

## **SSEF Architectural Student Design Competition Submission Criteria**

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### **Project Submission Form**

A fully completed project submission form (see attached) must be emailed in advance of the deadline to [ppenney-rouzes@ssef-ffca.ca](mailto:ppenney-rouzes@ssef-ffca.ca) using the Submit button on the form.

### **Presentation Format**

Images must be firmly mounted or directly printed on no more than three A1 or 24"x36" foam core panels, or other stiff lightweight mounting boards. Any other type of presentation will be disqualified.

The names of student participants, their schools, and faculty sponsors must not appear on the front of any board. An unsealed envelope holding a printed copy of the completed project submission form (see above) must be affixed to the back of each board. All boards should be numbered on the back in the order in which they should be viewed.

Participants must submit full scale, digital (300 dpi) images or press-quality PDF files of their presentation boards. Failure to do so will result in disqualification. The digital submission must be submitted on a DVD or CD and affixed securely to the back of the first entry board and 'clearly labelled' to match the entry.

Submissions become the property of the SSEF, and will not be returned. However, submission boards not in the top ten finalists may be picked up at SSEF no later than 90 days following the deadline for submission. By submitting an entry, the participant gives SSEF the right to display, reproduce or reprint presentations with credit given to the participants.

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### Required Presentation Elements

All drawings, photographs, or computer-generated images should be at a scale appropriate to the design solution, and include a graphic scale and compass direction. Each presentation must directly address the specific criteria outlined in the Design Challenge.

Presentations must include at least the following:

- ground floor/site plan
- elevations & sections showing major elements and site context
- one three-dimensional image
- details, drawn at a larger scale (sufficient to explain the use of structural steel)

### Summary Publication & Exhibit

All winners and other selected projects will be illustrated in detail on the SSEF website ([www.ssef-ffca.ca/competitions](http://www.ssef-ffca.ca/competitions)) following the award presentations. The top ten finalists will be displayed at various CISC Regional Design Award events and participating schools of architecture in Canada for one year.

### Shipping Instructions

All entries must be received by the SSEF by 5:00 p.m., EST on the date set out in the Competition Poster as the deadline for submission. Please note that SSEF cannot be responsible for delayed or lost shipments, COD, or related shipping fees.

Entries must be shipped in lightweight, cardboard boxes or sturdy wrapping. Wood crates and other excessive packaging materials are not permitted. Do not tape tracing paper or any other type of protective materials to the individual boards. Do not use excessive bubble wrap or shipping materials, such as packing peanuts. Do not use excessive amounts of tape on interior or exterior wrappings. These requirements are designed specifically to reduce waste and energy. Thank you for your adherence to these guidelines.