

# PORTFOLIO: Submission Guide 2022



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## MTU Crawford College of Art & Design Portfolio Submission Guide 2022

All applicants will receive an email from our Admissions team with a webpage link to the online submission form.

1. Please click on the link to the online form that has been sent to you by email. (This is also be available on the **How to Apply** section on our website)

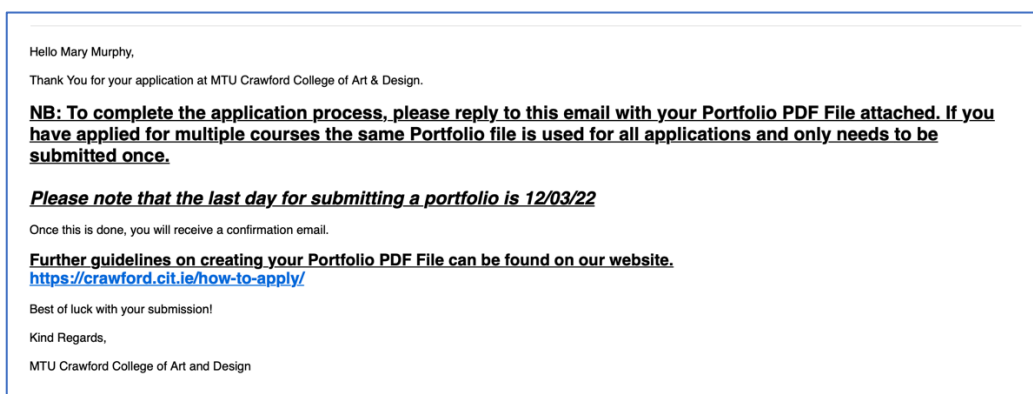
A screenshot of a web browser displaying the 'MTU Crawford College of Art & Design Portfolio Submission' form. The form is titled 'Portfolio Submission 2022' and contains four required fields: 1. 'CAO Application Number (Must start with 22...)' with the value '2215287' entered. 2. 'First Name' with the value 'Carol' entered. 3. 'Last Name' with the value 'Lynch' entered. 4. 'Email (Please make sure the email address provided is correct as you will receive further Submission information)'. The form is set against a background image of a building and a person. A 'love' logo is visible in the bottom right corner.

2. Fill in your details on each section of this form making sure you have the correct CAO number and email address entered, then click on **Submit**.

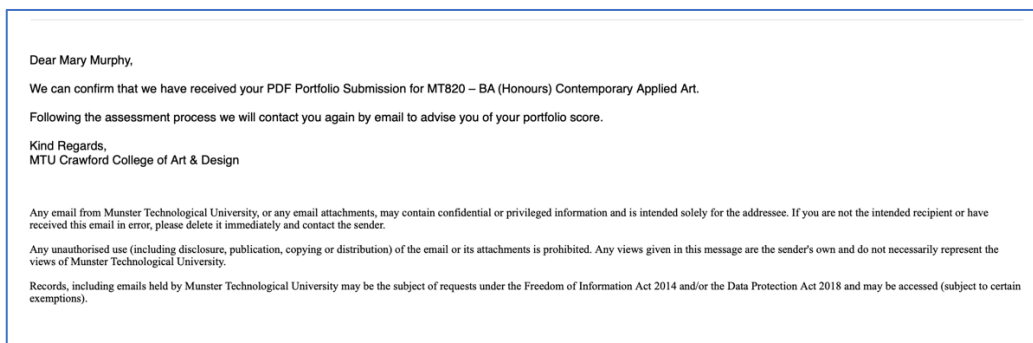
A screenshot of a web browser displaying the 'MTU Crawford College of Art & Design Portfolio Submission' 'Thanks!' page. The page features a green checkmark icon and the text 'Thanks! Hello Applicant, Thank you for submitting your details for the MTU Crawford Portfolio Submission 2022. You will receive an email shortly inviting you to upload your PDF Portfolio. Further guidelines on creating your Portfolio can be found on our website. <https://crawford.ct.ie/how-to-apply/> Kind Regards, MTU Crawford College of Art & Design. [Submit another response](#)'. The page is set against the same background image as the form. A 'love' logo is visible in the bottom right corner.

3. Once your form has been submitted you will see a thank you message on the screen which informs you of the next steps. It also shows a link to the college website which provides guidelines on creating your portfolio should you require assistance.
4. You will receive an email from [crawford.portfolio@mtu.ie](mailto:crawford.portfolio@mtu.ie) confirming your application and the specific courses you have applied for. **Please reply to this email and attach your PDF Portfolio file.**

**Note: If you have applied for multiple courses the same Portfolio File can be used and it only needs to be submitted once.**



5. Once we have received your Portfolio File you will receive a confirmation email.



6. When your Portfolio has been assessed by our team you will receive a final email advising you of the portfolio score you have achieved.

**If you have any queries please let us know email [crawford.portfolio@mtu.ie](mailto:crawford.portfolio@mtu.ie)**