



Puesta del Sol PTA Reflections Checklists

Introduction

With seven different categories, Reflections entry rules can feel overwhelming! The National PTA and the WA State PTA have developed these guidelines to ensure a fair competition for all. In order for our school to submit entries to the District, State and National competitions, we need to follow these rules. To simplify the process, we have summarized the rules with the following Reflections Checklists:

- Visual Arts & Photography Checklist
- Digital Entries: Film, Dance, and Music Checklist
- Literature Checklist

Each checklist rule must be followed for an entry to be eligible and avoid disqualification. Special Artist entries can use these checklists with the accommodations listed on the [WA State PTA website](#).

Academic Challenge Credit

Starting in 2017, the **checklist rules need to be followed completely** and the **online registration form submitted** for the artwork to qualify for Academic Challenge. This maintains the spirit of both [Reflections](#) and [Academic Challenge](#).

General Rules and Guidelines

Entries must be the work of **one student**, be **new**, **original** and **inspired** by the theme. The entry should not be created in a class or with the assistance of an adult and should be made for this competition.

The checklists are a compilation of rules found on the [WA State PTA Reflections](#) website. Please see this page for rule details and tips. [National PTA rules](#) are also available, but keep in mind that WA State PTA has its own set of rules, so always default to State rules when planning your entries.

Deadline

The submission period is two weeks from **TBA to TBA**. To guarantee your entry will qualify, we will review entries turned in by **TBA** for eligibility and students can make corrections before the final deadline of **TBA**. There are no reviews after TBA and violations will result in disqualification.

We want to set our students up for success, so please plan to turn in your entries by TBA and take advantage of the review.

Questions?

Please send any questions to Reflections@puestadelсолpta.org. If we cannot answer them, we will gladly contact the District or State Reflections Chair to find an answer for you.



Literature Entries Checklist

Checklist	Rule Type	Rule Specifics
<input type="checkbox"/>	Content	<p>The author (student submitting entry) submits a single literary work, handwritten or typed, using grade appropriate grammar, punctuation and spelling. Consider Prose, poetry, drama (screen play and play script), reflective essay, narrative, or short story.</p> <p>Collections of literary work (such as poems and short stories) are not accepted. Entries may be illustrated but only written content will be judged.</p> <p>Student name should not be on the front of the manuscript. Use of copyrighted material is prohibited. See WA State PTA page for more details.</p>
<input type="checkbox"/>	Format	<ul style="list-style-type: none"> • Handwritten or typed on 8.5 X 11 • Single sided with page numbers • Not mounted or stapled • Length - 2,000 word maximum
<input type="checkbox"/>	Labeling	<p>On the back ONLY of the handwritten/printed copy:</p> <ul style="list-style-type: none"> • Student name • Title of artwork • Category • Grade division • PTA name and number
<input type="checkbox"/>	File types	<p>1) Submit printed/written copy with Official Entry Form, and</p> <p>2) Send PDF, Word Doc or JPG copy to reflections@puestadelsolpta.org. Use your first and last name as the file name</p>
<input type="checkbox"/>	Forms	<p>1) Place signed and completed Official Entry Form in a sheet protector and attach to a manila envelope containing the printed/written literature.</p> <p>2) Complete Puesta del Sol Online Registration to ensure Academic Challenge credit and to generate judging sheets. Remember to email a digital copy as well.</p> <p>Artist Statement is required and is a large part of the judges' decision. It must MATCH on the Online Registration and Official Entry Forms.</p>
<input type="checkbox"/>	Dictation and Translation	<ul style="list-style-type: none"> • Can be typed by another person - original work must be attached. • Can be dictated to another person and printed or typed in exact words as spoken by the student if the student is in preschool, kindergarten or first grade. • Students for whom English is not their first language may submit entries in their language. An interpretive translation in English must be included. • Transcribers/Translators should make every attempt to retain the same level of language and accuracy that is reflected in the student's original work.