



IRISH PHOTOGRAPHIC FEDERATION

Handbook For IPF Licentiate Applicants

Introduction

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

The Licentiate - Who may Apply?

The Licentiate may be applied for by any photographer, whether a member of an IPF club or not.

What Is Required?

1. 10 prints which show that the photographer is competent in a variety of subject matters (general) or 10 prints in a specialist category such as Natural History or Portraiture or Landscape etc.
2. The panel of 10 prints must sit together as a balanced cohesive set of images. Remember that often your 10 best images alone will not gel as a cohesive set.

Making an Application

The Licentiate application must be filled out online from www.irishphoto.ie, (Distinctions Section). The form should include:-

- the version of your name you wish to be on your Licentiate certificate
- the subject matter of your panel (general or named if otherwise)
- 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)
- a completed online entry form
- confirmation that the application fee has been paid
- an official from your club confirming that you are an active member of that club (Chairperson, Secretary, Treasurer) if you have indicated that you are a member of an IPF-Affiliated club.

The application fee for distinction assessment is €40 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.

Application Quotas

In order to ensure the highest level of adjudication standards, a maximum of 40 Licentiate applications are listed per session. For this reason it is important to note that payment of the application fee does not constitute an application for quota eligibility purposes. This will be determined by the date of receipt of the application form by the Distinctions Secretary.

If the quota is filled before the application deadline published on the IPF website, additional applications will not be listed unless cancellations create a vacancies. Otherwise the applications will be passed to the next session. As there may be applicants waiting on quota places, if you wish to cancel/defer your application you must do this before the deadline. If you cancel your application after the deadline your fee will not be refunded. A quota application may be deferred once.



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Preparing your Licentiate Panel

Beforehand:

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. Ideally, attend a distinction advisory session organised by the Federation, or attend a distinctions assessment session.

If you go to an advisory session, first put together a set of around 20 un-mounted prints to show to your advisors, preferably printed to the size you intend to use in your panel. Bear in mind that the quality of your prints will be examined by the session assessors, making it important that quality is achieved in advance. Do not rush your application.

The Panel:

An application must consist of a panel of 10 prints, which may consist of either colour or monochrome prints, or may be a combination of colour and monochrome.

Print size:

This must not exceed 50cm x 40 cm, including mount. Although there is no minimum size, 25cm x 20cm would be considered reasonable. Basically, the size chosen should be such as to present the images to best effect and care should be taken to ensure that the prints are not so large as to compromise image quality.

Arrangement:

The prints must be presented together as a cohesive panel composed of two rows. 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 image on the hanging plan. Details such as author's name, title of image, must not be shown on the front of the mount.

Presentation:

Presentation and mounting of prints should be sympathetic with the subject matter. The prints must be mounted (frames will not be accepted). Uniform mounting of the panel helps with cohesion. A simple method would be to surface mount the prints on good quality white, black or grey card.

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



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Assessing Your Panel

The Assessors:

Each Licentiate panel will be assessed by 7 or more assessors, all of whom will be Fellows or Associates of the IPF. Success will be measured by a positive majority vote of the assessors. An assessor who comes from the same club as the applicant may appear to vote on the panel but that assessor's vote will be discounted. Please note that the canvassing of assessors prior to an assessment session may lead to your panel being disqualified.

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?

Assessing Procedure

Each Licentiate distinction panel will be put on display before the assessors in accordance with the hanging plan provided by the candidate. Once the panel is on display, the assessors will consider it as whole, and then go on to examine the individual prints. In some instances, the assessors may re-arrange one or two prints if it is considered that this will help the panel.

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

A majority yes vote will decide that the panel is successful. If the panel is successful, the candidate's name will be announced.

Comments by the Assessors:

In the event of a panel not being successful, each assessor will give comments why he / she feels the panel failed. These comments will be enclosed with the unsuccessful prints. The purpose of the comments is to provide some guidance to help the applicant succeed on a later occasion. The comments are from individual assessors and may vary from sheet to sheet.

The Chairman of the assessors may also ask one or more assessors to comment verbally on the panel. This is intended to help the applicant understand the rationale behind the decision. It should be realised that, as the verdict is a majority one, some assessors may be in favour and the Chairman may ask that the positive aspects of the panel be also spoken about. Please note that assessors will not discuss individual results with applicants on the day.



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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.

Distinction Assessment Days

There are three assessment days each year, in April/May, September and November. 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 Fellowship and Associate candidates, also being assessed that day and other members of IPF clubs who have come to enjoy the photography on show.

Candidates or their representatives must bring the prints to the session at a time that will be notified to them. This will be before judging begins. The prints must be taken away after the session and can only be collected on completion of the full assessment session

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

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 appropriate distinction be awarded, which must be ratified by the National Council.

Post Distinctions Session

- The images in a successful Licentiate panel may not be included in a submission for a subsequent Associate, or later still a Fellowship, application.
- An annual distinction holder's fee of €25 (€15 for persons over 65 years) is payable to the IPF from 1st January succeeding the successful application. A lifetime fee option of €200 is also available. Fees can be paid via Paypal on the IPF website or by mail to the IPF Treasurer.
- Successful candidates will be asked to upload a copy of their panels for display on the IPF website.
- Replacement certificates where the error is on the part of the applicant (including illegible entry forms) will be charged at €15 per copy.