



## ***UMA Architecture – Design Documents***

As an applicant to UMA’s BArch, we want to understand who you are and how you see your world. We want to understand who **YOU** are, what **YOU** think about, and what **YOU** make.

*We want to understand who **YOU** are as a creative person.*

Your Design Document submission should demonstrate your capacity for spatial thinking, your commitment to craftsmanship, and your visual intelligence. It is perhaps the most important part of your application to architecture school.

UMA Architecture’s Design Document requirement can be met one of two ways:

### ***The Portfolio***

A portfolio of creative work may be submitted for admission to UMA’s Architecture Program. This is a personal statement about you, your visual training, interests, values and aspirations. It is to your advantage to take the time to present yourself well.

*OR*

### ***The Artistic Review Challenge (A.R.C.)***

The ARC is a series of questions requiring visual response. This submission is especially designed for those who don’t have material for a portfolio, or simply feel the urge to demonstrate their creativity in response to specific questions. Your inventive answers to the ARC design questions will help us to better know you and your potential. Please understand, there are no “right” answers – we truly want to “see” you and your creativity expressed in your submission.

***Please see following pages for specific guidelines for both the Portfolio and the A.R.C.  
Please submit only ONE.***

***Please enjoy and have fun!***



## Portfolio Requirements

A portfolio of creative work may be submitted for admission to UMA's Architecture Program. This is a personal statement about you, your visual training, interests, values and aspirations. **We want to understand you as a creative person.** It is to your advantage to take the time to present yourself well.

### Guidelines

Portfolios may be submitted in either paper or electronic format and should include the following:

- A cover page with the applicant's name and contact information including mailing address and email address
- A table of contents
- A description of the applicant's interest in architecture, and UMA Architecture in particular
- Your portfolio should contain a minimum of 12 and a maximum of 20 pages, showing your best and most recent art and design work. Each project should include:
  - Project title and date
  - Label each portfolio item with information about the medium used, original size, and whether project was done for academic, professional, or personal purposes (if academic, provide the course title and number)
  - Include a one- to two-sentence comment about each piece you submit
- Electronic portfolios must be sent as a single .pdf file. Online portfolio links with **not** be accepted.
- Paper submissions must be a bound document (binder, spiral, or other) no larger than 10" w x 13" h x 1/2" d, horizontal or vertical. (Large Portfolios with glass or protruding metal parts, slides, DVD's, or CDs are not acceptable.)
- Do not mail original work. Reproductions should be high-quality photographs, photocopies, or prints.

We especially encourage you to submit work from real-life observation such as still life, figure drawing, portraits/self-portraits, and landscapes. In addition to observational drawing, we look for work in other media, including painting, 2D and 3D designs, photography, woodworking and sculpture, or other digital media. Freehand drawings are strongly encouraged. While computer work is welcome, CAD plans or drafting assignments should *not* be part of your submission, as they do not typically demonstrate creativity.

Portfolios should be neat, clean, and organized, as good design also incorporates presentation and proper editing. Works copied from photos, magazines, and masterworks, and work exclusively from imagination is not considered strong portfolio material. Mechanical drawings and architectural drafting are not recommended. If included, they should exemplify design and creativity, not simply technical drawing skills.

Portfolios will be returned at the beginning of the next academic year if you include a stamped, self-addressed envelope or mailing packet. All Architectural portfolios will be discarded May 15 unless return is requested prior to this date.

### **Mail or email your complete portfolio to:**

*UMA Architecture Program – Design Document Submission  
University of Maine at Augusta, Handley hall  
331 Water Street  
Augusta, ME 04330*

or if submitting electronically, send a PDF file via email to:

*Leo Labranche  
Enrollment Specialist  
[Leo.Labranche@maine.edu](mailto:Leo.Labranche@maine.edu)  
(Please include the subject line, "UMA Architecture Portfolio Submission")*



## UMA's Artistic Review Challenge (ARC) Requirements

The ARC is a series of questions requiring visual response.

As an applicant to UMA's BArch, ***we want to understand who you are as a creative person.*** Your inventive answers to the ARC design questions will help us to better know you and judge your potential for success in our program. Please understand, there are no "right" answers – we truly want to "see" you and your creativity expressed in your submission.

Please honor these rules and guidelines when responding to the Artistic Review Challenge:

1. All work should be original work done solely by the applicant
2. You may respond to each question using any two-dimensional medium or technique that you believe to be most appropriate. No physical models please.
3. Responses to each question must be recorded on a loose, single 8.5" x 11" piece of paper (please do not bind your challenges together or make a book)
4. On the back of each page, be sure to include:
  - A title for your work, if any
  - The ARC question you are responding to
  - Your name
  - and your email address
5. Please read and sign the honor statement of authorship below and return it in the envelope with your responses to the five questions.
6. Mail complete submission in a flat envelope to the address listed below.

(Failure to follow these rules may result in your Design Documents being rejected)

### ***Honor Statement of Personal Authorship***

*My creativity is expressed through my work. My success is based on my personal effort. I hereby declare that all of the responses to the Artistic Review Challenge represent my own work and that I have received no help from any outside party.*

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*Signature*

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*Date*

### ***Mail completed flat (not folded) documents to:***

*UMA Architecture Program – Design Document Submission  
University of Maine at Augusta, Handley hall  
331 Water Street  
Augusta, ME 04330*



## ***The Artistic Review Challenge Questions***

Please submit visual responses to all of the following 5 challenges.

Keep in mind that, on average, each challenge should typically take between 3 – 4 hours to complete, and may require multiple iterations to best achieve your desired vision. We expect to see your best work.

**Artistic Review Challenge 1:** Draw an object and its shadow

**Artistic Review Challenge 2:** Create a composition showing a balance of positive and negative space

**Artistic Review Challenge 3:** Record a streetscape showing a specific context

**Artistic Review Challenge 4:** Record a space that makes you feel a specific emotion

**Artistic Review Challenge 5:** Represent something moving in time



## ***Frequently Asked Questions:***

**Q:** *Do my responses need to be realistic representations?*

**A:** *No. We want to see your creativity in any way that you wish to share it. Responses can be realistic, abstract, or anything at all. There are absolutely no “right” answers.*

**Q:** *Can I glue things onto the paper?*

**A:** *Yes, as long as it remains flat enough to be mailed in a normal 9 x 11.25 envelope. We would prefer not to receive your Artistic Review Challenge (ARC) in any bulky or special mailing boxes.*

**Q:** *Can I use color in my responses?*

**A:** *Yes*

**Q:** *Can the page layout of my responses be either portrait or landscape?*

**A:** *Yes. You are free to express your answers in any way you like.*

**Q:** *Can I scan the sheets into the computer and work digitally (such as in Photoshop)?*

**A:** *Yes. As long as your final submission is printed out on a single sheet of paper before being mailed back to us. WE WILL NOT ACCEPT ELECTRONIC SUBMISSIONS OR DISKS. WE WILL ONLY ACCEPT 8.5 x 11 PAPER SHEETS.*

**Q:** *Can I add additional pages to my answers?*

**A:** *No. One page per answer.*

**Q:** *Can I draw on the back of my ARC sheets?*

**A:** *No. Only a title, the challenge question, your name and email address should be on the back.*

**Q:** *Should I call to confirm that the school has received my ARC?*

**A:** *No. We will notify you if we do not receive the ARC by the deadline.*

**Q:** *Can I call the school with specific questions about my answers to the ARC questions?*

**A:** *No. We are not allowed to provide any information about how you should respond to the questions. That is up to you. Please see the rules & guidelines listed on the first page of this download.*

**Q:** *Is a portfolio required for admission to UMA’s BArch program?*

**A:** *The Artistic Review Challenge may take the place of a portfolio. If you would rather submit a portfolio, please see those instructions. (Please see application requirements if applying as a transfer or UMA alumni looking for studio credit)*

**Q:** *Should any other documents be sent with the ARC?*

**A:** *No. Please include only your ARC responses and your signed Statement of Authorship.*