

NPD Representative Guidelines Agreement

NPD event representatives, please initial by each of the following points to show that you understand and will adhere to the following accepted National Portfolio Day Association guidelines. In following these set guidelines we hope to make NPD events consistently valuable and positive for art students.

1. _____ Participating colleges cannot use any audio-visual materials for display or promotion. Laptops and similar devices can only be used for the review of student artwork and should be used with headphones or very low audio levels.
2. _____ Representatives must be aware of designated start and end times of the National Portfolio Day. Reviews should not begin before the start time or exceed past the end time unless approved by the host institution. Representatives should make every effort to inform students in line of the time limit on reviews.
4. _____ Representatives are not allowed to make final admissions or scholarship decisions. It is to help young artists develop their portfolios for future admission to a NASAD accredited art college or university art department.
5. _____ Representatives should not be excessively critical or insensitive to students, but engage in constructive, age-appropriate reviews.
6. _____ Representatives should be trained not to make disparaging remarks about secondary or post-secondary institutions in presenting their college to high school personnel and prospective students.
7. _____ It is not appropriate for representatives to summon students from another college's review line.
8. _____ Representatives should wear professional attire to NPD events.
9. _____ Representatives should arrive on time and should not leave events early.
10. _____ Representatives from participating colleges are responsible for returning unused materials to their campus.

Event: _____ Date: _____

Attending School: _____

Representative Name (please print): _____

Representative Signature: _____