Looking Glass Gallery

Plemmons Student Union

SEND COMPLETED APPLICATIONS TO:

lookingglass@appstate.edu

**BEFORE HANDING IN THIS APPLICATION MAKE SURE YOU HAVE INCLUDED THE FOLLOWING:**

* **Completed Application**
* **Powerpoint with images of work**
* **Comprehensive Image List**
* **Artist Statement**
* **Artist Biographical Information**

**INCOMPLETE APPLICATIONS WILL BE SENT BACK!**

**EXHIBIT APPLICATION**

**Looking Glass Gallery**

c/o Department of Student Programs

Plemmons Student Union

# Appalachian State University

Boone, NC 28608

(828) 262-3032

Please Check One:

* Currently Enrolled ASU Student\_\_\_\_ (Fresh\_\_ Soph\_\_\_ Jr\_\_\_ Sr\_\_\_ Grad\_\_)
* Student Group Exhibit\_\_\_\_
* ASU Instructor for Class Exhibit \_\_\_\_
* ASU Faculty\_\_\_\_
* ASU Staff\_\_\_\_
* Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Artist(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone/Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Guidelines for Submission of Work

Please submit 10-15 images in a Powerpoint presentation of the finished body of work you wish to exhibit. This work should form a **cohesive** whole and not a sample of various assignments you have done in class or other unrelated pieces. Do not send images of work which you do not intend to exhibit or images of work-in-progress, unless the latter is one or two pieces which can be easily finished by your exhibition date and are clearly related to the finished work.

Video will be accepted for video and installation pieces only.

***ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED.***

**All Applications Must Include:**

**1.) A Powerpoint showing images of work**

**Must include for each piece of work:**

\*\*\*Name, Title, Date created (i.e.: 2019), size with the width listed first (i.e.: 18” x 24”).\*\*\*

**2.) Comprehensive Image List**

Fill out the sheet provided for every image submitted. If there are not enough spots for all of your work, feel free to make copies of the page.

**3.) Artist’s Statement:**

An Artist’s Statement explaining the concept of the exhibit. This should be no more than one page typed and it should have your name and the proposed title of your exhibition at the top of the page.

**Installation proposal (if applicable):** Proposal should also include the following:

a. Drawings of the space and the objects to be placed within this space.

b. Written description of form, process/methodology and how it relates to your

 overall concept.

c. Images of work to be used in the installation or permission of the committee to

 substitute other examples of work and a clear and coherent description (see above).

d. Recommendation of two faculty members.

**4.)Artist’s Biographical Information:**

A short paragraph with artist’s class rank, achievements, and other information.

If more than one artist is submitting an application for exhibition, then images, images lists, and artist’s statements from all artists or joint statement must accompany the application.

Instructors who apply to the gallery for class exhibition space should provide images (of finished work or works in progress), an image list, and a conceptual statement.

**Explanation of the selection process:** Submissions will be reviewed by the Looking Glass Gallery Selection Committee. Possibilities exist for two-person or group shows as well as one-person shows to be selected by the committee. All things being equal, preference will be given to graduating students. However, there is no guarantee of acceptance and all decisions by the committee will be final.

If you have any questions concerning the application process or would like more information, please email lookingglass@appstate.edu.

Preferred date of exhibition (approximate): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of graduation (if relevant)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature below verifies the applying artist or instructor has read the attached description and information about the Looking Glass Gallery, and understands the limitations of liability and the required involvement of the artist(s) in the preparation of the exhibit. If more than one artist is applying for exhibition space as a group, applications and images from all artists must be received to be considered.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Artist/Instructor Date

### THIS IS NOT A CONTRACT FOR EXHIBITION

Looking Glass Gallery

Plemmons Student Union

# Guidelines for Submission of Work

Please submit 10-15 images on Powerpoint of the finished body of work, etc. This work should form a cohesive whole and should have a concept or theme that unifies it intellectually. It should also be unified visually, with attention paid to how the form and/or the process support(s) the concept or idea put forth in your Artists’ Statement.

*Things to avoid:*

1. Sending work in different media, unless that work is clearly and coherently related both in idea and form.
2. Sending unrelated work from various class projects.
3. Creating an artist’s statement that doesn’t fully explain your concept or leaves questions as to what you are doing and why.
4. Creating an artist’s statement that does not seem related to the work.
5. Sending uneven or unedited work; that is, some pieces are very good and others are not well done or well crafted; or three pieces seem to go together visually and/or intellectually and two do not.

# Installations

If you intend to do an installation, you MUST send images of some of the finished work for the installation and a complete, clear and understandable explanation of what you intend to do (exceptions noted below). You also need to provide details on exactly what process/methodology you will use, what the form of the installation will be and what the point or idea of the installation is and how the form/process supports it. You also need to provide detailed drawings.

For all applicants work submitted should be created and produced at Appalachian State University.