February 03, 2020

RESPONSE DEADLINE: March 31, 2020

MEMORANDUM

TO: Chief Academic Officers

FROM: Kimberly Gold, Ed.D.
       Senior Vice President/Chief Academic Officer

SUBJECT: Request for Program Cover Design Proposals
         2020 North Carolina Community College System Conference

The 2020 North Carolina Community College System Conference will be held October 11-13, 2020 at the Raleigh Convention Center in Raleigh, North Carolina. The NCCCS solicits program cover design proposals from students who are currently enrolled at community colleges.

The winning design will be chosen by the program planning committee to be used on the back cover of the conference program book. Additionally, the winning students’ photos and bios will be featured on the inside front cover of the program book. Please make your students aware of this opportunity by providing them with the following information:

All design submissions must contain the following text:
Hire Education for Our Future

North Carolina Community College System Conference
October 11-13, 2020
Raleigh Convention Center; Raleigh, North Carolina

General Guidelines
The design proposal must relate to the theme Hire Education for Our Future.
   · The design needs to embody the essence of the 58 community colleges through art.

   · The size of the design must be 8.5"x11"
· No more than four colors may be utilized. Two colors are required, and two colors are optional.

· One submission accepted per student (variations of the same design cannot count as one submission). Please choose one person at your college to be the contact for submissions. Colleges may submit more than one submission.

· The design must be submitted electronically by 5:00 p.m. on March 31, 2020 to the website go.ncsu.edu/ncccs. Follow the instructions for uploading designs.

· The cover design must be in a high-resolution pdf format for judging. The winner of the contest must be able to submit their work in an eps format for printing.

· The designer of the selected proposal will be credited on the inside cover of the conference program.

· Designs may be produced in four-color process in order to accommodate photos. However, the colors listed in the Style Guidelines must be used. You can use additional colors as long as you include the required colors as outlined in the guidelines. The Style Guidelines can be accessed in the submission site.

· The designer can choose to use additional fonts as well. However, the required fonts listed must be used as listed in the Style Guidelines.

If you have any questions, please contact Shedrick Samuels at 919.515.8177 or shedrick_samuels@ncsu.edu.

KG/HL/ad

c: Presidents
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