

Portfolio Requirements

Thank you for your interest in our courses in the Faculty of Art, Design and Architecture. For courses for which this is a requirement, you will be asked to submit your portfolio online in order that we can progress your application.

All communications with Kingston University regarding your initial application will be by email. You will receive a confirmation that we have received your application, so do check your email inboxes and junk mail box in case it has gone there and ensure you mark anything from Kingston as 'not junk mail' so you don't miss anything.

Portfolios for Foundation Studies in Art & Design Diploma (One year)

Please see our **Foundation Studies in Art & Design Diploma course pages** to find out more information about what is expected for your portfolio, Open Day information and key deadlines.

Portfolios for Undergraduate Courses

Once you have applied and Kingston has received your application via UCAS, you will receive an automatic email request for your portfolio in order to progress your application. The email you receive will tell you how to submit your portfolio but we have listed some details below for your information. Please note that if you do not meet our minimum entry requirements, a decision may be made on your application prior to submission of a portfolio.

What happens next?

If you are invited for interview, we will be in contact with you by email giving details of a date and time. All Home/EU fee status students together with International students based in the UK will be required to attend an interview, if invited to the next stage of the Admissions Process. Once your portfolio and application has been reviewed, if it is not successful, you will be notified of this decision via your UCAS Track.

Portfolios for Postgraduate Courses

We accept **online applications only** via our website: <https://portfolio.kingston.ac.uk/>

What happens next?

Once we have received your completed online application you will receive an email request for your portfolio. This email will tell you what we require in your portfolio but we have added some details below just for information.

Our Postgraduate Admissions Team may contact you directly for further information, either before or after your online portfolio has been reviewed. You will receive the outcome of your application via email to the account you indicated on your application form.

Portfolio Submission: Undergraduate and Postgraduate

You will need to upload your zipped portfolio by following this link:

<https://portfolio.kingston.ac.uk>

The online portfolio homepage will ask you to enter your Kingston Student ID, date of birth, and course title. Please enter this information carefully so we can clearly match your submitted portfolio to your application. You will receive an email to confirm that you have successfully submitted your portfolio.

Portfolio Guidelines

Please provide a maximum of **20** images of your work plus a 300 word Personal Statement (postgraduate applications and BA(Hons) Graphic Design only) which should support your application for your chosen course at Kingston University. The Personal Statement, if required should be the final page of your portfolio. The preferred format used to present your portfolio is in a single PDF document/PowerPoint Presentation / or a flickr / vimeo link. Please put the link to your portfolio in a word document and then compress and upload this file. Your compressed file must be under 50MB.

Further guidance on how to compress and upload your portfolio to the university dropbox will be sent to you by email from the Admissions Team once an application is received.

Please carefully select and edit your work to produce an exciting, creative and representative portfolio which informs us about your skills, interests and ambitions.

Your portfolio should include a:

- selection of your student work (if relevant)
- selection of your professional work (if relevant)
- examples of preparatory creative work (for example, images from your sketchbooks).

This document is available as a PDF.

Faculty of Art, Design & Architecture
Admissions Office