



2025-2026 General Interclub Guidelines

For Color, Monochrome, Nature, Photojournalism, Photo Travel ns8/15/25 4:55pm

*Please note that the Pictorial Print Division Interclub and 3D Division Interclub use the PSA Interclub Software for organization and reporting but have slightly different guidelines, awards and judging procedures. 3D and Pictorial Print Guidelines can be found by scrolling down to Special PPD and 3D (ISCC) guidelines at

<https://psaphotoworldwide.org/general/custom.asp?page=interclub-overview>

Club Rep Training Tutorial:

- How to navigate the New Interclub Software:
- This video was made several years ago but is still accurate. The Interclub Representative video is at: https://youtu.be/fbXGx_B_wXs

To enter your Home Page in the Software:

- <https://www.psa-programs.org/competitions/ClientLogin.html>
- or
- <https://psa-photo.org/page/interclub-overview> PSA Interclub Home Page and click "ENTER"

Password and Login information

- The password and username is given to all new Interclub directors upon completing registration form and validation of PSA membership.
- If you have problems with entering, you can click Forgot Password.
- If you continue to have problems, please contact the PSA Interclub Director at interclub-director@psa-photo.org

To view current and past competitions season slideshows or standings:

- Use the home page <https://psa-photo.org/page/interclub-overview>
- Scroll down to here: Click

COMPETITION RESULTS

Clubs interested in joining PSA Interclub

- Clubs interested in joining PSA Interclub can scroll down on the PSA website to FOR NEW REGISTRATIONS ONLY, and fill out the form. <https://psaphotoworldwide.org/general/custom.asp?page=interclub-overview>
- Upon receipt of the form, the PSA Director will verify current PSA Membership and contact you.

- There is always room in the competition if the form is sent before the Oct 1 deadline. After the deadline a club can join at any time but only if there is room in the requested competitions.

For Interclub Support Documents

- scroll down on <https://psa-photo.org/page/interclub-overview>
- Available documents include General Guidelines, Scoring Guideline, General Host club Guidelines, and Visual Guides for Nature, Travel, Photojournalism, Color and Monochrome Competitions.
- 3D and Pictorial Print guidelines are also on this page.
- For Definitions for all Divisions and editing guidelines visit:
<https://psa-photo.org/page/division-definitions>

Software Design:

- All PSA Interclub Division Competitions including 3D and Print are linked together on the same website platform.
- This one link allows the Interclub Representatives to enter all Division Interclub Competitions in one area, register for all Division Competitions, make any changes to Interclub Representatives, email addresses, and mailing addresses, upload releases, and upload images for all Division Competitions.

Registration

- Clubs are requested to register and make all changes for the new competition season by October 1.
- To register and make changes:
 - Go into your page,
<https://www.psaprograms.org/competitions/ClientLogin.html>
 - Once on the software page, use your email address and previously established password.
 - Click “club Registration”, (at the top of the page)
 - Check the division competitions your club wants to participate in.
 - Make any necessary changes like club rep, mailing address, Email address, etc
 - And finalize by checking the boxes below on the Registration Page to save your changes for the new competition season.
- Click "Club Registration Information is correct for current season"
- Click the "Save Club Registration."
- At the time of Registration it is recommended you download your Release list and update any expiring releases before the competition season begins. Expiration date should be after July of the competition season.

PSA Club Membership

- Current PSA Club Membership is required to participate in PSA Interclub. PSA Interclub is considered a free Club Membership benefit. All slideshows and information from the PSA Web site regarding PSA Interclub is available for all members and open to the public. While club members are always encouraged to join PSA for their personal educational growth, individual PSA membership is not required to participate in Interclub competition.
- We now have access to a copy of the membership information which is at most 12 hours old. The first related interclub notice is to warn the Interclub Representative their club's PSA membership will expire within 2 months. If the membership expiration date is before the round close date, the club rep will be notified that their entries will not be included in the round if their membership is not renewed. The Competition Director will see warnings related to expired memberships in the Attention column of the Review Images screen.
- As an additional reminder, the PSA Interclub Director will also email clubs to provide support links and using our PSA Membership Department if needed.

New Clubs

- New clubs interested in participating in the Interclub Competitions are requested to register by Oct 1 to give the Directors the ability to ensure participation.
- However, new clubs can register throughout the year if space is available. The link for the new club registration form can be found at <https://psa-photo.org/page/interclub-overview>. Scroll down the page to For New Registration Only

Responsibilities of the Interclub Representative

- Ensure the Clubs Interclub Page information is current and up to date.
- Maintains records of all images entered and awards won. This can be in the form of scoresheet result records and Certificate records. The new Certificates with the image's picture have proved to be a good record of winning images to avoid disqualification of images which have previously won awards. All records should be passed on to new Interclub Reps
- Ensures all Releases are current for the Competition Season
- Maintains good communication with club participants regarding each round's performance and provides recognition for club winners within the club setting.
- Encourages Club members to view the public slideshow for recognition of their club's performance and view other winning images for their own improvement.
- Provides leadership to their club regarding the sharing of PSA competition rules, judging guidelines, good photography guidelines.
- Provides leadership to the club by encouraging participation in competition to improve their photography.
- Shares Round Results and earned Certificates with their Club Membership.

- Select Images for each Competition keeping Deadline dates in mind. Clubs may select the qualifying images by any method chosen by the club, such as picking the best of a local competition, using a selection committee, or just one person.
- Ensure that members who belong to more than one club only participate as a member for one club in the same Interclub Competition.
- Maintains knowledge with their Club treasurer regarding PSA Club Membership, is aware of renewal dates and ensures PSA Club Membership is current.
- Coaches their replacement to understand Interclub procedures and their responsibility.
- Reports any errors in competition results as soon as possible to the Director so that maintained records can be updated and kept accurate.

General Procedures

- The Interclub Competitions are held three (3) times each year with closing dates of Nov. 15, Feb 15, and April 15, USA Central Time Zone. An End of Year competition is held in June -July with all Merit images from the 3 Rounds.
- Each club may enter 6 images by different makers in each round.
- Once an image has won an award in a specific Division's Interclub Competition, it is ineligible for re-entry in the same Division's competition, even if the maker moves to another club.
- However, the same image may be entered into another Division's competition if it fits its Division's Definition.
- No image may be entered more than once in a specific competition's season. It may be entered the following year if it has not receive an award.
- No two clubs may submit images by the same maker in the same Division Interclub Competition. (The first club submitting an image by the same maker is considered the legitimate submitter for the season). This member may choose to give one set of images in one Division for Club A and one set of images in a different Division for Club B but cannot give an image for both Club A and Club B in the same Division Competition.

Image Release Form

- Interclub Competitions require "Releases" before Interclub Representatives can upload images. This is the same request for approval from image makers used in all individual competitions but since Interclub Representatives cannot sign permissions for another club member, our system uses Release documents
 - Individual releases are valid for all Division Competitions.
 - Releases verify the member images are created by the maker only.
 - Releases state the maker holds all copyrights.

- Releases state the maker gives permission for PSA to post the images on their protected web site.
 - Releases must be signed and dated by every club member who wishes to participate.
 - A current Release must be uploaded in the software before the maker's image can be uploaded into the competition.
 - This release document is for the maker, not the image, and is good for 3 years from the date of the signature.
 - It is suggested that spelling be checked carefully when uploading Releases as names will be printed as submitted.
- Releases should recognize the member's PSA honors and Distinctions and any level of FIAP Please do not enter FIAP Honors. EXAMPLE: PSA HONORS. PSA Distinctions, FIAP Distinctions. In this order. IE: APSA, PPSA, EFIAP (do not list FIAP honors)
 - Once the upload button is clicked the Instructions are listed on the right.
 - If a member just needs an updated file: choose file, then put in the new signature date, click the box "Makers in Club" find the same member and highlight and click Add maker to document. Then remember to click down below upload release. You need not fill in any other of the boxes for updating the same member unless you want to make changes.
 - On the Club's home page, the Interclub Rep can download a list of all releases on file and check expiration dates. The Expiration date should carry the maker through July of the Competition season.
 - Two Release_Forms can be found in the Tab labeled "Releases" at the top of the club home page labeled "Create Individual Release template and Create Club release template".

Suggested process for securing signed Releases

- Members have reported success with the Individual Form using the following process: Send the individual form via email to your members, have them download, sign, print their name and date the form, take a picture of the form with their cell phone's camera, and send the cell phone photo back to you using email.
- If a person does not have a smart cell phone, Club Members can upload this template into photoshop, sign with a thin Brush, and use a brush feature to write/ type in their name and date. Then download to their desktop and send as an attachment to you.

Unique aspects of Division Competitions

- Nature: Nature uses only General and not Wildlife rules. Wildlife can be entered in General

- Photojournalism: Image submission includes both General and Human Interest. Clubs can enter only a total of 6 images in either the General or Human Interest sections but all 6 images must be by different makers.
- Photo Travel: Images are General and open subject.
- Color: Images can only be in color. Images previously entered in 2022 or before in Open PID are all considered a color Image because there was no separate monochrome competition. Creative Images may be entered in this competition.
- Monochrome: Images can only be Monochrome: One tone in monochrome or black and white. A color image that has been turned into a monochrome image can be entered but the same title as the color image must be used. Creative Images may be entered in this competition

Uploading Images

- To understand this process, please view the Club Rep Training Tutorial listed above.
- It is suggested that spelling, maker, and title be double checked carefully as information will be printed as submitted.
- The printing information and Screenshot of Titles and Makers for each competition at the bottom of the home page is one way for verification and record keeping.
- There is no confirmation sent back to Interclub Representatives. For Verification, the Interclub Representative will want to make a screen shot of their entries that are listed at the bottom of their home page for all competitions entered.
- While Directors try to check incoming images and notify potential errors to the Interclub Representative, they cannot make any change. Incorrect information could result in disqualification. Frequent errors include forgetting to change maker or uploading the same image twice.
- Re-entering Images: If the Primary or Alternate Rep wishes to replace a different image for one of the previously uploaded six images before the Round's deadline, the Primary or Alternate Rep can simply go into the uploading panel, remove the original image, and enter the replacement image in the exact position 1-6.
- The upload site is locked after the deadline date and late submittals are not allowed in the system. The deadline is Midnight USA Central Time Zone.
- If you know a maker has a Release in the system but it will not come up when you try to upload their image, often the Release has expired. If you have time, you can ask the Member to submit a new Release.

Image Entries

- The recommended Image size is 1920 pixels wide x 1080 pixels tall but the software accepts 1400 pixels wide or 1050 pixels tall. Judges have commented that there appears little difference if clubs are unable to use the recommended size.
- Unless your image proportions are exactly the file size given, one of these dimensions will be less than the maximum. Usually, it will be the width. Vertical images can be no more than 1080 pixels tall.
- The file format is jpg /jpeg only.
- sRGB color space is recommended for optimum results.
- The software system does not enforce a max file size, but it is recommended to keep files under 3 MB. If the file does not upload, an error message pops up. If the upload fails, we recommend reformatting the image size to under 3 MB.
- There is no specific resolution requirement.
- A club can enter up to 6 images by 6 different makers in each competition.
- Greyscale Monochrome images and Color Images may be entered in Nature, Photojournalism and Photo Travel but toned images are not permitted for these competitions.
- Borders for Reality Based Divisions (Travel, Nature & PJ are considered Reality Based). The Nature Guide recommends against borders but does not prohibit them. Travel and PJ also allow small borders. When a border is used, a small neutral color (gray tones) border is preferred and is generally considered OK.
- Colored borders and decorative borders are not considered appropriate for Reality Based Divisions.
- There are no border restrictions in the Color or Monochrome Competition Division.
- Images that are substantially the same image by the same maker may not be entered in the same Division during the competition season. These same images may be entered the following competitions season if they did not win an award.
- Images that are substantially the same image by the same maker may be entered in a different Division during the same competition season.
- Images that are substantially the same image should have the same title regardless if it has been changed to a color, monochrome or cropped portion from the same image.
- An image that has won an Award or an HM in a Division can not be re-entered in the same Division. However, even if they win an award in one competition they may be entered into a different Division Competition.
- There is no restriction on award images from PSA or other Exhibitions.
- An Award Image earned in a specific Division Competition may not be entered again in that same Division competition. However, that same Award Image may

be entered into any other Division competition where the image fits the image Definition of the Competition.

Makeup Entries:

- One missed round of competition may be made up during another round of competition. These images are scored and added to the Club Standings.
- No more than one Round of 6 images may be made up in one season.
- Make up images are listed as M1 M2 etc and are below the regular upload entries in the same box.
- A club can enter fewer than the 6 images but missing entries or disqualified images cannot be made up in the remaining rounds.
- Make-up images are eligible for points and awards.

Image Uploading into the Interclub Software:

- The Process is reviewed on The Interclub rep video is at: https://youtu.be/fbXGx_B_wXs
- There is no confirmation sent back to the Interclub Representatives regarding uploaded images.
- It is recommended The Interclub Representative take a screen shot of their entries that are listed at the bottom of their home page for all competitions entered. This screen showing entries uploaded disappears after the deadline date.

TITLES;

Conditions of Entry (Rules for organizing a PSA-recognized exhibition - 2024) is used as the reference to this section. The PSA board has stated that all rules for titles are to be followed by any PSA Exhibition or PSA Competition

- Each image must have a unique title that relates to the content of the image.
- Titles can be no more than 35 characters.
- Titles may not consist of personal identifiers by a number unless those numbers are prominently contained with the image such as a contestant number in a race.
- Titles may not be words such as "Untitled or No Title"
- Color and Monochrome images from the same capture that share substantial pictorial content in common are considered the same image and must be given the same title
- There is no filename format. The system rewrites the filename for the scoresheet that includes a Control Number.
- Titles may not consist of personal identifiers possibly augmented by a number or word
- Titles may not include .jpg or .jpeg or any other camera capture.

- Titles are important for tracking purposes, but titles are not part of the judging. PSA believes the image stands alone without the title. This ruling is in place for all FIAP and PSA Competitions and Exhibitions.
- No titles may be visible to the judge and nothing in the image may identify the entrant.
- In Interclub, Titles are not viewed by the judges, and instead a control number is associated with the image.

Judging

- Judging and entering competitions are important teaching tools to improve club members' photography.
- All clubs who participate in Interclub are asked to serve at least once every four (4) years as a Host Club for every Competition they participate in.
- A Scoring Guide of 9-1. Scoring Guide rules, General Host Club Guidelines, General Scoring Guide and Visual Guides can be found at [:https://psaphotoworldwide.org/general/custom.asp?page=interclub-overview](https://psaphotoworldwide.org/general/custom.asp?page=interclub-overview)
- 3D and Pictorial Print Divisions use slightly different judging procedures and can also be found at the above site.
- Each round is judged by a volunteer Host Club who represents one club from a different group in the same competition.
- The Host Club selects 3 judges from their membership with judges using the Interclub Online Software with judge training support from the Director of the Competition.
- If a club does not have enough experienced judges, outside judges may be invited, however, these judges may not be part of the club they will be judging or related to any of the club members they will be judging.
- It is recommended that the Interclub Representative seek their club's help in selecting at least two experienced photographers who have done some judging with an additional member known for their good photography but who may be new to judging. The Interclub Rep can be one of these judges.
- Also, a club with members limited in judging experience can enlist outside judges to serve as their honorary club judges but the selected judges can not be a member or know a member in the group they will be judging.
- Occasionally, the Director needs to seek judging help outside the Interclub community if a Host Club has to cancel due to unplanned emergencies.
- A Host Club calendar for each Division is established in June through October before the season begins.
- Scores alone do not determine the awards. The top scoring images form an eligible award group, and Judges are encouraged to discuss which ones to select for Merit Awards and Honorable Mention Awards.

- All judging scores are considered final and PSA Interclub, much like exhibitions, does not accept Challenges from clubs to the judges' final scores. Discovery of disqualification only impacts the current Competition Season.
- Judges are responsible for understanding the specific judging and scoring guidelines of the Division Competition they are judging. One can view all Definitions on the PSA web site at: <https://psa-photo.org/page/division-definitions>

Awards:

- MERIT AND HONORABLE MENTION AWARDS are established for each Round with 20% of the entered images chosen as awards. Awards chosen represent 10% Merit and 10% Honorable Mention.
- Award winners receive a digital certificate with the embedded image. In addition, the Award images are posted on the secure and protected PSA Division Interclub Home Page slide show which is open to the public and organized by Division Competitions showing the winning image, specific award, the maker's name and their club.
- TOP CLUB AWARDS: Standings are established for each Division Competition. Club points from each round are tallied for the 3 rounds. The top three scoring clubs in each group and in each competition are recognized at the end of the year with a Top Club Certificates. Certificates have all images embedded on the certificate that were submitted during the season by the winning club. This was put into place because Interclub believes reaching this level is a team effort. In the case of a tie in 3rd place, 4 clubs are recognized.
- END OF YEAR
 - Merit images from all three rounds are judged again by experienced exhibition judges. and usually not interclub members. Experience is valued and judges may or may not be PSA members but are highly respected in the field of photography.
 - End of Year Round determines from each group a Gold Award, Silver Award, and Bronze Award and 10% Honorable Mention Images. A Best of Show for each Division is chosen from the Gold Award Images from that competition.
 - Winners receive Digital Certificates. Gold Award and Best of Show also receive a medal from PSA Headquarters. *Pictorial Print and 3D have a slight modification listed for END of Year Awards in their Guidelines.

Group Placement after the completed Competition Season.

- The Top 3 Clubs (or four in the case of a tie in 3rd place) in each competition and in each group are automatically moved up to the next level. If this makes the group unbalanced, bottom scoring clubs are moved down a level to keep the group balanced at approximately 25 clubs.
- The Director will establish the desired number of clubs in each group in June to balance each group at approximately 25 clubs with the A Group considered the top group.
- Standing Scores are used for placement, but only within groups. Scores across groups cannot be used for placement. For example, a score of 150 in Group B is not the

same as score of 150 in Group C since each group was judged by different Host Clubs. Throughout the summer, groups can be rearranged by the Director if the number of clubs in groups changes, and this change may make room to move others up to another group. Group size is determined by the Director as some Competitions Directors want to keep their groups balanced.

- There will be an effort to keep the last group smaller to provide space for new clubs.
- Clubs with zero points indicating no participation in any rounds in the previous competition season will be removed, along with clubs who wish to drop out. Their club and Interclub Representative names will be removed from the Site, and they will need to register their club again if they wish to participate in the future.
- Group Placement is finalized for the coming season by Oct 15.
- Once the competition Registration period closes groups will not change.
- A Director always makes room for any new Club. New clubs to the competition enter the lowest (entry-level) group. After the Registration deadline date, clubs can enter any time of the year, but entry in a specific interclub competition can only occur if there is room in the entry group.
- A club returning to the competition after a year of no participation will be placed back into the entry group.