When you apply to the Interactive Multimedia and Design Program, you will be required to submit a portfolio of creative work as part of your application. This portfolio, along with your academic records, will be considered equally when evaluating your application for admission to the program. All portfolios (see below) must be submitted by March 1.

Portfolio contents
Your admission portfolio should include the following components:

1. A cover letter introducing yourself, your interests and strengths.
   Use this letter to tell us about yourself, to help us get a feel for who you are and why you are suitable for the IMD program. This letter should be no more than 1 page.

2. A résumé highlighting your educational background and any opportunities/activities that you believe make you especially suited for the program. Your résumé should not be more than 2 pages.

3. An index that identifies and describes each of the examples of work submitted.
   The purpose of the index is to make it easy to identify and understand each piece or project. If a project has been created as part of a team, please be explicit about your role and contribution. Where work was done for a course, provide a brief overview of the assignment. If part of the work is based on content by others, please specify clearly. The index should be no more than 2 pages.

4. Six to eight examples of creative work. These should demonstrate that you can think creatively and can express yourself visually. It is recommended that you submit a variety of pieces that show the breadth of your creativity.

Creative work can include (but is not limited to):
- 2D and 3D Animation
- 3D Modelling
- Architectural Design
- Collages
- Craft Design
- Sculptures
- Digital Artwork
- Drawings and Sketches (Characters, Environments, etc.)
- Paintings
- Stop-Motion
- Website Design/Layouts
- Photography and Digital Manipulation Projects
- Video and Visual Effects
- Film Production
- Games (video captures only) and Game Design
- Set Design
- Posters, Flyers, and Logos

Note: you are required to submit at least one piece of work that includes an obvious unique identification of yourself and/or your submission; examples include (but are not limited to):
- Yourself included with the item (especially for paintings, drawings, sculptures, etc.) as an additional component (i.e. submit both the work and you with the work)
- The words “Interactive Multimedia & Design” clearly embedded into the work (not just pasted on the front of the image)

Portfolio Format
Your portfolio should be submitted through our portfolio website.

All work should be submitted as single PDF document, in the order listed in “Portfolio Contents”. For any pieces requiring a video, a page should be included in the document with reference to the video (all videos need to be uploaded to YouTube or Vimeo first)

You may need to use more than one page to fully present multi-dimensional work such as sculpture, multimedia projects, models, etc. and may include progression work and other sketch material work relating to the project; in such cases, you must limit the presentation of the project to a maximum of four pages per work.

The design of the portfolio is part of the evaluation process. The design and layout of the portfolio should support (not compete with) the work presented.

Submit your portfolios online at portfolios.carleton.ca. Your application or student ID will be required to create an account on the portfolio system.

The final PDF document should not be larger than 40MB and where 20MB is recommended.

Should you not have the necessary equipment to digitize your work, the School will provide you access to such equipment on the University’s premises.

Contact:
School of Information Technology
Carleton University
Tel: 613-520-5644
Email: infoIMD@Bitdegree.ca
Website: bitdegree.ca/IMD

This document is available in a variety of accessible formats upon request. A request can be made on the Carleton University website at: carleton.ca/accessibility/request.

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