

OFF CAMPUS STUDY APPLICATION

THIS FORM IS REQUIRED FOR ALL MCAD OFF-CAMPUS PROGRAMS (EXCEPT AICAD EXCHANGE)

First Choice Program Name/Location >	Application Deadline >	
Second Choice Program Name/Location >	Student ID >	
Your Name >	Pronouns >	
Birthdate >	Which semester are you applying for? > Spring of (year)	
Non-MCAD Email >	Department Chair >	
Primary Phone Number >	Advisor >	
Major >	Total Credits include current semester >	Cumulative GPA (must be 3.0+) >
Do you have a passport that is valid through at least August 2027? >	If yes, what is your passport #? >	
If no, provide the date you applied for your passport >	Do you receive VA tuition benefits at MCAD? >	
Have you talked with your advisor/chair about how going Off-Campus will affect your graduation? >	Do you have room (12-15 credits) in your studio electives? >	

THE FOLLOWING MUST BE INCLUDED WITH YOUR APPLICATION **SEND VIA GOOGLE FOLDER**

This form filled out completely.

Your Degree Audit Report. This document may be obtained from your My MCAD under the "Advising" tab.

Copy of your passport.

If you recently applied for your passport but do not have it yet, submit a copy of your passport application receipt.

Portfolio. Refer to Portfolio Guidelines for further instructions.

Proposal. Refer to Guidelines for Writing a Proposal.

Email your faculty to confirm they submitted your recommendation form for you.

Do not submit recommendations yourself.

Submit Google Folder with all completed application materials to akurialamillo@mcad.edu by **April 10, 2026**.

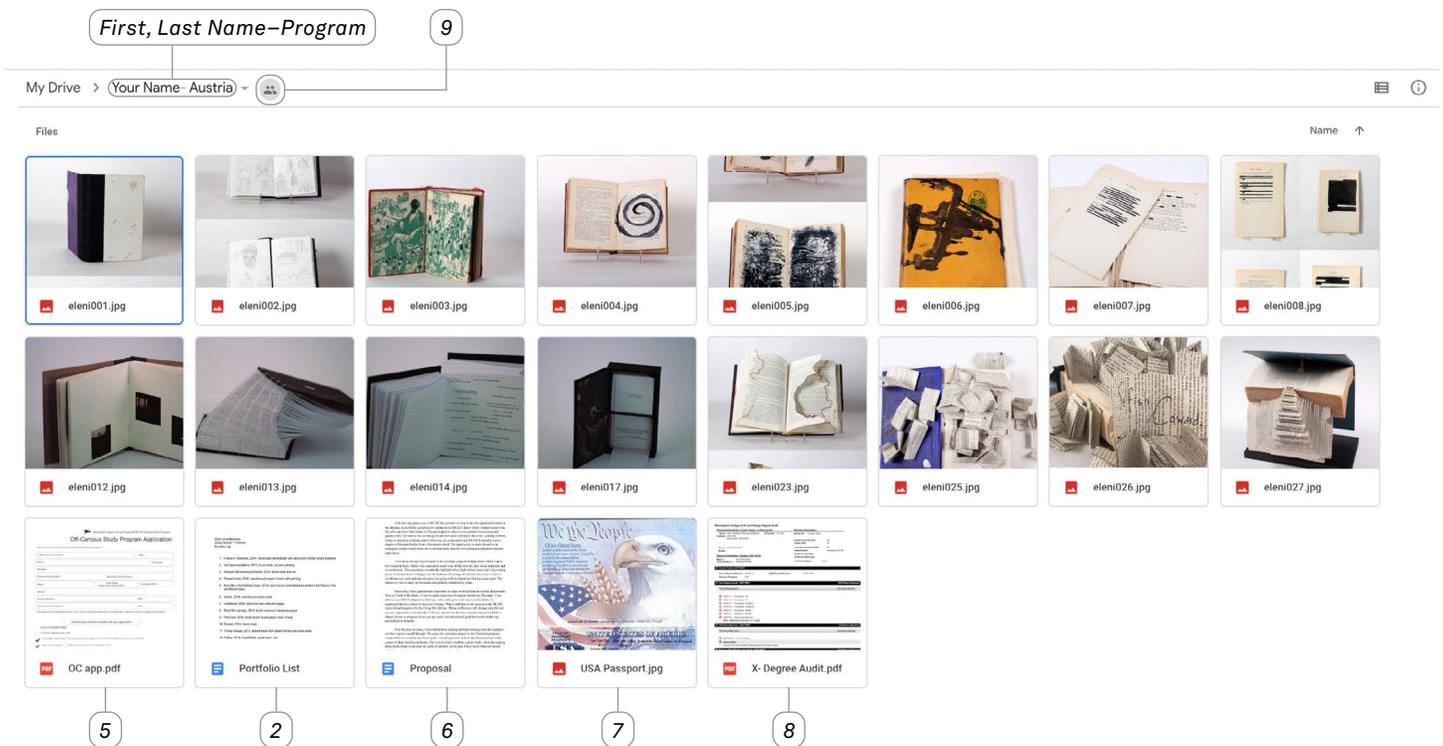
In addition to the criteria listed above, preference will be given to first time applicants and candidates who have not studied off-campus. The following may disqualify your eligibility for off-campus programs: behavioral or disciplinary probation, misconduct proceedings, or alcohol or drug-related incident reports. Incomplete or late applications will not be reviewed for consideration.

Note: Special opportunities for students, such as Resident Assistant positions, may be mutually exclusive. You may be presented with a choice of either becoming an RA or studying off-campus.

PORTFOLIO GUIDELINES

1. All applicants must submit a portfolio of work. Portfolios are required to consist 10-15 images (no more than 3 details of any single work), or 10 minutes of time-based work. Video segments should be ready to be viewed, no more than two minutes long each.
2. Include a one-page portfolio list with your name, program, major, grade level, title of each art piece, class or assignment for which it was made, medium, dimensions, and the date or semester produced. Each image should correspond to the order of images to be viewed.
3. Images should be in JPG format and no more than 300 dpi.
4. Label each file according to your portfolio list.
5. Download this application with the first page filled out with all your information.
6. Include your 1-2 page proposal (see proposal guidelines for instructions).
7. Include copy of your passport bio page or passport application receipt if you do not yet have one.
8. Download your full degree audit via your My MCAD > Advising tab > view all details.
9. Send portfolio via Google Drive to akurialamillo@mcad.edu (Set "Share" settings to "Can Edit.")

YOUR GOOGLE FOLDER SHOULD LOOK LIKE THE EXAMPLE BELOW



PROPOSAL GUIDELINES

OFF-CAMPUS STUDY PROPOSAL

Your proposal should be a 1-2 page, concise, but thorough statement of your goals and reasons for participation in the Off-Campus Study Program. It should discuss how the proposed program of study relates to your educational, personal and career goals. A successful proposal should be written in such a way that a reader who is not familiar with your field could still understand what you are proposing and the significance of this in a larger context. Think of it as a way to convey why you should be chosen to participate in this program. You are strongly encouraged to discuss your proposal with your Faculty Advisor, and utilize the Learning Center for editing and proofreading.

BE SPECIFIC ABOUT YOUR OBJECTIVES. BE SURE TO COVER THESE FOUR POINTS

1. Why do you want to study off-campus? Why this specific program?
2. What research have you done about where you want to go?
3. How is your interest in your program of choice tied to your academic, artistic or personal goals?
4. What would you like to accomplish while off-campus?

FLORENCE APPLICANTS

You must have a clear independent studio project that you will complete abroad. Please work with the chair of your department to outline the parameters and expectations and write about how you will execute this project. *What is the project? What materials are needed? How will it be completed without studio space? How will you get it back to MCAD? It should have a clear tie to Italian culture.*

EXAMPLES

Stating who you are and what you want to do >

"I see myself as a molding artist at my tipping point of discovering who I want to be as a designer. I enjoy experimenting with my concepts and designs. My designs use a dazzling color pallet, loud imagery, and a visual punch. Post-modernism and the psychedelic movement inspire my work, including the work of artists such as Wes Wilson and Victor Moscoso. I'm inspired by the way Wilson makes his designs using distorted forms and melting type. While in Brighton I hope to experiment with Wilson's style and produce work that has surreal visuals and living text. I want to continue to push my design investigations in Brighton and create designs inspired by the psychedelic movement. With Brighton's independent study I will be able to enhance my experimental style and make it more sound and controlled. I also hope to develop a strong portfolio coming out of Brighton that I can use for applying to internships upon my return."

How this program is tied to your goals >

"As an Entrepreneurial Studies major I have learned the value of experiential learning. The strongest lessons I have learned occurred when working with real life clients, problem solving, and employing a high-level of adaptability. I know Fachhochschule Vorarlberg will engage me similarly, and the experience abroad can only expand my world-view to make me a stronger, more holistic ideator. Their Print program will foster me as a designer, and the project-oriented course-work will make me a more global thinker and communicator. While in Austria I hope to unify all of the skills I have honed at MCAD. From design, to marketing, to project management, to multimedia processes, I desire to be fully immersed. Just the act of living within Europe will be greatly impactful; I intend to take full advantage of the art, history, and nature that will surround me."