![ArtsConnection TEEN PROGRAMS logo]

STUDENT ART PROGRAM APPLICATION PREVIEW + GUIDELINES Fall 2019

Deadline: Friday, November 15

There are two stages to this application process. A) You will fill out an online application for each artwork that you submit. B) You will bring or mail your original artwork with attached receipt to ArtsConnection. If you have any questions about the application process at any stage, contact Amanda Guest, Teen Programs Manager for Exhibitions, at guesta@artsconnection.org or (212) 302-7433 x472.

1. **Eligibility.** New York City public school students grades 6-12 are eligible to submit artwork to this exhibition on the theme of *Simplicity in Complexity*

   Eligible artwork: You can submit artwork in any 2D medium, such as painting, drawing, collage, and photography. (A student may submit no more than 2 finished artworks for one theme. Please do not frame or mat your artwork.)

2. **Click on LOGIN AND APPLY and log in through ArtsConnection's Application Portal.**

3. APPLYING AS A STUDENT: If you have not filled out an online profile before, this will allow you to set up a **profile**. Be sure to fill in accurate current contact information, including the email that you regularly check so we can communicate with you throughout the process.

   Once you set up your profile, you will use the same profile every time you apply to any of the Teen Programs at ArtsConnection. You will not need to create a new profile to apply to future programs.

   APPLYING AS A TEACHER FOR YOUR STUDENT(S): A Teacher may log in and apply on behalf of their student(s). When a teacher logs in, register as a teacher rather than as a student. Then you will be asked to create a record for each student who is applying. A teacher will not need to create a new record for that student again to apply on their behalf to future exhibitions.

4. **Application Instructions:**
   Check the *OPEN APPLICATIONS* list and start the *STUDENT ART PROGRAM – Fall 2019 - Simplicity in Complexity* Application.

   Stage 1:

   1. **Details about filling out your application.** Here are a few of the questions we ask you to answer about your artwork:
      - What is the title, materials and size of your work?
      - How does your artwork connect to the theme, *Simplicity in Complexity*?
      - What is the name and email address of the art teacher or adult ally recommending you for this exhibition?
      - Have you participated in any other ArtsConnection Teen Programs? If so, which ones?

   2. **Save and submit your application.** You can save your application and work on it later if you need to by clicking the *SAVE AND CONTINUE* button at the bottom of the screen. This is a great tool if you need more time to think about your answers. Read over your answers before submitting your application to ensure they are clear and contact information is correct. Just keep in mind that you will

have to log in to the Teen Portal to complete and submit your application in order for it to be reviewed for the exhibition.

3. **Application submission confirmation.** Once you submit the application, you'll receive a confirmation email receipt telling you that we have your application. If you do <u>not</u> receive a confirmation email, please call Amanda Guest at (212) 302-7433 x 472.

4. **Print your email receipt.** Follow the instructions on your email receipt. Print and attach the receipt to the back of your artwork. Please attach with tape that will not damage the artwork-- we recommend Scotch tape.

Stage 2:

5. **Bring or mail original artwork.** We strongly recommend that you deliver your artwork in person to ArtsConnection. However, if you are mailing it, please allow enough time to get it to ArtsConnection by the deadline for receiving the artwork: <mark>FRIDAY, NOVEMBER 15, 2018 at 6pm.</mark>

   To:
   ArtsConnection
   Attn: Amanda Guest
   Student Art Program
   520 8th Avenue, Suite 321
   New York, NY 10018
   212-302-7433 x472

   Contact us if you have any questions about delivering or mailing artwork, or any other general questions about the application process. We will help in whatever way we can. You can contact the Amanda Guest, Teen Programs Manager for Exhibitions at guesta@artsconnection.org or (212) 302-7433 x472, or the Student Art Program Assistant at sap@artsconnection.org or (212) 302-7433 x457.

6. **Application timeline:** If your work is selected, you will be informed by <mark>December 20. You will be invited to the opening reception and award ceremony in Winter 2019-2020, date TBD.</mark> The receipt you will attach to the artwork at the end of the application is an important part of the tracking process. If selected, your framed artwork will be returned once the exhibition ends. If your artwork is not selected, work will be returned at the end of the semester. We return all artworks to artists.

Thank you for applying to the Student Art Program!