

## STUDENT REQUIREMENTS CHECKLIST: VISUAL ARTS

**\*\*Upon completion, sign this checklist verifying that all rules and guidelines have been read and understood. STAPLE completed form to the back of your Student Entry Form**

**Student Entry Form completely filled out, including:**

**1. Student's complete contact information**

- Student's full name/Student's address/Student's phone number/Parent's email address
- Original signatures of student and, if student is under 18, parent/guardian

**2. Required Information Answered:**

- States the dimensions of the piece (including any mat)
- Described the medium (crayons, oil on canvas, etc.).

**3. Required Artist Statement:**

- Describe what inspired you to create this work and how it relates to the theme. This is required for all grade divisions. If additional space is needed, use the back of the Student Entry Form or an extra sheet of paper. BE SURE TO WRITE YOUR NAME ON ANY ADDITIONAL PAGES.

**4. Title**

- Included the title on the Student Entry Form- If the entry has no title, please write "Untitled."

### Points to Remember

**ALL ENTRIES MUST BE COVERED IN PLASTIC WRAP**

The original signed Student Entry Form must be submitted in a sheet protector taped to the back of the artwork **on top of the plastic wrap** using masking tape. The form is designed so that the sheet can be folded in half for judging purposes.

**Please do not tape the form directly to the artwork; make sure the form is in a sheet protector.**

**• DO NOT SHRINK WRAP**

- All art must be flat and may not be more than 3/8 inch thick. This includes all two-dimensional materials and images, including small, flat items (such as string, fabric, and screening) that have maximum surface contact with the face of the image. Nothing three-dimensional (noodles, beans, beads, boxes, etc.) may extend off the surface of a work.
- No art may exceed 24 inches by 30 inches, including a mat.
- Entries may be submitted on paper, canvas board, cardboard, hot or cold pressboard, or canvas (not to exceed 3/8-inch thickness).
- Mount all paper or canvas entries on sturdy cardboard mats,
- No wood, metal, plastic, or glass frames.
- Lamination is discouraged because it can permanently damage the surface of the artwork.

**Works Not Accepted:**

Sculpture, ceramics, jewelry, and other three-dimensional artwork  
Reproductions or enlargements of other artwork

### Presentation

**Presentation**

- \*\* State Requirement: Piece is wrapped in plastic wrap**

**ALL VISUAL ART AND PHOTOGRAPHY entries must be wrapped in plastic wrap/plastic film.** This requirement is to protect the integrity, authenticity, and hard work of the student's entry as well as protect it during judging. Entries travel several miles during the various levels of judging and without this protection, entries could be damaged. The plastic wrap is an inexpensive precaution for your student's hard work. Plastic wrap/plastic film also referred to as "clearphane" can be found at craft stores in varying sizes. If you have questions on where to find plastic wrap/plastic film, please contact the NCPTA Office at [office@ncpta.org](mailto:office@ncpta.org).

- Student Entry Form in a sheet protector and secure it with masking tape to the back of the photograph on top of the plastic-wrap.

**Met deadline: Entries delivered and received at the designated place on or before the designated due date.**

**\*\* Sign and date the box below. By signing this form, you acknowledge that you have completely read all rules and guidelines to the 2009/2010 Reflections program and agree to adhere to the guidelines set forth by NCPTA and National PTA.**

Student Name

PTA Name

Parent/Guardian Signature (Required unless student 18 years old)

Parent/Guardian Print (Required unless student 18 years old)

Date of signature