

BFA Internship Application and Guidelines

bryanm@uca.edu [Switch account](#)



The name and photo associated with your Google account will be recorded when you upload files and submit this form. Your email is not part of your response.

*** Required**

Student Name and ID number *

Your answer

Semester in which you are APPLYING *

- ☐ Spring
- ☐ Option 3
- ☐ Fall

Classification *

- ☐ Senior
- ☐ Junior

Class *

- ☐ Art 4675 - 6 credit/BFA track, required for degree
- ☐ Art 4375 - 3 credit/BA track, elective



Intended Degree *

- ☐ BFA Fine Art with and Emphasis in Painting
- ☐ BFA Fine Art with an Emphasis in Photography
- ☐ BFA Fine Art with an Emphasis in Printmaking
- ☐ BFA Fine Art with an Emphasis in Sculpture
- ☐ BFA Fine Art with an emphasis in Graphic Design
- ☐ BFA Fine Art with an emphasis in Ceramics
- ☐ BA Art Emphasis

Internship Scholarship Application *

Do you intend to apply for an internship scholarship through the art department? If yes the applications form can be found on the art department homepage Under Current Students, Departmental Scholarships, Internships and Workshop Opportunities, Internship Scholarship application or at <https://uca.edu/art/current-students/scholarships-employment/>

- ☐ Yes, I am applying for the scholarship
- ☐ No, I am not applying for the scholarship

Artist/Agency/Organization Address *

Your answer

Artist/Agency/Organization Supervisor *

Include here the name of the person(s) responsible for overseeing your internship on site.

Your answer



Supervisor Phone and E-mail contact *

Your answer

Internship Start and End Dates *

Include here the expected start and end dates of your internship

Your answer

Internship supervisor description (artist, agency, organization) *

Attach the artist (s) biography and/or agency/organization description.

Your answer

Signed Internship Proposal *

Internship proposal must include the following: 1. A cover sheet signed by you and your UCA faculty mentor 2. A description of what your major responsibilities will be 3. A description of your specific learning objectives, and how this experience will allow you to accomplish them 4. You should include a resume, bio or clarifying description of the artist or organizations professional work and accomplishments. 5. An approximate schedule for completion of minimum number of required hours and include approximate dates for a minimum of two progress checks between the internship mentor and the faculty sponsor.

[Add file](#)

/



Example images of Artist/Agency/Organization work *

Include images to familiarize faculty with the work of your internship sponsor. Images must be formatted in the following way: 1. JPEGs only 2. No more than 2000 pixels on a side i.e. max size 2000x2000 3. Images not to exceed 2MB each 4. RGB color only, convert CMYK to RGB 5. Use 85% quality, or 9 if using Photoshop, when saving your files a. JPEG compression is set when an image file is saved. In most applications, a slider from 0-100 is there for choosing quality. In Photoshop, the slider is from 1-12. If a JPEG is opened and manipulated and then just saved, the dialog box probably won't be given and the compression will be set based on the original file. In that case, the image will most-likely be well within the 2MB limit since most JPEGs are compressed. The best practice is to open a photo, resize it, and then "Save As" or "Export" to create a new file. That way the original is not changed and compression options are displayed. 6. Name the images with your last name and first name and a number. Do not use spaces. For example, Lastname_Firstname-01.jpg, Lastname_Firstname-02.jpg 7. Include a text file with a list of your images that includes the JPEG file number, title, media, dimensions, and course (if applicable). Text files may be .txt, .docx, or .pdf. Name your file Lastname_Firstname-00. 8. For videos, upload them to YouTube and copy the URL addresses to the list of images. You can make the videos private if you prefer and put the password in the image list. Make the password simple and something you know you will share with others.

 Add file

Submit

Clear form

Never submit passwords through Google Forms.

This form was created inside of University of Central Arkansas. [Report Abuse](#)

Google Forms

