NOTE: Do not submit or mail any portfolio items to FIT until you have applied and received your USER NAME, PASSWORD, and LOG-IN INSTRUCTIONS in an email from the FIT Admissions Office.

Dear Fashion Design applicant,

Thank you for applying to the FIT Fashion Design AAS Degree program. As part of the requirements for admission to this major, you must complete a portfolio. Please review the options below.

PLEASE BE AWARE THAT YOU MAY CHOOSE ONLY ONE PORTFOLIO REVIEW OPTION:

We strongly encourage you to submit your portfolio as soon as possible. Please keep in mind that November 1, 2013 is the deadline for priority consideration for the Spring 2014 semester and February 1, 2014 is the deadline for priority consideration for the Fall 2014 semester. You can confirm receipt of your portfolio submission by checking the status of your application online at https://MyFIT.fitnyc.edu/

Portfolio Review Options

- **ONLINE – ePortfolio (Preferred)**
  The Online – ePortfolio Review option is the preferred method and the most efficient way to have your portfolio reviewed. To access the online option go to https://ePortfolio.fitnyc.edu/ Log in with your FIT Username and Password, then click on the tab labeled 'Portfolio' to get started.

- **MAIL-IN**
  If you are choosing this option, before mailing your portfolio, please read and follow the Instructions for Mailing Your Portfolio to FIT on Page 7 and the Mail-In Portfolio Review Checklist on Page 6 for detailed instructions on what to mail in. Be sure to print and complete the Fashion Design Portfolio Cover Page on Page 5 and include it as the first page of your portfolio. Your portfolio will not be reviewed without the Portfolio Cover Page. Please be aware that mail-in portfolios are not returned and we are unable to accept portfolios that do not include the Portfolio Cover Page. (If you prefer to hand deliver your portfolio to the Admissions Office rather than mail it, you must still follow the mailing instructions.)

- **IN-PERSON (Fall applicants only)**
  Limited In-Person portfolio review dates are provided on a space available basis. To schedule an in-person portfolio review, click on the link to register for 9am on January 11th or 1 pm on January 11th or 9am on January 12th or 1 pm on January 12th. The amount of time you spend on campus will depend on the number of participants. Please be prepared to be on campus for 2 to 3 hours. Please read the In-Person Portfolio Review Checklist on Page 6 for detailed instructions on what to bring with you.

NOTE: This evaluation is for the purpose of reviewing your Fashion Design portfolio only. All other documents pertaining to your FIT/SUNY application (including transcripts) must be submitted (separately from your portfolio) directly to FIT Admissions. If you wish to be considered for a major other than Fashion Design, you may complete a Change of Major Request Form online at MyFIT.fitnyc.edu. If you have chosen another Art & Design major, please follow the portfolio instructions for your new major choice. Please do not submit your portfolio online until your major has been changed and the instructions for your new Art & Design major choice appear on your ePortfolio page.
Fashion Design Department

Portfolio Requirements

Welcome to the FIT Fashion Design Portfolio. This portfolio submission consists of four parts: A Design Test, a Sewing Test, a Written Essay and a Portfolio Cover Page. **All sketch and garment images must be composed on 8 1/2 inch x 11 inch paper. Color copies are required.** Construction knowledge should be represented in both your design sketches and garment images. Originality, creativity, and design aesthetic are valued.

The Fashion Design program prepares students to excel and flourish in the fashion industry. The philosophy of the program focuses on individual students’ design development and professionalism. Through rigorous coursework, students develop their analytical, creative, and intellectual competencies. The learning environment broadens students’ aesthetics, critical thinking, and problem-solving skills and graduates apply these abilities to career opportunities in the evolving global marketplace. The AAS degree builds foundation skills through hands-on and digital methodology and students examine and implement practical and conceptual design solutions through two-dimensional and three-dimensional techniques in projects and assignments.

● **PART ONE: Design Test**

**Project One: Mix-and-Match Designs**

1. Create a mood/inspiration page for the following mix-and-match designs. The mood page should include an image(s) that has inspired you to create these designs. Include a short written explanation of how the designs have been inspired by the mood page image(s). Also list the destination and season of the year that these designs will be worn in.

2. Draw original garment designs in color using the medium of your choice. Show mix-and-match separates that work together.
   1) Design a jacket
   2) Design a top (use the top twice, once on each figure)
   3) Design a pant
   4) Design a skirt

   Sketch the designs in color on two figures. Include back views of the garments on a figure or as a flat sketch. Attach actual fabric swatches and identify the fabrics on the front of the sketches. **Note:** Original artwork can be computer generated. **Reminder:** Only color copies are to be submitted for this project.

   **Note:** For ePortfolio review, submit digital pictures of your mood page as well as your mix-and-match design sketches. Images submitted must be properly oriented (i.e. not upside down or sideways). See **How To Submit Your ePortfolio: General Instructions.** Name your mix-and-match design pages in order as follows: yourlastname_1-1.jpg, yourlastname_1-2.jpg, yourlastname_1-3.jpg. Your file names should use all lowercase extensions. Also, when uploading your image(s) in step 2, use the ‘File Description’ text box on the image upload page to include a short written explanation of how the designs have been inspired by the mood page image(s).

   For Mail-In review, please send 8 1/2 inch x 11 inch color copies of your mood page and mix-and-match designs and include a photo of the image that inspired your designs. **Do not mail your original artwork – it will not be returned.**

   For In-Person review, bring 8 1/2 inch x 11 inch color copies of the original mood page and mix-and-match designs with you, as well as the image of your inspiration and be prepared to discuss what inspired you to compose this work.

   **Note:** Nothing submitted will be returned. Also do not submit work on art boards or mats. CDs, DVDs, flash drives, slides, binders, sketchbooks, plastic sleeves and portfolio cases are not acceptable.
Project Two: Fashion Design Artwork

Submit four sketches of your original fashion design artwork.

1. Draw original designs in color using the medium of your choice. Note original artwork can be computer generated. Design sketches are to be on full-length fashion figures with back views.
2. Include 2 inch x 2 inch fabric swatches on the front of each sketch, identify the type of fabric (e.g. 100% wool gabardine).
3. Include a short written explanation of the inspiration.
4. Note Only color copies of your sketches are to be submitted.

Note for ePortfolio review, submit digital pictures of your sketches. Images must be properly oriented (i.e. not upside down or sideways). See How To Submit Your ePortfolio: General Instructions. Name your Fashion Design Artwork sketches in order as follows: yourlastname_2-1.jpg, yourlastname_2-2.jpg, yourlastname_2-3.jpg, yourlastname_2-4.jpg. Your file names should use all lowercase extensions. Also, when uploading your image(s) in step 2, use the ‘File Description’ text box on the image upload page to include a short written explanation of the inspiration.

For Mail-In review, please send 8 ½ inch x 11 inch color copies of your four original sketches.

For In-Person review, bring 8 ½ inch x 11 inch color copies of your sketches with you and be prepared to discuss what inspired you to compose this work. Do not mail your original artwork – it will not be returned.

Note: Nothing submitted will be returned. Also do not submit work on art boards or mats. CDs, DVDs, flash drives, slides, binders, sketchbooks, plastic sleeves and portfolio cases are not acceptable.

• PART TWO: Sewing Test

Project Three: Garment Samples

Submit photographs of a maximum of three garments you have sewn (include front and back views). Samples are to demonstrate knowledge of construction. Originality, creativity, and design aesthetic are valued. Clothing is to be photographed on a person or dress mannequin. Garments can be created from commercial patterns or you can develop your own patterns or drape the design. Garment examples should be sewn. Do not show existing garments that have just been decorated.

Note for ePortfolio review, submit digital pictures of your garments. Images must be properly oriented (i.e. not upside down or sideways). See How To Submit Your ePortfolio: General Instructions. Name your Garment Samples in order as follows: yourlastname_3-1.jpg, yourlastname_3-2.jpg, yourlastname_3-3.jpg. Your file names should use all lowercase extensions.

For Mail-In review, Do not mail actual garments—they will not be returned. Mail photos of your garments on 8 1/2 inch x 11 inch paper.

For In-Person review, please bring your garments with you. If you cannot bring some garments, then you should photograph them on a person or dress mannequin. You will take all of your garments home after the portfolio review.
PART THREE: Written Essay

Please respond thoughtfully and note that your answers do not replace the essay/academic history that you are required to submit as part of your FIT/SUNY application.

Note: For ePortfolio review, you may type your answer in any format, either in the provided text area or you may upload a separate document with your answer. Also, this question must be copied and pasted and precede the answer. If you choose to upload a separate document, please name the file as follows: yourlastname_01_essay.doc. Your file name should use all lowercase extensions. Uploaded files may be submitted in any of the following formats: .doc, .docx, .pdf, .txt.

For Mail-In review, incorporate the question and your answer into one document, print on 8 ½ inch x 11 inch plain paper, and include with your design test and portfolio pieces. The question must precede the answer. Be sure to include your full name at the top of each page.

For In-Person review, incorporate the question and your answer into one document, print on 8 ½ inch x 11 inch paper and bring both question and answer to your interview. Question must precede the answer. Be sure to include your full name at the top of each page.

Answer the following question:

In 250 words or less, provide an example of when your point of view differed from a teacher or employer during an evaluation of your performance. How did you handle the situation?

PART FOUR: Fashion Design Portfolio Cover Page

Print, complete, sign & date the Portfolio Cover Page on Page 5 and include it as the first page of your portfolio submission. This page is required only for the Mail-In and In-Person review options.
Fashion Design Portfolio Cover Page

PLEASE BE AWARE THAT YOU MAY CHOOSE ONLY ONE PORTFOLIO REVIEW OPTION:

• MAIL-IN: Print, complete, sign and date this page and include it as the first page of your portfolio. YOUR PORTFOLIO WILL NOT BE REVIEWED WITHOUT THIS PAGE.

• IN-PERSON: Print, complete, sign and date this page and bring it with you to your portfolio review as the first page of your portfolio.

• ONLINE – ePortfolio (ONLY): Do not complete this page. You will provide this information when you upload your portfolio online.

• Do not glue, tape, staple, bind or affix this page to any surface.

APPLICANT INFORMATION (REQUIRED):

NAME: __________________________________________________________ (PRINT FULL NAME, clearly and legibly, as it appears on your application: First Name, Last Name.)

FIT STUDENT ID: @ __________________________ (Required to identify your application.)

MAJOR: _________________________________________________________ (PRINT major you are applying to, clearly and legibly.)

ENTRY TERM: ☐ SPRING 2014 ☐ FALL 2014 (Choose Only One)

ADMISSIONS CHOICE: ☐ Two Year Full Time (Day) Associate Degree Program
☐ One Year Full Time (Day) Associate Degree Program (if qualified)
☐ Evening/Weekend Associate Degree Program (Fall Only)
☐ Two Year AAS International Fashion Design/Florence first year & New York second year (Fall Only)
☐ Two Year Full Time (Day) Bachelor Degree Program (Fall Only)
(Must already have AAS Degree in Fashion Design)

PRIOR COLLEGES OR UNIVERSITIES ATTENDED: __________________________________________________________

ART AND DESIGN COURSEWORK STUDIED: __________________________________________________________

DEGREE EARNED: __________________________________________________________

The work I am about to submit as my Portfolio submission for acceptance to FIT is my own work. I am the sole creator of this work and have abided by copyright laws when creating it. I understand that, if I am offered admission and it is later learned that my Portfolio submission is not my sole creation, the offer of admission may be revoked. Or, if I am already enrolled, I may be dismissed from the college.

SIGNATURE: __________________________ DATE: __________________________
In-Person Portfolio Review Checklist

WHAT TO BRING WITH YOU FOR YOUR IN-PERSON PORTFOLIO REVIEW:

1. Your completed Fashion Design Portfolio, including:
   - **PART ONE:** Design Test: Project One: Mix-and-Match Designs
     Submit as Color copies only on 8 ½ inch x 11 inch paper, with actual swatches attached.
   - **PART ONE:** Design Test: Project Two: Fashion Artwork
     Submit as Color copies only on 8 ½ inch x 11 inch paper, with actual swatches attached.
   - **PART TWO:** Sewing Test
     Bring actual garments. You will take them home after the portfolio review. If unable to bring garments, submit as digital or scanned photos on 8 ½ inch x 11 inch paper.
   - **PART THREE:** Written Essay
     Print Question and answer on 8 ½ inch x 11 inch paper. Include your name on page.
   - **PART FOUR:** Fashion Design Portfolio Cover Page
     Print, complete and present as the first page of your portfolio submission.

The amount of time you spend on campus will depend on the number of participants. Please be prepared to be on campus for 2 to 3 hours.

**Note:** Nothing submitted will be returned. Also do not submit work on art boards or mats. CDs, DVDs, flash drives, slides, binders, sketchbooks, plastic sleeves and portfolio cases are not acceptable.

**NOTE:** All submitted portfolios are expected to be complete at the time of the portfolio review. It is your responsibility to arrive on time at your portfolio review with all of the required portfolio items listed above. If your portfolio is incomplete, you will not have full consideration of your selected major. Please be aware that we are unable to review applicants who arrive late.

Mail-In Portfolio Review Checklist

WHAT TO MAIL IN:

1. Your completed Fashion Design Portfolio, including:
   - **PART ONE:** Design Test: Project One: Mix-and-Match Designs
     Submit as Color copies only on 8-1/2 inch x 11 inch paper, with actual swatches attached.
   - **PART ONE:** Design Test: Project Two: Fashion Artwork
     Submit as Color copies only on 8-1/2 inch x 11 inch paper, with actual swatches attached.
   - **PART TWO:** Sewing Test
     Submit as digital or scanned photos only on 8 ½ inch x 11 inch paper. Do not mail actual garments. They will not be returned.
   - **PART THREE:** Written Essay
     Print Question and answer on 8-1/2 inch x 11 inch paper. Include your name on page.
   - **PART FOUR:** Fashion Design Portfolio Cover Page
     Print, complete and present as the first page of your portfolio submission.

**YOUR PORTFOLIO WILL NOT BE REVIEWED WITHOUT THE PORTFOLIO COVER PAGE.**

Before mailing your portfolio, please read and follow the Instructions for Mailing Your Portfolio to FIT on Page 7.

**NOTE:** All submitted portfolios are expected to be complete when received at FIT. It is your responsibility to include all of the required portfolio items listed above, all together in one shipment. If your portfolio is incomplete, you will not have full consideration of your selected major.
Instructions for Mailing Your Portfolio to FIT

READ AND FOLLOW THESE INSTRUCTIONS CAREFULLY BEFORE MAILING YOUR PORTFOLIO. For full consideration of your selected major, we strongly encourage you to submit your portfolio as soon as possible.

- PORTFOLIO FORMATTING

Send no more than 20 color copies, color printouts or photos for your design test and portfolio. Do not send your work on mats, on a disk, on slides, or on a flash drive. All mailed portfolios become property of FIT and will NOT be returned.

- You must choose only ONE portfolio review option. If you decide to mail your portfolio, you cannot submit your portfolio online or attend an in-person portfolio review.
- Do NOT mail (or deliver) your portfolio directly to the Fashion Design Department.
- Do NOT mail original artwork, actual garments, or any 3-D objects.
- Reduce the size of your printed portfolio pieces to the following:

  Required paper size: 8 1/2 x 11 inches, 21 x 28 centimeters, or A4 format

Print your name and FIT-issued Student ID Number on the back of ALL portfolio pieces.

- UNACCEPTABLE ITEMS – Do NOT Mail: Original artwork, portfolio cases, plastic sleeves, binders, books, spiral-bound books, art boards, foam core, mats, laminated pages, oversized pages, rolled pages, slides, sketch books, framed or canvas paintings, boxes, audio or video cassettes, CDs, DVDs, flash drives, sculpture, jewelry, metal, glass (including glass slides), garments, handbags, personal leather goods, or any 3-D pieces (including collages).

- PACKAGING / WHERE TO MAIL YOUR PORTFOLIO

Please refer to Page 6: WHAT TO MAIL IN. Include all required items in one package.

Mail to: ADMISSIONS / PORTFOLIO DEPT.
FASHION INSTITUTE OF TECHNOLOGY
227 W 27th STREET, ROOM C-139
NEW YORK, NY 10001-5992

Write your full name, address and major on the top left corner of your envelope.

FIT will not pay any mailing fees. All fees and charges are the responsibility of the applicant.

International applicants: All packages mailed from outside the United States must be labeled ‘Educational Material—Not for Personal Use’

Do NOT bill Duty and Taxes to “Recipient” (FIT).

If you prefer to hand-deliver your portfolio instead of mailing it, you may do so but it will be reviewed as a mail-in portfolio. It will not be returned, and all of the Mail-In portfolio requirements still apply. All sketches and garment photos must be submitted on 8 1/2 inch x 11 inch paper. Color copies are required. Portfolio Cover Page must be included. Do not include any unacceptable items (see above).

Receipt of portfolios during peak processing periods may require 2-4 weeks to be posted online.

NOTE: This evaluation is for the purpose of reviewing your portfolio only. All other documents pertaining to your FIT/SUNY application (including transcripts) must be submitted directly to FIT Admissions in a separate package from your portfolio.