The Department admits new students once each year in the Fall Quarter. Applications must be filed one year in advance. **No late applications are accepted.** Undergraduate applicants are expected to have at least a 3.0 GPA at the time of application, and by the time of entrance must: 1) satisfy the University of California’s general transfer admission requirements; 2) complete a minimum of 60 semester/90 quarter units of transferable work; 3) complete the general education (GE) requirements of the UCLA School of Theater, Film, and Television (see below), or the GE requirements while a student at another UC campus, or the Intersegmental General Education Transfer Curriculum (IGETC) at a California community college. As the number of qualified applicants far exceeds the number who can be accepted, **students are encouraged to have alternate plans in the event they are not admitted.**

All applicants must 1) file the UC Application for Undergraduate Admission and select Film and Television as their first choice of major at UCLA; and 2) submit the additional required Supporting Materials directly to the UCLA Department of Film, Television, and Digital Media. **Please read all application instructions carefully.**

### The University of California Application for Admission

All applicants must submit the UC Application for Undergraduate Admission and Scholarships during the month of November, one year prior to entry. Applicants are encouraged to apply on-line or to download and print a paper application at www.ucop.edu/pathways.

### The Supporting Materials

All applicants must submit the following Supporting Materials directly to the Department of Film, Television, and Digital Media with a postmark date no later than January 6, 2012. These materials must be sent to: **Erica A. Flener, 103 East Melnitz, UCLA, Box 951622, Los Angeles, CA 90095-1622**, as a complete package if possible. **All items must be addressed specifically to Ms. Flener.** If they are not, you risk having your materials misplaced or lost. The Supporting Materials may also be delivered in person to the UCLA campus: Room 103, East Melnitz Building (near Sunset and Hilgard Avenue), 9:00 a.m. to 6:00 p.m., Monday through Friday.

1. **The Questionnaire for Applicants.**
2. **One copy (unofficial) of college transcripts.**
3. **Two letters of recommendation with Waiver of Access Form for each.** The letters may be in sealed envelopes if you waived your access to them. They may also be directly sent to us by the writer.
4. **A personal essay** (2 pages). Do not staple the pages together, put your name on each page; put “Personal Essay” on the first page.
5. **A critical essay** (3 pages). Do not staple the pages together, put your name on every page, and put “Critical Essay” on the first page.
6. **A creative writing sample** (5 pages). Do not staple pages together, put your name on every page, and put “Creative Writing” on the first page.

Use a large clip in the upper left-hand corner to join all the Supporting Materials together. Enclose a self-addressed stamped envelope if you wish the three writing samples returned to you. **The Supporting Materials MUST be typed and DOUBLE-SPACED on 8 ½ by 11 paper with at least a 12 point font. The lengths indicated are the maximum lengths allowed.** Applicants must follow these guidelines.

| We do not send confirmation of receipt or notification of missing Supporting Materials. If you want confirmation of delivery, please arrange that with your postal provider. |

(Page 1 of 6)
Undergraduate Application Procedures, continued

The Questionnaire for Applicants
The Questionnaire is your self-reported academic record, verified by the unofficial transcripts you submit, of your college academic record to date and the work in progress you will complete to satisfy these requirements. A Questionnaire that is incomplete, incorrect, or indicates that you do not understand or will not have met these minimum requirements will result in disqualification of your application from the admissions review process.

The Letters of Recommendation
Letters should be from individuals who know you well: a teacher, an employer, or someone in a position of leadership or responsibility with substantial knowledge of your personal qualities and capabilities. Avoid asking old family friends and/or prominent public figures who may not know you as well as a teacher or employer to write your letters. You want to find those who can honestly tell us what is unusual, remarkable, and admirable about you and your abilities, based upon their personal experience. **Do not send more than two letters of recommendation.**

The Personal Essay
The personal essay should include a summary of your background, creative interests, academic and professional goals. It may include unusual life experiences you have had, important influences in your life, your motivation for wanting to study film and television, and the kind of creative work you want to do. Do not use the personal essay to flatter us; use these few pages to create a very personal and vivid picture of yourself, what is most important to you, and your creative and professional goals. This may be the same essay you submitted with the UC application or a new one. We do not see the essay you submitted with your UC application. (Two pages maximum)

The Critical Essay
The critical essay is your analysis of a film or major television program. It is not a review. You should assume the reader has seen the work you are discussing; do not include a plot summary. This essay is similar to what you would write in an English literature or film history course. It is your analysis of any aspect(s) of the work you have selected: e.g., social observation or commentary; moral or philosophical elements; psychological aspects and relationships of the characters; dramatic structure; how design, composition, color, lighting, sound are used; etc. (Three pages maximum)

The Creative Writing Sample
You may submit any kind of creative writing: a short story, a treatment for a film, a script or play excerpt (which must be typed in standard script format and include a short synopsis of the complete script), a storyboard, poetry (those submitting poetry must submit one other kind of creative work as well), or any combination. You may also include photographs and drawings (no larger than 8 ½ x 11) with your creative writing up to the 5-page maximum. No preference is given to one type of creative work over another. (Five pages maximum) **Do not send tapes, CDs, or DVDs.**

The Application Review Process

- All applications are reviewed to determine if each applicant meets the minimum academic requirements established by the department.
- Each application is then reviewed and evaluated by at least two different faculty members on the admissions committee.
- A group of semi-finalists is selected.
- These applications may receive additional review(s) by the faculty.
- A group of approximately 30 finalists is selected. These finalists are then interviewed by one or more faculty members. (Finalists are contacted by the department regarding interview arrangements.)
- **Note:** Please make sure the University and the Department have your correct e-mail address and telephone number.
- Based upon the interviews, approximately 15 new transfer students are selected for admission.
- These applicants are then evaluated by the UCLA Undergraduate Admissions Office to determine if they will meet the University of California’s minimum transfer admission requirements prior to entry.

(Page 2 of 6)
Undergraduate Application Procedures, continued

All applications are reviewed by the department's Undergraduate Committee, which is composed of faculty members with many years of teaching and professional experience. Committee members evaluate all applicants by the same criteria—academic preparation, the letters of recommendation, and the three writing samples. The written materials submitted by the applicant are the most important part of the application.

Taken together, the Supporting Materials should give the admissions committee members a very clear and compelling picture of who you are, your significant life experiences, your most important personal traits and greatest personal strengths, your special creative talents, your values and goals in life, and your vision for the kind of work you want to do.

Admissions Decisions

Admissions decisions are usually available by the end of April. Applicants can check on their decision at www.universityofcalifornia.edu/admissions/undergradapp/appstatus.html. The Department of Film, Television, & Digital Media does not notify applicants. Please do not call the Department to check on the status of your application as we cannot give out information by telephone. Admitted students will receive additional information from the department.

Deadlines

Deadline for filing the UC Application for Undergraduate Admission and Scholarships: November 30, 2011.

Deadline for receipt of the Supporting Materials by the Department: January 6, 2012.
General Education Requirements for the School of Theater, Film, and Television

Writing I - English Composition and Rhetoric (one course)

Writing II-Critical Reading and Writing (one course)

Foundations of the Arts and Humanities
Five 5-unit courses, one from each subgroup:

- Literary and Cultural Analysis
- Philosophical and Linguistic Analysis
- Visual and Performance Arts Analysis and Practice

Foundations of Society and Culture
Three 5-unit courses, one from each subgroup and one from either subgroup:

- Historical Analysis
- Social Analysis

Foundations of Scientific Inquiry
Two courses (8 units minimum), one from each subgroup:

- Life Sciences
- Physical Sciences

The School also requires demonstration of Foreign Language Proficiency (one year of college-level language study or equivalent) and completion of three literature courses. Students are encouraged to complete these requirements prior to entry. However, this is not an admission requirement.

The California Privacy Act requires the University to list the following information for individuals who are asked to provide information about themselves.

1) The principal purpose for requesting information is to consider your application for admission to the UCLA Department of Film, Television, and Digital Media.

2) This information is solicited in accordance with University policy, adopted pursuant to Article IX, Section 9 of the California Constitution.

3) Failure to furnish each item of information will delay or may prevent completion of the purpose for which the questionnaire is intended.

4) Information furnished in the questionnaire may be used by various University departments and may be transmitted to State and Federal government agencies if required by law.

5) The Student Services Office of the UCLA Department of Film, Television, and Digital Media maintains the questionnaire.

(Page 4 of 6)
Questionnaire for Undergraduate Applicants - FALL 2012

Name________________________________________ Current G.P.A._________
(Please print) First M.I. Last

Current telephone number______________________________

E-mail address________________________________________

Please identify your intended area of study (circle one):
PRODUCTION SCREENWRITING CINEMATOGRAPHY DOCUMENTARY ANIMATION
CINEMA & MEDIA STUDIES

This form must be filled out completely and accurately or your application will not be reviewed. Applicants must achieve junior standing and complete their General Education (GE) requirements prior to entry. Check the General Education plan you will complete prior to entry:

The GE plan of the UCLA School of Theater, Film, and Television______________
The IGETC at a California community college____________________________
The GE plan at another UC campus where you are a student____________________

Below, list the specific requirements of the plan you checked, the courses you have completed and/or will complete to satisfy these requirements, and where and when taken. Do not list all courses you have taken, only those satisfying GE requirements.

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<th>GE REQUIREMENT</th>
<th>COURSE TAKEN</th>
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These must be accurate in the event we need to contact you to arrange for an interview.

(Page 5 of 6)
This Waiver of Access Rights form is for use by applicants for admission for Fall Quarter 2012 to the undergraduate degree program in Film and Television at UCLA.

Under the federal law entitled the Family Educational Rights and Privacy Act of 1974, students are given the right to inspect their educational records, including letters of recommendation. However, students may waive this right if they choose to.

- **Name of Recommender** (please print)
- **Relationship** (Teacher, employer, counselor, etc)
- **I hereby expressly waive any and all rights of access I might have to the letter written by the above named individual under the Family Educational Rights and Privacy Act of 1974, and any other laws, regulations, or policies.**
- **I do not** agree to waive access to the letter written by the above named individual.

Complete the information above and then give this form to the person writing a letter of recommendation on your behalf. This form must be returned with the letter of recommendation no later than **January 6, 2012** to:

Erica A. Flener  
UCLA Department of Film, Television & Digital Media  
Box 951622  
Los Angeles, CA 90095-1622