



## *VIDEO SUBMISSION GUIDELINES*

### **Submitting Your Video**

**Recommended Method:** Share the file through Google Drive

After saving the file to your computer, upload to the Google Drive.

Look for this symbol  in the top right corner of the screen in Gmail, then click on this symbol . Then click the "+ New" button and select "File upload."

Once the file is uploaded, right click on the file name and select "Share." Enter [applymusic@scgsah.org](mailto:applymusic@scgsah.org) for the email address and click "Send." Gmail will notify us that you have shared a file.

*Note: You will need a Gmail account, but creating one is free!*

**Alternative Method:** Mail your video on a flash drive or DVD

Once you save the video file to your computer, copy the file to a flash drive or burn a copy to a DVD. Be sure to watch the video on the flash drive or DVD to ensure there are no problems. For protection, use a hard mailer or padded envelope to mail your flash drive or DVD to:

Office of Admissions  
15 University Street  
Greenville, SC 29601

If you wish to have the flash drive or DVD returned, please include a note in the envelope indicating the name and return mailing address.

### **Internet Safety**

The SC Governor's School for the Arts & Humanities encourages responsible and safe use of available technology. While video links to online services such as YouTube are accepted, we do not recommend using those services for submission purposes due to the personal information included in application videos. In the case of YouTube, videos are automatically made public unless you indicate otherwise, and we view this as a potential safety issue for students. If you are having difficulty with one of the submission options above, please ask a family member or teacher, or contact our office for assistance.

### **Contact Information**

For Information or assistance, contact Zaylee Butler in the Office of Admissions at [applymusic@scgsah.org](mailto:applymusic@scgsah.org) or call 864.270.5339