2016 – 2017
Worldstudio AIGA Scholarships
Application Instructions

Deadline: Friday, April 22, 2016

BACKGROUND

Worldstudio Foundation, in conjunction with AIGA, the professional association for design, provides scholarships to minority and economically disadvantaged students who are studying design and arts disciplines in colleges and universities in the United States. Among the scholarships' primary aims are to increase diversity in the creative professions and to foster social and environmental responsibility in the artists, designers and studios of tomorrow. To this end, scholarship recipients are selected not only for their ability and need, but also for their demonstrated commitment to positive change in the larger community through their work.

Basic scholarships are awarded in the amounts of $2,000–$3,000. One or two top awards may be given in an amount up to $5,000 at the jury's discretion. Each award is paid directly to the recipient's school and applied toward tuition. In addition, honorable mention prizes in the amount of $500 cash are also awarded.

SELECTION AND NOTIFICATION PROCESS

Entries will be evaluated by a jury of creative professionals appointed by Worldstudio Foundation and AIGA. In selecting the winning entries, jurors will consider a number of factors, including: quality of submitted work, financial need, minority status, academic record, recommendations and strength of written statement of purpose. All applicants will be notified about the results via email in late June. Worldstudio AIGA Scholarships will notify schools of financial awards and distribute scholarship monies directly to the institution's financial aid office in September 2016. Students are required to notify Worldstudio AIGA Scholarships of any change in academic status.

REAPPLICATION

All former scholarship recipients must reapply in order to be considered for the next year's competition. Previous recipients who choose to reapply should submit new work and written statement of purpose.

As organizations, Worldstudio Foundation and AIGA act to build a center within the creative community for imaginative and progressive change. As such, we eagerly anticipate the work that our scholarship recipients will accomplish now and into the future. We take our scholarship program seriously and hope that recipients will keep us abreast of their projects as they work toward their goals. Correspondence is encouraged.

ELIGIBILITY

- Applicants must be citizens of the United States or be in possession of a Green Card (formally known as a Permanent Resident Card or Form I-551).
- Applicants must be pursuing an undergraduate or graduate degree in a design or art discipline listed below and intend to pursue that discipline as a career.
- Applicants must be matriculated (or planning to matriculate) at accredited colleges and universities in the United States for the Fall 2016/Spring 2017 academic year and must maintain full-time status for the entire year.*
- Though not a requirement, minority status is a significant factor considered in jury decisions.
- Students must have at least a 2.0 GPA.
- Scholarships are only awarded to students who are in financial need; applicants must, therefore, provide complete financial aid information on the scholarship form and have the form signed by a financial aid officer.
- Deadline: All entries must be received by April 22, 2016 for the 2016/2017 scholarship competition; students must be enrolled for the full Fall 2016/Spring 2017 academic year.

* *If you do not know which school you are going to be accepted to or will attend, put your first choice. If you are awarded a scholarship, you will need to submit proof of acceptance in your chosen discipline.*

AREAS OF STUDY

This year we are offering scholarships in the following disciplines:

- Fine art
- Graphic design *(includes; visual design)*
- Illustration *(includes; animation)*
- Interactive design *(includes; UI/UX, motion, digital and web)*
- Photography

Note: apply in the category that best matches your major.

We do not offer scholarships in any other disciplines.

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TO APPLY

The application is online and can be acessed **February 18, 2016** at:

http://bit.ly/WSAIGAScholarships

This document outlines each step of the process.
Please follow all instructions thoroughly.

You will be able to edit your applications until **April 22, 2016**.

BEFORE YOU BEGIN

In order to fill out an application, you must have an AIGA web account. You have an account if you are or have been a member; entered a competition in the past; or signed up previously for a web pass.

You can log in, check to see if you have an account or create a new account at http://my.aiga.org/vango/core/login.aspx

1: PERSONAL INFORMATION

- Name
- Social Security number
- Date and location of your birth
- Racial/ethnic identity
- Address at school
- Permanent address

2: SCHOOL INFORMATION

- School attending the **next** academic year – 2016/17
- College grade level the student will be in for the Fall 2016/Spring 2017 academic year (i.e. freshman, sophomore, etc.).
- Degree sought
- Expected graduation date
- Area of study – your major
- Schools attended, years in attendance, graduation dates and degree(s)

3: WRITTEN STATEMENT OF PURPOSE

You will need to write a statement of purpose and enter it online. In your statement, please address the following in **no more than 600 words.** *Note: The online form will only accommodate up to 600 words, so prepare your statement in advance to make sure it will fit.*

1. Write a brief autobiography, explaining how your experiences have influenced your creative work and your career plans.

2. In the future, how do you see yourself as a creator contributing to the community at large?

Please keep in mind:
Worldstudio AIGA Scholarships are awarded to encourage social and environmental responsibility and cultural awareness in the next generation of artists and designers. Creativity holds an enormous power to impact change. It is particularly important for us to see how you intend to do this through your design or artwork. Graduate students will not be considered unless their statements and work directly address these concerns.

Examples of a commitment to a social agenda:
- Work that clearly demonstrates positive social change.
- Work that addresses identity politics (i.e., cultural, ethnic, sexual or gender identity)
- Demonstration of a **clear** career path (not just "I hope..."), such as to teach, to mentor, to work with young people, to serve your community, etc.

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4: PORTFOLIO

Requirements

- Please submit up to 10 examples of original work.
  You must include at least 5 examples.
- All students – except those entering Interactive Design –
  must provide static artwork or images.
  Please see "Submitting motion, film and animation files" on the
  top right of this page for instructions
- Do not send duplicate artwork on disk if it is online.
- Please carefully follow the instructions below to insure you
  provide the best possible portfolio.

File size and format for static images

- Images will be viewed on screen so save as RGB, not in
  CMYK colorspace.
- You will not be able to upload images that do not meet
  the specifications.
- Your image must be less than or equal to 500k.
- Your image must be less than or equal to 600 pixels wide.
- Your file formats must be one of the following:
  JPG/JPEG
  GIF
  PNG
- The following file types will not be accepted: DCR, TIF, EPS, PDF.

Proper file labeling

- Label each file with last name followed by the number of the image.
- Label each file with the proper extension (.jpg, .jpeg, .gif, .png)
- File names must not contain any blank spaces or odd characters
  such as brackets or apostrophes.
  For example:
  NO: "image.gif" or "my file's name*.jpg"
  YES: "Smith_1.jpeg" or "Smith2.gif"

Tips for presenting an online portfolio
Remember that your work will be viewed on a computer screen.
- Start with good photographs or scans that are properly lit and in focus
- Feature your work as simply and as clearly as possible
- Single images read much better than multiples
- Display boards with multiple images and text do not work,
  for example, a 30"X40" presentation board is not appropriate because
  when reduced the images and text are too small.

Submitting motion, film and animation files

If you would like to submit movies, motion graphics or interactive files
for your portfolio you must submit electronically by including links (for
example: YouTube and Vimeo) in your online application.

5: SELF–PORTRAIT

All students will need to upload a self-portrait. The portraits will be used
for archival and promotional purposes. Follow the same instructions
outlined for portfolio images.

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6: FINANCIAL INFORMATION

All students will need to complete this section. This information must come from your financial aid officer and be accompanied by the officer's contact information. *We must be able to verify your numbers should you be selected for an award.*

Use the form to the right to prepare your information to be entered online, you can work with your financial aid officer to do this.

Before filling out this section, please complete your online FAFSA application at www.fafsa.ed.gov. If current figures are not available, please use last year's figures or estimate to the best of your ability.

• All information must be filled in or applicant may be disqualified.

• If your financial aid package has not been awarded at the time this application is due, the financial aid officer may list the amount of aid received last or an estimated award expected for this year.

• If, and only if, you are an incoming student, you are not required to obtain the information of a financial aid officer, but it is preferred; those unable to obtain this information must check off the "incoming student" box on the online form. As an incoming student fill out the financial information to the best of your ability, in the event that you receive an award this information will be verified and must be accurate in order for you to receive any funds.

A Note about Taxes:

For the most part, scholarship money is not considered income and is therefore not taxed. According to the IRS (specifically, IRS Publication 970) scholarships are tax-free under the following circumstances:

• The candidate is at an eligible educational institution.
• The scholarship money is used for qualified expenses, which include tuition and fees, books, and course- or degree-related costs (like supplies required for specific classes).

This is important: Room and board, travel, or other expenses associated with a college education are not considered qualified expenses and are therefore taxable.

If receiving an award, winners are responsible for spending scholarship money according to IRS regulations.

Financial Information Worksheet – DO NOT send this in.
Use this to prepare your information to enter in the online application.

EXPENSES

A Cost of tuition only
Check one: ◯ Estimated ◯ Actual
$

B Annual cost of living and other school expenses
Check one: ◯ Estimated ◯ Actual
$

C Total expenses — will total automatically

INCOME

D Total amount of family and personal contributions toward total expenses
Check one: ◯ Estimated ◯ Actual
$

E Financial Aid 2016/17 in the form of scholarships, grants, etc.
Check one: ◯ Estimated ◯ Actual
$

F Financial Aid 2016/17 in the form of loans:
Check one: ◯ Estimated ◯ Actual
$

G Total amount of funds available — will total automatically

TOTAL

H Student's unmet need — will total automatically

Please note: an unmet need of $0.00 does NOT disqualify your application.

Financial Aid Officer Information

Name of Financial Aid Officer:

Institution of Financial Aid Officer:

E–mail of Financial Aid Officer:

Financial aid office phone:

Financial aid office fax:

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7: SCHOOL TRANSCRIPTS

You must upload your most recent college or high school transcripts with this application.

You will be prompted to input the GPA reflected in the transcripts you upload.

Online it will explain how to upload your transcripts.

We do not accept transcripts via U.S. mail.

Note: We do not support students who have not maintained at least a 2.0 GPA.

8: LETTERS OF RECOMMENDATION

You will need to have letters of recommendation from two individuals who know you and your work – teachers, employers, counselors, etc. When you complete the online application, an e-mail link to your application will be provided so that they can do this for you. You cannot upload your own letters of recommendation.

We do not accept letters of recommendation via U.S. mail.

Note: Your references will be automatically sent a link to complete their recommendations only after your application is complete. It is the applicant's responsibility to follow up with their references to make sure this step has been completed BY THE DEADLINE.

9: PREVIOUS AWARDS

Have you previously received a Worldstudio AIGA scholarship?

- Yes
- No
- If yes, what school year?

10: CONSENT

I hereby warrant that all information supplied by me is accurate and truthful. I also hereby grant permission for the financial aid office of my institution to release my personal financial information in conjunction with this application. I further grant permission for Worldstudio Foundation and AIGA to reproduce my work, statements and my self-portrait in promotional literature and communications in the event that I receive an award.

Deadline: April 22, 2016

All applications must be submitted by this date. All letters of recommendation must be uploaded and submitted by this date. It is the applicant's responsibility to follow up with their references to make sure this step has been completed BY THE DEADLINE.

You will be able to edit to your online application until April 22, 2016.

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Frequently Asked Questions

1. AREAS OF STUDY
Is my major eligible for a scholarship?
For the 2016-2017 academic year we will offer scholarships in the following areas:
- Fine art
- Graphic design *(includes; visual design)*
- Illustration *(includes; animation)*
- Interactive design *(includes; UI/UX, motion, digital and web)*
- Photography

Note: majors that do not qualify are: industrial design, interior design, film, architecture, landscape design, theater design, fashion design, etc.

Please keep in mind that decisions are made on how your work compares to students in your category. If your major can be clearly considered within one of these five categories, you may proceed with the application.

2. MAJORS AND MINORS
I have not yet declared my major (or thinking of changing my major). Do I list my current major or the one that I'll be taking up next year?
You must select the major from our list that you are planning to pursue. Awards are NOT transferable to other majors outside the list.

Am I eligible if I am minoring in one of the selected disciplines but it is not my declared major?
You must major in–NOT minor in–the selected discipline.

3. PORTFOLIO
Do I need to submit a portfolio to be eligible for the scholarship?
Yes, you must submit a portfolio of original work. We do require some form of demonstration of artistic and creative skill.

I am an incoming student, and I do not yet have a portfolio in my intended major. Does all of the work I submit in my portfolio need to be of that one discipline?
The work does not need to be specifically in your intended major. We, of course, understand that work from beginning students will be rudimentary and we do not hold that against you. However, keep in mind that our decisions are based on how your work compares to other students in your category.

Can I submit Photoshop or Illustrator tutorials I've completed?
No, completed tutorials do not qualify.

4. FINANCIAL AID
If I haven't filed for Financial Aid by the time the application is due, am I still able to apply for a scholarship?
No. It is required that you file for Financial Aid to be eligible for our scholarships. It is assumed that those who do not apply are not in need.

What if I do file for Financial Aid but do not receive my Financial Aid notification before the scholarship deadline?
If you apply for Financial Aid, but have not received notification, you must still provide information to the best of your ability and have it verified by your Financial Aid Officer. It is permitted to provide an estimate or use last year's numbers if that is the only information you have. Make sure to mark on the application form whether the information you provide is an estimate or last year's information.

Is it possible to submit an application and then submit my Financial Aid information and certification of enrollment at a later date?
No, you must show need before your application is submitted to the jury. We require your financial aid information on your application at the time of your submission. If your financial aid package has not been awarded yet, you may: have a Financial Aid Advisor estimate your need, marking "This is an estimate" or fill in the section to the best of your ability and mark "Incoming Student."

5. HIGH SCHOOL STUDENTS/INCOMING STUDENTS
I am currently a high school senior or transfer student, but I'm planning to enroll in college next year. Am I eligible for the scholarships or are they only for current college students?
Yes. As a high school or transfer student, you are eligible for our scholarship program provided that you are enrolled in a college or university for the Fall 2016/Spring 2017 academic year.

6. GRADUATING IN DECEMBER/STARTING SCHOOL IN JANUARY
I will be graduating from college or graduate school in December 2016. Do I still qualify for Worldstudio AIGA Scholarships?
I will be entering college or graduate school in January 2017. Do I still qualify for a Worldstudio AIGA Scholarship?
Unfortunately, no. If you are graduating in December 2016 or first entering school in January 2017 and are not enrolled in school for the entire Fall 2016/Spring 2017 academic year, you are NOT eligible for our scholarships.

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7. NOT A MINORITY
I am not a minority, but I am struggling financially and in need of a scholarship. Do I qualify?
Yes. While minority status is a significant factor in our decisions, it is not a requirement. However, financial need is a requirement. It will, therefore, be extremely important that you demonstrate your financial need in your application.

8. STUDYING ABROAD
I am planning to spend a semester abroad through my university. Am I still eligible for a scholarship?
You are still eligible for our scholarship program if you are taking a semester abroad provided that you are still enrolled through your school in the United States. In other words, our scholarship monies can only be paid directly to the U.S. school where you are matriculated. If your tuition is paid directly to a school abroad, we cannot disburse the funds. Therefore, if you are taking a leave from your current school to attend school abroad, you are not eligible.

I am studying full time at a United States university abroad (outside of the United States). Am I eligible for a scholarship?
You are only eligible for a scholarship if you are paying your tuition through a school in the United States.

9. INTERNATIONAL STUDENTS
Are international students eligible for Worldstudio AIGA Scholarships?
Unfortunately no, applicants must be citizens of the United States or be in possession of a Green Card (formally known as a Permanent Resident Card or Form I-551). Having a DACA certification and/or Social Security number does not make you eligible.

10. TRANSCRIPTS AND RECOMMENDATIONS
Can I submit a transcript from a previous school?
No, you must submit your most recent transcript, which reflects your current GPA.

Can I submit an unofficial transcript?
Yes, although it is not preferred. It can only be sent electronically, not via U.S. mail.

Can I mail my official transcript?
No. We do not accept transcripts and letters of recommendation via U.S. mail—please follow the instructions within the application system to submit those documents.

Must I finish and submit the application before my professors can upload their letters of recommendation?
YES, your reference will be automatically sent an email requesting a letter of reference from our application system only after you complete and finalize your application. At that time, the email will include instructions for your reference on how to upload or type the letter into your application. You can check the status of your references by logging into the application system and clicking on your completed application. Applicants must follow up with references to ensure letters are received in the system BY THE DEADLINE.

11. GPA
My program is pass/fail. What should I indicate as my GPA?
Simply indicate that it is pass/fall.

12. USE OF SCHOLARSHIP FUNDS
Can I use my scholarship to pay for specific projects, for example, films, thesis work, or exhibitions?
Scholarship monies are paid directly to your school and, thus, are to be applied directly to your tuition. They cannot be used as you choose unless your school is willing to disburse funds for other school-related projects.

13. SELF–PORTRAIT
What type of portrait are you looking for and what is it used for?
The portrait can be anything that you want to submit as long as it is of good quality, and it portrays you. Creative portraits – in any medium – that are more expressive are fine as are basic photographs. The portraits are not used in the decision process – although the jurors like to see who the student is – but are used for archival and promotional purposes, including winner announcements in publications.

14. REAPPLICATION
Can past Worldstudio AIGA Scholarship recipients reapply?
Absolutely. You are welcome to apply as many times as you want!

Can I apply more than once per year?
No, you can only apply once per year.

15. AIGA MEMBER
Do I need to be an AIGA member to apply?
No, you do not need to be a member.