



# **INSTITUTE OF SRI LANKAN PHOTOGRAPHERS**

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# **DISTINCTIONS Guidelines**

**May 2021**

**W**elcome to the Distinctions department of the Institute of Sri Lankan Photographers.

This illustration has been prepared as a guide to the members who seek applying for distinctions of ISLP. Institute of Sri Lankan Photographers is an organisation founded in 1994 with a vision of advancing the photographic profession towards the professionalism in photography.

1. **Our mission**

- To promote the general advancement of photography as a science, an art, an industry, a business and as a profession.
- To encourage high professional standards, and ethics in photography.
- To safeguard the interests of photographers.
- To provide a forum for the members to have discussion on all aspects of photography.
- To encourage on photographic education, and training procedures.
- To educate photographers in better business practices beyond the lens.

2. **Why you should become a qualified member**

- As in many professional bodies world over, we award our own professional qualifications.
- Our qualifications ensure an industry standard.
- It recognizes the holder as a corporate member.
- There are three progressive levels of qualified membership: Licentiate, Associate and Fellow.
- Each level reflects an increasing level of experience, skill and achievement.

3. **For whom**

- Amateur and practicing photographers.

4. **Levels of Distinction**

- **Licentiate** (LISLP): This is the starting point. You need to show that you have good technical skill as well as the visual ability to compose and control your work as a means of communication.
- **Associate** (AISLP): At this level, you need to show evidence of creative ability, a high standard of technical competence and a complete, expert, comprehensive knowledge of your discipline. Your work should be consistent and also make a statement of a strong personal style. A high standard of presentation is expected.
- **Fellow** (FISLP): The highest level of Distinction, the Fellowship is awarded for excellence and evidence of distinguished ability. Excellence of technical quality is essential, but if your work is interpretive, then the quality should be appropriate to the subject and intent. At this level, it is expected that you will show individuality, with a strong personal input and an element of originality or freshness in your approach.

## 5. General guidance

- (A) Your submission should be of a consistent standard throughout and you should be starting to develop your own personal style. The way you present your portfolio is equally important - the Panels expect a high standard of presentation. The evidence must be your own work (and you will, therefore, normally should own the copyright). Remember, however, that you must accept total responsibility for the ownership of the work submitted.
- (B) It is essential that you submit your evidence in accordance with the requirements as set out in this Handbook. Submissions which do not conform to these requirements will be rejected without being assessed. You must also ensure that your images are in the correct order for presentation - it is not the responsibility of the Distinction staff to check the correctness of sequence of portfolios prior to assessment.
- (C) Choose your works carefully and print them according to the sizes given for each level of distinction. Mount them in a suitable manner. It is advised that always select mounts to enhance the appearance of your work and maintain a consistent standard throughout the submission. Prepare a set of labels containing your name, membership number, level of distinction you are applying for, title of your work and the category you are submitting the photograph and paste them on the reverse side of photographs in up-right direction. The judges are not supposed to look at these details when judging. Pack them in a smart way.
- (D) Prepare a separate sheet with technical data of all works. Prepare your Curriculum Vitae which includes personal data, your education, career experience, achievements, distinctions and awards received from recognized institutions etc. Include copies of evidence. Ensure to hand over the submission to the given address together with the stipulated fee before the closing date. Please note that the entry fee is non-refundable even on a rejection.
- (E) Only members of the Institute of Sri Lankan Photographers are entitled to hold a Distinction. Successful candidates will be required to become a Life Member of the Institute on payment of Life Membership fee before the award ceremony.
- (F) The candidates must not canvass any Qualification Panel member concerning your application for a Distinction either directly or indirectly, from the time that your application has been submitted until after the recommendation has been made. If found such canvassing will lead to a disqualification.
- (G) The qualifications are presently considered under following categories. Candidates should select the category or section most appropriately for their submission.

Advertising; Aerial; Altered Reality; Archaeology; Architectural; Creative Art; Industrial; Landscape; Lifestyles; Macro; Nature; Nude; People & Behaviour; Photojournalism; Pictorial; Portraiture; Sports; Street; Studio; Travel; Wedding; Wildlife.

If a candidate intends to apply under a category other than mentioned above he or she can obtain prior approval from the governing Council.

**Important:** Alterations (such as additions and deletions) to images on categories- Aerial, Archaeology, Industrial, Landscape, Lifestyles, Macro, Nature, People & Behaviour, Photojournalism, Sports, Street, Travel, Wedding and Wildlife are not permitted. However, minimal adjustments to Levels, Curves and Brightness & Contrast plus cropping of the image will be allowed. No images of animals, birds etc., in captivity, household pets can be included in the submitted evidence under Nature and Wildlife sections. No man-made structures or parts can be included in Landscape section. Events or situations intentionally created for photography under categories Lifestyles, People & Behaviour, Photojournalism, Street and Travel are not permitted. All images submitted under Wedding category should be of real weddings and the written consent of the bride/s and groom/s to use their pictures for the submission should be provided together with the evidence.

- (H) If the judging panel deems RAW or original image files should be verified, the candidate must provide such image files to the ISLP governing body. In such instance if a candidate refuses to do so, his or her submission will be rejected.

## 6. Requirements

### (A) Licentiate

Should be an ordinary member of the Institute for at least one year by the closing date.

Age - 20 years.

Experience - 3 years of current experience in the practice of photography.

#### Submission -

A portfolio of 20 examples of suitably mounted photographic prints - smaller side not less than 8", not exceeding 10" and larger side not less than 10", not exceeding 15" in size. When mounted, should not exceed 16"x20". Themes can be selected from a minimum of five or more of the above categories [ 5 (G) ].

### (B) Associate

Should hold a Licentiate membership of the Institute (LISLP).

Age - 25 years.

Experience - 5 years of current experience in the practice of photography.

#### Submission -

A portfolio of 20 examples of suitably mounted photographic prints - smaller side not less than 10", not exceeding 12" and larger side not less than 12", not exceeding 18" in size. When mounted, should not exceed 16"x20". Themes can be selected from any one or three of the above categories [ 5 (G) ].

### (C) Fellow

Should hold an Associate membership of the Institute (AISLP).

Age - 30 years.

Experience - 10 years of current experience in the practice of photography.

#### Submission -

- (i) A portfolio of suitably mounted 15 photographic prints - smaller side not less than 10", not exceeding 16" and larger side not less than 15", not exceeding 20" in size. When mounted, should not exceed 20"x24". One theme can be selected from the above categories [ 5 (G) ].
- (ii) Instead of the above portfolio, if desired, a candidate can submit a **Photobook** (Coffee-table Book) containing 15 inner spreads. Size of the book shall not less than 10"x15" (When closed) and not larger than 12"x18" (When closed) in horizontal orientation prepared under one theme, with an appropriate title. This should contain not less than 15 main images. The Photobook should begin with an illustration (introduction) of the content/title and descriptions of the images should contain where necessary. The flow of the images and it's

arrangement will be taken in to consideration when judging. All images in the Photobook should have been captured by the author. Nowhere in the Photobook can display the name of the author/candidate. Display of technical details, if necessary, is permitted. A hard cover for the Photobook is advised. This option is only for the Fellow distinction. Prospective candidates are advised to consult the President or the Secretary of the ISLP and discuss about criteria for Photobook before it's preparation.

All the candidates should submit a CD or Flash Drive containing soft copies of evidence along with the application. Image files should be with a resolution of small side in 2000 Pixels at 200 Pixels/Inch in Jpeg format. In the event of a Photobook, soft copies of all the pages and the cover page should be submitted according to the above resolution. These soft copies are to be archived at the Institute and may be used only at workshops held to promote Institute's qualifications.

## 7. **How submissions are judged**

The Qualification Board is constituted of the nominees of the Council. The Qualifications Board meets only once each year to consider applications. This is generally in May, but may be postponed or advanced on a decision by the Council. The panel of the Qualifications Board would assess the submissions and declare the decision, duly ratified by the council would be final and binding. The submissions should reach the Board through the Secretary of the Institute at least 07 days before the closing date stipulated for each year.

When looking at photographic evidence, the Board will take into account the overall quality, presentation, finishing as well as the photographic skill and creativity in each submission. The technical details provided by the candidate if available, would also be taken into account. The Board would evaluate entries independently and an average mark will be calculated. The decision of the Qualification Board is final.

## 8. **Marking scheme**

### **Portfolio of Licentiate entries**

All photographs will be evaluated together under the following categories.

- |  |          |
|--|----------|
| 1. Composition and use of camera angle | 25 marks |
| 2. Understanding the use of light      | 25 marks |
| 3. Picture quality                     | 25 marks |
| 4. Presentation                        | 25 marks |

### **Portfolio of Associate entries**

Each photograph will be evaluated separately under the following categories.

- |                              |          |
|------------------------------|----------|
| 1. Impact                    | 20 marks |
| 2. Composition               | 20 marks |
| 3. Colour balance/Monochrome | 20 marks |
| 4. Workmanship               | 20 marks |
| 5. Presentation              | 20 marks |

## Portfolio of Fellow entries

Each photograph will be evaluated separately under the following categories.

- |                              |          |
|------------------------------|----------|
| 1. Impact                    | 20 marks |
| 2. Composition               | 20 marks |
| 3. Colour balance/Monochrome | 20 marks |
| 4. Workmanship               | 20 marks |
| 5. Presentation              | 20 marks |

Each of the above (Associate & Fellow) categories will have five sub categories:

- |                              |    |
|------------------------------|----|
| 1. Impact                    |    |
| • Creativity                 | 5  |
| • Leading the eye            | 5  |
| • Angle of view              | 5  |
| • Artistic merit             | 5  |
| 2. Composition               |    |
| • Centre of interest         | 5  |
| • Placement of elements      | 5  |
| • Framing                    | 5  |
| • Usage of composition rules | 5  |
| 3. Colour balance            |    |
| • Extent of usage of colour  | 5  |
| • Colour harmony             | 5  |
| • Correctness of colour      | 5  |
| • Saturation/vibrance        | 5  |
| 3-a Monochrome               |    |
| • Intensity of tones         | 10 |
| • Strength of B&W            | 10 |
| 4. Workmanship               |    |
| • Usage of light             | 5  |
| • Usage of technique         | 5  |
| • Novelty                    | 5  |
| • Print quality              | 5  |
| 5. Presentation              |    |
| • Style                      | 10 |
| • Elegance                   | 10 |

### **Photobook of Fellow entries**

1. Image quality	25 marks
2. Designing of pages/flow	25 marks
3. Texts/illustrations	25 marks
4. Presentation	25 marks

When evaluating a Photobook the overall standard of the work, Usage of a suitable title for the book, producing perfect images at correct places, applying suitable font types, font sizes and proper grammar for texts, the flow of the content within the book will be taken in to consideration.

Applicants should obtain marks above 50% for each and every category. Also if necessary applicant will be summoned to defend his/her presentation before the evaluation panel.

### **Personal profile (C.V.) of all three levels**

Personal profile (C.V.) will be evaluated separately under the following categories.

1. Education	20 marks
2. Experience	20 marks
3. Achievements	20 marks
4. Dedication to ISLP	20 marks
5. Presentation of evidence	20 marks

Each of the above categories will have following sub categories.

#### **1. Education**

- College education 5
- University or equivalent Institution 5
- Photographic course – Theoretical knowledge 5
- Workshops and seminars – Practical knowledge 5  
(0.5 marks per workshop or seminar – maximum of 5 marks)

#### **2. Experience**

- Apprentice period under a reputed photographer 5
- Studio experience 5
- Foreign experience 5
- Own experience 5

(0.5 marks per year – maximum of 5 marks)

#### **3. Achievements**

- Awards, certificates and acceptance from competitions and exhibitions 5
- Solo Exhibitions 5
- Participation as Resource person 5
- Qualifications and recognitions from other reputed organizations 5

#### **4. Dedication to ISLP**

- Membership period 4
- Serving in the Council 4
- Serving in successful working committees 4
- Participation at workshops 4
- Attendance at members' days 4

(0.5 marks per year/participation – maximum of 4 marks.) A bonus point will be awarded for life membership.

5. Presentation of evidence

20

Applicants should obtain marks above 50% for all categories.

### **Total Marks**

80% of total marks will be calculated from the marks received for the Portfolio and 20% from the marks of Personal Profile (C.V.).

### **Pass marks**

- Licentiate 55%
- Associate 70%
- Fellow 85%

## **9. Exemptions**

Candidates who were already granted with distinctions and academic qualifications in fields of photography from recognised Societies or Institutions such as a Royal Photographic Society, British Institute of Professional Photographers, Photographic Society of America, Federation of International Photographic Art, Global Photographic Union, The National Photographic Art society of Sri Lanka, The National Association of Photographers Sri Lanka etc. may submit their claims, with documentary evidence to the Qualifications Board only for the ISLP's Licentiate and Associate levels.

Applicants should conform to the criteria of age experience etc., for the relevant level of application but are exempted from submitting the required number of photographs as appearing under Basic requirements.

The Qualifications Board may, if deemed necessary call for a submission of work, furnish further clarification or evidence but however require the candidate to be present for a viva. The Qualifications board, where it deems fit, based on the submission of added evidence as to the competence and recognition submitted with the application, may recommend to the Council, to bestow a distinction that applied for, provided the criteria of age and experience is adhere with.

## **10. Submission of Documentary Evidence**

Documentary evidence should include published or unpublished documents, literature, books articles etc., with relevant details and dates of publications if appropriate for the Qualifications Board to satisfy themselves of the applicant's bona fides.

Candidates should also pay attention to the outward appearance of submissions by ensuring.

- Efficient and methodical presentation.
- Good presentation with artistic abilities.
- Excellence in technical quality of illustrations and their titles where appropriate with precise tables, graphs etc., with scale.
- Candidates should note that soft copies of the successful submissions would be retained at the Institute for future reference.



## 11. Notification of results

All candidates will receive an email informing them the recommendation of the Panel within two days from the ratification by the council. Applicants will also receive their mark sheets by post.

## 12. Successful Candidates

Certificate of Distinction to successful candidates will be awarded at the AGM of the Institute. The candidate is requested to participate at the Ceremonial Session of the AGM, however he or she is expected to become a Life Member [ Please refer 5(E) ]. Gaining a Distinction, at any level, is a significant achievement and new Licentiates and Associates are naturally keen to move on to the next stage. While The Institute would wish to encourage this enthusiasm, a word of caution is necessary. The Associateship is a very big step up from the Licentiateship and the Fellowship an even bigger, more significant step up from the Associateship. Too often members rush to apply for the next level, only to be disappointed. It is far better to take your time, seek advice and work towards it, gradually developing not only your skills but also your own personal style.

