

CREATIVE CONNECTIONS
APPLICATION GUIDELINES FOR STUDENTS

Applications are submitted online at <https://int.eu.ds.dodea.edu/finearts/>. This is a DoDDS-Europe Intranet site and is only available from a school computer.

STUDENTS SHOULD:

- Read this information letter and course descriptions before submitting an application. A Student Application Worksheet is provided on the next page to help prepare your application. We recommend that essays be typed on the worksheet, then copied and pasted onto the website.
- Keep up with your login name and password. Login in is user name and password for DoDDS-Europe Network (**NEW!**). User name is usually first name. last name. Password is the SAME password you use to login to a DoDDS-E network computer on campus. (You will receive this at your school.) The application site can be revisited for corrections/additions up to the submission deadline.
- Review the **Application Procedures** sheet before entering the website.
- Make every effort to prepare detailed and well-written paragraphs. Your essays will be considered seriously when your application is reviewed. The application process is competitive, so be sure to present a clear picture of your skills and experiences related to your selected workshop.
- Contact a teacher who knows you and ask for a recommendation. The Teacher Recommendation is very important to your application. The recommendation must be from a teacher(s) familiar with your experiences, skills, and abilities.
 - **Visual Arts** applicants must have one teacher recommendation
 - **Performing Arts** applicants must have a teacher recommendation(s) that addresses experiences, skills, and abilities for their 1st and 2nd workshop choices. If a recommending teacher cannot address both workshop choices, a recommendation from a second teacher should be submitted.
- To invite a recommending teacher, type the correct DoDDS email address in the area provided on the website. An email will automatically be sent to the recommending teacher(s) with instructions. Only DoDDS email addresses will be accepted, so make sure you have correct information. If the recommending teacher is not a DoDDS staff member, see your school POC for instructions.
- All Visual Arts applicants must submit one sample of artwork that highlights drawing skills. The selection committee needs to see artwork that is based on direct observation of a figure or object—not an image copied from another source. Drawings must be uploaded to the website in **.jpeg** format.
- Video Production applicants must submit a short video sample of work. The file must be in **.flv** format and can be no larger than 40 megabytes. Contact your video teacher if you need to convert a file to the required .flv format.
- Show Choir: Students applying for Show Choir must submit a recording of a musical selection of their choice. The file must be in **.mp3** format and should be no longer than 3 minutes maximum!
- Print a copy of the Signature Page, obtain the required signatures, and give the completed page to your school Creative Connections POC.
- The school will monitor students selected for grade eligibility not less than a week prior to the activity (three weeks for students who fly). Students must have at least a 2.0 GPA with no more than one failing grade in order to participate.

Checklist for Application Submissions:

Part I: Student Information

Part II: Workshop Selection

Part III: Student Essay

Part IV: Electronic samples of work if required for your selected course(s)

Part V: Teacher Recommendation (Performing Arts applications may need two recommendations)

All documents must be submitted to the website by the **September 17, 2012 deadline. The signature page must be returned to your school POC. It is kept on file at your school.**