

IRISH PHOTOGRAPHIC FEDERATION

Handbook For LICENTIATE Applicants

Introduction

The Irish Photographic Federation awards distinctions on three levels – **Licentiate**, **Associate** and **Fellow**, in ascending order. Licentiate is the first of these levels.

Who may make a Licentiate application?

Anyone, whether a member of an IPF club or not, may apply for assessment for the Licentiate.

[But see below regarding Licentiates of the Royal Photographic Society.]

Applying for the Licentiate

The Licentiate is awarded to a person who,

- ✓ submits a panel of 10 prints, that,
- ✓ must sit together as a balanced cohesive set of images,
- ✓ and that in the opinion of a group of Assessors appointed by the IPF,
- ✓ demonstrates competence in a variety of photographic skills

This may be a “general” panel encompassing several subjects, or may be in a specialist category such as Natural History, Portraiture, Landscape, etc.

The assessors will all be Fellows or Associates of the IPF. Applications must be made on line at www.irishphoto.ie . The dates and locations of assessment sessions will be found on the website.

Licentiates of the Royal Photographic Society

A person who is currently a Licentiate of the Royal Photographic Society may apply directly to the IPF for the Licentiate without undergoing the above application procedure.

This application must be accompanied by a written confirmation from the Royal Photographic Society that the applicant is a current Licentiate of the RPS.

IRISH PHOTOGRAPHIC FEDERATION

Handbook For LICENTIATE Applicants

Making an Application

The Licentiate application form must be filled online. Go to www.irishphoto.ie - Distinctions – Licentiate (LIPF). Please fill in all the information prompted by the form, which will include:-

- ✓ the version of your name you wish to have on your Licentiate certificate
- ✓ the subject matter of your panel (if other than general)
- ✓ which session you wish to apply for.(an applicant may make only one Licentiate submission at a time, and for only one session date at a time)
- ✓ if you are a member of an IPF-Affiliated club, the name of the club official who will confirm that you are an active member of that club (Chairperson, Secretary, Treasurer).

The application fee for an Licentiate distinction assessment is €60 for a member of a registered club in good standing with the IPF. Non-member applications are €80.

The fee may be paid through the application form using PayPal, or by cheque/money order/postal order to the IPF Treasurer (address will be on the IPF website).

Application Quotas

In order to ensure the highest level of adjudication standards, the IPF sets a maximum of Associate applications for any one session, generally 30 but this may vary.

Please note that cancellations are not allowed.

Email Address

Please ensure that the email address in your application form is correct, as communications sent to you, including acknowledgement of your application, will use the address supplied.

Subject Matter

Licentiate panels are usually “general”, but if you wish to put forward a panel on a subject or theme, please specify the subject matter as the IPF will need to ensure that the assessors appointed will have the expertise required for your chosen subject.

To assist applicants, and to provide as much clarification as possible, the IPF publishes guidelines on various topics such as Natural History and Travel photography. These guidelines may be downloaded from www.irishphoto.ie. The guidelines are intended to assist photographers in putting Fellowship panels together and are in addition to, but not a replacement of, the matters outlined in this Handbook.

IRISH PHOTOGRAPHIC FEDERATION

Handbook For LICENTIATE Applicants

Preparing for your Licentiate assessment

Before submitting a panel for assessment, it is best to get advice on your images and how they may make up a successful Licentiate panel. If possible, attend a distinction assessment session or a distinction advisory session.

Show your advisors around 20 un-mounted prints, printed to the size, and paper, you intend for your panel. Print quality will be a vital element of your assessment. Do not rush your application.

Putting your panel together:

The panel will consist of 10 prints, in two rows. It may be entirely a colour panel or a monochrome panel, or may be a combination of colour and monochrome. Where a mixture of colour and mono is used take care that cohesion will not be compromised.

Print size:

Mount size must not exceed 50cm x 40 cm. Within that, print size is a personal choice. Look to present the images to best effect and take care that the prints are not so large as to compromise image quality. Purely as a guide, in or around A4 size would be considered reasonable.

Arrangement:

The prints must be presented together as a cohesive panel in two rows of 5 prints. Where there may be ambiguity, mark the top of the image on the reverse side. Details such as author's name, title, must **not** be shown on the front of the mount. The panel should be accompanied by a thumbnail hanging plan (A4 size is sufficient), and the reverse of each mount should be clearly numbered to match the hanging plan.

Presentation:

Presentation and mounting of prints should be sympathetic with the subject matter. The prints must be mounted. Framed prints will not be accepted. Uniform mounting of the panel, perhaps using white, grey or black card, helps with cohesion.

Category:

Most Licentiate applications will be in the general/visual arts category, but there is no reason why you should not use a specific subject matter or theme. Either way, candidates should show a variety of work, even within specialist subjects.

Things to Avoid - Some Common Reasons for Failure

- Images not up to the required standard
- Repetition
- Poor print quality including burnt out highlight areas.
- Lack of sharpness when correct use of sharpness would enhance the image

IRISH PHOTOGRAPHIC FEDERATION

Handbook For LICENTIATE Applicants

Distinction Assessment Days

There are several assessment days each year. Details will be published on the IPF website, including application deadlines, which are generally set six weeks before the assessment date.

Licentiate assessments take place in front of an open audience, which will include other Licentiate candidates and probably candidates for the Fellowship and Associate, and other members of IPF clubs who have come to enjoy the photography on show.

Candidates or their representatives must bring their prints to the session, at a time that will be notified to them, before judging begins. The prints must be taken away after the session.

After all assessing has concluded, including Fellowship and Associate applications, the successful candidates will be presented with certificates and Distinction pins.

The Assessing Procedure

Your Licentiate panel will be put before the assessors in accordance with your hanging plan.

The assessors will consider the panel as whole and examine the individual prints. In some instances, the assessors may re-arrange prints if it is considered that this will help the panel.

Next, the Chair will ask for a show of voting cards by the assessors. This show will not be visible to the audience. In some instances the Chair may ask individual assessors to comment on the panel before taking a final vote.

The majority decision will prevail and if it is "yes" the author's name will be revealed. .

Comments by the Assessors:

In the event of a panel not being successful, to provide guidance to help the applicant succeed on a later occasion, an assessor will give verbal comments on why he/she feels the panel failed, while the remaining assessors will make written comments, which will be enclosed with the unsuccessful prints. The comments of individual assessors may vary from sheet to sheet.

Please note that assessors will not discuss individual results with applicants on the day.

Confidentiality:

As far as the assessors are concerned, all assessments are carried out anonymously, and a candidate's name will only be announced if the assessment is successful.

Assessors will not vote on panels by members of their own clubs, or on panels on which they have given specific advice. They will often give the appearance of being engaged in the examination of the panel, so as not to indicate their involvement to the other assessors.

Please note that the canvassing of assessors prior to an assessment session, i.e. assessors who will be voting, may lead to your panel being disqualified

IRISH PHOTOGRAPHIC FEDERATION

Handbook For LICENTIATE Applicants

Assessing Your Panel

The Assessors:

Each Licentiate panel will be assessed by Fellows or Associates of the IPF, success being measured by a positive majority vote.

What The Assessors Will Look For:

- **Camera work / technical quality:** Is the choice of viewpoint sympathetic with the subject? Is focusing, exposure etc. correct?
- **Image Quality:** Have contrast, highlights, shadows and colour balance all been properly controlled? Are the images clean and blemish free?
- **Cohesion:** Is there cohesion and variety in the panel?
- **Composition & Editing:** Is there good arrangement and composition in the images? Have the images been edited to present the strongest panel?
- **Imagination & Creativity:** Are imagination and creativity present in the images?
- **Visual Impact:** Has the panel got visual impact?
- **Light:** Is there good use of light in relation to the subject matter?

Ratification by the IPF National Council

Notwithstanding the presentation of certificates and pins, in every case and at each level, a successful assessment by the assessors takes the form of a recommendation to the IPF National Council that the distinction should be awarded. This must be ratified by the National Council.

Post the Distinctions Session

Successful Licentiates will be asked to upload a copy of their panels for display on the IPF website, and will be supplied with details of how to do this.

Annual Fees etc:

Your Licentiate is subject to the **annual renewal fee** (this does not apply to Lifetime distinction holders) and if the annual fee is outstanding you may not use the letters LIPF or describe yourself as a Licentiate of the Irish Photographic Federation.

Currently, the annual distinction holder's renewal fee is €25 (€15 for persons over 65 years). It is payable each year on 1st January starting on the year following that in which you gain your Licentiate – except for successful applicants at the November session who begin to pay the annual fee on the second 1st January after their success.

A lifetime fee option of €400 is also available.

Fees can be paid via Paypal on the IPF website or by mail to the IPF Treasurer.

Replacement certificates where the error is on the part of the applicant (including illegible entry forms) will be charged at €15 per copy.