



Ontario Crafts Council: Awards & Scholarships FAQ

1. What is the deadline to submit my application?

- All applications and nominations to the 2010 Awards & Scholarships Program, whether you are an OCC member or not, **must be received by 5:00pm ET on March 29, 2010** to the OCC Gallery & Offices. Postmarked envelopes will not be accepted. Late entries will be disqualified.

2. Do I need to include printed copies of my application, bio, image template and supporting documentation with my application?

- Please print, sign and mail in 1 copy of your application form. In an effort to cut down on the paper we consume we ask that you do not print and mail in any additional copies of your application form, image list, bio or supporting documentation. These should be sent in electronically on your application disk.

3. How do I download and fill in the template bio and image list files?

- To download and take advantage of the bio and image templates to easily fill in your application information, please right click on the .txt files listed. Select the 'save target as' option. Save this file to a safe location on your computer and open in the text editing software you prefer. Save this file as a PDF when you are done to ensure that it remains intact and retains its original fonts and layouts when submitted.

4. How do I create a PDF on my PC?

- To create a quick and easy PDF of your file simply download the freeware version of Cute PDF at <http://www.cutepdf.com/Products/CutePDF/writer.asp>. Once installed, select the 'print' option for the document you wish to convert. Under the printer selection tab click 'CutePDF Writer' and hit ok. From here you will be prompted to save your PDF with a new title.

5. What is the OCC's definition of an emerging and established professional?

- **Emerging Professional:** A practicing craftsman that spends a significant amount of time producing work and is in the first 5 years of professional practice after having completed training (formal or informal) in their chosen medium. Students graduating in the year their application is submitted are eligible.

- **Established Professional:** A practicing craftsperson working in their chosen field(s) for more than 5 years that spends a significant amount of time producing work and is recognized as a professional practicing artist by other artists working in the same field.

6. Can I only apply for a scholarship if I am registered to attend a recognized post secondary institution?

- Depending on your chosen field of study or professional development needs the OCC has a number of scholarships available for application. Some scholarships do require that you submit a valid letter of acceptance or registration to your program whereas others can support further study through individual courses, independent programs or residencies through a recognized institution. Please read all descriptions provided carefully to ensure you are eligible and that the award is not media specific

7. Should I include a return addressed stamped envelope?

- No. Due to the volume of applications we receive we do not return applications.