CEAD EXHIBITION 2016

Important Dates:

Mid April	Exhibition Entry Form on NCAD website
23rd May	**Submission of Audit Credit course work for Exhibition#**
24th May	**Submission of Non-Credit course work for Exhibition#**
End May	Selection of Work for Exhibition
TBC	Hand-back of un-selected work (or after exhibition)
4th July	Set-up of CEAD Exhibition
7th July	**CEAD Exhibition Opens - 6pm**
14th July	CEAD Exhibition Closes – 2pm
14th July	Handback Work – from 2pm

\# Submit to the **Room HC101 (first floor - over Harry Clarke theatre)** in NCAD.

Please Note that Diploma, DVI and PDI students submit their work directly to the exhibition.

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6 reasons to submit your work
- Normally everyone who submits gets some work in
- Be confident – your work really is good enough!
- You will feel proud to see your work in the exhibition
- It's fun to take part – especially opening night
- You may sell your work
- You may win one of the many prizes

Type of work to submit
Work can be 2D/3D/film/video, large or small, and portfolios. Please include your notebooks as they are always popular! See submission guidelines on form.

Selection of work
A Panel of Tutors will select submitted work for the exhibition. Details for collecting un-selected work will be available on submission night.

Keep in Touch

ESU: For information on the exhibition you can contact the ESU by emailing us or check Facebook for the latest news.

ncadesu@gmail.com   Find us on: facebook   www.facebook.com/ncadesu

CEAD: For all other information on CEAD please contact the CEAD office at cead@ncad.ie or look up **http://www.ncad.ie/continuing-education**

CEAD Student Exhibition: 8th – 14th July July 2016 (Opening 6pm on 7th July)

APPLICATION FORM & CONDITIONS OF ENTRY - PLEASE READ CAREFULLY

1. Entry requirements

Please use **one** Entry Form per course attended. The entry fee is €20 per student (which covers all courses you attended). The fee is to support the cost of running the show which is funded by the ESU.

You can only submit work done in the current year's course(s).

Your tutor should advise and help you to select work to submit. A Selection Committee of NCAD course tutors will then choose works for the exhibition from those submitted. There is no guarantee that work submitted will be chosen. No work may be withdrawn once selected.

Important: If you are *applying for the Diploma*, please submit work as normal to the exhibition and (a) make a note on your Diploma application and (b) this entry form, that your work can be viewed in the CEAD exhibition.

2. Entry dates & submission of work

> **Audit / Credit Courses (AC):   Monday 23rd May 2016**, 5:30 - 8 pm

> **Unaccredited Courses: Tuesday 24th May 2016**, 5:30 - 8 pm

Please bring all work, except jewellery/stained glass or some sculpture (see Sculpture & 3D below) to **Room HC101 (first floor - over Harry Clarke theatre),** NCAD, Thomas St, Dublin 8, **with entry form** and your €20 entry fee. Please make sure your work is properly labelled beforehand. Please see labelling instructions below.

These are the only two evenings when work can be accepted. If you can't make the allotted evening then please come on the other evening and mention this to a committee member.

Submission of Jewellery, Stained Glass: Bring pieces to **School of Design**, NCAD, Thomas St, Dublin 8 between **11am and 3pm on Monday 5th July** 2016. Please send the application form by post (with cheque or postal order for €20 payable to ESU) to **Adrienne Eacrett, 23 Greenville Avenue, SCR, Dublin 8** by 10th June. Please ensure that you attach photographs of the works with the form, along with any set up instructions for 3D works. Work cannot be accepted unless the form has been submitted in time.

3. Presentation, framing etc

Audit Credit Courses: Work should not be mounted or framed. There is no limit on the number of works you can submit but the number exhibited will depend on the selection process.

Unaccredited Courses: Framing/mounting is optional. Frames/canvases must be suitably strung from the sides at a point one-third way down from the top. Clip frames may not be used. Maximum four (4) works per student (except for jewellery where up to six works may be submitted).

Guidance for All Courses:

Please submit work in progress or a series of works showing the development of an idea e.g. a selection from a final project. Please also submit your course notebooks and/or a written description of your project. If you are submitting notebooks, please make sure that they are labelled and note their inclusion on your application form. You may submit portfolios of work.

2D work may be submitted on paper, board, photographic paper, acetate, canvas stretchers or other supports. Unframed or fragile 2D work should be submitted in a portfolio or plastic sleeves.

Both portfolio and individual works must be labelled (see below). Canvases must be strung from the sides at a point one-third way down from the top. Do not submit wet paintings.

Sculpture & 3D work which is heavy, delicate, or requires assembly be please include *diagram* showing how work as assembled. You may also need to come in and assist with moving or assembling work. For bronze or very heavy/large works you may just submit photographs with dimensions and bring selected work to the exhibition during set-up.

Audio and Video work should be submitted on USB, CD or on an appropriate playing device and may require your assistance to set up.

4. Labelling

All work must be clearly labelled to show:
   a) Number
   b) Student's Name
   c) Title of Work
   d) Medium
   e) Course
   f) Price (use NFS if not for sale)

2D work: A label should be stuck securely to the back of the work. If submitting work in a portfolio, the portfolio should also be labelled with the student's name and the number of works submitted. Ensure that all works submitted in portfolios are individually labelled on the work.

For framed work, attach an additional label by string with the same details to the back of the frame; the string should be long enough to allow the label to hang over the front of the frame.

3D work: Two labels with the above details (a) to (f) are required. One should be stuck to the underside of the 3D work and a second label which can be read without lifting the work itself.

Jewellery: A tie-on label with the above details (a) to (f) should be attached to each item of Jewellery.

5. Commission

A commission of 20% will be charged on all work sold from the Exhibition.

6. Prizes

All exhibiting students are eligible to win a prize including the main ESU Prize of €500.

7. Collection of unsold and unselected work

The exhibition will open at 6pm on Thursday 7th July and close on Thursday 14th July at 2 pm. All unsold and unselected works must be removed from the Design Building by 4:45 pm on Thursday 14th July 2016. Please collect your work, or ask somebody else to, between 2pm to 4:45 pm on Thursday 14th.

Uncollected works **cannot** be stored in the college or elsewhere.

8. Responsibility

NCAD, CEAD, nor the Evening Students Union will be responsible for any damage to or loss of work. Students should ensure that they have appropriate insurance.

9. Further information

Please contact the ESU Committee at **ncadesu@gmail.com** if you have any queries. Check **www.facebook.com/ncadesu** for updates.

CEAD EXHIBITION 2016: ENTRY FORM

- Please complete the form CLEARLY – if possible complete it **digitally** and then print it or use BLOCK CAPITALS.

- **Important**: Make sure that you supply us with an **email** address a **mobile phone** number (landline if no mobile) so we can contact you easily.

Course Attended:	Course Code:	Tutor Name:

Please indicate any NCAD CEAD Qualifications previously attained (tick all relevant)

Diploma ☐   DVI ☐   PDI ☐   VAP Cert ☐

Name:
Address:
Mobile Phone:
e-mail address (write clearly please):

€20 Entry Fee to be submitted with Entry Form - Important: make Cheques out to 'ESU'

I have read, understood and agree to abide by all entry conditions
Student's signature:………………………………………………..……..Date:………………………………..

Office Use Only - PAID Yes? ☐	Unselected Work Collected Yes? ☐	Unsold Work Collected Yes? ☐

PTO

LIST OF WORKS

(This list of works must be submitted with this form, but this sheet can also be copied and used as labels for your works if you wish.)

1.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	**Price**		

2.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	**Price**		

3.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	**Price**		

4.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	**Price**		

5.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	Price		

6.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	Price		

7.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	Price		

8.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	Price		

9.	Title		Office use	
	Student Name			
	Medium		Selected	
	Course Code	Price		

Audit / Credit Students: Use additional sheets if required.