

## M.FAD Admission Information

The PWU School of Fine Arts and Design welcomes graduate studies applications from individuals interested in obtaining a masters degree. Applications will be accepted from individuals who have successfully completed a bachelor's degree from a Department of Education / Commission on Higher Education accredited institution, and who possess highly developed, proven skills in visual studies or studio discipline.

M.FAD APPLICATION SEASON: October - June.

M.FAD ADMISSION & ENROLLMENT SEASON: June - August

*New student applications sent after June will be considered for the next SY applicant in-take.*

*Transferees from the same degree/program are allowed to apply months before a new trimester opens.*

### STEPS FOR ADMISSION

STEP 1. Accomplish Master's degree in Fine Arts and Design application requirements (**set 1 to 3**) as itemized in this document. Your application will be reviewed by the SFAD Admission Committee and shortlisted applicants and will be advised to proceed to step 2 by the Graduate Program Coordinator [GPC].

STEP 2. Accomplish PWU Institutional requirements. Expect an admission/non-acceptance email soon after.

STEP 3. After receiving the acceptance letter (via email), visit the PWU Portal > Applicants to check your application status, and contact the PWU Admissions office (see below) via email to be assisted for enrollment, but cc. [SFAD Graduate School](#).

- For accepted students based in the PH, contact [Admissions Office](#)
- For accepted students based abroad, contact [Registrar Office](#),  
cc: [Admissions Office](#)

NOTA BENE: M.FAD is not an equivalence of an MFA or M.Des degree as the enumerated are terminal degrees with 60 plus units/credits. Moreover, an MFA or M.Des degree has specific areas of specialization, i.e. MFA in Painting, M.Des in Industrial Design, etc. Whereas, the area of specialization of our current masters degree is Fine Arts and Design, and M.FAD has only 34 units in total.

## M.FAD Program Admission Checklist

Check all items that you have completed/submitted below:

### SET 01: APPLICATION PACKET

#### INSTRUCTIONS:

1. Organize all the items listed below in a **Google Drive / Dropbox** folder and give viewing access for [sfadgrad@pwu.edu.ph](mailto:sfadgrad@pwu.edu.ph)

- Official Transcript of Records for Bachelor's degree - digital copy.
- Statement of purpose for acquiring the Masters in Fine Arts and Design degree -(1 page document) Please follow [Chicago Manual of Style \(CMS\) format](#).
- Statement of plans for a visual art research (2--3 page document); OR 2 samples of written critical analysis journals or research work related to visual arts (published or not). Please follow the CMS format.
- 1 page Professional Statement in PDF. Please follow the CMS format.  
If the applicant is a visual artist, submit an Artist Statement  
If a curator/museum worker, submit a Curatorial Position Statement.  
If a designer/ creative director/ art director, submit a Design Position Statement.
- [PWU Application Form](#) (online)
- Comprehensive Curriculum Vitae. MUST BE IN [College of Art Association \(CAA\) format](#)
- Work portfolio (share access to Google Drive / DropBox link only).
- Make a Google Slide / PPT / KeyNote, with a maximum of 20 images only (each JPEG must have 120dpi image quality, but file size should not be more than 1.7 MB per image).
  - Video clips **\*for infographic designers, filmmakers, and animators only short video clips** (MPEG, 5 min/video only) -
  - Name each artwork/project per page in this format:  
Title of Work,  
Dimensions (or Duration for video),  
Year ---  
Names of collaborators for projects done with a team
- Latest Cambridge/ TOEFL/IELTS exam results in PDF/JPEG. OR Certification of English Language Skills from PWU School of Education. OR one reference letter from a professor who is an English-speaking native that can vouch for your English communication skills.  
**\*This applies to non-English speaking foreign student applicants only.**

2. Send a formal email, with a brief message and link to your cloud folder to [SFAD Graduate School](#).

Address the email to Prof. [Mervy C. Pueblo](#), the SFAD O.I.C. Dean

3. Email subject heading: F.SURNAME (applicants' Firstname initials followed by surname in all caps)\_Reference Letter. i.e. **J.DELA CRUZ\_Reference Letter**

### SET 02: LETTER OF RECOMMENDATION

#### INSTRUCTIONS:

\* Letter must be addressed to the SFAD Graduate Program Coordinator, Prof. Mervy Pueblo

\* Emailed directly by the referral person.

\* Sent to [sfadgrad@pwu.edu.ph](mailto:sfadgrad@pwu.edu.ph), with subject heading: F.SURNAME (applicants' Firstname initials followed by surname in all caps)\_Reference Letter. i.e. **J.DELA CRUZ\_Reference Letter**

- Two Letters of Recommendation sent before the last day of May.

### SET 03: INTERVIEW WITH THE SFAD DEAN / GRADUATE PROGRAM COORDINATOR

#### INSTRUCTIONS:

Schedule/Google Meet invitation will be sent to shortlisted M.FAD student applicants only.

- Meet with the dean or the graduate program coordinator

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#### NOTA BENE:

- Deadline: the first Saturday of June.
- Incomplete applications will not be considered.
- Completion of the ff. requirements do not mean admission to the M.FAD program.
- The SFAD- M.FAD faculty will convene to evaluate the M.FAD applicant's competency-based on the submitted application requirements.

After the review of your application by the SFAD Admission Committee, a letter will be emailed to the applicant to announce if s/he is admitted or not accepted to the PWU SFAD Master's degree, majoring in Fine Arts and Design.

## STEP 02

THE PHILIPPINE WOMEN'S UNIVERSITY

### Admission Requirements

When successfully accepted to the PWU SFAD M.A. studies, the applicant will be advised to complete the following:

#### A.) PWU institutional requirements:

*Check all items that you are submitting below:*

- PWU Profiling Exam
- Certificate of Employment - Original with two photocopies (for employed applicants)
- Original true copy of the official transcript of the record of an undergrad degree, plus- 2 photocopies
- Latest ID pictures (white background, 1x1) - 2 copies
- Marriage Contract (for married individuals)
- Certificate of transfer and other credentials (\*For transferee only\*)
- Honorable dismissal
- Permit to Study (if the applicant is a government employee, or is under government study grant) - two photocopies

#### B.) Additional Attachments for Foreign Applicants only:

*Check all items that you are submitting below:*

- Copy of Valid Passport
- Copy of Valid Student Visa and/or Permit to Study
- Copy of Alien Certificate of Registration for Philippine- born Aliens or Permanent Residents

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The PWU SFAD Master's in Fine Arts and Design program will accept applications for SY 2023/24 until 5:00PM, Sat, June 21, 2024!

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# To guarantee admission in the M.FAD program, enroll in the SFAD Bridge Master Classes!

The SFAD bridge MA classes are designed for students with a degree in a different visual art area or those with limited writing, research skills, or English language ability. This program helps prepare you for a graduate degree or improve your chances for a better job in your field. Even though our SFAD Bridge MA Classes don't give you a regular degree, it can be a good next step in your education. It's designed to get you ready for the requirements needed for an SFAD MA degree program later on.

## Core Courses:

1. Academic Writing Convention: Chicago Manual of Style [1 unit]
2. Methods of Arts Based Research: Visual Arts Field [1 unit]
3. English Proficiency: Writing 101 [1 unit]
4. English Proficiency: Speaking 101 (*for non native English speakers*) [0 unit]

## Class Schedule:

10 meetings, Friday evenings 5:00-6:30 PM,  
OR weekends (depending on availability of instructors)

**Good news!** if the M.FAD applicant passes the enumerated Bridge MA Classes, s/he is automatically endorsed to the M.FAD admissions committee. Moreover, subject to the approval of the SFAD dean, the units earned from the Bridge MA can be credited towards the 3 unit M.FAD course called, *Visual Communication Materials and Technique* (code: MFAD 602) which is scheduled for the 1st trimester of SY 2024/25.

Note: the SFAD Bridge MA Classes is not operated by the SFAD BFA or MA degree programs, but by the SFAD Continuing Educations program.

*Our Bridge MA classes start on the 3rd trimester of SY 2023/24, April 20, 2024!*  
***Send your M.FAD application on or before April 10, 2024, as slots for the Bridge MA classes are limited!***

For more inquiries, please email [info.sfad@pwu.edu.ph](mailto:info.sfad@pwu.edu.ph),  
cc: [sfadadmin@pwu.edu.ph](mailto:sfadadmin@pwu.edu.ph), and [sfadgrad@pwu.edu.ph](mailto:sfadgrad@pwu.edu.ph).