

**2025 UCLA Film and Television Emerging Filmmakers  
Pre-College Behavioral Agreement**

I understand that being part of UCLA Film and Television Emerging Filmmakers is a privilege. With that privilege comes the responsibility to do my part to foster a safe and supportive environment. My actions and considerations affect the well-being of my peers, instructors, production coordinators, and program staff.

I understand that failure to abide by the UCLA Film and Television Emerging Filmmakers Pre-College Behavioral Agreement may negatively affect my participation in the program and lead to disciplinary action, up to dismissal from the program.

**TARDINESS AND ABSENCES:**

I understand that it is my responsibility to arrive to class and all activities on time or early. Tardiness will not be tolerated. Tardiness negatively affects the educational experience of my peers, and in some instances, tardiness may create safety concerns or preclude me from taking part in a programmatic activity altogether. I understand that it is my responsibility to let my instructors or production coordinators know if I need to leave the classroom. I understand that repeated tardiness and/or unauthorized absences from Required Activities for reasons other than unforeseen emergencies will negatively affect my participation in the program and may lead to disciplinary action, up to dismissal from the program. Students are responsible for reviewing and adhering to the attendance policies outlined in their program syllabus.

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**CHECK-IN/OUT AND COLLOQUIUM**

I understand that UCLA Film and Television Emerging Filmmakers will follow a check-in and check-out system for all students participating in the program. Check-ins will take place during the morning Colloquium. I understand that I must check in with the designated program staff leader each day at morning Colloquium before attending my classes. I understand that an absence from the morning Colloquium will negatively affect my participation in the program for that day, and may preclude me from participating in programmatic activities. Students are responsible for reviewing and adhering to the attendance policies outlined in their program syllabus.

I understand that I will need to check out with a designated program staff leader before I am cleared to leave for the day. Failure to check in or check out each day will result in an automatic tardy or absence which will negatively affect my participation in the program and may lead to disciplinary action, up to dismissal from the program.

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**LEAVE REQUESTS:**

A parent or guardian may submit a Leave Request Form to request that a student leave class during instructional hours or be excused from class. The UCLA Emerging Filmmakers Administration Office must approve all leave requests before the student leaves class. All unapproved leaves will result in a tardy or absence on the student's record. **Program leave requests must be submitted no later than the first day of the student's program. In the case of an emergency, a parent or guardian must submit a Leave Request informing UCLA Emerging Filmmakers of the emergency leave.**

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**CELLPHONE USAGE:**

I understand that the use of cell phones during class is strictly prohibited. Unless I have a medical condition with a doctor's note, I consent to have my phone collected by staff during class time. Phones will be returned to students during break periods and at the conclusion of each class. In case of emergency, my parents/guardians may contact UCLA Emerging Filmmakers directly to get ahold of me during class time.

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**DRESS CODE**

UCLA Emerging Filmmakers prioritizes safety and professionalism on set, and as such, has established a strict dress code to ensure a safe and productive learning environment. I understand that I must adhere to the following guidelines:

- No clothing that exposes undergarments or midriffs
- No clothing with offensive or inappropriate language or imagery

I agree to adhere to the dress code above as well as the program-specific dress code outlined in the program syllabus. I understand that consequences for dress code violations may include: a warning, a request to change into appropriate attire and/or temporary removal from Required Activities. If the violation persists, students shall face disciplinary actions at the discretion of UCLA Emerging Filmmakers, up to dismissal from the program.

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**BULLYING AND DISCRIMINATION:**

UCLA Emerging Filmmakers has a "Zero Tolerance" policy regarding bullying and discrimination. We do not tolerate discrimination or bullying based on, but not limited to, race, ethnicity, gender, sexual orientation, financial status or religion. I understand that bullying is not tolerated. This includes but is not limited to intimidation, personal harassment, intentional exclusion, teasing, coercion, threat, verbal or physical abuse, posting media of peers without their consent online, or anything else that might make a peer uncomfortable. It is my responsibility to report any bullying I witness to program staff, or instructor as soon as I am aware of it. Everyone at UCLA Emerging Filmmakers has the right to

be comfortable and respected. Bullying will not be tolerated on or off campus, in the classroom, online, on set, or anywhere in between. I understand that failure to follow this policy may negatively affect my participation in the program and may result in disciplinary action, up to dismissal from the program.

Initial Here: \_\_\_\_\_

**AUTHORITY:**

I will listen to and respect my instructors, production coordinators, and program staff. I understand they are here to help me learn, and I will treat them respectfully. If I disagree with them, I will ask questions respectfully. I will not bully, tease, threaten, or abuse the staff or instructors. I understand that failure to follow this policy may negatively affect my participation in the program and may result in disciplinary action, up to dismissal from the program.

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**REPORTING:**

I understand that it is my responsibility to report any action that violates the UCLA Film and Television Emerging Filmmakers Pre-College Behavioral Agreement. I can report to instructors, production coordinators, program staff, or staff members.

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**AI USAGE:**

I understand that unless otherwise instructed by the teacher, all submissions for course requirements (including a paper, project, exam, computer program, oral presentation, or other work) must be my own work or must properly acknowledge the source. I understand that using ChatGPT or other AI tools for course assignments is similar to receiving help from another person, and I will not present AI generated content as my own work.

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**I understand** that I must adhere to the UCLA Emerging Filmmakers Pre-College Behavioral Agreement, the UCLA Emerging Filmmakers Participation Agreement, and all UCLA policies while participating in the program.

**I understand** that I share part of the responsibility to make UCLA Emerging Filmmakers a safe learning environment. My actions affect everyone around me, and I will bring the best version of myself to the program every day.

**I understand** that UCLA Film and Television Emerging Filmmakers has a “Zero Tolerance” policy regarding alcohol, illegal drugs, and tobacco.

**I understand** that failure to abide by the UCLA Emerging Filmmakers Pre-College Behavioral Agreement may negatively affect my participation in the program and may lead to disciplinary action, up to dismissal from the program.

Student Name:

Student Signature:

Date: