Alma College
Department of Art and Design
Performance Scholarships

SCHOLARSHIPS AVAILABLE:

A portfolio of art work is required to obain any of the three visual arts scholarships available through the Department of Art & Design. As an art student at Alma College, it is possible for you to receive a scholarship based on your artwork. To *apply* for one of these scholarships, follow the procedures described on this document.

1. Distinguished Performance Scholarships in Art (up to full tuition)

Each year, one incoming student who has already submitted a portfolio and received a Performance Scholarship in Art may be recommended for the Distinguished Scholarship in Art and may receive up to full tuition. This scholarship is also renewable for four years. In addition to fulfilling the requirements listed below for the Performance Scholarship in Art, recipients of this scholarship must fulfill the following:

- Maintain an over GPA of 3.0, and a GPA in art courses of 3.5.
- Will be strongly advised to pursue a BFA in Art & Design or combine a major in Art with another major, minor or teaching major.
- Enroll in at least two art courses per year. One of these should be in studio art.

2. Flora Kirsch Beck Scholarship ($2,983, renewable)

Each year, one incoming student who has already submitted a portfolio will be considered for the Flora Kirsch Beck Scholarship with preference given to a visual arts student. This scholarship is renewable for four years. In addition to fulfilling the requirements listed below for the Performance Scholarship in Art, recipients of this scholarship must fulfill the following:

- Maintain an over GPA of 3.0, and a GPA in art courses of 3.5.
- Enroll in at least two art courses per year. One of these should be in studio art.

3. Performance Scholarships in Art ($1,500 --- $2,000 renewable)

Each year several incoming students may receive a performance scholarship that is renewable yearly when the recipient follows the yearly requirements found on p. 2

PROCEDURES FOR NEW STUDENTS SUBMITTING PORTFOLIOS:

All portfolios are due March 1.

- 8---10 original images submitted electronically on a CD/DVD formatted as a jpeg no larger than 2mb per image. Formatting instructions are at the end of this document.
- Each image should indicate:
- A ***typed*** letter of intent explaining your interest in Art and your intentions to continue studing Art at Alma College.

- A typed list of your work using the numerical order placed on each digital piece (see p.4). Each numbered piece should include:
  - "Title"
  - Medium
  - The year the work was completed
  - Dimensions of the actual work (excluding mats)
  - Artist's name

  Example: *1. "Bicycle for Two," Pigment Inkjet Print, 2004, 6"x9,"Sandy Lopez---Isnardi. This example is based on the image on p. 4.*
- Create an additional piece of art that represents a ***self---portrait without showing your face.*** Please give yourself time to respond to this creatively and in a unique manner. This piece will be a "live" piece of work that will be mailed in with your CD/DVD. It should also be included digitally in your CD/DVD. This image should be no larger than 20"x24," including the mat board.
- Include two other 2---dimensional "live" works no larger than 20"x24," incuding the mat board that are part of your CD/DVD portfolio. Be sure to have these nicely matted and presented. Indicate on the back of these works the title, medium, year the work was completed, dimensions, and artist's name
- Please package works *neatly* in a reusable container. Your portfolio will be returned in the container in which it is received. Hand---delivered portfolios are acceptable provided they are picked up by hand as well. While the Department will handle works with all possible care, it cannot assume responsibility for lost or damaged works. Send Portfolios to:

  Alma College
  Department of Art and Design
  614 W. Superior St., Alma, MI 48801

REQUIREMENTS FOR RENEWING YOUR SCHOLARSHIPS:

If you receive a Performance Scholarship it may be *renewed* through all four years by satisfying the requirements listed below. Recipients of **Distinguished Performance Scholarships** should work closely with the Department Chair in order to fulfill additional requirements associated with this scholarship.

- **First Year Student** ($1,500.00 towards the sophomore year) **Due March 1**
  - Have at least **one** work completed during your first year **accepted and exhibited** in the student show. (The art faculty and elected student representatives jury work for this show at the end of each term.)
  - Provide evidence that you have **submitted** work to at least one juried exhibition, competition, or art fair outside of the College or that you have submitted work to the *Pine River Anthology* --- *PRA* or similar non---peer reviewed publicatio.
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- **Sophomore Year** ($2,000.00 towards the junior year) **Due March 1**
  - Have at least 1 piece of art you created in your sophomore year chosen for inclusion in the Student Show as described above.
  - Have at least 1 work **exhibited** in an external juried art exhibition, art fair outside of the College or published in the *Pine River Anthology* --- *PRA* or similar non---peered reviewed publication. (To be chosen in a competitive situation to receive a commission for design work outside the Department would also fulfill this requirement)

- **Junior Year** $2,000.00 towards the senior year) **Due March 1**
  - Have work at least 1 piece of art you created in your junior year chosen for inclusion in the Student Show as described above.
  - Have at least 1 work **exhibited** in 2 external juried art exhibitions, art fairs outside of the College or published in the *Pine River Anthology – PRA* or similar non---peer reviewed publication. (To be chosen in a competitive situation to receive a commission for design work outside the Department would also fulfill this requirement). You can also have 1 work published in the PRA and one in an external exhibition.

Notes:

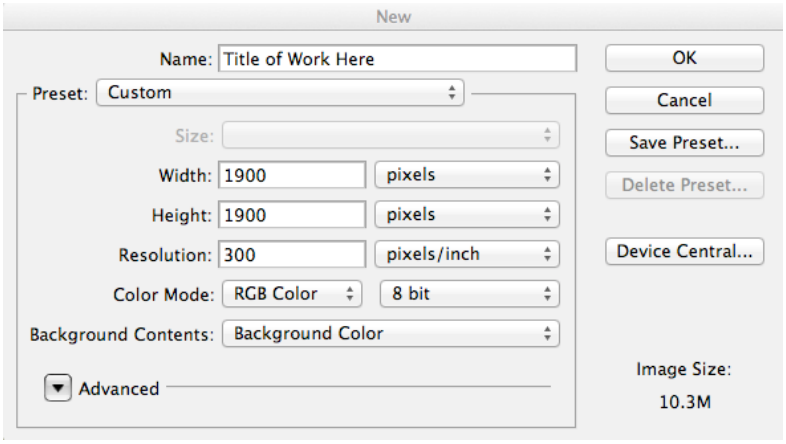
- Portfolios from ***entering first year students or new transfer*** *students* must be received by March 1 in order to be considered for the Distinguished Performance Scholarship. Portfolios received after that date can only be considered for the performance scholarship based on remaining funding available

- ***Currently enrolled art students*** who wish to apply for Performance Scholarships must submit their portfolios by **February 15**. (See the renewal requirements for the year for which you are applying.)

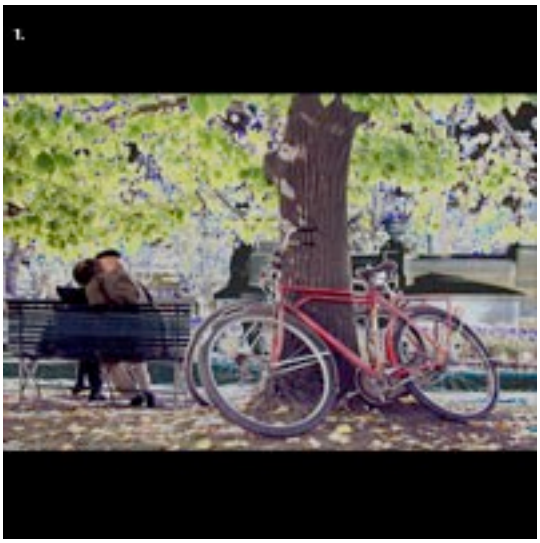
FORMATTING YOUR ART WORK FOR DIGITAL REPRESENTATION

Scan or photograph all of the artwork you wish to include in the portfolio. All work should be scanned at a minimum of 300 resolution or photographed using the "large" image selection on your camera menu. Once you have your art digitized you can proceed to formatting the work.

Using Adobe Photoshop,® (You can get a free 30 day trial version of this software at http://www.adobe.com/downloads/) you can format the images as needed. Once you have downloaded and installed Photoshop open the application and you will note that the tool bar is on the left hand side. Towards the bottom of the tool bar you will see a Black box and white box. The box on right should be black (indicating the background) and the one on the left should be white (indicating the foreground). See illustration on the right.



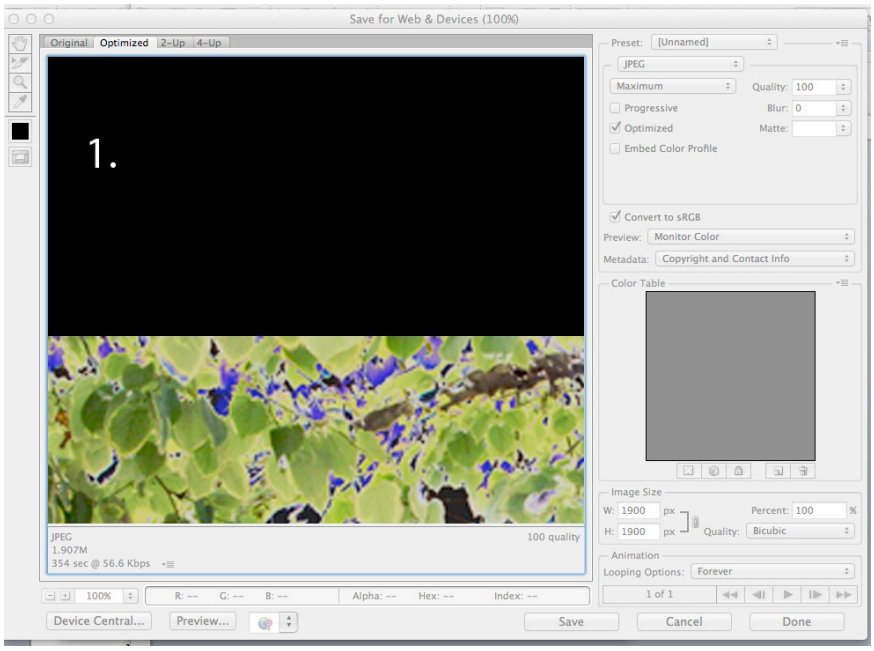
Once you have established that the tool bar is correct go to the ***File*** drop down menu and select ***New.*** A window will open up that looks like the one here. In the NAME section place the title of the work. The width and Height should be **1900x100 pixels** and the **resolution should be 300. Color mode is RGB** and **Background Contents is Background Color, which should be "black"** if the tool bar is correctly set as mentioned above.



Once this is filled out, select "OK" and a square black area will appear on the screen. This is where the art work will be placed. Go to the **File drop down menu** on the top and **select place.** A window directing you for the location of the file (art work) you want to place is located. Look for the folder where you placed your digital art work and select a piece that you want to place. You will see that the image will be brought into the open black square and fit inside perfectly.

If the original is horizontal you will have a black margin on the top and bottom of the work. If it is a vertical you will have a margin on the right and left side of the work. Your digital work needs to be numbered so, add the numbers on the upper left hand side as shown in the above example. Go to **File** drop down menu and select **Save As** and name the file the title of the piece (the title should show up since you labeled the document with that name when you first created it). A new window will open up and you should select **Photoshop** as your format. This allows you to keep the originally created files in case you have to make changes later.

The last step is to save the file as a JPEG while keeping the resolution and colors in tact. In order to accomplish this you need to go to the **File** drop down menu and select **Save for Web and Devices**. On the right hand side you will select **JPG** and the quality should be set at **100%.** Everything else should be checked as it is in the image below. Select Save at the bottom of the window and the file will save with the same name except the extension will be .jpg instead of .psd therefore your original file will not be written over. It is the jpg. Images that you wnt to include on your CD.



Simply ship your CD with the 8---10 jpg's as individual files, enclose the typed letter of intent and the typed list of your work including:

- "Title"
- Medium
- The year the work was completed
- Dimensions of the actual work (excluding mats)
- Artist's name

Example: *1. "Bicycle for Two," Pigment Inkjet Print, 2004, 6"x9,"Sandy Lopez---Isnardi*

Also include the three pieces of live work and your self---portrait without your face. If you have any questions, contact Sandy Lopez---Isnardi at lopez_isnard@alma.edu or 989---463---7386.