



2018 Catholic Press Association *Student Awards*

Welcome to the 2018 CPA Student Awards

The purpose of the CPA Student Awards is to recognize the emerging talents of college students of any religious background.

Winners are listed on the CPA website in mid-April so that students and professors receive the results before the end of the spring semester. Winners receive an award certificate and are recognized by the CPA during the annual Catholic Media Conference and in the June issue of *The Catholic Journalist*.

All submitters receive critiques of their entries from category judges, who are CPA members and professional journalists. Student participants also receive access to CPA webinars for one year. We hope that the feedback and educational programs will help students improve their work.

For 2018, the Catholic Press Association is instituting a **\$1,000 cash prize for the *Best Entry of the Year***. Select judges will determine the best entry among the First Place winners of each category. The authors/creators of the *Best Entry of the Year* will receive the award.

If you have questions about the CPA Student Awards or the Catholic Press Association, please email cpaawards@catholicpress.org. You may also call the office at 312-380-6789.

Thank you for participating and GOOD LUCK!



General Background Information

- ▶ \$18 per entry
- ▶ Submit all entries digitally through the CPA awards website.
- ▶ All entries are for work published in the 2017 calendar year.
- ▶ Deadline: February 4, 2018 at 11:59 p.m. CT. Payment deadline is February 11, 2017.

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Categories and Descriptions

News Writing

News article covering *any* topic. Submissions may include reporting on school, local community, or national/international event.

Submit a PDF file or URL where article can be located through the awards website. Publication date must be visible on submission.

Feature Writing

News, editorial, or feature article covering *any* topic. Submission may be a personality profile, interview, trend article, or editorial commentary.

Submit a PDF file or URL where article can be located through the awards website. Publication date must be visible on submission.

Online Multimedia

Multimedia components that tell a story posted online. Multimedia components include text, photos or photo galleries, slideshows, videos, and audio files. At least two of the listed components must be used with the story in order to be considered. Multimedia components must come together to tell one story.

Through the awards website, submit URLs where multimedia component(s) and story may be viewed. Judge must be able to confirm publication/post date(s) multimedia components.

Graphic Art or Photograph (Single)

Graphic art/photograph illustrating or recording any topic.

Submit a PDF file of article with photo or URL where art/photo and article can be located through the awards website. Publication date must be visible on submission. If more than one photo/graphic appears on a print/web page, please also submit a file with the image by itself so the judge knows what to evaluate.

Catholicism

News or feature article covering a subject relevant to the Catholic faith. Article may be a personality profile, interview, trend article, editorial commentary, or news reporting on school, local community, or national/international event.

Through the awards website, submit a PDF file or URL where article can be located. Publication date must be visible on submission.

Video Journalism

Short video documentaries covering any topic. Video must be less than 6 minutes in length.

Submit a video file or URL where video may be viewed through the awards website. Judge must be able to confirm publication/post date of video.



ELIGIBILITY REQUIREMENTS

The CPA Student Awards recognize the efforts of current students with an interest in journalism and media. The following criteria are required of all submissions:

- Professors/advisors may enter the work of their students. Likewise, student editors may enter the work of their fellow students as well as their own.
- Submitters may enter the same work into more than one category, if applicable.
- Entries must have been created by a student(s) enrolled full or part time, either at the graduate or undergraduate level, in an accredited university or college at the time of publication. Submitter must be able to provide proof of enrollment for author(s)/creator(s) upon request.
- Entries must be the original work of a student(s) as described above. Editing/proofing from a professor or advisor is acceptable as long as it does not affect the viewpoint or style of the student author(s)/creator(s). Plagiarized entries or those excessively influenced by a professor/advisor are disqualified.
- Entries must have been published by a university/college publication or posted on a university/college publication's website. Classroom assignments or work completed as part of a course requirement are eligible as long as they are published in the university/college publication or on the publication's website.
- Work published outside of the university/college publication is not eligible.
- Entries must have been published in the calendar year 2017.
- Entries cannot advocate against the teachings of the Catholic Church.
- All rules and regulations of the CPA Student Awards must be followed, including submission deadlines, payment deadlines, and submission requirements stated in the category descriptions on Page 3.

LACK OF SUBMISSIONS:

If a category only receives one submission, the category will be dropped. The submitter in a category that's dropped will be refunded the \$18 submission fee.

JUDGING:

The CPA Student Awards are judged by current members of the Catholic Press Association. Judges volunteer their time and are instructed to provide critiques for all submissions for the benefit of the student authors/creators. If a judge disqualifies an entry for any reason, the judge is required to inform Kathleen Holloway, who will provide this information to the submitter.

Judges will use the following rubric to score entries:



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Category	Criteria	Scoring
News Writing	1. Relevance: Is the topic timely/interesting? 2. Quality: Does the item demonstrate high standards in writing/editing/reporting? 3. Integrity: Does the author provide balanced, accurate, thorough coverage while using reliable sources?	1-- Does not meet criteria 2-- Minimally meets criteria 3-- Meets criteria 4-- Exceeds criteria requirements 5-- Meets criteria with excellence
Feature Writing	1. Relevance: Is the topic timely/interesting? 2. Quality: Does the item demonstrate high standards in writing/editing/reporting? 3. Integrity: Does the author provide balanced, accurate, thorough coverage while using reliable sources?	1-- Does not meet criteria 2-- Minimally meets criteria 3-- Meets criteria 4-- Exceeds criteria requirements 5-- Meets criteria with excellence
Online Multimedia	1. Relevance: Is the topic timely/interesting? 2. Quality: Are the multimedia components high quality? 3. Effectiveness: Do components come together to tell a cohesive story? Are the links and presentation intuitive to attract the viewer deeper into the content?	1-- Does not meet criteria 2-- Minimally meets criteria 3-- Meets criteria 4-- Exceeds criteria requirements 5-- Meets criteria with excellence
Graphic Art or Photograph (Single)	1. Visual Appeal: Is the photo/art attractive? 2. Relevance: Is the subject matter timely/interesting? 3. Perspective: Is a unique perspective about the topic/subject revealed through the art/photo?	1-- Does not meet criteria 2-- Minimally meets criteria 3-- Meets criteria 4-- Exceeds criteria requirements 5-- Meets criteria with excellence
Catholicism	1. Relevance: Is the topic timely/interesting? 2. Quality: Does the item demonstrate high standards in writing/editing/reporting? 3. Integrity: Does the author provide balanced, accurate, thorough coverage while using reliable sources?	1-- Does not meet criteria 2-- Minimally meets criteria 3-- Meets criteria 4-- Exceeds criteria requirements 5-- Meets criteria with excellence
Video Journalism	1. Relevance: Is the topic timely/interesting? 2. Quality: Does the item demonstrate high standards in filming/editing/reporting? 3. Integrity: Does the author provide balanced, accurate, thorough coverage while using reliable sources?	1-- Does not meet criteria 2-- Minimally meets criteria 3-- Meets criteria 4-- Exceeds criteria requirements 5-- Meets criteria with excellence



SUBMISSION INSTRUCTIONS

GETTING STARTED:

All entries are submitted digitally through the CPA awards website, <https://catholicpress.secure-platform.com/a/organizations/main/home>. On the CPA awards website, you may log into or create a new profile, create and edit submissions, and pay for entries.

Please read category descriptions to determine submission requirements for each category. If you have questions about eligibility, submissions, or payment, please visit our [FAQ page](#). If you need further assistance, please email cpaawards@catholicpress.org or call 312-380-6789

CREATING A PROFILE:

To register a new profile, visit the homepage of the awards website and click “Enter the CPA Student Awards”. Follow the prompts to create a username and password for your account.

If you participated in the CPA Student Awards in a previous year, then you already have a profile. Please enter your email and password to access your profile. If you do not remember your login information, please email cpaawards@catholicpress.org or call 312-380-6789.

CREATING A NEW SUBMISSION:

To create a new submission:

1. Either create your profile or log into your existing profile.
2. Click “Make Another Application” then “Enter CPA Student Awards.” You will be prompted to review your past submissions or to begin a new submission.
3. Select “Click here to begin a new Submission.” Fill out the form as prompted and click “Save and Next” to continue. You can return to the previous form at any time.
4. At the end of the form, you have a few options:
 - a. Clicking “SAVE” and leaving the form saves your submission as “Incomplete.” You may return to the entry later, edit data, and complete the entry.
 - b. Clicking “ADD TO CART” saves your data and puts your submission in your cart. You can return to the entry later and pay for it, edit the data, or remove it from your cart.

Entries are only marked “Complete” after you pay for them. Once an entry is marked “Complete,” you will not be able to edit the entry by yourself. Email cpaawards@catholicpress.org so we can edit the entry for you. **We recommend keeping submissions in your cart until you have created and reviewed all of your submissions.** Doing so will help prevent duplicate, missing, and incorrect entries.

5. You can view submissions that are incomplete, in your cart, and complete by clicking “My Applications.” To edit submissions that are incomplete, click “Edit” in the action column. For entries in your cart, click “Make Changes.” If you need to make changes to a complete entry (an entry that you have paid for), email cpaawards@catholicpress.org. We can edit entries for you up to the submission deadline (February 4, 2018).



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ENTRY FEE & PAYMENT PROCESS

- ▶ \$18 per entry

We accept payment through the awards website by credit card or check:

1. When you have items in your cart, a direct link to your cart will appear under “My Applications.” Click it to edit submission or pay for your entries.
2. Click the “CHECKOUT” button.
3. Select your method of payment, then click “PROCESS.”
4. In the next screen, you will have the option to print your invoice and submission forms. You will also receive a copy of your invoice and submission forms via email. **Please print a copy of your invoice to include with your payment if you are paying by check.**

MAIL PAYMENT TO:

CPA Awards Program
Catholic Press Association
205 West Monroe St., Suite 470
Chicago, IL 60606

ENTRY DEADLINE:

11:59 p.m. CT – Sunday, February 4, 2018