____

24 credits at the 500 level _____

All credits taken in the program must be on the graduate level (400 and 500 numbers) _____

M.F.A. GRADUATION CHECKLIST
Penn State School of Visual Arts

- _____ **30** credits in Major Area of Concentration
- _____ **12** credits in Art History/Critical Studies
- _____ **10** credits in Related Areas
- _____ **8** credits of Graduate Studio Seminar
- _____ **24** credits at the 500 level
- _____ **60 credit minimum** required for graduation, must be at the 400 level or above
- _____ Successful participation in **1st Year MFA Exhibition**
- _____ Successful participation in **2nd Year MFA Exhibition**
- _____ Successful participation in **Graduate Research Exhibition**
- _____ Must have **Artist Statement Report*** submitted to the School of Visual Arts Office in 210 Patterson Building by the master's thesis draft review deadline published for each semester in the Graduate Programs Calendar located on the Graduate School website:
<http://www.gradsch.psu.edu/calendar/gradcal.html>
- _____ Passed **Oral Examination**
- _____ Completed **M.F.A. Exhibition**
- _____ **Artist's Statement, Signature Page** and 18-20 images on **slides/CD/DVD** filed with School of Visual Arts. (Binders are supplied by the School of Visual Arts)**

It is the Student's responsibility to meet all the necessary deadlines in order to complete his/her degree requirements.

* Forms are available in 210 Patterson

** Past M.F.A. Graduate Theses are available for review in 210B Patterson

Cristin Millett, Associate Professor of Art
Graduate Program Coordinator in Art

Date

GRADUATE STUDENT REVIEW FORM

Penn State School of Visual Arts Master of Fine Arts in Art

Student Name: _____

Degree: _____ Major Area of Concentration: _____

Semester standing: _____

Committee Member's Present:

Comments: (please attach document if necessary)

Recommendation:

PASS

FAIL

PROBATION

Chair of Graduate Committee or Primary Advisor

Date

The Pennsylvania State University
School of Visual Arts

(Title of thesis)
Artist Statement
by
(your name)

Submitted in partial fulfillment
of the requirements for the degree of
Master of Fine Arts
May 200x

(Name)
(Assistant/Associate) Professor of Art
Chair of Graduate Committee

Date

(Name)
(Assistant/Associate) Professor of Art

Date

(Name)
(Assistant/Associate) Professor of Art

Date

Cristin Millett
Associate Professor of Art
Graduate Program Coordinator in Art

Date