

eca

edinburgh college of art



LEAPS

LEAPS Portfolio Preparation Week Application Details

You may apply to join the portfolio preparation week if you have been identified as eligible for support from the LEAPS programme and are studying at any state-funded secondary school in the Scottish Borders. The portfolio week is designed to increase your understanding of what it is like to study Art & Design at Higher Education level, to help you broaden your focus and to consider and apply new ideas and approaches to your work.

How do I apply?

Please complete the application form **and return to the LEAPS office by 23 September 2011 (see address below).**

FAO Alice Smith, LEAPS, 7 Buccleuch Place, Edinburgh, EH8 9LW

What can I expect during the week?

The portfolio week runs from 10 – 14 October. The course aims to build confidence and skills in undertaking research, developing new ideas, experimenting with different materials and reflecting on the work you've done. You'll be working in a studio environment, and will also get the chance to visit a gallery mid-week. There are only a limited number of places available so please return your form as soon as possible in order to have the best chance of being offered a place. You must commit yourself to attending the whole week and must let LEAPS know immediately if you are unable to take up your place for any reason.

How much does it cost?

The week is free and most of the materials you will need are provided. You will be expected to bring a basic art and design kit to the college consisting of paper scissors, pencil, eraser, brushes, plus an empty jar or water pot and old plate to act as a palette. It is also advisable to bring an apron or old shirt to protect your clothes. Travel from Galashiels to Edinburgh will be provided.

What happens next?

If we are able to offer you a place on the course you will receive a confirmation letter from LEAPS and travel directions before the start of your course. If we are unable to offer you a place, LEAPS will keep your name on a waiting list and will contact you if further places become available.

If you are offered a place but are unable to attend, please contact LEAPS as soon as possible so your place can be allocated to another person on the waiting list.

Disabilities

Students with disabilities are welcome and we are happy to discuss your needs with you. This information is also available in various different formats on request

Your safety

You will be given a Health & Safety briefing at the beginning of your course and will be given advice as to the 'dos and don'ts' of working in an artist's studio.

Preparing for your College or University Interview

You will be given the opportunity to attend a session that will focus on choosing & presenting work for your portfolio, and how to prepare for an interview. Potential times and dates will be discussed at the first session, and every effort will be made to accommodate each class member's availability.

The Portfolio Week Timetable

	MONDAY 11th	TUESDAY 12th	WEDNESDAY 13th	THURSDAY 14th	FRIDAY 15th
AM	Heriot-Watt, Galashiels	Heriot-Watt, Galashiels	Heriot-Watt, Galashiels	ECA, Edinburgh	ECA, Edinburgh
	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
PM	Heriot-Watt, Galashiels	Heriot-Watt, Galashiels	Edinburgh, Gallery Visit	ECA, Edinburgh	ECA, Edinburgh



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Application Form for Portfolio Preparation Week

All sections must be completed in CAPITALS.

Your details

Full Name:

Date of Birth

Home Address (*please include postcode*):

Home Phone No:

Mobile Telephone No:

Email Address:

Name of Parent or Guardian:

Information about your school

Name of School you are attending:

Address of School (*please include postcode*):

If you have any disabilities or medical conditions we should know about, please give details so we can make adjustments to allow you to participate fully:

Please tell us why you would like to attend the portfolio preparation week:

What are your main areas of interest (e.g. textiles, fine art, fashion, sculpture)?

Do you plan to apply for an Art & Design related course at Art College, Further Education College or University for entry in 2012 entry?

Yes

No

If yes, which course(s) will you apply for?

Equal Opportunities Monitoring

This information is confidential, used for monitoring purposes only, and does not affect the selection process.

1) To which ethnic group would you say you belong? Choose ONE section from A to E, then tick the appropriate box to indicate your cultural background.

A White

English Scottish Irish Northern Irish Any other White background*

* Please specify here

B Mixed Heritage

White and Black Caribbean White and Black African White and Asian

Any other Mixed background*

* Please specify here

C Asian or Asian British

Indian Pakistani Bangladeshi Any other Asian background*

* Please specify here

D Black or Black British

Caribbean African Any other Black background*

* Please specify here

E Chinese or other ethnic group

Chinese Any other ethnic group*

* Please specify here

F I prefer not to answer this question

2) Do you have a disability?

Yes No I prefer not to answer this question

If yes, please describe the nature of your disability.

Acceptance and Consent Agreement

I confirm that I have read and understood the terms and conditions involved in taking part in the LEAPS Portfolio Preparation Week and would like to apply for a place.

Signed..... Date.....

DATA PROTECTION ACT 1998– The information you supply to LEAPS includes personal data such as name, date of birth, home postcode and details that will be used to support your application to University. The collection and processing of this information will be fully compliant with the Data Protection Act and with the National Statistics Code of Practice requirements on safeguarding the confidentiality of data. I agree to the information in this form being held on the LEAPS computer system for administration purposes and being used to contact me again in the future.

Signed..... Date.....

Print Name..... School.....

We would like to track your progress through university and use this information to support future LEAPS students. This information would be requested directly from the university with no involvement from you and it would adhere to the requirements on safeguarding the confidentiality of data as outlined above.

I agree to this tracking.

Signed..... Date.....

Print Name..... School.....

Parental Consent

I being the parent/guardian of the above young person have read and understood the notes set out in the application information and I hereby consent to him/her taking part in the above named LEAPS Portfolio Preparation Week . I consent to my son/daughter/charge receiving such medical treatment as may be advised by a doctor in the event of an emergency. Students and their work may be photographed and I give my consent for these photographs to be reproduced in promotional literature.

Signed.....

Date.....

Please return this form by Friday 23 September 2011