

## FOUNDATION DIPLOMA IN ART AND DESIGN AT FALMOUTH

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WELCOME TO THE UAL FOUNDATION DIPLOMA IN ART AND DESIGN AT FALMOUTH.

### First week of term

We look forward to meeting you on **Monday 7 September 2015**, in the **Falmouth Campus Lecture Theatre** at **9am**. Please follow direction signs from Reception. You will need three things with you on day one:

1. Proof of payment for study trips (study trip information is later on in this email)
2. A pen
3. Your notebook/journal. You will receive lots of information during the first week, so a priority is to get an A4 or A5 (minimum size) hardback notebook and bring this every day of the course. This is important. It is your critical journal in which you will write lecture notes, briefings, general information and daily reflection and evaluation of your work

As preparation for week one of the course, please bring a bucket and shovel. This can be found in your garden shed. Implements are required for working on a large scale that can be used to carry, dig and mark the land's surface.

### MyTimetable

<https://mytimetable.falmouth.ac.uk/> available from 1 September 2015

This is the link to MyTimetable, your online academic calendar which shows all scheduled learning activities and your course timetable. It will be available from 1 September 2015, however, timetables can be subject to change. To keep up to date, we recommend that you export the feed to your chosen device (mobile, tablet, laptop or desktop). An induction will be offered on the use of MyTimetable during freshers' week. Students will have access to their individual student timetables, where appropriate, once they have completed their online enrolment and IT induction.

### Materials and equipment

#### Equipment List

**List A is what you will need from week one, basic kit you may need any day for any project.**

**List B is what you will need from week two onwards. Most of these items can be bought from the Falmouth Campus shop at the start of term but you may prefer to get them from your own sources.**

#### List A

- A hardback notebook/journal for briefings/lecture notes/daily entries and so on. Unlined is probably best, A5 minimum. You will probably get through more than one during the course.

- Drawing books: hardback, stitched preferably (anything else falls apart), A4 to start with. You will definitely get through several during the course. Note: we show you how to make books and folders during the course.
- Large drawing board: to take an A1 sheet, so slightly larger than A1. We do sell these at cost price, approximately £7.50, secondhand £3.00.
- Pencils: a range, mainly soft – HB, 2B, 4B, 6B, 8B.
- Pens.
- Graphite sticks: 3B, 6B, 9B.
- **Compressed** charcoal: 1 box.
- Erasers: big ones preferably, not putty, not too soft, not too hard.
- General purpose scissors.
- Pliers.
- 60cm steel rule.
- Retractable knife.
- Hammer.
- Pritt Stick or similar.
- Masking tape.
- Fixative: hair spray.

#### **List B**

- Brushes: a range for acrylic/oil and ink/watercolour.
- Paper: paper of all sorts is sold daily at cost price at Wellington Terrace along with many other items.
- Fabric scissors.
- Sewing needles and thread.
- Scrap fabric.
- Paint: System Three – Magenta, Process Yellow, Cyan Blue, and White. If you continue to explore paint you will be expected to purchase further colours to broaden your palette.
- A1 portfolio (basic, **no plastic sleeves**).
- Any materials or tools you like working with.
- Materials in multiples and often discarded are often employed with flair and imagination by artists and designers – collect and bring them to University.

#### **These are optional items you might want during the year**

- Digital Camera.
- Laptop.
- Sandisc SDHC card 4Gb memory card.
- Waterproof clothing: for drawing trips and other outdoor activities.
- Footwear: enclosed protective footwear needed in workshops. No flip flops.
- Clothing: practical dress is required in the studios and workshops. Natural fibres are better than manmade. Long scarves and loose garments are not practical. You will get messy so do not wear your best clothes.

You will need to purchase other items throughout the programme as required and should budget for regular material expenses of, say, £5 per week, throughout the course although this might vary. Some consumables are provided for you, but anything we do sell is at cost price, and we do get good materials at good prices.

#### **Reading**

Two good basic reference books to read before the course are:  
Whitford, F., *Bauhaus*. World of Art series. Thames and Hudson.  
Berger, J., *Ways of Seeing*. 1972. Penguin.

### **Pre-course Project**

Make a building out of card about the size of a medium dog. The building should reference a well-known building and be painted white. Please bring this with you on the Wednesday of your first week.

Visit an exhibition or museum that houses a notable collection of paintings, artefacts or designs. These might be contemporary or of historical significance. Write a 500 word review in your critical journal that describes the location (situation within the gallery space) of the work and your personal response to the materials, composition and any associations you make with the work.

### **Study trips**

**Below are the details of study trips that we expect Foundation students to attend.**

#### **Berlin**

The cost is **£450** and online payment is preferred.

This is a fabulous, busy, educational trip, designed to embrace the needs of art foundation students. We strongly recommend that all attend.

This visits major art collections and museums. We also encourage students to explore smaller contemporary galleries and design outlets. The trip is underpinned by an intense contextual studies program. The visit supports both studio practice and written assignments. You will be allocated one of the trips below when we have the full list of participants. The trip is staggered to accommodate coach, flight and guided tour capacity.

Monday 16 November – Friday 20 November  
Tuesday 17 November - Saturday 21 November  
Wednesday 18 November - Sunday 22 November

#### **Detailed description**

The trip includes coach transfers between Falmouth and Bristol. Flights to Berlin are with Easyjet. A seven day travel card is provided for all transport whilst in central Berlin. Hotel accommodation is central, in multi-occupancy rooms. Students choose who they wish to room with. All rooms are en-suite. Breakfast is provided but all other food needs to be purchased. There are plenty of supermarkets and eateries close to the Hotel.

Basic insurance (cancellation due to weather is not covered) is purchased for all staff and students. Scheduled visits are included in the overall price.

The price is subject to change depending on the exchange rate. We try very hard to keep the price as low as possible without compromising safety and standards.

If you withdraw 10 weeks before departure you will lose your deposit (about 25%). If you withdraw 4-10 weeks before departure you will lose up to 75%. If you withdraw 4 weeks before departure you will lose up to 100 %. If withdrawal is due to medical reasons you may be able to claim on your insurance.

We can offer some places after the deadline, if there are spaces on the coach and flights. However, this usually incurs extra costs and we will pass on those costs to the individual concerned.

Please make an online payment as soon as possible after receiving this letter. When making your online payment, please provide a contact telephone number for yourself and your next of kin, your name as it appears on your passport, your passport number and list any medication you might be taking. Online payments can be made at <http://store.falmouth.ac.uk/browse/departments.asp?compid=1&modid=1&deptid=11>

Please make payment online ASAP after receiving this email.

The closing date for inclusion on the trip will be 11 September. If you have any concerns about participating in the trip or payment by the deadline, please contact the trip organiser during the first week of term.

### **Visas and passports**

You will need your own passport to travel to Berlin. If you already have one please check that it has not expired. If you don't have one, please apply for one now. Don't leave it until the last minute as it can take some time to be processed. **Please provide us with a photocopy of your passport during the first week of term.** This is in case of losses or security problems. These details will be kept securely.

Some non-UK students may require a visa (or an additional visa) for this trip. Please check now if you need one to visit Germany. **Visas need to be organised prior to arrival at Falmouth University.** Obtaining a visa from Falmouth is not always possible and at best will involve lengthy, disruptive journeys to London where most foreign embassies are based. So please check with your home embassy before you arrive in the UK. In recent years some students have been unable to obtain a visa because their authorities will only issue them from their home country.

Below are the details you might need for a Visa application.

#### Study trip to Berlin

- Dates of visit 16 November – 22 November 2015
- Return flights from Bristol to Berlin Schoenefeld - EASYJET
- Accommodation in Berlin will be at Meininger Hotel, Berlin Hauptbahnhof, Ella-Trebe-Straße 9, Tiergarten, 10557 Berlin

We will check your visa status with you at the start of term.

### **Cornish Trips**

In addition to the Berlin trip we like to start our course with a series of **Cornish Study Visits** to places such as Tate St Ives, Newlyn Exchange, Eden and Gwithian. These trips

engage students with the resources nearby and serve to familiarise you with differing approaches to study. At the same time it's a great opportunity to meet and get to know the other students and staff. The cost for these trips is **£25** which covers a minimum of 3 coach transfers and entrance to the Eden Project. These trips are an essential element to the course.

Please make payment online ASAP after receiving this email. The closing date for inclusion on the trips will be 4 September.

### **London**

In the Spring term, late January and early February 2016, we run an optional three day, two night **London Trip**. Accommodation in London will be an additional cost. It should be around £50 for a twin room or £22 for a dorm. Students might also have friends or relatives they can stay with. The London trip provides a valuable opportunity for project research, to see current exhibitions, design studios and to visit universities and courses of interest. The cost of the trip only is **£25** and includes coach transfers. We will arrive in London at Tate Modern in time to see the exhibitions, the main galleries are free and special exhibitions will be an additional cost.

Please make payment online ASAP by the 18 December 2015.

The Foundation course is 30 weeks long and crammed with all the essential art and design basics. If you miss any sessions we can't repeat them, so a vital experience like perspective drawing, a lecture on Modernism or how to animate digitally, will be missing from your knowledge.

**Anything missed is likely to leave a gap in your understanding. So, please do not miss any sessions. We do not have half terms, and please do not book holidays during term time. Please alert your families to this and show them the term dates.**

In common with other university courses, we view the Christmas and Easter vacations as periods when you may be dealing with academic assignments from the University. Please make sure that any holidays taken at those times allow for this requirement, particularly from the New Year to Easter, as this is the normal time for interviews if you are applying for university places through UCAS.

Over the next few months you may be sent other information for new students from several offices within the University. Some of it may necessitate a reply. If you intend being away for any length of time during the next few months, please arrange for your post to be forwarded or opened and replied to on your behalf. Please also make sure you check your emails as much of this will be sent to you electronically.

I very much look forward to seeing you in September.

Yours sincerely

**Jane Chetwynd**

Course Leader

- UAL Foundation Diploma in Art and Design

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