

Submission Guide: Additional Admission Materials 2027-2028

PBAAI - Honours Bachelor of Illustration

FOR REFERENCE PURPOSES ONLY:

This is a sample Submission Guide. The full version is available only to applicants.

Please carefully read all instructions before uploading your submission.

If you require this in an accessible format go to [Accessible Learning at Sheridan](https://sheridancollege.ca/student-life/student-services/accessible-learning-services) at sheridancollege.ca/student-life/student-services/accessible-learning-services

Included in this document:

- Submission Due Date
- Application Requirements
- Sheridan Academic Integrity Policy
- Submission Requirements

Submission Due Date:

It is recommended to **submit your portfolio within three weeks** of applying. Spaces are limited and filled as applications arrive.

Application Requirements:

- To be considered for admission, you must meet both the academic and submission requirements. [Review the program page](#) for full details of academic requirements and program content.
- You must submit your supplemental by following the steps below. Items sent by email, in person, or other platforms will not be accepted.
- **You will receive your admission decision via email and the applicant portal.** Decisions will not be given over the phone.
- The Portfolio Assessment measures your **suitability for the first year of study in Illustration**. It also demonstrates your engagement with observational drawing and problem-solving skills.

Academic Integrity Policy:

All submitted work must be your own original creations. By submitting your admission requirements, you are agreeing to comply with [Sheridan's Academic Integrity Policy](#).

For Art and Design programs, Applicants are not permitted to use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT) for written or visual portfolio submissions.

We want to see your ideas and imagination. All artwork submitted must be created by you and not involving any use of AI-generative imagery, artificial intelligence (AI), or text-to-image tools (e.g. DALL-E, Midjourney, etc.).

Applicants who submit items in a manner inconsistent with the principles of academic integrity, will not be granted admission to the College. Any breach of this will result in a zero grade on your portfolio and will be disqualified. Violations are subject to disciplinary action.

By submitting the below requirements to Sheridan College, you acknowledge that you completed them independently, they were not created by another person or advanced automated tools, and you did not use anyone else's work.

Honours Bachelor of Illustration Submission Requirements:

The Submission consists of three components:

- A. Sketchbook**
- B. Portfolio of Original Work**
- C. Portfolio of Original Work Descriptions**

A. Sketchbook:

Submit 26 pages as a PDF of your Sketchbooks. You can have more than one sketchbook page per submitted PDF page.

- **ALL drawings to meet the first 3 criteria asked for are observational drawing from life.** What does 'from life' mean? It means actual physical subject matter. Taking a photo of a person or an object and drawing from that picture IS NOT OBSERVATIONAL DRAWING.
- **Draw the subject freehand.** Do not trace, use a ruler or any digital assistance with straight lines, ellipses, or perspective. No grid constructions.
- **The Sketchbook counts for 80% of the assessment score**

Sketchbook Criteria:

1.1 Proportion and Volume

- **Demonstrate competent proportion of both figures and objects** and the ability to convincingly represent three-dimensional forms using tone.
- **At least 3 or more examples**, continuous or cross hatch tone.
- **Observational drawing**

1.2 Perspective and Viewpoint

- **Demonstrate an understanding of freehand perspective and viewpoint** drawing an interior or exterior environment.
- **At least 3 or more examples.**
- **Observational drawing**

1.3 Figures in Environments

- **Integrate figures** within an environment with attention to scale and spatial relationships.
- **At least 3 or more examples, interior and exterior environments.**
- **Observational drawing.**

1.4 Drawing as a Practice

- Demonstrate an engagement with drawing through repeated observational studies, visual research, and development of ideas.
- **Using the sketchbook** and drawing from observation **as a portable idea generator.**

Suggested Sketchbook Drawings

- Observational drawing (30 minutes) of a clothed friend or family member seated on a chair holding a book, phone, or game controller. Draw the entire figure and chair, ensure we can see both hands.
- Quick Draw (under 10 minutes) observational drawings.
- Drawings that include the figure. Draw on transit, at the mall, or at school. Drawings that include an object. Draw something in your room,
- Drawings that include nature. Draw a plant or your pet.
- Draw (10 to 30 minutes) observational drawings. Drawings that include buildings or cars. (Draw freehand.)
- Drawings of a person or people in an environment: in a park, at a coffee shop, at a transit stop or station.
- A study of drapery with a single light source. Place a sheet or jacket over the back of a chair.

B. Portfolio of Original Work:

Submit a selection of your personal Original Artwork

- Choose a **minimum of 10 pieces** of your work (**max. 15 pieces**).
- The Portfolio of Original Work counts for 20% of the assessment score.
- You can resubmit Portfolio images from past applications to the program, but your most recent work is preferred.
- All work submitted must have been done by you.

Original Work Criteria:

1.1 Composition and Spatial Organization

- Demonstrate the arrangement of visual elements to communicate an idea or visual relationship. **Still-life or figurative composition.**

1.2 Process and Development

- Demonstrate the iterative approach (process not progress) used to develop the ideas for a visual project. **3 images of process and your final project image.**

- **Process not Progress:** There is a difference between Process and Progress work. Process is the research, references, sketches, and ideation to develop your final work.

1.3 Subject Matter and Creative Engagement

- **Show originality,** engagement with subject matter, and the **ability to communicate ideas** through images.

1.4 Media Handling

- Demonstrate competence in a range of media approaches.

C. Portfolio of Original Work Description

- **For your original work,** provide one document that lists the file name and a short one-sentence description of the artwork. Example:
 - **File Name:** POW_1.jpg (How to name files is shared on page 7)
 - **Description:** Oil painting created for a high school art assignment on the theme of sustainability.
 - **Media:** Oil on canvas. Size: 18" x 24"
- **Note:** this description only applies to the Original Art section of the Portfolio of Original Work submissions and not your Sketchbook PDF.

The Portfolio of Original Work Submissions Tips:

Include in your work:

- **Include drawing/painting from observation** with materials media (Artwork drawn from photography does not help us to determine your observational drawing skills)
- **Composition and Process**—Select 3 objects from your kitchen (examples: mug, wine glass, silverware, kettle...) and develop 3 process drawings of the objects into a still-life composition that expresses the idea of either isolation OR chaos (choose ONE of the two themes).
- You **can include two examples of digital artwork** (The Portfolio is intended to assess your knowledge of materials media. A portfolio comprised of many digital artworks does not help us assess this capability.)

Do not include portfolio work that is:

- **Do not include** work that copies photographs, uses the grid system or directly replicates any other artist's work. Your submission will be disqualified if you copy from another artist's work. Learning and drawing from historical and museum sources is accepted, please cite the artist if you include images using historical sources.
- **Do not submit anime drawings,** cartoons, fantasy or video game character designs (These do not help us in determining your suitability for admission into the program).
- Do not submit work that uses text to image generative A.I. or apps to convert photography into drawings.

The following are examples for your **Portfolio of Original Work** you may choose to include if you do not have an established Portfolio:

- See Composition and Process suggestion above.
- **Draw shoes, gloves**, etc. and arrange them in a still life with the use of other props or environment that helps tell a story.
- **Draw a self-portrait**. Sketch friends from observation rather than using photos of celebrities.
- **Draw a still-life of objects**. Natural or mechanical objects (e.g. plants, tools, appliances...). Use tone and cast shadows.
- Draw from **observation interiors or exteriors of architecture** (e.g. school, church, or your room).
- Draw or paint a **landscape**. Explore colour media.
- **Draw clothed figure/s** in a place that gives the figure a sense of scale. (e.g. transit, the mall, beach...).
- In Year 1, you will be drawing and painting, working with a nude model.
Any experience drawing from life models (not from screens) is a great benefit.