

DEPARTMENT OF FINE ARTS

COURSE OUTLINE – Winter 2026

AR2002/A3 Professional Practice– 3 (0-0-3) 45 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Aileen Bahmanipour
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OFFICE HOURS: TBD

CALENDAR DESCRIPTION: A senior course which involves the creation of a portfolio and projects with a Fine Arts interdisciplinary focus in preparation for transfer to another institution or entrance into the workplace.

PREREQUISITE(S)/ COREQUISITE(S): AR1370 and AR2430

DELIVERY MODE(S): Lecture & Lab

COURSE OBJECTIVES:

1. To guide students through the process of developing an artist portfolio and application package for transfer to educational institutions. Topics may include the crafting of an effective CV, Statement of Purpose, Artist Statement, Artist Biography, the photographing (and editing) of artwork, and presenting one's creative work in a professional context.
2. To prepare students to successfully manage the administrative half of a professional art practice. Topics may include researching and applying to various deadlines, careers in



the arts, galleries and presentation venues, and visibility as an artist through an online presence (social media, artist website, etc.)

3. To introduce students to opportunities and support systems available to artists, such as grants and artist residencies.

LEARNING OUTCOMES:

By the end of this course, students will be able to:

1. Create a professional portfolio for their appropriate creative, educational and career goals.
2. Photograph and edit their portfolio of artworks. Be introduced to the basics of documenting artwork in digital formats.
3. Research and accumulate resources regarding different educational institutions, galleries, and various opportunities for artists.
4. Write the professional documents necessary to apply to arts opportunities (including a resume or curriculum vitae, letter of intent/statement of purpose, artist statement, and artist biography).
5. Have a clearer idea of their career direction and goals.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

**** For courses with alpha (letter) grading, a grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS: Detailed guidelines for each project with mark breakdowns and evaluation criteria will be reviewed during class.

PROJECT	WORTH
Artist Biography	5%
Artist Statement	5%
Statement of Intent	5%
Curriculum Vitae	5%
Photography and editing	15%
Group work & peer review	20%
Final Portfolio	35%
Participation & preparedness	10%

GRADING CRITERIA

Please note that most institutions will not accept your course for transfer credit **IF** your grade is less than C-.

Grading Chart for courses with Alpha Grading:

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100		C+	2.3	67-69
A	4.0	85-94		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

Grades for this course will be assigned as a percentage. The minimum passing grade is 50%.

COURSE SCHEDULE/TENTATIVE TIMELINE: Jan 6-Apr 23, 2026

1. All work for this class must be independently created by the student.
2. Students should plan to spend adequate amounts of time outside of class working on and completing projects for this course.
3. Each student is responsible for contributing to a supportive, dynamic classroom community. This includes being present, on time and involved in scheduled activities; participating in group discussions with a thoughtful, supportive, critical mind; helping with setup and cleanup, and maintaining a respectful class atmosphere.
4. **ELECTRONICS IN CLASS:** Your energy and attention are vital contributions to the class dynamic and a key part of the course. Please be advised that you are not to use electronics in class unless they are for notetaking or class-related purposes. The difference between active, purposeful use of electronics to enhance class experience and non-course related use of electronics is obvious.
5. Students are expected to check their email and MyClass. These will be the primary forms of communication between instructor and student.
6. Students are expected to use work periods wisely. Students being disruptive during in-class work time may be asked to leave the class.
7. Attendance: Attendance is mandatory for all classes.
8. **There will be substantial homework assignments throughout the term, in addition to in-class exercises.**

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available <https://www.nwpolytech.ca/about/polytechnic-leadership/policies-directory>.

****Note:** all Academic and Administrative policies are available on the same page.