

# UCLA Professional Program in Producing for THEATER

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

APPLICATION FORM

Total Tuition	Amount Due With Application
\$2000	<p>\$1000 charged upon admission. Remaining \$1000 due February 28, 2015</p> <p>Application deadline is February 15, 2015</p>

INTERNATIONAL STUDENTS: If you are not a U.S. citizen, you will need a J-1 visa to participate in this program. To get a J-1 visa, you must apply for a UCLA DS-2019 by **November 1, 2014**. This is to allow enough time for you to obtain your visa. You are encouraged to send us your Professional Program application as soon as possible. There is an extra non-refundable \$340 fee for DS-2019 processing. International students in need of a DS-2019 will be charged this fee on top of their tuition cost, once the DS-2019 is processed. In addition, please be aware that students entering the United States on a J-1 visa must first pay a \$200 SEVIS fee to the U.S. Department of Homeland Security.

International students who are admitted to the Professional Program in Producing may request a DS-2019 application form at that time.

**CHECKLIST**

Before you send your application, make sure you have enclosed:

- Professional resume
- Statement of purpose (one page – no more, no less)
- Application form with credit card payment information for \$1500 tuition deposit (applicant will only be charged if admitted to the program)
- Copy of undergraduate bachelor's transcript (non-official copy ok), OR a copy of undergraduate bachelor's degree certificate, OR a DegreeVerifyCertificate from National Student Clearinghouse.

## Spring 2015 UCLA Professional Program in Producing for Theater

**PAYMENT:** The initial payment of \$1500 may be made by credit card only. The balance may be paid with a credit card or with a cashier's check or money orders made out to UC Regents. Please be advised that we do not accept personal checks.

We accept Visa, MasterCard, and Discover. We do not accept AMEX.

Please complete the following. Please print legibly:

Visa \_\_\_\_\_ Mastercard \_\_\_\_\_ Discover \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Authorizing Signature \_\_\_\_\_

Mail your completed application to:

UCLA School of Theater, Film and Television  
Professional Program in Producing  
102 East Melnitz Hall  
Los Angeles, CA 90095-1622

**Alternatively, you may fax your application to 310-206-7099. Per University policy, applications **MAY NOT** be emailed.**

### **REFUND POLICY AND SCHEDULE**

Applicants who would like to withdraw from any of our courses must do so in writing. Students may send a fax to (310) 206-7099 or simply email Program Director Joe Rosenberg at [jrosenberg@tft.ucla.edu](mailto:jrosenberg@tft.ucla.edu).

If you have questions about this policy, please call (310) 825-6124.

### **Professional Program in Producing – Refund Schedule (applies to full tuition cost)**

- 100% refund if student withdraws by March 23, 2015
- 50% refund after March 23, 2015 and up to and including first day of second week of classes (April 13, 2015)
- 0% refund after April 13, 2015

Please call (310) 825-1107 or email [ProfessionalPrograms@tft.ucla.edu](mailto:ProfessionalPrograms@tft.ucla.edu) with any questions.

Please let us know how you heard about our program. \_\_\_\_\_