

College of Design, Architecture, Art, and Planning
School of Art

Master of Fine Arts

2017-2018 HANDBOOK

Contents

- INTRODUCTION.....3**
- UC GRADUATE SCHOOL.....3**
- DAAP GOVERNANCE AND ADMINISTRATION.....3**
- STUDENT RESPONSIBILITIES3**
- SCHOOL OF ART.....3**
- APPLICATION AND ADMISSION4**
- APPLICATION.....4**
- ADMISSION4**
- INTERNATIONAL STUDENTS4**
- ENGLISH PROFICIENCY REQUIREMENT4**
- CO-OP4**
- DEGREE REQUIREMENTS AND CURRICULUM5**
- COURSE OF STUDY.....5**
- CREDIT HOUR REQUIREMENTS.....5**
- PROGRAM REQUIREMENTS.....5**
- FIRST-YEAR REVIEW5
- COMPOSITION OF FACULTY REVIEW COMMITTEE6
- CRITERIA.....6
- PROCESS.....6
- REVIEW OUTCOME7
- MFA THESIS Exhibition.....7**
- Fall semester of the 2nd year for full-time students7
- Spring semester of the 2nd year.....8
- The week of the thesis exhibition8
- General Expectations for Thesis Paper9
- GRADUATION11**
- COURSE REGISTRATION..... 11**
- REGISTRATION.....11**
- REGISTRATION CHANGES.....11
- AUDIT12
- PASS/FAIL.....12
- ELECTIVES, COURSE PERMISSIONS, ETC.12**
- ADVANCED STANDING AND COURSE WAIVER12**

INDEPENDENT STUDY	12
GRADUATE CREDITS AND GRADES.....	13
GRADING.....	13
ACADEMIC PROGRESS AND STANDARDS	13
MINIMUM STANDARDS	13
PROBATION/DISMISSAL.....	13
GRADUATE STUDENT ANNUAL REVIEW	14
TIME LIMITATIONS	14
LEAVE OF ABSENCE, WITHDRAWAL FROM PROGRAM, CHANGING DEGREE PROGRAMS	14
TUITION AND FINANCIAL SUPPORT	15
TUITION	15
GRADUATE SCHOLARSHIP AWARD – College of DAAP.....	15
GRADUATE ASSISTANTSHIPS – College of DAAP.....	15
OTHER AWARDS	15
POLICIES AND PROCEDURES	16
PROGRAM STANDARDS	16
RECORDS PRIVACY, FERPA, RIGHT TO REVIEW RECORDS.....	16
NOTICE OF NON-DISCRIMINATION	16
STUDENT CODE OF CONDUCT	16
RESPONSIBLE CONDUCT OF RESEARCH.....	17
GRADUATE STUDENT GRIEVANCE PROCEDURES	17
GENERAL INFORMATION.....	18
ACADEMIC AND STUDENT RESOURCES.....	18
HEALTH INSURANCE	18
USE OF STUDIO SPACE	19
INTERNATIONAL STUDENTS	19
FACULTY AND STAFF	19
FORMS.....	20

INTRODUCTION

UC GRADUATE SCHOOL

This Handbook of the Master of Fine Arts program in the School of Art at the College of Design, Architecture, Art, and Planning (DAAP) contains the specific rules and regulations that apply to students in the MFA program offered by the School. The contents comply with the rules and policies of the Graduate School of the University of Cincinnati. Students should also familiarize themselves with the contents of the University of Cincinnati Graduate Student Handbook: http://grad.uc.edu/student-life/graduate_studenthandbook.html

DAAP GOVERNANCE AND ADMINISTRATION

The role of the Office of Graduate Studies and Research in the College of DAAP, is to support the School of Art Graduate Programs by assisting the School in carrying out its graduate program mission, updating policies and procedures from the University and the College, ensuring graduate student awards are distributed in a responsible manner, and mediating/resolving conflicts.

STUDENT RESPONSIBILITIES

- Know your rights and responsibilities regarding Graduate Study at the University of Cincinnati by familiarizing yourself with the contents of this Handbook
- Ensure that you have a curricular plan or equivalent
- Ensure that you receive an annual review in writing
- Be aware of all deadlines (thesis submittal, graduation registration, etc.)

SCHOOL OF ART

The Fine Arts Program at the University of Cincinnati offers work leading to the Master of Fine Arts degree with studio practices in 2D Studio (Drawing, Painting, Printmaking), 3D Studio (Ceramic, Sculpture), and Media Arts (Electronic Media and Photography). The Fine Arts Program, along with the Visual Arts Education Program and the Art History Program comprise the School of Art, which is located in the College of Design, Architecture, Art, and Planning.

APPLICATION AND ADMISSION

APPLICATION

The application can be found on the [Graduate School](#) website. Applications should be completed carefully and accurately. Once an application is submitted, it can no longer be edited. The completed application should be received by **January 15** for the following fall. GRE or GMAT tests are not required for the MFA program.

Requirements to apply for the MFA program can be found here:

http://daap.uc.edu/academics/art/m_fine_arts/admission_requirements

Application materials are submitted online at UC's Graduate School website: <http://grad.uc.edu/admissions.html>. Portfolios are submitted here: <https://app.getacceptd.com/daap>

ADMISSION

UC Graduate Admissions Policy – see UC Graduate Handbook

The Fine Arts Graduate Program normally accepts twenty students per year and adheres to the University's Notice of Non-Discrimination in its admission decisions: Notice of Non- Discrimination (<http://www.uc.edu/about/policies/non-discrimination.html>).

INTERNATIONAL STUDENTS

International Students, General Information - See UC Graduate Handbook and <http://www.uc.edu/international/services.html>

International students can be admitted only with full graduate standing. International students must fulfill U.S. Immigration Service requirements and must register with UC International.

ENGLISH PROFICIENCY REQUIREMENT

Completion of the Online Oral English Proficiency Test for Academic Purposes is required, even if language test scores meet the minimum requirement: http://cech.uc.edu/centers/cesl/placement_tests/OEPT-Academic.html

CO-OP

Co-op is not a part of the MFA program.

DEGREE REQUIREMENTS AND CURRICULUM

COURSE OF STUDY

Full-time students upon admission will register for an average of 15-16 credits per semester. The entire MFA program is normally completed in two years or four semesters. Exceptions can be made for part-time study with Coordinator of Graduate Programs approval. Reduction of credit registration per semester is possible with attendance during additional semesters. Degree must be completed within 5 years of matriculation into the program.

CREDIT HOUR REQUIREMENTS

See: http://daap.uc.edu/academics/art/m_fine_arts/admission_requirements

- 33 semester credit hours in studio coursework
- 9 semester credit hours in Graduate Critique Seminar
- 3 semester credit hours in Graduate Theory Seminar
- 6 semester credit hours in Graduate Fine Art Seminars
- 9 semester credit hours in academic courses (any graduate-level course outside of Fine Art)

PROGRAM REQUIREMENTS

- Successful completion of 60 semester hour credits
- Successful First-Year Review
- Successful completion of Master's Thesis Exhibition and Paper

FIRST-YEAR REVIEW

All full-time first-year graduate students must successfully pass a faculty committee review in order to continue in the program. This review is normally scheduled in April of the spring semester, and is an evaluation of visual work and general progress. The student has three opportunities to successfully pass the review. Failure to pass the third review will result in termination of the student's program.

Timing of first-year reviews of part-time students will be set by the Coordinator of Graduate Programs, in consultation with the student.

At this review, students present their work to a faculty committee in the program. The purpose of the review is to evaluate progress. The faculty committee looks for the student to have tried new approaches in their work, experimented at a broad level (and also created some finished work), and arrived at a new level of focus.

COMPOSITION OF FACULTY REVIEW COMMITTEE

The Review committee is comprised of at least eight (8) full-time faculty members in Fine Arts in the School of Art. Remaining full-time faculty may also vote if they are in attendance at the Spring Review. Faculty from other disciplines in the School of Art and University community are welcome to attend the review and students should encourage faculty they have worked with to offer input for their review. The faculty will vote during a post review meeting to rate a student's progression in the program. The student will be informed in writing of their progress as soon as the post-review meeting is concluded.

CRITERIA

At the Review students are assessed on:

Productivity and Progress

Is there evidence that the artist thoroughly questioned and advanced his/her work and its related ideas? Has the artist experimented with new approaches in his/her work? Does the artist indicate a sense of direction?

Sophistication/Quality of work

Does the artist demonstrate a substantial conceptual approach and indicate influences both older and newer? Does the work engage ideas that have depth and complexity? Is it sufficiently accomplished technically?

Clarity of verbal presentation

Was the artist able to clearly communicate his/her ideas?

Students may be asked to re-review if the work/process does not satisfy the above criteria sufficiently. The program provides multiple opportunities to review in order to allow for normal variations in the progression of the creative process. A decision to require a re-review may mean that the student is working hard enough, and is experimenting widely, but they haven't yet found that new level of focus. However, sometimes, students are not seen to be working hard enough, or there may be other problems to address. Written evaluations will make clear the reasons for re-review, if one is required.

PROCESS

The review will last for 35 minutes. The student must have their review space set up and ready by the time the review is set to begin. If the student has time-based media that the faculty committee should see prior to the review, the student should deliver the media to all committee members one week before. The student should spend the first 20-25 minutes giving an oral and visual narrative of their progress. The student should follow the outline below:

Demonstration of Productivity and Progress

Describe:

- your work at the beginning of the year
- questions that you asked of the work/process
- experiments and research that you conducted
- how the newest work shows a progression or breakthrough

Demonstration of Sophistication/Quality of work

Describe:

the primary ideas, concepts, or concerns driving the work
influences, in relation to art history and contemporary art
how your choices of media and approaches to craft and technique contribute to the exploration
/expression of your ideas.

The remainder of the review time will be used for questions from the faculty committee. The review will be conducted as a series of questions directed to the student, not a critique. Be prepared to answer questions about their work and creative process.

Following the review, the Coordinator of Graduate Programs will notify the student in writing regarding the faculty's decision concerning successful progression in the program. This will be followed by a detailed written evaluation and/or videotaped recording of the review comprising of comments from the faculty. At the successful completion of the review the student will designate an official chair to chair their Thesis Committee. Ideally, the student will choose a thesis chair from amongst eligible graduate fine art faculty. If a thesis chair is chosen from outside the disciplinary focus of the student a justification must be submitted to the Coordinator of Graduate Programs by the student. The student must form a Thesis Committee and is required to re-review with their chosen Thesis Committee no sooner than the next semester of study.

REVIEW OUTCOME

The Review decision will be delivered in two ways:

- Pass-Satisfactory progress
- Probation-Satisfactory progress with re-review scheduled for following semester.

If three consecutive unsatisfactory reviews occur (one by the faculty committee and two by the student's chosen Thesis Committee) the student is dismissed from the MFA program.

MFA THESIS Exhibition

Guidelines and schedule for thesis preparation are listed below. Failure to comply with these guidelines and schedule may result in a postponement of the student's thesis project and subsequent graduation.

Fall semester of the 2nd year for full-time students

The Coordinator of Graduate Programs meets with students to explain the thesis process and schedule the thesis shows. Students then choose their committee (with the guidance of the Coordinator of Graduate Programs).

Committee makeup: The thesis committee must be comprised of at least three **full-time** faculty members:

1. Fine Art faculty from studio area most related to student's thesis
2. Fine Art faculty from any studio area

3. Faculty from outside Fine Art (e.g. Art History, English, Philosophy, etc. This committee member can also be from larger community if they have a master's degree and are approved by the Coordinator of Graduate Programs.

Any changes to the makeup of the committee must be reported to the Coordinator of Graduate Programs. Only with permission of the Coordinator of Graduate Programs can an adjunct faculty member serve on the thesis committee in the second or third positions (they must have a Master's degree to serve). Students can also have additional faculty on the committee from any department (but students should consider the difficulty of getting more than three faculty together at any given time!).

Students must meet with their thesis chair fall semester for advice and expectations regarding the thesis paper, the thesis project, and exhibition. Unless the committee wishes to do otherwise, students need only work with their chair in developing their paper. Students must turn their *MFA Thesis Committee Agreement* form to the SOA office by the end of the second week of the fall semester.

Students must hold their first meeting with their thesis committee in their studios or someplace suitable for a conference near the end of the Fall semester. The chair presides at this meeting. A few days prior to this meeting, a working draft of the thesis paper must be delivered to the committee members (via email or hard copy). The purpose of the meeting is to provide support and guidance to the student in developing their thesis project and paper.

FOR STUDENTS WHO MUST RE-REVIEW- Students who did not demonstrate successful progression in the program at the time of the First-Year Review, must successfully pass the review during the Fall semester with their chosen Thesis Committee. A successful passing of this review must be delivered in writing to the Coordinator of Graduate Programs prior to the end of the semester of review.

Spring semester of the 2nd year

The committee may schedule additional meetings with the student this semester. Two weeks prior to the thesis exhibition, students deliver a final draft of their thesis paper (via email or hard copy) to their thesis committee.

The week of the thesis exhibition

Students schedule and confirm a time (preferably at the beginning of the week) for an oral examination with their committee at the site of the thesis exhibition. Each student is responsible for bringing a copy of the Thesis Committee Signature Form to this final meeting, with the thesis information completed prior to the meeting. The thesis committee chair presides over the oral defense. After all questions are raised and answered, the chair asks the student to leave the room so that the committee can discuss the outcome of the examination. The student is then informed about the outcome. The forms are signed and returned by the student to the School of Art office. The student can pass provisionally: the committee can ask that the thesis paper be changed, the exhibition changed, or make other requests. If the student does not pass their thesis, the exhibition will stand, but they are required to mount another exhibition the following year during the thesis "season"(spring semester). In this case, the chair will record the position of the committee in lieu of signing the thesis forms. Students will retain their committee until their thesis is passed; if a faculty member is unable to continue on the committee, students must replace that member by the following fall semester and inform the director of Graduate Studies of the change.

At the end of the academic year students will submit a cd/dvd/flash drive to the Coordinator of Graduate Programs of Graduate studies containing the following:

- thesis paper, in .pdf form
- at least 10 jpeg images of their work, each no more than 5 mb in size (work can include installation shots)
- videos from exhibition (if video is included in exhibition)

General Expectations for Thesis Paper

While the thesis exhibition is the main embodiment of the thesis project, the thesis paper is considered to be a very important component. It serves the process initially by helping the graduate student articulate their thoughts as their thesis project develops. As the writing proceeds, it becomes a venue for contemplation and reflection on their visual work. Also, the thesis paper provides faculty and viewers with insight and clues for understanding the visual work. The content of the paper should be discussed with the chair of the thesis committee throughout the writing process.

The main body of the thesis paper must be at least (not including title page) 2,000 words in length. Normally, students will address the following points as they pertain to their work:

1. A description of the process by which the thesis project was realized. (This can include a description of the groundwork for their investigations.)
2. A statement of the artist's intent...What has inspired you to choose to do the project? What is its purpose? Why did you choose to employ various aspects of the project (forms, medium, scale, color, space, lighting, speed, etc.)? What do you mean to convey with these aspects?
3. An analysis of how and why the work is significant in relation to art history and contemporary art. (Context for the work.)
4. Reflection on the outcome of the project. Also, what are the new and as yet unanswered questions raised in the process?

(TITLE PAGE FOR MASTER THESIS)

DANCING IN THE DARK (CAPS)

(Thesis paper must have title)

A thesis submitted to the
Division of Graduate Studies and Research
of the University of Cincinnati
in partial fulfillment of the
requirements for the degree of

MASTER OF FINE ARTS (CAPS)

in the School of Art
of the College of Design, Architecture, Art, and Planning

2017

by

Art Field

BFA, Mills College, 1985

GRADUATION

Graduation: See UC Graduate Handbook for policy information.

See the Graduate Website for information on deadlines for grade changes and applications: <http://grad.uc.edu/student-life/graduation.html>. All changes of grade must be completed by the deadline specified for that year. If not, the student will not be certified for graduation.

The University requires that all fines (library, parking fines, etc.) be paid before the student can receive a diploma.

MFA students are considered non-thesis students by the Graduate School; however, students must turn in the thesis paper and project on cd/dvd/USB drive to the SOA office.

COURSE REGISTRATION

REGISTRATION

Students should meet with the Coordinator of Graduate Programs before registering in order to discuss the program of study. Registration is conducted online through Catalyst or One Stop: <http://catalyst.uc.edu>. Be sure and register as early as possible each semester to ensure that there is maximum choice of course offerings. Graduate courses are at 6000 level and above.

No student may register for any graduate level course in Fine Arts that is applicable to a degree in Fine Arts without having been formally admitted to the graduate program or with the Coordinator of Graduate Programs approval.

To be considered a full-time graduate student at UC, you must register for at least 10 graduate credits per semester. Full-time MFA students are expected to register for 15 – 16 graduate credits per semester in order to complete the program in 4 semesters. If you are receiving a university-sponsored assistantship, you must register for a minimum of 12 graduate credit hours.

Students who hold a baccalaureate degree and who have substantial experience in making art are eligible for admission into a series of post-baccalaureate courses in Fine Arts when available. Admission is with instructor permission only. These courses are designed for students who are not enrolled in the degree program but wish to advance their skills and knowledge of art. Students obtain graduate level credit for this work; however, this credit is not applicable towards the master's degree in Fine Arts at the University of Cincinnati.

REGISTRATION CHANGES

Changes to your schedule can be done online following registration. Some changes will require a paper registration change form, which can be obtained in the School of Art office. The appropriate information must be completed on the form, signatures acquired if necessary, and then you must take the form in person to the Registration Office. With a registration change form, courses can be added, dropped, changed from credit to audit or vice versa; and sections and credit changed.

Check with the registrar's website for updated deadlines for adding and dropping classes, refunds for classes dropped, etc.: http://www.uc.edu/registrar/policies_and_procedures/add_drop_withdrawal.html.

AUDIT

Students may use the audit option for cases in which course work is desired or needed to satisfy remedial/deficiency instruction in major elective areas of study. The student should discuss the audit option with the Coordinator of Graduate Programs, and then see the instructor for his/her permission to audit the course. Audited courses do not count towards satisfaction of degree requirements, but the student may request to audit any course.

PASS/FAIL

Not applicable.

ELECTIVES, COURSE PERMISSIONS, ETC.

Academic electives must be at graduate level (6000 or higher) to count towards your degree. You are required to take 9 credit hours outside of Fine Arts.

ADVANCED STANDING AND COURSE WAIVER

If a student has taken a course as part of their undergraduate curriculum that is substantially the same as a required graduate-level course, the student may apply for a waiver of the requirement. The student must petition the Coordinator of Graduate Programs in writing, and provide proof of the claim, such as the syllabus, samples of assignments and tests, a letter from the instructor, etc. The relevant SOA Faculty will advise as to whether the proof is sufficient. If granted, the required course is waived, but the student receives no credit hours and still must meet the 60 credit hour requirement.

Relevant graduate level courses completed at the University of Cincinnati or another accredited college or university may be applied toward a degree in Fine Arts. These are normally applied to the elective portion of the curriculum. In no case may the number of advanced standing hours be more than one-half of the total number of credits required for the degree. The determination of advanced standing will be made by the Coordinator of Graduate Programs who will then petition the Dean of the Graduate School for advanced standing credits for the student involved.

See UC Graduate Handbook for policy on Advanced Standing and Course Waiver.

INDEPENDENT STUDY

Faculty-directed independent study is approved in special cases when normal course offerings do not fit a student's schedule, or when a student's program of study necessitates it. To do an independent study a student and the faculty

member directing the project complete a Graduate Independent Study form, which must then be approved by the Coordinator of Graduate Programs. Once approved, the student can register for the class on Catalyst.

GRADUATE CREDITS AND GRADES

Graduate Credit – See UC Graduate Handbook

GRADING

See [UC Office of the Registrar's Graduate Grading Scale and Description](#)

ACADEMIC PROGRESS AND STANDARDS

MINIMUM STANDARDS

MFA policy on minimum standards is as follows:

- Maintain a minimum GPA (grade point average) of 3.0.
- Successful First-Year review.
- Successfully complete a thesis paper and exhibition.

PROBATION/DISMISSAL

The MFA Program abides by the Graduate School standards. (need MFA policy here)

A student who falls below the overall average of a 3.0 GPA will be placed on probation. The Graduate Program Coordinator will issue a letter of probation, warning of this status. Probation will cease once the student has increased their GPA to a 3.0 or above. A student who has a Graduate Assistantship and is placed on probation may lose their assigned work position. If the student's cumulative average does not improve for another semester, the student will be dismissed.

Other instances, such as academic misconduct or inappropriate behavior may also lead to probation or dismissal. Please see the Student Code of Conduct: http://www.uc.edu/conduct/Code_of_Conduct.html

GRADUATE STUDENT ANNUAL REVIEW

In the MFA program, the First-Year Review serves as the mandatory annual review.

TIME LIMITATIONS

To maintain graduate status at the University of Cincinnati, students must register for at least one graduate credit in Fine Arts per academic year. International students should refer to the UC Graduate Handbook, section "Reduced Course Load (International Students").

A master's student must complete all requirements for the degree no later than five years from the date of matriculation into the program. Under extenuating circumstances students may petition the Graduate School, through the school and college, for extension of this time limit. See the Coordinator of Graduate Programs for the proper form needed for an extension.

LEAVE OF ABSENCE, WITHDRAWAL FROM PROGRAM, CHANGING DEGREE PROGRAMS

See UC Graduate Handbook.

TUITION AND FINANCIAL SUPPORT

TUITION

See [UC Costs](#).

MFA graduate students may obtain financial support from several sources. The University of Cincinnati provides merit-based graduate awards in the form of tuition scholarships, graduate assistantships (including teaching and research assistantships), and program-specific scholarships and fellowships. Scholarship and fellowship support is also available from a diverse collection of external sponsors at the local, state, national, and international levels. Need-based support may be obtained from federal and state sources.

Awards can only be guaranteed for a maximum period of one academic year, and renewal of a university graduate award is not automatic. The School of Art is not obligated to renew awards for prior awardees, even if previously awarded students meet all minimum guidelines.

GRADUATE SCHOLARSHIP AWARD – College of DAAP

The Graduate Scholarship Award in the College of DAAP is merit based and highly competitive. Graduate Scholarship Awards are offered for full or partial tuition. University fees are not included in this award. To remain eligible for the Graduate Scholarship Award, a student must be enrolled full time (minimum of 12 credit hours) and achieve a satisfactory level of academic performance (3.0 GPA or better).

GRADUATE ASSISTANTSHIPS – College of DAAP

The Graduate Assistantship is merit based and highly competitive. The assistantship is a financial stipend for services rendered. To remain eligible for the Graduate Assistantship Award, a student must be enrolled full time (minimum of 12 credit hours) and achieve a satisfactory level of academic performance (3.0 GPA or better). Graduate Assistants are also entitled to a discount at the University Bookstore and may be eligible for one of the two Graduate Assistant Health Insurance Awards (see: <http://grad.uc.edu/studentlife/awards/gshi.html>)

OTHER AWARDS

The Financial Aid Office at the University administers a variety of state and federal grants and loans, based on each student's demonstrated financial need. For further information contact the Financial Aid Office at <http://financialaid.uc.edu/>.

DAAP specific scholarships are available to students enrolled in the college's programs. Please check with the School of Art office for the school's scholarship programs:

http://daap.uc.edu/admissions/financial/scholarships1/college_wide_scholarships.html

POLICIES AND PROCEDURES

PROGRAM STANDARDS

The UC Graduate Handbook clarifies minimum university-level requirements and policies that apply to all graduate students throughout the University of Cincinnati. Beyond these, each MFA student is also expected to adhere to requirements, policies, and procedures specific to the School of Art found in this Handbook.

RECORDS PRIVACY, FERPA, RIGHT TO REVIEW RECORDS

The Family Educational Rights and Privacy Act of 1974 (FERPA), is the federal law that governs the release of and access to student education records. FERPA affords students certain rights with respect to their education records. For the complete FERPA information, consult the [FERPA and Records Privacy page](#) of the Registrar's Office website. Once you have been enrolled, you have the right to review your educational records, except for those excluded by law (physician, psychiatrist, or parent's financial statement). If you need to review such records, you should prepare an appropriate explanation or interpretation, and see Coordinator of Graduate Programs.

NOTICE OF NON-DISCRIMINATION

The Fine Arts Program of the University of Cincinnati reaffirms its policy that discrimination on the basis of race, gender, color, religion, national origin, sexual orientation, handicap or age will not be practiced in any of its activities. The full policy can be read here: [Notice of Non-Discrimination](http://www.uc.edu/about/policies/non-discrimination.html) (<http://www.uc.edu/about/policies/non-discrimination.html>).

STUDENT CODE OF CONDUCT

It is expected that students will conduct their relationships with faculty and others in a professional manner. The [Student Code of Conduct](#) in the UC Graduate Handbook defines the behavior expected of all University of Cincinnati students. In this document, behavior considered misconduct is defined, and the possible sanctions or penalties are outlined to which the students are subject to as the consequences of misconduct.

Students have the responsibility for being honest in carrying out any written, oral, or studio assignment. A student who has been dishonest in coursework will receive a grade of "F" for that course. Typical actions which are considered dishonest include: plagiarism - defined herein as using the conceptual framework and/or words of others without proper referencing; deception of effort; unauthorized assistance; and cheating on exams - defined as both "copying" and "using unauthorized notes". In such cases, the Coordinator of Graduate Programs will issue a letter of warning to the student with a copy placed

in the student's departmental record. A second infraction will result in immediate dismissal. Any student who willingly aids another in academic dishonesty will receive the identical penalty.

RESPONSIBLE CONDUCT OF RESEARCH

See UC Graduate Handbook and for IRB protocols: <http://grad.uc.edu/student-life/news/irb-profile.html>

GRADUATE STUDENT GRIEVANCE PROCEDURES

Grievance procedures have been established to provide graduate students with a formal opportunity to address grievances arising out of their academic relationships with their department, college and University of Cincinnati. See the UC Graduate Handbook for Grievance Procedures.

GENERAL INFORMATION

ACADEMIC AND STUDENT RESOURCES

The University of Cincinnati is a comprehensive, urban university and a member of the State system. Located on five campuses, the University has seventeen component colleges and divisions that provide a wide range of undergraduate, graduate and professional programs. About 44,000 students are enrolled at the University. The main campus is located in the hilltop section called Clifton, readily accessible to a variety of housing, a few blocks from three interstate highways, yet only minutes away from the downtown center and other cultural resources. Two hundred acres and an adjoining park give the University one of the more spacious of urban campuses. A municipal university until 1974, the University of Cincinnati and its programs continue to enjoy close relations with the city's agencies, institutions, and businesses; many of which provide resources for the Fine Arts Program and the School of Art.

The City of Cincinnati is an attractive city on the picturesque Ohio River. The three-state metropolitan area has a population of 1.5 million people. Cincinnati boasts an accessible and pleasant downtown area, a fine resident symphony orchestra and ballet company, accomplished amateur and professional theater groups, and a summer opera series. An outstanding system of city and county parks makes outdoor recreation both inexpensive and convenient. The Art Museum is one of the earliest collections in the United States and is still considered one of the finest. The NEW (2003) Contemporary Arts Center brings a contemporary and experimental dimension to the art life of the city, while the famous Taft Museum is among the best private collections open to the public. Numerous private and commercial galleries hold continuous exhibitions that offer the graduate student additional opportunities for viewing contemporary art.

The College maintains The Philip M. Meyers, Jr. Memorial Gallery in the Steger Student Life Center on the Clifton Campus, and the Reed Gallery in the DAAP building which hold a broad range of exhibitions of the work of students, faculty, and invited artists.

The University Library System has a collection of over 1.7 million bound volumes and includes (but is not limited to) the Langsam (Central) Library with its general research collection emphasizing the humanities and social sciences, the DAAP Library with its strong collection of Art and Art History related volumes, the CCM library which houses materials on the performing arts, and the Classics Library, with its excellent collection of books on ancient Greek and Roman art and ancient and medieval art and architecture. The University's holdings are complemented by the fine Public Library of Cincinnati and Hamilton County and by the Library of the Cincinnati Art Museum, as well as the Lloyd library, and the Taft Museum library. Our graduate program is the Fine Arts Chapter of the Graduate Student Governance Association, and information about the role of this organization can be found at: <http://www.uc.edu/gsga/>.

The School of Art office is housed in the College of Design, Architecture, Art, and Planning. The graduate studio facilities support most needs of graduate student research.

[Resources for Current DAAP Students](#)

HEALTH INSURANCE

MFA graduate students are required to have health insurance. For more information see:

<http://med.uc.edu/student-health-insurance>

USE OF STUDIO SPACE

Full-time MFA graduate students are required to work in studios provided unless petition is made to and found acceptable by the Coordinator of Graduate Programs and the Fine Arts Graduate Committee. Graduating students must move out of their studios no later than three weeks after the conclusion of the semester during which the student graduates unless otherwise approved by the Coordinator of Graduate Programs.

INTERNATIONAL STUDENTS

See: <http://www.uc.edu/international/services.html>

FACULTY AND STAFF

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FACULTY - <http://daap.uc.edu/directory/soa.html>

OFFICE INFORMATION

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FORMS

GRADUATE STUDENT FIRST-YEAR REVIEW

http://daap.uc.edu/student/GRAD_Forms1.html

INDEPENDENT STUDY

http://daap.uc.edu/student/GRAD_Forms1.html

LEAVE OF ABSENCE

https://grad.uc.edu/content/dam/grad/docs/Forms_Student/leaveofabsence_form.pdf

MASTERS THESIS COMMITTEE AGREEMENT

http://daap.uc.edu/student/GRAD_Forms1.html

MASTERS THESIS SIGNATURE FORM

http://daap.uc.edu/student/GRAD_Forms1.html