



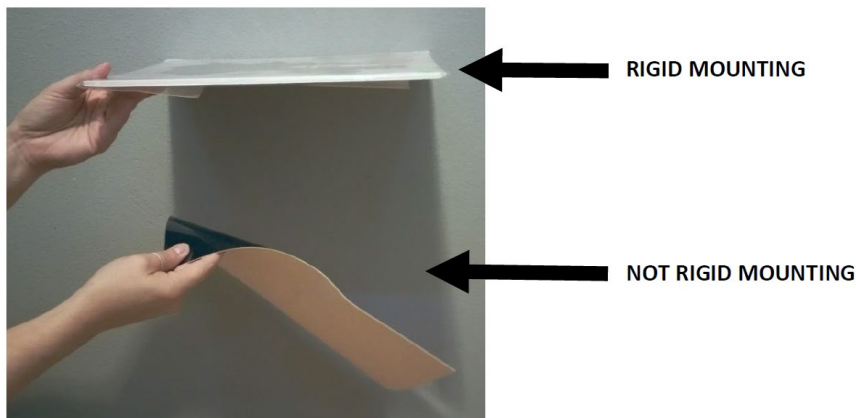
Reflections – Submission Checklist

ALL ENTRIES

- Student entry forms are completed and signed by both parent/guardian AND student.
- Local PTA information is completely filled out.
- Original signed student entry forms are attached to each entry *outside* any wrapping.
- Title and artist statement (100 words or less) is completed.
- All advancing entries **MUST** be submitted through the online process (National PTA Student Portal).

VISUAL ARTS – 2D/3D

- Entries may be created on paper, canvas board, cardboard, hot or cold pressboard, or cut canvas.
- Entries should be mounted on foam core, sturdy cardboard, mat board, or some other rigid material.
- Submitted artwork may not exceed 24 inches by 30 inches, including a mat, or exceed 1/2 inch in thickness.
- No material (fabric, string, noodles, beans, beads, etc.) may move freely off the surface of a work.
- Submit **NO** wood, metal, plastic, glass, stretched canvas or framed canvas.
- Take three (3) photos of 3D entries and mount photos on same materials and size as 2D artwork.
 - Ensure there is good light and nothing behind 3D artwork when taking photos. Place on a contrasting surface.
- Label back of entries with student name, title of artwork, category, division, PTA name and state ID number.
- Mark proper orientation on back of entry.
- Original signed and completed student entry forms must be securely affixed to the back of entry in a sheet protector or plastic sleeve, *outside* any wrapping. **Form must be accessible.**
- It is highly suggested to protect entries with transparent cellophane wrap or sleeve designed for artwork. **DO NOT** laminate or use plastic food wrap.



PHOTOGRAPHY

- Photography may not exceed 8 inches by 10 and may not exceed 11 inches by 14 inches when including a mat, or exceed 1/2 inch in thickness.
- Check visual arts vs. photography: art with added graphics/lettering over the images, collages, etc. must be entered as Visual Arts.
- Entries should be mounted on foam core, sturdy cardboard, mat board, or some other rigid material.
- Label back of entries with student name, title, category, division, PTA name and state ID number.
- Mark proper orientation on back of entry.
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LITERATURE

- Submit the original, typed or handwritten literature document and one copy in a re-closable manila envelope.
- Entries must be on 8.5 inch by 11-inch paper
- Entries must be single sided and include page numbers (if applicable).
- Entries must not exceed 2,000 words.
- Entries may be illustrated, but will be judged on the written content. Graphic novels are acceptable.
- Mounted or bound entries are not accepted (no staples).
- Label back of last page of entries with student name, title, category, division, PTA name and state ID number.
- Original signed and completed student entry forms should be securely affixed to the front of the re-closable manila envelope in a sheet protector or plastic sleeve. **DO NOT** use resealable bags (i.e. Ziplocs).

MUSIC COMPOSITION

- Accepted audio file formats include: MP3, WMA, WAV, ACC, and FLAC.
- Audio recording must not exceed five (5) minutes in length and 1GB (one gigabyte) in file size.
- Submit one (1) USB drive recording of the composition in a re-closable manila envelope.
- Submit one (1) copy of music scores and lyrics (middle and high school) electronically on USB drive (PDF) or printed in same re-closable manila envelope. USBs may not be returned.
- Label USB drive with student name, title of artwork, category, division, PTA name and state ID number.
- Original signed and completed student entry forms should be securely affixed to the front of the re-closable manila envelope in a sheet protector or plastic sleeve. **DO NOT** use resealable bags (i.e. Ziplocs).

DANCE CHOREOGRAPHY & FILM PRODUCTION ENTRIES

- Accepted video file formats include: AVI, MOV, MP4, WMV, FLV.
- Video file must not exceed five (5) minutes in length and 1GB (one gigabyte) in file size.
- Use of background music must be cited on the student entry form.
- Each entry must be the original work of one student only.
- Submit one (1) USB drive with the recorded performance saved as a **file** in a re-closable manila envelope.
- Label USB drive with student name, title of artwork, category, division, PTA name and state ID number.
- Original signed and completed student entry forms should be securely affixed to the front of the re-closable manila envelope in a sheet protector or plastic sleeve. **DO NOT** use resealable bags (i.e. Ziplocs).

