

## Visual Arts <br> Competition Handbook

# ICAF/CSAF Visual Art Competition <br> COMPETITION HANDBOOK <br> Table of Contents 

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# TCAF/CSAF Artistic Fellowship 

Divisions of and partners within CSAF, Inc.
Christian Schools Athletic Fellowship

## Policies and Procedures

(Adopted November 2008)
Revised October 2022

## Section 1. Purpose

The primary purpose of the Texas Christian Schools Artistic Fellowship is to develop Christ-like character through quality artistic programs, with attention given to developing and refining artistic skills, respect for other artists, preparing our best as for our Lord, and Christian fellowship.

## Section 2. Conduct

Participation will be conducted so as to emphasize the discovery and delight of artistic skills and develop excellence in performance and creativity, providing for the development of Christian character, self-respect, social grace, artistic excellence, and personal discipline while fostering the concepts of artistic appreciation and artistic expression as well as promoting the ideals of God and Community.

## Section 3. Objectives

The specific objectives of the TCAF/CSAF are to provide an organization to (1) formulate rules and guidelines, (2) set schedules and events, and (3) attain the primary purpose of TCAF/CSAF.

## Section 4. Participation Age and Grade

TCAF: A Student is not eligible for competition if he/she has reached the age of nineteen prior to September $1^{\text {st }}$.

CSAF:

|  | Elementary | Jr. High |
| :--- | :---: | :---: |
| Maximum Grade | $4,5,6$ | 7,8 |
| Maximum Age | $9,10,11,12$ | $13,14,15$ |

## Section 5. Eligibility

## Section 5.1 Contestant Eligibility

(a) Individual participants must be regularly attending and meeting all academic requirements of a Member School.
(b) Full Time Students are defined as students taking at least four core classes at a Member School. NAUMS students must be taking three core classes and fulfill the credits needed in the four core classes by the end of the school year. Any student not meeting these requirements will be considered Home School Students.
(c) Foreign Exchange students are eligible for one year providing they are enrolled at and attending a member school for the entire school year. They must be included in the member school's registration. I-20 students are under the same guidelines as Citizen Students.
(d) No visible tattoos or piercing will be allowed.
(e) School Suspension - students suspended from their school may not participate in TCAF/CSAF events during the period of suspension.
(f) Questions concerning a student's eligibility to participate should be brought privately to one of the officers so as to protect the student from undue stress or embarrassment.

## Section 5.2 School Eligibility

(a) A participating school is one that has been approved for participation in any TCAF/CSAF sponsored activity.
(b) Academic Programs: A student shall be permitted to participate in a TCAF/CSAF contest if the student is in good and regular standing and is passing all courses (70).
(c) Accelerated Christian Education Schools: All students must be progressing toward graduation on a credit basis and on a passing (70) basis with a regular checking procedure by each school to assure they are in good academic standing. If a question of eligibility arises, a school may be required to present the student's academic records concerning eligibility to the state office.
(d) Home-School Students: A student who is being home-schooled (not a full-time student) may participate with a member school if said student is under the academic umbrella of the member school in which the student is seeking
participation. Home-school students will meet the same academic requirements as any other student and the school shall be able to provide upon request all records of the student's academic performance. Home-school students may not participate with any other school or home-school group during the time they are involved with a school. The total number of home-schooled participants may not exceed $25 \%$ of the total number of participants in any festival, competition, or event.

Eligibility Periods: The first eligibility period will begin six weeks after school begins. Grades should be checked every six weeks thereafter. Any student failing the grading period will be ineligible for a period of three weeks. At that time, grades will be checked again. If student is not passing all subjects, the participant will remain ineligible for another three weeks. If said student is passing all classes, they will once again be eligible for participation. Any student or school violating this rule will be a subject to sanctions, forfeitures, or expulsion.

## Section 6 Officers

## Personnel: TCAF/CSAF President - Cory De La Torre <br> TCAF/CSAF Fine Arts Director - Doug Jefferson <br> TCAF/CSAF Fine Arts Coordinator - Rosemary P'Pool

## Section 6.02 Yearly Volunteer Positions

## Site Hosts:

Oversees the facilities, hospitality, concessions, and anything else related to hosting the specified event.

## Art Chair

Coordinates with Fine Arts Director
Oversees selection of judges for Art
Communicates with those judges
Communicates and ensures the guidelines for all Art
Can serve as a Drama judge at the Fine Arts event

## Drama Chair

Coordinates with Fine Arts Director
Oversees selection of judges for Drama Events
Communicates with those judges

Communicates and ensures the guidelines for all Drama Events
Should not serve as a Drama judge at Fine Arts event

## Music Chair

Coordinates with Fine Arts Director
Oversees selection of judges for Music Events
Communicates with those judges
Communicates and ensures the guidelines for all Music Events
Should not serve as a Music judge at Fine Arts event

## Prayer Warrior

This is not small job or a cliché. We take this position very serious. Each year we would like to find a person who can be the specific prayer warrior over our events. This will include prayer walking the locations of the events as well as contacting other leaders to pray.

## Section 7 Events

Section 7.01 Development - events will be developed by the Division Director and Regional Coordinators and posted on the TCAF/CSAF website.

## Section 7.02 Host School Responsibilities

(a) The Fine Arts Director and the hosting school will be responsible for the establishment of event times, competition categories, and location. As a common courtesy in helping schools and students prepare for events, it is requested that this task be completed as quickly as possible.
(b) Confirming events: A written communication is required at least two weeks before an event by the hosting school(s). The information on the form must include event time(s), location, map, fees, and any other appropriate material.
(c) The Host School in coordination with the Chairs are responsible for arranging for judges. Judges should have documented expertise in the area which they are to judge. These judges should not be related to the school in any way. The judges should be given a copy of TCAF/CSAF judging guidelines/forms and/or evaluation sheets for each event.

Section 7.03 Fees - All fees will be set and collected by CSAF, Inc. All expenses are also the responsibility of CSAF, Inc. Host schools should get approval of all expenses.

## Section 8 Judges Qualifications

Vocal Judges: Degree in vocal performance or pedagogy, choral music, or a resume detailing equivalent experience
Instrumental Judges: Degree in instrumental performance or pedagogy, band, or resume detailing equivalent experience
Drama/Musical Theater Judges: Degree in drama, theater, or acting, or resume detailing equivalent experience
Art Judges: Art, photography, or graphic design degree, or resume detailing equivalent experience

## Section 9 Christian Character

## Section 9.01 Christian character is defined as:

(a) Respect for authority: in accordance with Romans 13:1, all participants involved in an activity shall peacefully submit to the authority in charge of the activity. The person in charge of the rules and event will be the representative and the judges. The person in charge of conduct will be the fine arts director and/or artistic teacher.
(b) Speech: as stated in Ephesians 4:29, all communication at any activity is to edify and build up the hearer. No derogatory or humiliating comments are to be made to judges, hosts, or participants by anyone.

## Section 9.02 Participants and Guests

Each member school is responsible for the general conduct of their participants, parents and guests. Every effort should be made to maintain the kind of relationship with the judges that would result in their wanting to be a part of the TCAF/CSAF activities

## Section 9.03 Competitors/Participants

Tenets of Christian interaction and courtesy, as defined above shall apply and prevail at all times.

## Section 9.04 Fine Arts Directors and Teachers of the Arts

Fine Arts Directors and teachers of the arts shall be responsible for their own and their school's adherence to the conduct as defined above.

## Section 9.05 Judges

While recognizing the judges' final authority in all decisions, their judging shall be performed in an attitude of meekness in accordance with Galatians 6:1 and the conduct statement as
defined above. If any fine arts director feels the judge(s) in charge was in violation of the Christian conduct statement, said director has the right to request that the judge not be sent to subsequent events held by them. This request should be made to the person or organization which recruited the judge.

## Section 9.06 Dress

The host school retains the right to refuse admission to any person not attired in an acceptable manner. All competitors should dress in school uniform or "Sunday dress" (ladies: modest skirt/dress pants with blouse or dresses, gentlemen: khaki or dress pants with oxford). No jeans, t-shirts, torn, wrinkled, or stained clothing. However, this should be covered by an exchange of information with the other members and participants prior to the event.

## Section 10 Protest

(a) Protest shall be considered only when based on the violation or interpretation of a participation rule or the participant has misrepresented their level of experience. No protest shall be considered on a decision involving a judges' judgment.
(b) The Fine Art Directors only shall have the right to protest.
(c) Protest shall be made as follows:

1. The protesting director shall immediately, and before any awards are distributed, notify the Fine Arts Director, Regional Coordinator and/or principal of the student in question.
2. Following such notice, the above shall investigate and reach a decision. If there is evidence that any decision or student participation is in conflict with the rules, the Fine Arts Director shall reverse that decision. If, however, after consultation, there is not a conflict with the rules, the awards shall proceed unhindered. Documentation of the event shall be kept on file.
(d) Any protest for any reason whatsoever must be submitted by the Coordinator to the Fine Arts Director within 24 hours.
(e) The Board of Directors and the Fine Arts Director shall hear and resolve any such protest.

## Prepare for the Art Competition/Display Day

| Prepare Early... |  |
| :--- | :--- |
| Prepare Your People | Administration - Let your administration know now that you will need <br> one day in the spring for a field trip of your Art students to the <br> Visual Arts/Fine Arts State Competition |
| Students will get to see and vote on the art work of other student, <br> participate in the day's events and have a chance to observe music <br> competition during the day. |  |
|  | Parents - Let your parents know about the field trip in the spring to the <br> Visual Arts/Fine Arts State Competition. <br> Encourage their help to: <br>  <br>  <br> * Encourage their own kids to participate for awards in their <br> field of interest |
|  | * Help to fund group and individual fees for participation |
|  | * Help in driving a car pool of students (if needed) |

## Understand the Awards

## Awards Based on Standards

Every entry will be judged against Visual Arts Standards and every entry will receive one of the following categories: Superior, Excellent, or Good

## Merit Awards

Best In Show - will be awarded at each school level Elementary, Jr. High and High School - based on the Judge's decision
People's Choice - will be voted on by day-of-show visitors on the final day of Fine Arts Competition. One award will be awarded at each school level - Elementary, Jr. High, and High School
Special Competitions - if there is a special competition during the exhibit day, awards will follow the "Standards" awards categories and be awarded Same Day.

## State Champion

At the High School level - any media category that has 3 or more entries will also receive First, Second and Third place award.

| Understand the Day | * Judging takes place the day before Competition <br>  <br>  <br> * Awards display is finalized the morning of the exhibit - before noon <br> at noon. |
| :--- | :--- |
|  | Any special competitions and/or demonstrations will be conducted <br> during the exhibition hours |
| * The awards ceremony is at the end of the day |  |
|  | * Art work must be picked up by students and/or instructor after the |
| ceremony. |  |

## TCAF/CSAF Visual Arts Guidelines

## I. PURPOSE

A. To give student artists a forum in which to display their talents and to provide them with constructive criticism to strengthen their skills and refine their talents
B. To provide students with subjective opinions from judges as a tool for measurement for future progress.
II. GOALS
A. To encourage artistic interest and talent
B. To strive for artistic excellence
C. To reinforce each artist's success and motivation in improving skills

## III. COMPETITION CATEGORIES

## A. PAINTING

1. Any media - including oil, acrylic, and watercolor
2. Applied to a single, flat 2-D surface - ONLY

## B. GRAPHIC PENCIL

1. Rendered with any $100 \%$ graphite medium (values)
2. Applied to a single, flat paper surface

## C. COLORED PENCIL

1. Rendered with colored pencils
2. Applied to a single, flat paper surface
D. CHARCOAL
3. Rendered with stick or pencil type
4. Applied to a single, flat paper surface

## E. PASTELS

1. Includes oil pastels, chalk, and other pastel
2. Applied to a single, flat surface
F. MIXED MEDIA
3. Includes collage and any mixture of drawing media
4. Applied to a single, flat 2-D surface

## G. SCULPTURE

1. Work in the round (3 dimensional)
2. Any medium other than Clay
H. CLAY - Sculptural
3. Non-functional articles made of clay
4. May be a 2-D or 3-D piece

## I. CLAY - Functional

1. Functional articles - such as bowls, pitchers, jewelry cups, mugs, plates, etc., made in clay
2. Glazed items preferred, but terra cotta and modeling clay acceptable

## J. WOOD

1. Any woodworking projects, including furniture, sculpture, vessels, jewelry, etc

## K. STAINED GLASS

1. Any colored glass project used to form a 2-D pictorial design through which light passes
L. BASIC PHOTOGRAPHY
2. Includes both student created digital prints and film prints - both black and white and color.
3. The emphasis is on composition and use of design elements
4. Photographs may be enlarged and/or cropped

- may be adjusted for brightness, contrast, and saturation

4. Digital images manipulated beyond the description in \#3 must be entered in the Digitally Enhanced Photography Category
M. DIGITALLY MANIPULATED PHOTOGRAPHY
5. Digital images that begin with the student's original photographs and are computer manipulated.
6. Manipulation may include use of composites, layers, filters, or texts - resulting in a 2-D product.
7. NOTE: An original photo and computer program must be attached to the back of the piece

## N. VIDEO PRESENTATION

1. Must be 10 minutes or less in length
2. Both filming and editing must be done by students
3. Entries should be submitted in either DVD format or USB drive
4. May be group and/or single student work

## IV. LEVELS OF COMPETITION

A. High School: Grades 9-12
B. Junior High (Middle School): Grades 7-9
C. Elementary:

Grades 4-6

## V. RULES

A. Matting

1. All 2-D artwork must be matted or mounted - using black,
white or gray mats/mounts.
[Exception: 2-D artwork on a stretched canvas may be displayed w/o mat]
2. No multiple mats or frames are allowed
3. Students are expected to do their own matting/mounting

## B. Adjudication Forms

1. Must have COMPLETE information - including:

* Medium Category - circled
* Student Signature - on Statement of Originality

2. TWO COMPLETED Adjudication Forms to be submitted

* One copy of the form - is submitted with registration paperwork
* Second copy of form - MUST be attached to the back of all submitted 2-D artwork
- [the bottom of a 3-D project]
C. Originality and Timing

1. Artwork must be original
2. Artwork must have been done within the last two years
3. No entry can be re-entered at a future TCAF/CSAF competition

## D. Multiple Entries

1. Only one entry allowed per medium category
2. Multiple entries by one student in a single medium will not be considered
3. Multiple entries by one student in different medium categories are allowed

## E. Scripture References

1. Students are encouraged - but not required - to add a related scripture with their art work

## F. Group Projects

1. Only allowed in the Video Presentation Category

## G. Artist Signatures

1. Artwork will not be disqualified if student's signature shows
2. Artist's signature will not be covered if visible

## F. IMPORTANT NOTE: Length of Show

CSAF and TCAF artwork must remain on display until after the Competition Awards Ceremony (final day of competition)

## VI. AWARDS

## A. Individual Awards - High School only

1. Ribbon awards as described in Section B below with High School receiving medal for Superior
2. Competition Categories with at least three (3) entries will receive a State Level $1^{\text {st }}, 2^{\text {nd }}$, and $3^{\text {rd }}$ place award

## B. Individual Awards - High School only

1. Good, Excellent or Superior ribbons will be awarded to each entrant
2. Honorable Mentions may be given at the Judge's discretion

## C. Additional Awards

1. Best of Show

* Awarded as the Judges' choice
* One award at each age level

2. People's Choice

* Awarded by popular vote of viewers during the Art Showing
* One award at each age level


# TCAF/CSAF Visual Arts Competition Registration Instructions 

## I. GENERAL INFORMATION

A. School Registration Form

* Use to register your school in the Visual Arts Competition
* Submit only one (1) form per school
B. School Cumulative Entry Form
* Use to submit a list of all student and entries participating from the school
* Submit TCAF Form - High School entrants
* Submit CSAF Form/Jr. High School - Jr. High entrants
* Submit CSAF Form/Elementary - Elementary entrants
C. Visual Arts Adjudication Form
* Use to describe individual artwork for judges
* Submit TCAF Form - High School entrants
* Submit CSAF Form - Jr. High and Elementary entrants

NOTE: Send TCAF and CSAF forms at the same time
[Only one (1) $\$ 75$ fee due - see fee section below]
II. DUE DATES
A. All Registration, Entry, and Adjudication Forms plus Payment must be postmarked by the date listed on the TCAF/CSAF website, Facebook, emails and newsletters. Be sure to consult these sources for this year's date.
B. All artwork must be matted and received at the Host School/Location no later than the date listed on the TCAF/CSAF website. Facebook, emails and newsletters. Be sure to consult these sources for this year's date and location address.
C. Any late Registration will be assessed a $\$ 50.00$ Late Fee.

NOTE: All 2-D artwork - except stretched canvas - must be matted. See Visual Art Guidelines
III. FORMS:

The following Forms are required from each participating school

## A. The School Registration Form

1. Must provide complete school/instructor contact information
2. Must also include Names and Contact Information for Potential Judges
[Having enough judges is essential to quality feedback for students]
[You may serve as a judge even with students in the competition]

## B. The School Cumulative Entry Form

1. Must list all students participating from the school
2. Except for Groups, list each student's entry on separate lines [as below]

* Correct - 1. John Doe - painting (1st entry)

2. John Doe - charcoal (2 ${ }^{\text {nd }}$ entry on separate line)

* Incorrect - 1. John Doe - painting, charcoal (2 entries on one line)
NOTE: Groups only allowed in Video Presentations


## C. Two Completed Adjudication Forms

1. One copy of the form - is submitted with registration paperwork
2. Second copy of form - MUST be attached to the back of all submitted

2-D artwork [the bottom of 3-D project]
3. Form is found on page $22 \& 23$ of this Handbook
4. Each form must have COMPLETE information - including:

* Medium Category - circled
* Description - a description of what the artwork physically looks like (i.e. "girl gazing at the moon" " dog and cat together")
* Assignment - brief statement of the classroom assignment (i.e. "draw with straight lines only" "imitate the style of a great artist")
* Student Signature - on Statement of Originality


## D. Forms are to be submitted in the following order:

1. School Registration Form - on top
2. School Cumulative Entry Form - second
3. Adjudication Forms - Group by:

* Level (Jr. High then Elementary) - if appropriate
* Category (Pastels, Charcoal, Pencil, etc)

4. Include Fee Payment

NOTE: Second (2 ${ }^{\text {nd }}$ ) Adjudication Form to be attached to back or bottom of submitted artwork
IV. FEES

- TCAF/CSAF Visual Art Competition Fee - \$175
* If there are BOTH CSAF and TCAF entrants - only ONE $\$ 100$ fee is due
- Individual Entry Fee
- \$ 7 per Entry
- Groups of 8 or more
- \$ 50 per Entry
- Late Registration Fee
V. Make Checks Payable To: CSAF, Inc.
VI. Mail School Registration Form and payment to:

CSAF, Inc.
P.O. Box 136175

Fort Worth, TX 76136

Post Marked no later than the current date listed on the TCAF/CSAF website, Facebook and emails.
VII. Deliver Artwork, Cumulative Entry Form and Adjudication Forms to:

Community Christian School
2501 Garrett Morris Pkwy
Miner Wells. TX 76067
940-328-1333

# ICAF/CSA거 Visual $\mathfrak{A r t}$ Competition <br> School Registration Form 

School Name
Address $\qquad$
$\qquad$
Phone $\qquad$

| Administrator | E-Mail |
| :--- | :--- |
| Fine Arts Director | E-Mail |

School Year
A. TCAF/CSAF Fine Arts Competition Fee \$ 175.00
B. Total Number of Individual Entries $\qquad$ $X \$ 7.00=\$$ $\qquad$
C. Total Number of Groups $\qquad$ $X \$ 50.00=\$$ $\qquad$
D. Total $(a+b+c)$
$=\$$ $\qquad$

NOTE: If there are both TCAF and CSAF entrants - only ONE $\$ 175$ fee is due

Each school must provide the Name and Contact Information for at least one potential judge and the category they can judge

| Name |  |  |
| :--- | :--- | :--- |
| E-Mail |  |  |
| Category |  |  |

Make checks payable to: CSAF, Inc
Mail this form and payment to:
CSAF, Inc
P.O. Box 136175

Fort Worth, TX 76136

## Texas Christian Artístic Fellowshíp

## High School Cumulative Entry Form

| School: | Phone___ |
| :--- | :--- |
| Fine Art Contact __nail |  |


| Student's Name | Grade | Age | Description or sub-category |
| :--- | :--- | :--- | :--- |
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Christían School Artistic fellowshíp
Jr. High School Cumulative Entry Form

| School: | Phone___ |
| :--- | :--- |
| Fine Art Contact ___ Email |  |


| Student's Name | Grade | Age | Description or sub-category |
| :--- | :--- | :--- | :--- |
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| 30. |  |  |  |

Christian School $\operatorname{Artistic}$ Fellowshíp Elementary School Cumulative Entry Form

School:
Fine Art Contact $\qquad$ Email $\qquad$

| Student's Name | Grade | Age | Description or sub-category |
| :--- | :--- | :--- | :--- |
| 1. |  |  |  |
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## Texas Christian $\mathfrak{A}$ rtístic Fellowshíp VISUAL ARTS ADJUDICATION FORM

## Please choose category:

| Painting | Mixed Media | Sculpture |
| :---: | :---: | :---: |
| Graphite Pencil | Basic Photography | Clay - Sculptural |
| Colored Pencil | Digitally Manipulated Photography | Clay - Functional |
| Charcoal | Video Presentation (Individual) | Stained Glass |
| Pastels | Video Presentation (Group) | Wood |

*PARTICIPANT $\qquad$ *GRADE $\qquad$
*SCHOOL $\qquad$ *DIRECTOR
*TITLE OF WORK
*DESCRIPTION $\qquad$ *ASSIGNMENT $\qquad$


Student Signature

## Christian School $\mathfrak{A}$ rtistic Fellowshíp

VISUAL ARTS ADJUDICATION FORM
Please choose category:

|  | Painting | Mixed Media | Sculpture |
| :--- | :--- | :--- | :--- |
|  | Graphite Pencil | Basic Photography |  |
|  | Clay - Sculptural |  |  |
|  | Colored Pencil | Digitally Manipulated Photography | Clay - Functional |
| Charcoal | Video Presentation (Individual) | Stained Glass |  |
| Pastels | Video Presentation (Group) | $\square$ | Wood |

*PARTICIPANT $\qquad$ *GRADE $\qquad$
*SCHOOL $\qquad$ *DIRECTOR
*TITLE OF WORK
*DESCRIPTION $\qquad$ *ASSIGNMENT $\qquad$


Student Signature

