

# Mid-South Scholastic Art Awards

## Registration and Submission Information and FAQs

### **Online Registration and Digital Image Upload:**

Students and teachers MUST register online and upload digital images of the works you are submitting. To register, visit [www.artandwriting.org/registration](http://www.artandwriting.org/registration). Then follow the prompts to register "Teacher" or "Student." Student and teacher registrations from the 2014/15 program are still valid, so you can simply login using the email address and password that you used last year. If new to the system, simply set up a new teacher or student account.

After a student completes the registration of their personal information, each individual art submission and portfolio submission must be registered. After completing the registration of the artwork(s), you'll be asked to upload a digital image(s) of each submission. After all works have been registered and digital images uploaded, please print 2 copies of the submission forms for each submission: one copy for your records and one copy to turn in with your fees to the Brooks Museum. Your copy (the one you keep) will later be used to attach to any gold-key winning artwork before you deliver it to the Brooks for the exhibition.

Since all judging is done digitally, it is very important that the images you upload are of high quality. All artwork must be submitted as a JPEG file. Print dimensions must be 5" x 7" or larger. Image resolution must be 300 dpi. Be sure to consider lighting and other aesthetic issues when photographing your work for submission. Take a look at this video if you need any tips:

<http://www.youtube.com/watch?v=Vpj28dao3JQ&feature=youtu.be>.

Also due to the digital nature of the judging process, please be sure that all measurements and materials listed on your online submission are correct and complete.

### **Regional Forms:**

These regional forms must be completed and submitted in addition to your school's national submission paperwork and can be downloaded from <http://www.brooksmuseum.org/midsouth-art-awards>

- **Portfolio Review Form:** Make 2 copies of this form for each student submitting a portfolio. All information on this form must be complete.
- **Fee Form:** including fee payment
- **Pinnacle Bank Consent Form:** This form is to be turned in at the time of art drop off with Gold Key winning artwork only.

*(There are no longer any Entry Limits and Inventory Forms are no longer required)*

### **National Forms:**

There are two types of National Submission Forms: Individual Submission Forms and Portfolio Submission Forms. These forms are completed online at [www.artandwriting.org](http://www.artandwriting.org), and should be printed and submitted for each work of art and portfolio. These forms MUST be filled out completely **online** by students and teachers prior to the submission deadline (December 15, 2016).

- **Individual Submission Forms:** Each individual work of art submitted to *The Mid-South Scholastic Art Awards* must be accompanied by ONE COPY of the Individual National Submission Form. TEACHERS, please keep a second copy for yourself. This copy will be used later to attach to any gold-key winning artwork before you deliver it to the Brooks for the exhibition.
- **Fee Waiver forms:** If needed. Any student for whom the \$5/\$20 fee is a barrier to participation may submit a fee waiver. This form is available to students through the Scholastic website at <http://www.artandwriting.org/affiliate/ARMS1A> as a download and through the National site at <http://www.artandwriting.org/> via the resource page.
- **Portfolio Submission Forms:** Each senior submitting an art portfolio must include ONE COPY of the National Portfolio Submission Form (as well as TWO COPIES of the Regional Portfolio Review Form) with his or her portfolio.

### **Film and Animation Submissions:**

Film and Animation submissions can be uploaded to the registration website. If the film and animation submission receives an award, a DVD copy may be requested for exhibition purposes. When possible, gold key winning videos will be played on a monitor inside the *Mid-South Scholastic Art Awards* exhibition.

If you experience problems uploading films to the online registration system, be sure to check that your film is in a supported format (details available on the online registration system). If your film is not uploaded to the online registration system correctly, it cannot be considered for judging.

### **Portfolios:**

You must complete all portions of the online registration in order for portfolios to be considered for judging and scholarships. This includes: the portfolio's **Title**, image upload of all **8 images**, and **artist's statement**. If your online submission is missing any of these portions, it will not be considered complete. In addition, you must complete all regional portfolio requirements. See second page of REGIONAL PORTFOLIO REVIEW FORM for these requirements (Available for download at <http://www.brooksmuseum.org/midsouth-art-awards>) Portfolios submitted without the complete National Portfolio Submission Form and two copies of the complete Regional Portfolio Review Forms will be disqualified.

### **FAQs**

#### **What teacher(s) name(s) should I list on each submission form?**

Regional credit will be given to only one regular school faculty member per work of art. Only one teacher name will be listed per winning work on *The Mid-South Scholastic Art Awards* exhibition wall labels due to database constraints. It is suggested that recognition for others who influence a student's work be given at school.

AP work must be submitted by the student's regular high school faculty art teacher under that school name. Do not list a teacher who is not a regular faculty member at your school.

National Submission Forms provide spaces for up to three regular faculty art teachers to be listed per work. You may include information about three teachers if you wish; only the information for the primary teacher will be included in *The Mid-South Scholastic Art Awards* labels.

If you attend an Other Educational Program (OEP – see below “What is an OEP?”), your OEP educator will be listed on your regional exhibition wall label. At the national level, all educator information in regards to your artwork will be that of your regular school educator, not that of your OEP educator.

### **What is an Other Educational Program (OEP)?**

Any program where you receive structured art and/or writing education with the aid of an adult educator can be registered as an “Other Educational Program.” Other Educational Programs include, but are not limited to, after-school programs, private art and writing lessons, summer pre-college programs, and writing and art seminars.

When registering work created at an OEP, you will still enter information about your regular/day school with your entry. This is because **your** work will be assigned to a region based on the zip code of your school (Home School students will be placed in a region based on their home zip code). You can add your other educational program when registering your account or when you upload your work.

### **What are the size limitations for 2D and 3D art submissions?**

Two-dimensional artwork should not exceed 48 inches in any direction and, in general, the largest 2-D work that is eligible is 36” x 48”. Three-dimensional artwork should not exceed 18” x 18” x 36” in dimensions and should not exceed 30 pounds in weight. Works that exceed the size limitations may be disqualified. Artwork submitted in Art Portfolio category may exceed these limits.

### **How and when will I know if my students have won awards?**

At 12:00pm (noon) Tuesday, January 10, 2017, a list of the regional award winners will be posted on the Brooks Museum Website at <http://www.brooksmuseum.org/midsouth-art-awards>. Regional scholarship winners will be contacted directly by the institutions as soon as those institutions have made their decisions.

### **What works will be included in the exhibition?**

Only Gold Key winning artwork will be included in the exhibition at the Memphis Brooks Museum of Art.

### **How do I prepare my work for exhibition?**

If your artwork wins a Gold Key, you will be notified immediately after judging. All Gold Key winners will be displayed at the Brooks Museum’s Mid-South Scholastic Art Awards exhibition. Works must be prepared for exhibition according to the following guidelines:

- Clearly label the back of 2D artwork or the bottom of 3D artwork with the student’s name, school, city, state, and title of work.
- Attach a copy of the student’s national submission form (from the set of forms you kept for your records) to the back of 2D artwork or the bottom of 3D artwork.
- Be sure to fill out and turn in a Pinnacle Bank Consent Form with all Gold Key artwork. This form is available at <http://www.brooksmuseum.org/midsouth-art-awards>.

- All 2D flat artwork must be matted in or mounted to a bright white or true black standard mat.
- All pieces must have a backer-board, such as matboard, cardboard, or chipboard, for support. Please attach the artwork securely to the backer-board.
- Canvases and canvas boards do not need to be matted, but should be ready to hang.
- 3D pieces should be ready to display. If they have special display specifications (for example, a fashion piece would need a stand or a dummy), these must be provided by the student. All such stands, etc. should be museum-quality.
- NO frames. Do not submit framed artwork.

### **What if I need to mail my artwork to the museum?**

If you cannot handodeliver your Gold Key winning artwork to the museum, you may mail it to the following address:

Memphis Brooks Museum of Art  
Attn: Education Dept./ Mid-South Scholastic Art Awards  
Overton Park  
1934 Poplar Ave  
Memphis, TN 38104

All mailed artwork should be packed in reusable packaging (since your work will be mailed back to you at the end of the exhibition) and should contain a completed return label, with the address where you would like your work shipped. Please be mindful of using the correct packing materials to ensure that your piece arrives at the museum and returns to you intact and in good shape.

### **Other:**

Find national information, student and teacher registration, and upload digital images for judging at [www.artandwriting.org](http://www.artandwriting.org)

Important information and details regarding the Visual Arts Categories can be found at <http://www.artandwriting.org/the-awards/categories/>

More answers to more questions can be found at <http://www.artandwriting.org/the-awards/faq/>

and be sure to contact me at 901.544.6243 or [amy.foote@brooksmuseum.org](mailto:amy.foote@brooksmuseum.org) if you have any questions or concerns.