

# ARKANSAS TECH UNIVERSITY WINDGATE PORTFOLIO SCHOLARSHIP

## APPLICATION DEADLINE

**April 9, 2021**

## HOW MUCH

**\$1000 per Academic Year**

**Renewable up to 8 semesters**

**Qualifications** · **Graduating High School Senior** · Incoming Arkansas Tech University Art Major (Art Education, Fine Art, Graphic Design, Game & Interactive Media Design) · **Must be a full-time ATU student (at least 12 hours)**, · enroll in at least one Art Dept. course per semester · **Maintain an Art Department major**

## HOW TO APPLY

All application materials should be shared with [sjohnson@atu.edu](mailto:sjohnson@atu.edu) in a Dropbox folder titled: Student's First & Last Name\_ATU Windgate Scholarship

## APPLICATION REQUIREMENTS

### PORTFOLIO

- Digital portfolio 8-10 images in PDF format (10 mb maximum)

- Label each image: Include Title, Medium, Dimensions, Date

### STATEMENT OF INTENT

- Write a one-page statement in paragraph format telling the selection committee what you plan to study in the Art Department and your career goals

### RESUME

- Name, Phone number, address, student email address

- Education – School Name, Graduation date or expected date

- Work Experience/Internships - List jobs in reverse chronological format including part-time & full-time employment

- Extracurricular Activities

- Volunteer Experience

### LETTER OF RECOMMENDATION

Examples of who to ask for a letter of recommendation:

Teacher, community leader, employer, counselor, or mentor (anyone who can speak for the student's character and passion for the arts)

Guide for Recommenders:

Please email your letter of recommendation to [sbruch@atu.edu](mailto:sbruch@atu.edu)

Introduce the student you are supporting. How do you know this student and for how long? What do you think will make this student perform well in college? Describe an instance where this student demonstrated the character or skills required to succeed in a university setting.

# Windgate Endowed Art Scholarship Portfolio Guide

Arkansas Tech University  
Art Department

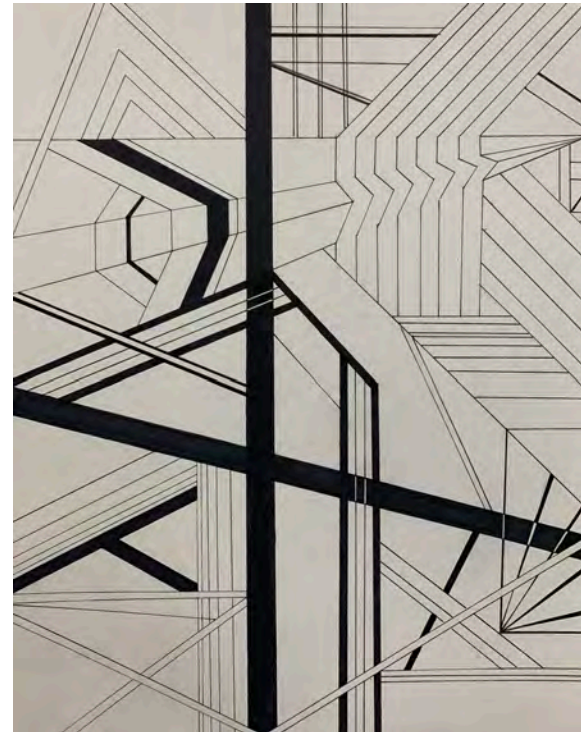
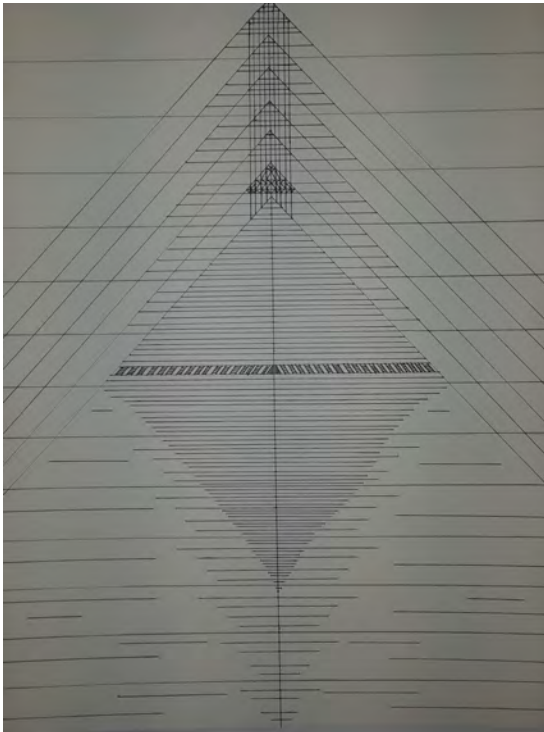
# Rules

- Background
- Lighting
- Filing & Labeling
- Converting
- Resizing

Background –White, black, or grey (\*or a meaningful specific site)  
Remove distracting elements



Lighting – get rid of unnecessary dark areas or spots



# Filing & Labeling

## File

A single PDF file no larger than 10 MB that includes 8-10 images with captions

## File name

LastnameFirstname\_portfolio.pdf

## Label

Captions must have the information below:

1. Image number
2. Title
3. Dimensions *\*always Height x Width (x Depth)*
4. Medium
5. Year
6. (optional) Description *\*a brief explanation of your work in 2-3 sentences*

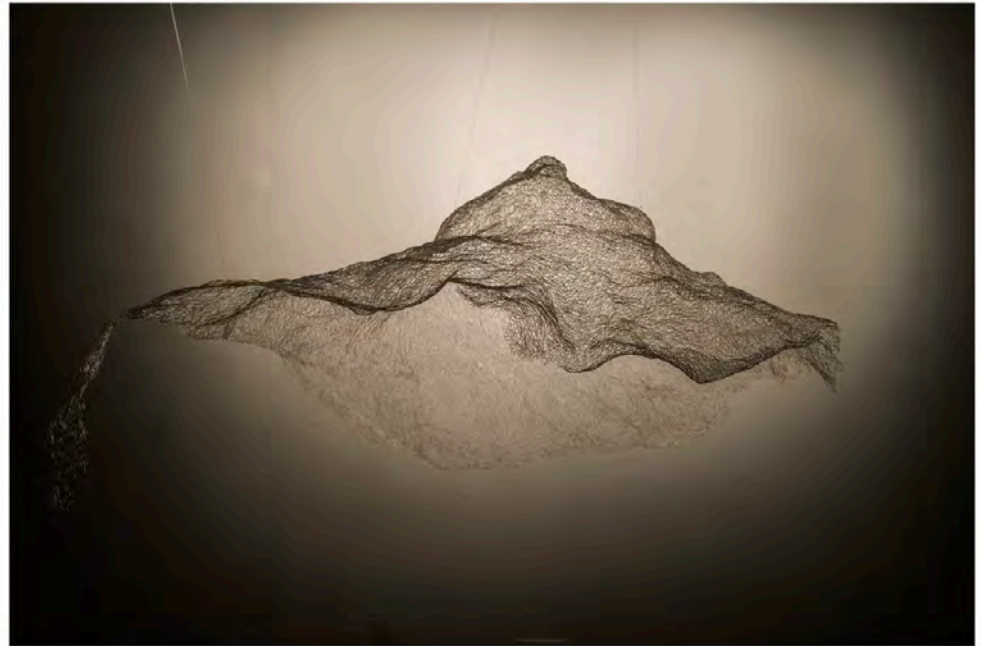


Image 18

*Anonymous Landscape*

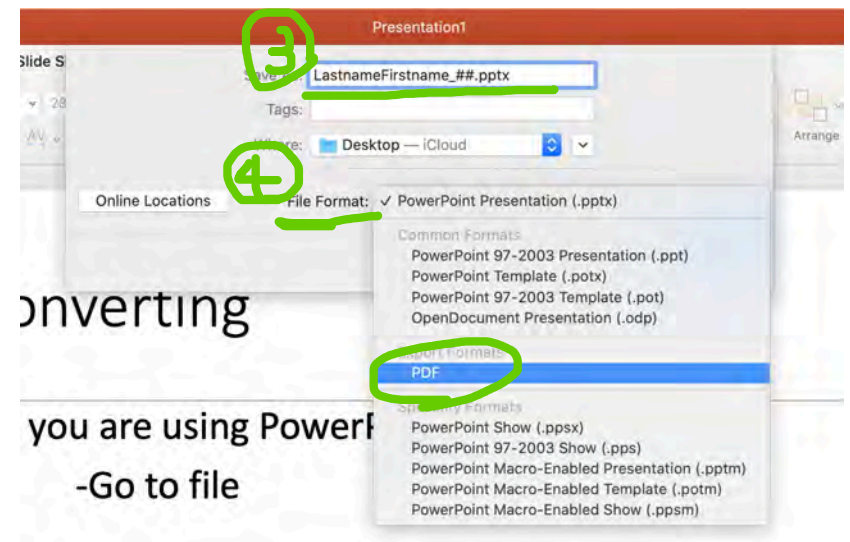
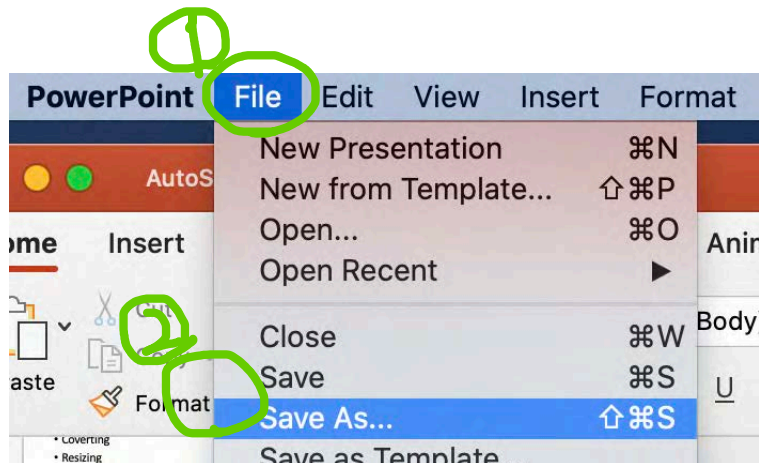
35"H x 50"W x 40"D

PLA plastic using a 3D pen and monofilament

2017

# Converting -.docx or .pptx to PDF

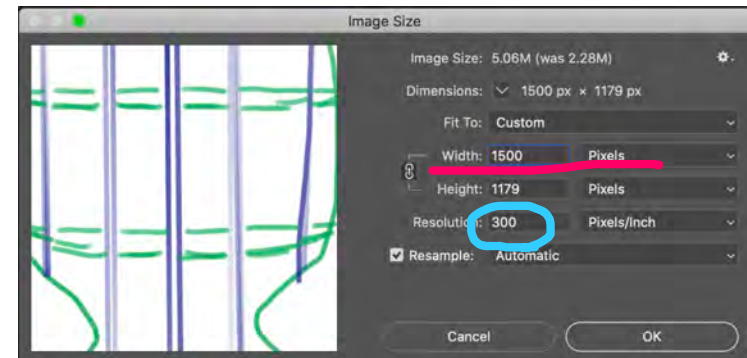
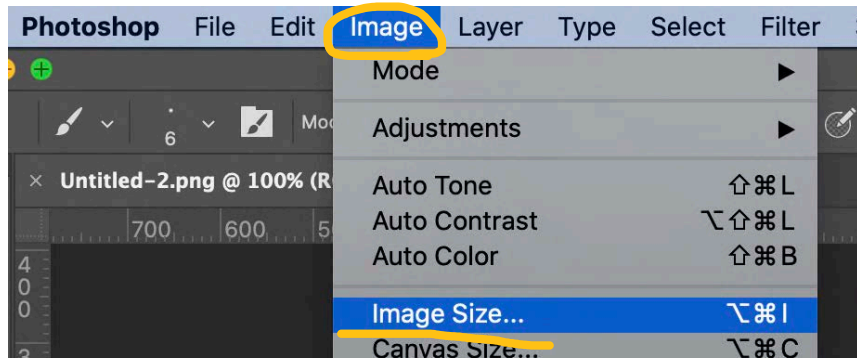
- If you are using PowerPoint / Word
  - Go to file > Save As....
  - Name the file “LastnameFirstname\_portfolio”
  - Choose file format “PDF”





# Resize - Photoshop

- If your image (jpg/jpeg file) is too large, you must resize the image file.
- If you have Photoshop software, please follow the directions below
  - Open the file on Photoshop
  - Image > Image Size...
  - 1500 -2000 pixels in the longest dimension would be good to start (but it depends on the photo quality)
  - Resolution – 72ppi
  - Save the file and check the file size and you keep adjust the size until it gets approximately 1MB.





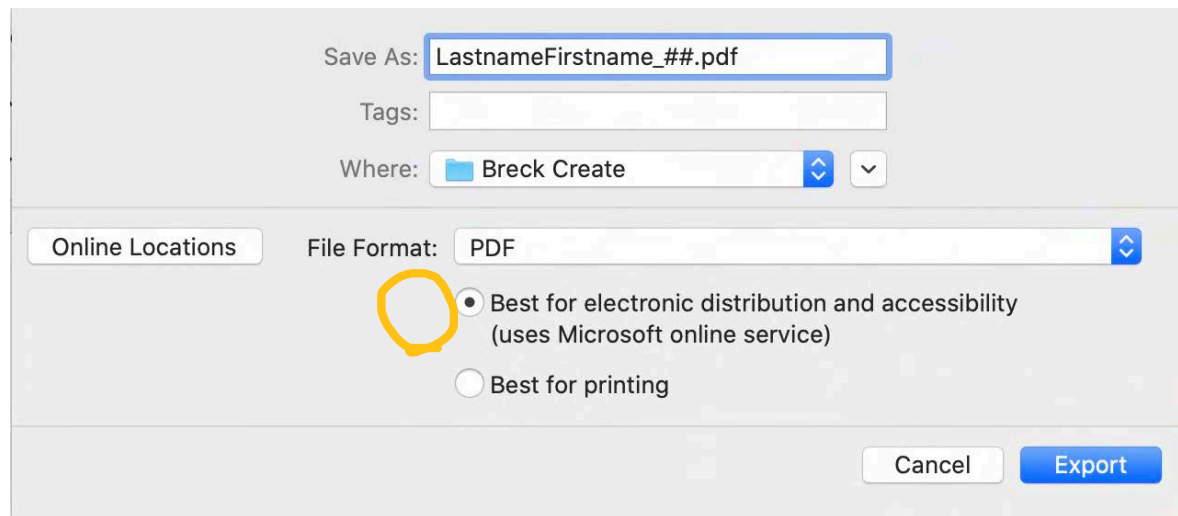
# Resize – Adobe Free Online Image Resizer

- If you do not have Photoshop software, you can go to Adobe Online Image resizer: <https://www.adobe.com/photoshop/online/resize-image.html>
- You can crop, touch up, and adjust image on the webpage

## Resize – when you convert to PDF

When you convert PowerPoint or Word document file to PDF, you choose “best for electronic distribution and accessibility (uses Microsoft online service)”. The file size will be reduced.

However, this option is depending on what version of software you are using.



## Resize – Other resource

- If you cannot use any of the above methods, you can still resize files using other free online resources.
- Please research and resize your file up to 10MB. Appropriate file size is required.
- If you need further assistance, please do not hesitate to contact  
Art Department:  
Summer Bruch  
sbruch@atu.edu