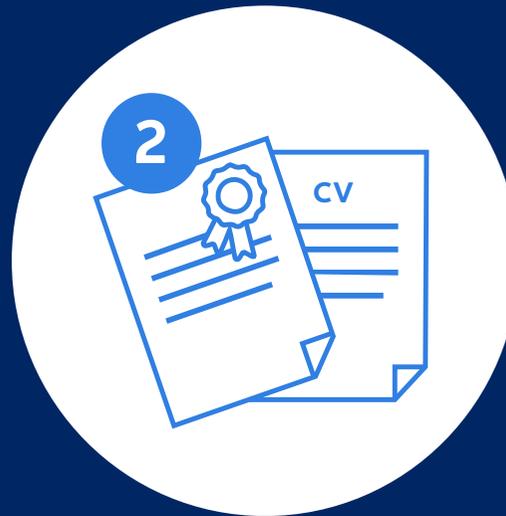




PART OF THE
OES GROUP

How to Apply: A Step by Step Guide



[Apply Now](#)

1

Accessing Our Admissions Portal

Completing this [simple form](#) on our website starts the application process.

Check your inbox for your user account details and all the information you need to access the [Admissions Portal](#). When you log in for the first time, you will be prompted to change your password.

You can communicate with your Admissions Advisor directly in the Admissions Portal while completing your application.

To communicate with the IDI team, click on 'Messages' within the portal and select the team you wish to contact.

When you receive a new message or announcement, you will see an alert against the relevant inbox.

Your dedicated Admissions Advisor

Our Admissions Advisors are here to help you with your application. You can get one-to-one feedback and guidance at any point in your application by getting in touch with your Admissions Advisor in the Admissions Portal, by telephone or by email.

You can message your Admissions Advisor, Finance Advisor and Technical Support team directly. We aim to respond to any messages within 24 hours, Monday to Friday.



admissions.idi-study.com

2

Personal Information

The details you entered when you started your application should appear in this form. Please check them for accuracy.

If you are applying to our Master's course or for advanced entry to our Undergraduate Degrees through a Top Up BA (Hons), we will provide you with a Personal Statement Template to complete and upload. In your statement you should describe your motivations for studying your chosen course and tell us how your previous experience might benefit your studies.

A Personal Statement is not normally required for entry to Level 4 of our BA (Hons) courses. However, if we think that providing a personal statement would strengthen your application we will provide you with a template to complete and upload.

You will be asked to upload a copy of your passport or birth certificate for identification so have this at hand!

1

ABOUT ME

Providing a Personal Statement for MA and Advanced Entry

If you are applying for an MA or advanced entry to the BA (Hons) programme, we recommend you write a minimum of 750 words to support your application.

We always look out for enthusiasm in applications, so try to express your passion for your chosen subject!

3

Academic History and Employment Experience

We would like you to provide evidence of your academic qualifications to date.

If you're applying for advanced entry to our BA (Hons) Programme or to our Postgraduate Programme, this is also where you can upload copies of any previous qualifications (for example, certificates and transcripts).

Our Admissions Advisors are available to answer any queries or concerns you may have about your application, and to guide you through the application process.



- Evidence of any non-standard qualifications, training or experience that may support your application
- A copy of your curriculum vitae (CV) or resume if available

4

Creative Work

We would like to see some examples of your creative work. This can include drawing, sketching, painting, 3D models, digital artwork, photographs, completed design work or creative work in progress.

BA (Hons) Programmes

See our [Portfolio Guide](#) for more information about what to include.

Advanced Entry and MA Programmes

If you're applying for advanced entry, we would normally expect to see between 10 and 15 examples of work.

For an MA award, you would be expected to include 20 to 25 examples of your work. As well as finished work, we'd like to see evidence of your creative process, with notes about how you approached the project. **You can find further information about this on the next page.**



For applications to our BA (Hons) programmes we accept website links or directs to a gallery (for example, Instagram or Flickr) within this section.

If you're applying to one of our MA programmes you may also include website links. However, you **must also** include an extensive professional portfolio presentation, **which should be uploaded in .pdf format.**

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Creative Work for MA Applications

There are 8 areas of work you can include in your creative portfolio:

1. **Visual Research** – Evidence of selected imagery you have used as a source of inspiration, to record observed themes, situations or places and to communicate the basis of your creative ideas.
2. **Investigation** – Link your project work to case study or precedent investigation. Communicate your awareness of issues and debates that are an important part of your subject area. Often, this is a central part of the different project briefs you have worked on.
3. **Analysis & Planning** – Demonstrate your response to a specific problem, location, project brief, theme or set of requirements. This will demonstrate how you have approached the project and how project work was organised, structured and realised.
4. **Ideas Generation** – The individual methods you have used to generate and communicate creative directions in your work. This may include, sketching, drawing, making, test imagery, digital skills and experimental working approaches.
5. **Development Process** – Select work showing a higher level of detail as you move your initial ideas towards more considered and resolved proposals. This often involves use of more technical and complex techniques and may provide increased practical outcomes.
6. **Creative Methods** – Communicate the range of different methods you use to explore individual ideas and also to illustrate and communicate at each stage of the creative process. This may include freehand, digital, 2D and 3D methods.
7. **Technical Skills** – The specialist skills that define each creative subject include specific technical ability. This is often found in the methods used to develop work to a professional standard in the format, the level of complexity, detail and refinement.
8. **Visual Presentation** – Present the visual communication of your creative work at different stages depending on the audience requirements. This may be as a competition entry, a client presentation, web-based display or an exhibition event, for example. Formats may include imagery, layouts, drawing packs, visualisation, simulation and video, for example.

MA Applications continued

Please also consider the following when collating and submitting a practical portfolio:

- Your work should be collated in a single PDF document.

- You should aim to demonstrate your ability to explore a theme, idea, concept or narrative with the inclusion of at least one a complete project along with other portfolio work.
- You should include annotation to describe the details and context for each element or project. You may wish to summarise the initial brief, describe your approach and evaluate your outcome.

- You should provide clear evidence of the project journey, from the concept to the final outcome.
- You should aim to show your working processes and how you think about your work. As well as finished elements, you should include sketchbook pages or notes to communicate why you have selected particular elements.
- Please select and edit your portfolio carefully to highlight your stronger work. You should ensure that the images you select are clear, well presented and of a good quality. Think about why you are selecting particular images and how you can put these images together in a clear sequence.

