APPLICATION INSTRUCTIONS
STAR RATING INFORMATION

ELECTRONIC IMAGING DIVISION (EID)

Director: Wally Lee APSA, PPSA

REQUIREMENTS:

STAR	Titles (Minimum)	Acceptances
One	6	18
Two	12	36
Three	24	72
Four	48	144
Five	96	288

- Applicant must be a PSA member in good standing. Send photocopy of your current PSA membership card.
- The approved star application for your previous star must be returned along with the new application.
- Extra acceptances and titles used for a 5th star application **will not** count toward a Galaxy. Extra acceptances and titles may be included in case of error, but please place them at the end of the application so they can be easily deleted if not needed.
- Acceptances must be achieved in EID recognized International Exhibitions (listed monthly in the *PSA Journal* Exhibition listings or the annual Who's Who listings in the May issue).
    - Refer to the *PSA Journal* for correct name of Exhibition – it is important that Exhibitions are correctly identified.
    - All acceptances for subsequent stars must be earned during the applicant's current period of membership.
    - A lapsed membership can be reinstated by the payment of back dues. Contact PSA Headquarters for requirements for this.
- All lists must be typed or computer generated. You must use 8.5X11 inch or A4 paper. You must mail your paper application to the Director. **Do not send it electronically.** You may be asked to send an electronic copy later**.** This is a change from prior EID Star Applications**.**

GENERAL INFORMATION:

- You may apply for more than one star at a time. If you do this, do <u>not</u> separate your application by star level. Send one Acceptance List and one Titles List.
- It is helpful to include a few more acceptances than needed in case of errors. Extra verified acceptances and titles will apply to the next star, if you maintain continuous PSA membership.
- Membership requirements apply to acceptances beyond the 1st star.

- As soon as the exhibition sends you official results, check your information for accuracy. If there is an error, quickly correspond with the exhibition chairman or secretary of the exhibition to request that a correction be sent to the EID Star Rating Director. Your data is your responsibility.
- Only published catalogs and printed official acceptance lists will be used for acceptance verification. I recommend you wait at least 60 days after getting the latest notification for acceptances on your list before applying for your new rating to be sure I have a printed copy of the acceptance list or catalog required for processing your application.

Note: Many exhibitions now have more than 1 recognized section in EID. An image accepted in 1 section of a recognized EID exhibition is ineligible for additional acceptance credit in any other EID recognized section of **that exhibition**. This applies to that year and to subsequent years.

JUDGING CREDITS: Some acceptance credits may be earned for judging a CPID recognized section or sections in an exhibition.

- No title credits may be earned in judging International Exhibitions.
- No title OR acceptance credits may be earned for judging the Division Photo Essay Competition.
- When judging a EID exhibition with more than 1 section, up to 3 acceptance credits may be earned for each section judged, but not more than 6 in a single exhibition regardless of how many sections are judged.
- A judging credit may only be used once, and all allowable judging credits earned at one exhibition must be on the same application. <u>You will not necessarily be able to use all of your judging credits.</u>
- Acceptance credits (up to 10% of qualifying acceptances for a star rating to a maximum of 25, whichever is the lesser, regardless of when earned) are given as follows:
    - 3 - if panel consists of 3 judges;
    - 2 - if 4 – 5 judges;
    - 1 - if 6-10
    - 0 - if more than 10.
- <u>See sample list for how to format your Judging Credits on your Star Acceptance List</u>.

FEES:

- The fee for each Star is $8.00 regardless of country of applicant.
- Fees must be in USA dollars only. You may
    - Pay via PayPal.
        - You must let me know that you choose this option, and provide me with an email address where you can be reached.
        - After I have verified your data and finalized your award level, I will email you. You will be told your award level, and given the link to access to make your payment.
        - After I have verification of your payment, I will submit notice of your award to the PSA Journal, and return your documentation and send applicable Star certificates.

        - **DO NOT make any PayPal payment of any kind to anyone for your star award until you have received notice from me**.
    - Send cash, or Check drawn on U.S. bank only (payable to PSA).
    - Payment, other than PayPal, must accompany the application.
- When you apply for more than 1 star at a time, multiply the number of stars for which you are applying by the fee for 1 star.
- **Do NOT send Postal Orders. Do NOT send IRCs. Do NOT send foreign currency.**
- The fee includes first class/air mail return, and certificate.
- The names of those receiving star ratings will be published quarterly in the *PSA Journal.*

IMPORTANT INFORMATION: *Each image must have only one (1) title*.

- If you have used more than 1 title for an image, contact the Star Ratings Director for instructions in preparing your Title List to avoid being penalized.
- PSA requires that each image must have a unique title.
- Once an image has been accepted in a PSA recognized exhibition, that same image, or a like "in camera" or a "reproduction" duplicate of that image may not be re-titled for entry in that or any other PSA recognized exhibition.

PREPARING YOUR APPLICATION:

- To verify your Title List, you will need to send ALL old verified Title Lists, not just the last, with your first application of a complete Title List.
- Place your name and mailing address (include email address where you can be reached) at the top of every page and number the pages.
- Use 8.5X 11 inch or A4 paper. Put information on one (1) side only (no data written on the back will be used).
- Please use large enough font type to be read easily. Suggest 12 pt. or larger.
- All lists must be typed or computer generated. No hand-written applications will be accepted.
- Your application must be on paper, and mailed to the Director. Do not send electronic applications unless they are asked for!!! **Applications sent only electronically will NOT be processed**.
- Two (2) **separate** lists are required: **the Acceptance List,** and the **Title List**. Do not combine them!
- On the **Acceptance** List:
    - Refer to exhibitions by their official names as listed in the *PSA Journal.*
    - Do NOT preface an exhibition with the word "The".
    - Do NOT preface the exhibition with 1st, 2nd, 3rd, etc., or the exhibition year.
    - When listing acceptances earned from a circuit, DO NOT separate your data by the individual judgings. List all acceptances for the same title on rows right after the other. LOOK AT and FOLLOW the sample lists!
    - **Sort this list first by Year of Exhibition, then alphabetically by Exhibition, then alphabetically by Title**, to agree with my catalog filing system!
    - Number each acceptance consecutively.

    - Start numbering where your last approved acceptance left off. Do not start with one (1). Do NOT ever include any previously validated data on any Acceptance List.
- On the **Title**s List:
    - Must be a complete and consolidated list of **ALL** previously approved titles AND new titles.
    - Start list with the number 1. Number the list consecutively.
    - Must be alphabetical.
    - List each title only once
    - Indicate which titles are new.
    - To verify your Title List, you must send ALL old verified Title Lists. If your just previous Title List was a complete list at that time, you need send only it.
- Avoid using numbers in your titles. This practice causes the most common catalog error, and may cause the loss of credit.
- Closing dates of exhibitions determine the year of the exhibition. For example, Iris and Smethwick have closing dates in one year, and the exhibition in the next. Use the Closing Date on your list.

USE THE FOLLOWING APPROVED FORMATS FOR YOUR APPLICATION LISTS:

ACCEPTANCE LIST: (Sort and List by Year - then alphabetically by exhibition)

Exhibition	Location	Year	Acceptance No.	Title	New Title
Hong Kong Slide Circuit	Hong Kong	2004	145	Family Ties	Y
Hong Kong Slide Circuit	Hong Kong	2004	146	Family Ties	
Hong Kong Slide Circuit	Hong Kong	2004	147	Family Ties	
Hong Kong Slide Circuit	Hong Kong	2004	148	Freshly Washed	
Bon-A-Slide	Scotland	2005	149	Autumn	
Georgia Southern Circuit	USA	2006	150	Autumn	
Georgia Southern Circuit	USA	2006	151	Autumn	
Georgia Southern Circuit	USA	2006	152	Bubbles	Y
Georgia Southern Circuit	USA	2006	153	Bubbles	
Northwest	USA	2006	154	Tawny Tiger	Y
Smethwick	Scotland	2007	153	Ace in the Hole	
Wilmington	USA	2008	155	Red Roses	Y
Wilmington	USA	2008	156	Silver Sunset	Y
Malaysia	Malaysia	2009	157	Blue Skies	
Special Themes Circuit	Austria	2009	158	Riding over Rough Ground	Y
Special Themes Circuit	Austria	2009	158	Riding over Rough Ground	
Special Themes Circuit	Austria	2009	160	Riding over Rough Ground	
Special Themes Circuit	Austria	2009	161	Riding over Rough Ground	
Special Themes Circuit	Austria	2009	162	Silver Sunset	
Special Themes Circuit	Austria	2009	163	Silver Sunset	
Trierenberg Super Circuit	Austria	2009	164	Cracked Crab	
Trierenberg Super Circuit	Austria	2009	165	Cracked Crab	
Trierenberg Super Circuit	Austria	2009	166	Silver Sunset	
Trierenberg Super Circuit	Austria	2009	167	Silver Sunset	
Oklahoma	USA	2011	168	JUDGING CREDIT	
Oklahoma	USA	2011	169	JUDGING CREDIT	
Oklahoma	USA	2011	170	JUDGING CREDIT	

COMPLETE TITLE LIST: Alphabetical (On a Separate Sheet of paper from Acceptance List). Include a column to clearly mark all new titles as such.

Count	TITLES	New
1	Ace in the Hole	
2	Autumn	
3	Blue Skies	
4	Bubbles	**Y**
5	Cracked Crab	
6	Family Ties	**Y**
7	Freshly Washed	
8	Red Roses	**Y**
9	Riding over Rough Ground	**Y**
10	Silver Sunset	**Y**
11	Tawny Tiger	**Y**

STAR APPLICATION CHECKLIST:

1. Fees must be in USA dollars only. You may
    a. Pay via PayPal. See instructions above.
    b. Send cash.
    c. Send a check drawn on **U.S. bank only** (payable to PSA).
    d. Pay via credit card. The credit card form is the final page of this document.
2. Photocopy of PSA Membership Card enclosed (copy of your PSA Journal mailing label is not acceptable).
3. Acceptance Listing per Format
4. Title Listing per Format
5. Previously signed titles lists, and previously signed acceptance lists. Not just the last one.
6. Email address where you can be reached

Thank you for your participation in the Star Ratings program. Your cooperation in the careful preparation of your application is appreciated and will result in faster service. Please send application to:

Wally Lee APSA, PPSA
14045 OSAGE Drive
Edmond, OK 73013-1635
U.S.A.

If you have questions, you may contact me at this email address:
wally.lee2@yahoo.com.