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## Student Entry Form Checklist

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### Student Entry Form

- Title
- Artist Statement
- Student name, grade, age, and teacher
- Address, phone number, and email for a parent or guardian
- Student signature
- Parent signature in ink
- Grade division and arts category selected
- Details section filled out
- Cite all music used for Dance Choreography and Film Production
- List dimensions for Photography and Visual Arts
- List word count for Literature
- List materials used for Visual Arts (2D and 3D)
- Consent form if needed. A consent form is needed for anyone other than the student whose recognizable voice or image is used in the artwork.
- Reflections chair section fully filled out
- Region and council box filled out, including colored dot

### Packaging

- Place Student Entry Form and Consent Form, if required, in a clear sheet protector.
- Tape sheet protector to a 10x13 manila envelope.
- Place entry inside of manila envelope. If entry is larger than the manila envelope, tape the manila envelope to the back of the entry.

### Formatting for Music, Dance, and Film

- Dance (video): AVI, MOV, MP4, WMV, FLV
- Film (video): AVI, MOV, MP4, WMV, FLV
- Music (audio only): MP3, WMA, WAV, ACC (M4A), FLAC
- All files must be on a USB and may not exceed 5 minutes and 1 GB in size.

**Label files and USB drives with  
Utah, Arts Category, Grade Division, Last Name, First Name.  
(Example: UT.DANCE.PRI.SMITH.JOHN)**

**REFER TO THE RULES PAGE FOR EACH CATEGORY FOR  
SPECIFIC RULES AND REQUIREMENTS**