

## MFA Information Sheet

**MFA Pictorial Arts**

**MFA Spatial Arts**

**MFA Digital Media**

**MFA Photography**

(Effective Fall 1998)

### General Requirements for the MFA Studio Art Degree

**60 units TOTAL**, at least 50% must be taken in 200 level classes.

The remainder may be taken in upper division (100-199) classes

**24 units maximum** in CR-NC courses (non-letter grade)

No credit will be given to classes with a grade lower than "C"

**NOTE:** a minimum of 48 units must be taken while in residency status.

### Specific Course Requirements

- 3 units at least from: ART 201-Aspects of Criticism; ART 182A-Museum and Gallery; ART 212-Image as Icon; ART 276-Artists Teaching Art (prerequisite for assignment as a Teaching Associate and **OFFERED ONLY IN THE SPRING SEMESTER**). If you take more than 3 units from this group, it will count toward the elective" requirement. See below.
- 3 units of Graduate Seminar in Area of Concentration (202 Spatial, 204 Pictorial, 208 Photo, 210 Digital) May be repeated for credit. **\*\*\*Photography and Digital Media students must take their area seminar each semester it is offered.**
- 3 units in ART 281 - Interdisciplinary Critique
- 3 units of ART 282A - Seminar in Theory and Criticism (**OFFERED ONLY IN THE FALL**)
- 3 units of ART 282B - Seminar in Contemporary Art (**OFFERED ONLY IN THE SPRING**)
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- 6 units of upper division or graduate level History of Art (Photo 126, History of Photography cross-listed with Art History 126)
- 6 units (minimum) of Graduate Tutorials in area of concentration (217 Pictorial, 219 Spatial, 220 ,Digital, 222 Photography)

- 27 units of electives-must be upper division or Graduate level. ART 201; 182A; 212; 276 may be used to satisfy a part of this requirement.
- 3 units in ART 298A - MFA Special Study
- 3 units in ART 298B - MFA Project

**You *must* pass the Advancement to Candidacy Review to enroll in the final two classes**

### **Steps for Completing the MFA Art Degree Program Summary**

1. Achieve Classified MFA Standing (pertains to those admitted conditionally)
2. Clear English Competency Requirement (CSU grads are considered to have met this requirement)
3. Apply for Candidacy (after 9 units)
4. First Year Review
5. Advancement to Candidacy
6. Form Thesis Committee
7. Apply for graduation
8. Arrange for exhibition space
9. Complete academic course work and install project exhibition
10. Arrange for an oral examination with Thesis Committee
11. Complete project report booklet.
12. Have project report approved and bound and submit to Art Graduate Office

#### **1. Achieve Classified Standing**

**This applies only to those few students admitted "Conditionally Classified". Those who are in this position should contact the Graduate Advisor to review their program.**

#### **2. Clear English Competency Requirement**

All graduate students are required to fulfill the requirement demonstrating English competency. This should be completed the first semester of attendance at SJSU. It may be satisfied by one of the following:

- a. Passing a University examination designated for this purpose.
- b. Taking (and passing) one of the Art department's Art History or seminar courses that has been approved by the University Graduate Studies office as fulfilling this requirement: ART 210, 282A, 282B, ARTH 270, 271 ,273, 275, 276, 278,291

**NOTE: If you have an undergraduate degree at any CSU, this requirement is automatically satisfied.**

**3. Departmental Request for Candidacy (see form at: <http://www2.sjsu.edu/gradstudies/Current/Forms.html>); this is not to be confused with the MFA Advancement to Candidacy Review**

The Request for Candidacy may be filed after completing 9 units in graduate standing and must be completed no later than **February 1st to graduate the following December and October 1st to graduate the following May**. Candidacy represents the formalization of your graduate program. It is a form on which you list the classes you will take and when you will take them. Changes can be made, if necessary, but since the Candidacy form represents a contract between you and the University it should be filed as soon as possible (after completing 9 units) in case the University changes any of the requirements that exists in the current catalog. You should file the Candidacy form before applying for the Advancement to Candidacy Review. Forms are available on-line, as above and in the Art Graduate Office, ART 125, and must be approved by both the Art Graduate office and the University Graduate Studies office.

**4. First Year Review**

This Review is held at the end of the first year and involves faculty and students from the four areas. Times are announced by the middle of the Spring semester and you will be notified via the Graduate Listserv.

**5. MFA Advancement to Candidacy Review**

To be eligible to sign up for ART 298A or B you must pass this Review. This Review involves an exhibition of your work and is held once each semester. Forms are available in the Graduate Office, ART 125. Students wishing to apply for the Advancement to Candidacy Review will be required to **schedule a meeting of three faculty members** to obtain their signatures on the form. The goal here is to encourage a more thorough discussion regarding the student's readiness for the Review, allowing the approval to be based on a well-considered and informed consensus of the sponsoring faculty (who at this point represent an unofficial "proto committee").

Within two weeks after the ATC Review **a second meeting** of the student and the three faculty members should occur, again arranged by the student. At this meeting, a discussion and evaluation of the student's ATC presentation from the perspective of the sponsoring faculty would take place. Additionally, issues and/or concerns expressed by other faculty during or after the review would be relayed to the student and discussed, as always, without directly quoting particular faculty. At this second meeting the student's Graduate Advisory Committee would be formally established by having the three faculty sign the official committee sign up form. (Faculty not wishing to sign the form could, of course, still choose not to).

## 6. Form Thesis Committee

Select 3-4 faculty members to work with on your Thesis (298A & B).

The **third meeting** would be scheduled by the student no less than two months before their final thesis project exhibition. At this meeting, the project exhibition would be discussed and approved by the faculty. If approval is not granted, and the meeting takes place prior to the student's final semester, the student will not be permitted to sign up for Art 298B the next semester. If the meeting takes place during the final semester, and approval is not granted, a grade INC will be given in Art 298B. The idea here is to assure that shows are not installed without the approval (or awareness) of the student's committee.

## 7. Apply for Graduation

Deadlines are set by the University and are posted on the Art Graduate Office door each year. These deadlines are about **one year in advance of graduation**. Apply at the University Graduate Studies office. Proof of application for graduation must be presented to the Director of Student Galleries in the Art Department in order to reserve exhibition space for your project exhibition. **Remember you may not apply for graduation until the Graduate Studies office has approved your Candidacy papers.**

## 8. Arrange for Exhibition Space

Early in the semester prior to your planned project exhibition date reserve an exhibition space with the Director of Student Galleries for an exhibition in the Department galleries (gallery 2 or 3). You must show proof of paying for graduation to the Director of Student Galleries.

Project Exhibitions in locations other than gallery 2 or 3 require the approval of your project committee and of the Art Graduate Committee. Petition forms for **alternative exhibition location** are available in the Art Graduate Office. Off-campus exhibitions outside the greater San Jose area are generally not approved except under extraordinary circumstances.

Keep in mind that you must stay in close touch with the members of your MFA project committee and have their approval before going ahead with your project exhibition. Meeting with the whole committee prior to scheduling the exhibition is strongly advised. Exhibitions installed without committee endorsement may not be approved.

## 9. Complete Course Work and Install Project Exhibition

The Gallery Office has all information on exhibition procedures.

### **10. Arrange for an Oral Examination Meeting**

Arrange to meet with your Project Committee to complete the requirement for an Oral Examination. The format for this exam is determined by your Project Committee but will typically be a meeting of the entire committee, of approximately one hour in length. Whenever possible, the chair of the committee should invite up to two faculty and/or professionals from outside the committee to attend the Orals. These persons would participate in questions and discussions but not have a vote on the committee regarding the students passing the Orals. The idea here is to bring some fresh perspectives to the discussion of the student's work.

Times of the Orals should be posted in the gallery. This is a reminder that long-standing practice has encouraged all interested faculty to attend Orals as well. Content of the Orals should be challenging. Students should be prepared to respond to questions and discuss their work in terms of its formal concerns, content, process, historical, theoretical, social or political context, etc. for approximately one hour. Once satisfactorily completed, the Project Committee Chairperson should sign the Comprehensive Examination form, available in the Art Graduate Office. Return this signed form to the Art Graduate Office. The time for the Oral Examination must be posted with your show so interested Faculty may attend.

### **11. Complete your Project Report**

Instructions for the Project Report are available in the Art Graduate office.

Signatures are obtained prior to binding. When submitting the report draft, include the photographic prints of the exhibition. These should not yet be attached to the report draft just in case there are problems with the draft pages.

### **12. Have the Project Report bound and submit the Report and one set of slides to the Art Graduate office**

Project Reports are usually bound at the Associated Students Print Shop. This process takes ten working days to complete.

One copy of the Project is kept in the Art Graduate office for future reference.

One set of slides of the exhibition--mounted in glass slide mounts--must be submitted along with your project report. These slides must be labeled appropriately. Information on labeling can be

obtained in the Art Graduate Office. Slide binders may be purchased in the slideroom (ART 110).

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