Appendix
Cited from the official call for entries:

Student ART opportunity

The Christopher Library is soliciting Art works by VU Art Majors and Minors. The CCLIR will be purchasing a selected number of 2-D pieces for their own permanent collection which will be displayed in the Christopher Center Library. In addition to providing permanent exhibition space, the CCLIR will create an on-line gallery that will feature the selected student works.

Timeline and Requirements:
Students will:

- Submit electronic copies on a jump drive to Aimee Tomasek by **Wednesday, November 19 at NOON. VUCA office #2433**
  - These images will be used in a power point presentation and need to be JPG images sized no larger than 1024 x 768ppi. Your drive will be returned to you.
  - Each piece should be labeled with your name and title of the piece, i.e.: Aimee_tomasek_Malden3708.jpg
  - Supporting information needs to accompany every image, i.e.:
    
    Aimee Tomasek  
    Malden 3708  
    2013  
    Digital photograph  
    24”x36”  

    contact info:  
    phone #  
    email address

- Each student may enter up to 5 pieces. If any individual pieces are in series, show the overall piece and 1 detail image.
- All pieces must have been made while enrolled as a student at Valparaiso University.
- Each student must give a detailed expense sheet, including framing expenses.
- Each student will give a short presentation of their respective submissions to the CCLIR selection committee. These presentations will be arranged by the Art Department, location is yet to be determined. The presentations should include a self introduction, description of the work presented and summary of expenses.
- Presentations of work will take place the 4th week of January, location to be determined.
- Selection of work by the CCLIR committee and notifications will be made by the 2nd week of February.
- All finished works delivered by the end of the 1st week of April. Installation of the works will be carried out by FM.
- A reception for the artists will be scheduled for the last part of April or first week in May, while classes are in still in session.