

## Literary Arts Workshop: Placement Application Procedures for New Students

Literary Arts Workshop I (Beginning) is recommended for all students who have not taken high school creative writing. Students that wish to bypass Literary Arts Workshop I and enroll in Literary Arts Workshop II must digitally submit a writing portfolio to Ms. Sarah Taylor, English/Creative Writing Department Chair, at [taylor@longleafschool.com](mailto:taylor@longleafschool.com).

### Portfolio Requirements

1. Your writing portfolio should represent your best creative work and include **all** of the following elements:
2. a **title page** that states your full name and current grade level
3. a paragraph-length **statement of interest** that describes your past experience with creative writing and explains what you hope to get out of Literary Arts Workshop
4. at least two works of original, prose fiction, totalling a minimum of 2000 words
5. at least three original poems, totalling a minimum of thirty lines
6. at least one other original work of **your choice** of the following types:
  - a. creative nonfiction (minimum of 1000 words)
  - b. drama or screenplay (minimum of 5 pages in standard script format)
  - c. an additional work of prose fiction (minimum 1000 words)
  - d. an additional poem (minimum 10 lines)

### Submission Process

You should submit your portfolio as a **single digital document** directly to Ms. Taylor at [taylor@longleafschool.com](mailto:taylor@longleafschool.com).

Though you are submitting your portfolio application to the Department Head, the final decisions will be made by a panel of Creative Writing and English instructors.