

# THE OFFICE OF ADMISSIONS

## *Programs of Study*

### **Bachelor of Fine Arts, Bachelor of Music, College Arts Diploma**

The UNCSCA college division is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the BFA, BM, MFA and MM degrees and is one of the 17 constituent campuses of the University of North Carolina system. The undergraduate curriculum includes majors in dance, design and production, drama, filmmaking, and music. Students in these majors may enroll in a program that leads to a bachelor's degree or a college Arts Diploma. In addition, applicants for the undergraduate division must submit official proof of high school graduation or a General Equivalency Diploma (GED).

Applicants applying to the bachelor's degree program must meet the University of North Carolina School of the Arts' academic requirements, as well as the Minimum Course Requirements (MCRs) of the University of North Carolina system.

All freshman and sophomore college students MUST reside in housing provided by the School for a minimum of two years. All college students are automatically assigned housing and the meal plan unless they are assigned to the Center Stage Apartment complex. A student who is over the age of 22, is married or living with a dependent, domiciled with family who lives within a 25-mile radius of the campus at the time of their enrollment, classified as a college junior or college senior, or is a special student, may apply to live off campus.

The Housing Review Board will hear appeals from college students who are required to live on campus and may grant exemptions in cases of medical, psychological or other highly exceptional reasons. This board meets at the end of each term and mid-August to hear appeals for the subsequent term.

### **Master of Fine Arts, Master of Music and Professional Artist Certificate**

The School of Design and Production and the School of Filmmaking offer a Master of Fine Arts degree, and the School of Music offers a Master of Music degree and a Professional Artist Certificate. Applicants must audition and/or interview or, where appropriate, present a portfolio of visual arts/design works for admission consideration. Applicants for the graduate division of the School of Design and Production or the School of Filmmaking must show completion of an undergraduate degree from an accredited conservatory, college or university. Applicants for the graduate division in the School of Music must show completion of a Bachelor of Music or Bachelor of Arts degree from an accredited conservatory, college or university (or the equivalent if the institution is located outside of the United States). Applicants to the Professional Artist Certificate program must show completion of a Master of Music or Master of Arts from an accredited conservatory, college or university (or the equivalent if the institution is located outside of the United States).

## **High School Program**

The Council on Accreditation and School Improvement of the Southern Association of Colleges and Schools accredits the high school program. Students receive concentrated training in dance, drama, music or the visual arts while taking a full complement of academic courses to fulfill the high school diploma requirements set by the High School Academic Program of the University of North Carolina School of the Arts.

The Dance and Music programs may begin at grade 8. The Visual Arts Program begins at grade 11, but students may enter in the 12<sup>th</sup> grade. The High School Drama Program is a 12<sup>th</sup> –grade program only. The Drama and Visual Arts Programs are primarily open to North Carolina residents with limited space for out-of-state students. An audition/interview and, where appropriate, a review of the applicant’s portfolio are required for admission to all arts programs.

A policy of the UNCSA Board of Trustees requires that all high school students, beginning in the 9<sup>th</sup> grade, live on campus in the School’s residence halls or with parents and/or legal guardians. On-campus housing is not available for 8<sup>th</sup>-grade students. Students accepted in the 8<sup>th</sup>-grade must live at home and within a 25-mile radius of the campus.

## **Academic Requirements for Undergraduate Candidates**

Minimum Course Requirements (MCRs) of the University of North Carolina system:

The following admission requirements apply only to applicants who apply for admission into the COLLEGE DEGREE PROGRAM (B.F.A. or B.M.). They do not apply to high school applicants or to applicants for the college diploma program.

**HIGH SCHOOL GRADUATES OF 2004 AND BEYOND**, the following courses will be required for admission in addition to passing the audition/interview and submitting SAT or ACT scores:

ENGLISH -- four (4) course units emphasizing grammar, composition and literature;

MATHEMATICS -- three (3) course units including Algebra 1, Algebra II and Geometry, or a higher-level mathematics course for which Algebra II is a prerequisite, or integrated Math I, II and III;

SCIENCE -- three (3) course units including one unit in physical science (physical science, chemistry, physics), one unit in life or biological science and at least one (1) laboratory course;

SOCIAL STUDIES -- two (2) course units, including one (1) U.S. History -- an applicant who does not have the unit in U.S. History may be admitted on the condition that at least three (3) semester hours in that subject are passed by the end of the sophomore year; and

FOREIGN LANGUAGE – two (2) course units in the same language other than English.

It is recommended that prospective degree applicants take a mathematics course unit in the 12th grade.

**HIGH SCHOOL GRADUATES FROM CLASSES OF 1990 to 2003**, the following courses will be required for admission, in addition to passing the audition/interview and submitting SAT or ACT scores:

ENGLISH -- four (4) course units emphasizing grammar, composition and literature;

MATHEMATICS -- three (3) course units including Algebra 1, Algebra II and Geometry, or a higher-level mathematics course for which Algebra II is a prerequisite;

SCIENCE -- three (3) course units including one unit in physical science (physical science, chemistry, physics), one unit in life or biological science and at least one (1) laboratory course; and

SOCIAL STUDIES -- two (2) course units, including one (1) U.S. History -- an applicant who does not have the unit in U.S. History may be admitted on the condition that at least three (3) semester hours in that subject are passed by the end of the sophomore year.

In addition, it is recommended that prospective college degree applicants complete at least two (2) course units in a foreign language, and take one (1) foreign language course unit and one (1) mathematics course unit in the 12th grade.

**SPECIAL NOTE:** College freshman applicants and transfer applicants who do not meet the University Minimum Course Requirements (MCRs) listed above may be admitted, under special consideration, as an exception to the University Minimum Course Requirements, in accordance with the criteria established by the Board of Governors of the University of North Carolina system. All questions pertaining to special consideration and/or exceptions should be directed to the University of North Carolina School of the Arts Office of Admissions. Special consideration is based on previous academic record and demonstrated exceptional artistic talent and potential.

## College Degrees and Diplomas

The Bachelor of Fine Arts (B.F.A.) program in Dance is a four-year program offering specialization in ballet or contemporary dance. For specific course information, please refer to the Dance section of this Bulletin.

The Arts Diploma program in Dance is a four-year, college-level program offering specialization in ballet or contemporary dance. Students take the same dance curriculum as those enrolled in the B.F.A. program, but have no academic coursework requirements.

The Master of Fine Arts (M.F.A.) program in Design and Production is a three-year graduate program offering specialization in costume design, costume technology, performing arts management, scene design, scene painting, sound design, stage properties, stage automation, technical direction, or wig and makeup design. For specific course information, please refer to the Design and Production graduate section of this Bulletin.

The Bachelor of Fine Arts (B.F.A.) program in Design and Production is a four-year program offering specialization in costume design, costume technology, lighting, scene design, scene painting, sound design, stage properties, stage management, technical direction or wig and makeup design. For specific course information, please refer to the Design and Production section of this Bulletin.

The Arts Diploma program in Design and Production is a four-year, college-level program. Students take the same Design and Production curriculum as those enrolled in the B.F.A. program, but have no academic coursework requirements.

The Bachelor of Fine Arts (B.F.A.) program in Drama is a four-year program offering specialization in acting and a directing option beginning in the third year. Transfer students must have the equivalent of the first two years of actor training. For specific course information, please refer to the Drama section of this Bulletin.

The Arts Diploma program in Drama is a four-year, college-level program offering specialization in acting. Students take the same drama curriculum as those enrolled in the B.F.A. program, but have no academic coursework requirements.

The Master of Fine Arts (M.F.A.) program in Filmmaking is a two-year graduate program in Film Music Composition.

The Bachelor of Fine Arts (B.F.A.) program in Filmmaking is a four-year program offering specialization in cinematography, directing, editing and sound, producing, production design, and screenwriting. For specific course information, please refer to the Filmmaking section of this Bulletin.

The School of Filmmaking does not offer a College Arts Diploma to any student who does not already possess a BA, BM, BS, or BFA degree. However, incoming freshmen who have not met their Minimum Credit Requirements (MCRs) *may* be admitted into the Diploma Program, but will have only until the end of their first year to complete those requirements, or else not be invited to return.

The Bachelor of Music (B.M.) program is a four-year program offering specialization in bassoon, cello, clarinet, composition, double bass, flute, guitar, harp, horn, oboe, organ, piano, percussion, saxophone, trombone, trumpet, tuba and euphonium, viola, violin, or voice. For specific course information, please refer to the Music section of this Bulletin.

The Arts Diploma program in music is a four-year, college-level program offering specialization in bassoon, cello, clarinet, composition, double bass, flute, guitar, harp, horn, oboe, organ, piano, percussion, saxophone, trombone, trumpet, tuba and euphonium, viola, violin, or voice. Students take the same music curriculum as those enrolled in the B.M. program, but have no academic requirements.

The Master of Music (M.M.) program is a two-year graduate program offering specialization in music performance in bassoon, violoncello, clarinet, composition, double bass, flute, guitar, horn, oboe, organ, percussion, piano, saxophone, trombone, organ, trumpet, tuba and euphonium, viola, and violin. Graduate concentrations are also offered in voice performance and orchestral conducting.

### *Transfer Students - Undergraduate*

College students who wish to transfer from other institutions of higher education must comply with the School's audition and entrance requirements. Academic college courses carrying a grade of "C" or better may be considered for transfer credit, by the Undergraduate Academic Program.

Credit for academic courses in which the student has earned at least a "C" at another accredited college, and which are equivalent to specific UNCSCA academic courses, will be transferred to the UNCSCA record when the student has achieved at least a 2.000 average in academic courses for one term at UNCSCA.

Upon enrollment in the University of North Carolina School of the Arts, an undergraduate transfer student is placed at the appropriate arts instruction level by the relevant arts school. The School makes every effort to place the student at the arts level that best reflects his or her proficiency at the time of admission. Upon placement, the student proceeds through the remaining sequence of arts courses, regardless of age or academic level. Undergraduate students who complete all requirements in the arts area are eligible for the Arts Diploma. A Bachelor of Fine Arts or Bachelor of Music degree may be awarded upon completion of all arts and academic courses required for the specific program.

### Transfer Students – High School Students

High school transfer students are given full credit value for high school units satisfactorily earned in grades 9 through 12 from an accredited secondary school. However, the High School Academic Program will decide how or if transferable courses meet particular UNCOSA high school subject-area diploma requirements.

Upon enrollment in the University of North Carolina School of the Arts, a high school transfer student is placed at the appropriate arts instruction level by the relevant arts school. The School makes every effort to place the student at the arts level that best reflects his or her proficiency at the time of admission. Upon placement, the student proceeds through the remaining sequence of arts courses, regardless of age or academic level. High school students who complete all requirements in their arts area are eligible for the arts concentration designation on their high school diploma.

An UNCOSA high school diploma may be awarded upon completion of all academic courses required for graduation.

### International Students

- International applicants should plan on applying no later than March 1 of the year they intend to enroll in the University of North Carolina School of the Arts.
- Applicants must submit the application and application fee along with the documentation outlined by each department.
- Applicants must audition and/or interview.
- Transcripts must be received from each high school/secondary and post-secondary schools attended and bear a seal of validation or signature by a school official. Each original transcript must be translated into English by a certified translator and the translation notarized.
- Courses in which the applicant is enrolled at the time of application must accompany the application.
- High school applicants for whom English is not the primary language must supply an official SLEP (Secondary Level English Proficiency) test score before they can be accepted.
- College and graduate applicants for whom English is not the primary language must submit an official TOEFL (Test of English as a Foreign Language) test score.
- College-age applicants currently enrolled in American schools may substitute the SAT or ACT score; however, if the verbal score is insufficient, the Admissions Committee may request that the applicant submit an official TOEFL score.
- Applicants must fill out the Financial Statement Form found on the UNCOSA website at [www.ncarts.edu/forms/admissions/InternationalFinancialStatement.pdf](http://www.ncarts.edu/forms/admissions/InternationalFinancialStatement.pdf) and supply a bank statement or a certificate of finance proving sufficient funds to cover all educational and personal expenses while studying at the University of North Carolina School of the Arts. The statement must be translated into English and detail the amount of U.S. dollars on account. A bank official must notarize the certificate.
- The Office of Admissions completes the I-20 paperwork only after an applicant has been accepted and paid his or her advanced tuition and housing deposit. I-20 paperwork will show the anticipated length of study of the applicant's chosen program of study.

- Applicants who are transferring from a college or university in the United States must supply a copy of his or her current I-20 and visa to the Office of Admissions at the time of application.
- All international applicants must obtain a visa prior to enrollment.
- International applicants are not eligible for state or federal financial aid.
- A special health insurance policy is required of every international student except those applicants from Canada. This policy is obtained through the University of North Carolina School of the Arts and the premium will be billed on the student's tuition bill. The coverage is required even if the student carries health insurance in his or her home country. United States federal law mandates this particular coverage.

### Special Students

An applicant who does not wish to pursue a degree or diploma may be admitted as a "special student" and take courses in an arts school, the Undergraduate Academic Program, or both. Credit is given for courses successfully completed and may later be applied toward a degree or diploma should the student matriculate into a regular program.

Special students may not take High School Academic Program courses. Courses in the Undergraduate Academic Program are open to special students with the approval of the Undergraduate Academic Program and according to the guidelines below. Admission to arts courses requires an audition and approval of the arts dean. The applicant who wishes to enter as a special student should follow the regular admissions process.

*The Undergraduate Academic Program will accept as special students only those students who have:*

*\* finished their Arts Diploma and have returned to UNCSA to finish their degree;*

*or*

*\* withdrawn temporarily from their arts program with the special recommendation of their arts dean due to financial, catastrophic, or highly unusual circumstances, and whose GPA in academics is 2.0 or higher. Those students who have withdrawn from their arts program with a cumulative academic GPA of less than 2.0 may not choose this option under any circumstance.*

*Exceptions to this policy may only be made with the written approval of the Dean of the Undergraduate Academic and Graduate Programs.*

### Advanced Standing for Undergraduate Students through Placement Tests

Undergraduate students may qualify for advanced standing or credit through placement tests.

A student who participated in the Advanced Placement® (AP) Program of the College Board may have his/her record considered for advanced standing or credit or both in the college program when a score of three (3) or above has been achieved on an Advanced Placement exam.

College Level Examination Program® (CLEP) test scores in areas that correspond to courses in the UNCSA curriculum also may be presented for evaluation for possible credit. Credit for CLEP tests is available only to students with freshman or sophomore standing and is considered inappropriate for more advanced students. UNCSA will only consider credit for such tests that have been completed prior to the beginning of the junior year.

International Baccalaureate® Diploma students may have their records considered for advanced standing or credit in the college program with a minimum score of five (5) or higher on the official IB exam for each subject. Credit awarded will vary for higher-level or standard-level subjects.

### Application and Admissions Procedures

Guidelines for applying to the graduate, undergraduate and high school program vary. Applicants should follow the guidelines provided with the application. Applicants must submit the following:

- A fully completed application signed by the applicant, and a parent if under the age of 18 at the time of application, along with the nonrefundable application fee.
- Applicants who complete an online application must print the application agreement statement, complete all required information, sign the application agreement statement (parent signature is required if the applicant is under the age of 18 at the time of application) and mail the statement along with the nonrefundable application fee.
- Applications received without the fee will be returned to the applicant.
- Two letters of recommendation, preferably one from an arts instructor and one from an academic instructor.
- Official transcript(s) and test scores of high school or previous college work. The documents must bear the school seal or signature of a school official. Each applicant to a college program must present proof of high school graduation or receipt of a General Equivalency Diploma (GED). Graduate program applicants must submit a certified or sealed college transcript showing proof of graduation. High school applicants to grades 8, 9 and 10 must provide standardized test scores.
- A copy of SAT or ACT score(s). These scores are required for admission into the college bachelor's degree program. These scores are not required for admission to the high school program, college Arts Diploma program or graduate program.
- A résumé.
- Mandatory Information Form.

### Auditions/Interviews

Admission to the University of North Carolina School of the Arts is based on demonstrated talent, achievement and career potential. Faculty members of the school to which the applicant is applying assess these areas at the audition and/or interview. The dean and faculty of each school set performance standards and levels of achievement for their professional training program.

Specific audition/interview dates, instructions and information are provided with the Application for Admission and are available from the Office of Admissions. Auditions and interviews are scheduled on the University of North Carolina School of the Arts campus in Winston-Salem and at selected locations throughout the United States.

### **Acceptance Procedure**

Applicants who pass the audition and have been accepted by the Admissions Review Committee into the high school, college degree, college Arts Diploma or graduate program will be notified by letter of their acceptance.

## Wait List Policies

### **College (Undergraduates)**

The University of North Carolina School of the Arts (UNCSA) places students recommended for acceptance on a wait list when enrollment capacity has been reached at the art school of the student's choice. Students placed on waiting lists must be processed for admission by Undergraduate Academics and Student Life. If they need financial assistance, students should follow financial aid application procedures as indicated by the Office of Student Financial Aid. Students on the wait list will be notified by individual schools at UNCSA when an opening becomes available. UNCSA recommends that students on the wait list keep in contact with their arts school to check on the status of their enrollment. When an opening becomes available a student will be notified by the appropriate arts school and have seven days to make a deposit to secure the enrollment. An official letter of acceptance from the Office of Admissions will follow. At the time their admissions status changes, students should contact the Office of Student Financial Aid to discuss their financial aid status. Wait lists will be in effect until the start of classes.

### **High School**

The University of North Carolina School of the Arts (UNCSA) places students recommended for acceptance on a wait list when enrollment capacity has been reached in the arts school of the student's choice. Students on the wait list must be processed for admission academically to be ready to accept a position should one become available when notified by the high school. Out-of-state high school students needing financial assistance should follow financial aid application procedures as indicated by the Office of Student Financial Aid. A student on the wait list who is notified of an opening will have three business days to confirm their acceptance into the program. At the time their admission status changes, out-of-state high school students should contact the Office of Student Financial Aid to discuss their financial aid status. The Wait List for high school students will be in effect until the start of classes.