ART STUDIO and ART PHOTOGRAPHY SCHOLARSHIPS 2011-2012

In recognition of achievement in the Art Studio and Art Photography curricula, the Art Studio and Art Photography Departments are pleased to offer this scholarship and awards opportunity to qualified, currently enrolled students. Scholarships and awards are available in all areas of instruction within the Art Studio and Art Photography Departments. You may also apply for Art History scholarships (separate form), just as those applying for Art History scholarships may apply for Art Studio and Art Photography scholarships. And, any student may apply for a CabrilloArts Summer Workshop Tuition Scholarship (separate form).

APPLICATION INSTRUCTIONS for ART STUDIO and ART PHOTOGRAPHY SCHOLARSHIPS

Application in brief: All applicants for Art Studio and Art Photography scholarships/awards must prepare a written application & a portfolio of artworks. To be eligible for a scholarship/award, applicants must meet the requirements listed below and submit their written application and portfolio according to the instructions and due dates.

PLEASE NOTE:  1. The written application due date is Wednesday, March 28, 2012 by 5:00pm.
   2. The portfolio due date is Friday, April 20, 2012 between 9:00 am – 7:00 pm.

A Scholarships/Awards Seminar will be held on Friday, March 2, 2012 from 12 Noon – 1:00 pm in Room 2015 to assist applicants with their written application and portfolio presentation.

Step 1: Eligibility Requirements

- I am currently enrolled at Cabrillo College as a continuing or transfer student.
- I have taken or am currently taking a minimum of one 3-unit course in Art Studio or Art Photography in the VAPA division during this 2011-2012 academic year. (The academic year includes Fall Semester 2011, and this Spring Semester 2012).  **Digital Media and Theater Arts course work is not eligible.**
- I have taken or am currently taking a minimum of 9 units of course work at Cabrillo College this 2011-2012 academic year (see exceptions to this requirement below). The 9 units of course work can include the above 3-unit course.
- Artwork submitted was created as a class assignment in an Art Studio or Art Photography course at Cabrillo College *within the last two years.*
- I have not received Art Studio and/or Art Photography cash awards or scholarships two times previously.

Exceptions to Above Requirements

There are awards in Art Photography, 3-D (Ceramics, Sculpture, 3-D Design), and Small Scale Metals/Jewelry that do not have the 9 units per academic year requirement. Applicants must still meet all other requirements listed above.

Step 2: Written Application Procedure & Check List – *An incomplete Application will disqualify an applicant.*

- Scholarship Application Form (Part I): Review instructions, complete form and submit by due date.
- Personal Statement (Part II): Review instructions, write statement and submit with application form.
- Copy of Current Transcript: Applicant may obtain an unofficial transcript from WebAdvisor.
- Fully completed and signed Application Form.
- Submit your written application to the VAPA Division Office, Room 1007, on or before Wednesday, March 28, 2011, by 5:00 pm. **NO EXCEPTIONS.**

Step 3: Portfolio Procedure – *Failure to submit a portfolio will disqualify an applicant.*

FYI:  **Digital Media and Theatre Arts course work is not eligible.**

- Only one portfolio is allowed per applicant.
- A portfolio consists of only five artworks. *A portfolio of more than five artworks will be disqualified.*
- All art work must be class assignments from Art Studio or Art Photography courses at Cabrillo College.
- Hand-bound books equal one work. Diptychs and Triptychs equal one work.
- Small Drawings and Prints: Should be mounted on a larger sheet of heavy white paper.
- Metal Work or Small Objects: Should be labeled and contained inside a zip-lock bag in a box.
- Bases are to be provided by the student if they are an integral part of the piece. The student should provide specific installation instructions as needed for an artwork.
- Video Artworks: Submit files on DVD as current QuickTime format (include a RealPlayer file backup) playable on a 15 inch MacBook Pro – *10 min. total combined run time.* Properly label DVD with: Name, title of works and include a separate printed list of each work with title, year created, corresponding file name & run time.
- All portfolio works must be secure in a portfolio/envelope or box. *Exceptions:* Large paintings and sculptures. Speak with your instructor for guidance. **Unsecured work will not be accepted.**
- Deliver your portfolio to Room 2015 on April 20, 2012 between 9:00 am to 7:00 pm. **NO EXCEPTIONS.**

The scholarship committee will take all precautions but cannot be responsible for fragile or improperly secured presentations.
Step 4: Portfolio Pickup
- Pickup portfolio in Room 2015, on April 23, 2012 between 9:00 – 11 am and 2:30 – 7:00 pm.
- If unavailable, a signed permission note allows someone to pick up the portfolio for the applicant.
The scholarship committee is not responsible for any portfolio works left after 7 pm on the pickup date.

Portfolio – Special Instructions:
Digital files of the Art on a CD are permitted for work that is unavailable or too large. You may submit one CD with digital files of your artworks as all or part of your portfolio.
- Files Submission: One view of each artwork in your portfolio (5 digital files maximum). Sculpture and other three-dimensional works: Two views may be submitted of each work (10 digital files maximum for 3-D works).
- Digital Files: Must include applicant’s name & title of work using .jpg format, and 4x6” – 6x6” maximum size.
- Label CD: With your name and title of artworks. Include a separate printed list of each work with: Name, title of work, medium, dimensions, year created and file name.

Scholarships Awards
Applicants will be notified of the results of their application by email. Remember to include your current email address on the application. Notification will be emailed by Monday, April 30, 2012.

The Financial Aid and Scholarship Office will send out official notification of scholarship and/or award along with specific instructions to receive funds. Please make sure that your student account is updated with your current address so you may receive this important information.

Funds Availability:
- Scholarship Funds – are available at the beginning of the Fall Semester 2012.
- Award Funds – are available during the Summer 2012.

With a few exceptions, recipients must be enrolled at Cabrillo College, or attending a four-year college or university to be eligible for their funds. Proof of enrollment must be delivered to the Financial Aid and Scholarship Office, Building 100, before a check can be issued.

Exception to Funds Availability – Outstanding Fees: The current practice of the college is to apply any scholarship and/or award money to any outstanding fees that the student may have.

**IMPORTANT DATES TO REMEMBER**

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<td>MARCH 2: SCHOLARSHIP SEMINAR</td>
<td>12:00 – 1:00 pm in Room 2022.</td>
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<td>MARCH 28: WRITTEN APPLICATION DUE</td>
<td>All Art Scholarships/Awards Application Forms are due: Complete PART I and PART II of the application and deliver to the VAPA Division Office, Room 1007, by 5:00 pm.</td>
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<td>Note: Portfolios of art works are due later according to calendar dates.</td>
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<td>APRIL 9 – 14: SPRING BREAK</td>
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<td>APRIL 20: PORTFOLIO DUE</td>
<td>Deliver portfolios to Room 2015 from 9 am – 7 pm.</td>
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<td>APRIL 21: PORTFOLIO REVIEW</td>
<td>Committee reviews applications and portfolios, and selects scholarships/awards recipients.</td>
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<td>APRIL 23: PORTFOLIO PICKUP</td>
<td>Pick up portfolio in Room 2015 from 9 – 11am &amp; 2:30 – 7pm.</td>
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<td>APRIL 30: LETTER OF NOTIFICATION MAILED</td>
<td>A letter is sent by the committee to notify each applicant of the review results of his/her portfolio.</td>
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<td>MAY 7: LIST OF RECIPIENTS POSTED</td>
<td>List of applicants who receive a scholarship/award is posted at the VAPA Division Office, Room 1007.</td>
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