

### ADMISSION CHECKLIST

ALL APPLICANTS MUST COMPLETE AND SUBMIT THE FOLLOWING DOCUMENTS TO THE OFFICE OF ADMISSION FOR CONSIDERATION.

- ☐ Admission Checklist/ Admission Fee
- ☐ Complete Section 1, 2, and 3: Application for Admission
- ☐ Complete Section A: Transcript Request Form
- ☐ Complete Section B: Creative Supplements
  - ☐ Narrative Statement
  - ☐ Creative Portfolio
- ☐ Complete Section C: Letter of Recommendation Form
- ☐ Supporting Documents: ☐ Resume
  - ☐ TOEFL Score for International Students (May be sent separately) (Code: 6857)

Send your completed application for admission to:

**New York Film Academy  
Office of Admissions  
100 Universal City Plaza  
Bldg. 9128, Suite 179  
Universal City, CA 91608**

### PAYMENT

The application fee is non-refundable. You may pay by check, money order, wire transfer or credit card.

U.S. Residents: \$75.00 USD

International Students: \$75.00 USD

**If you already applied online and paid the application fee of \$75, please note when payment and online application was submitted:**      /      /  
MM      /      DD      /      YYYY

#### Payment by Check / Money Order / Credit Card

Attach the check or money order to this form  
(skip if paying by credit card)

Check No.: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Please make your check or money order, in U.S. dollars,  
payable to: The New York Film Academy, LTD.

**Please call at 1-888-988-NYFA or 1-818-733-2600 to make a payment by Credit Card.**

Details regarding payment schedule will be sent with acceptance notification. For a copy of the NYFA rules and regulations, and the refund policy, please contact the admissions office.

The New York Film Academy reserves the right to dismiss students from programs for poor conduct, poor attendance, lack of preparation, if they present a threat to themselves or others, or if they cause a disruption of any kind.

**IMPORTANT: PLEASE INDICATE START DATE AND PROGRAM**

☐ JUL 2013    ☐ SEP 2013    ☐ OCT 2013    ☐ JAN 2014    |    ☐ MA IN FILM & MEDIA PRODUCTION

1. Student's Name\* \_\_\_\_\_  

LAST (FAMILY)
FIRST
MIDDLE
2. Maiden/other name(s) you use \_\_\_\_\_ Birth Date \_\_\_\_\_  

MM
/
DD
/
YYYY
3. Email Address \_\_\_\_\_ Social Security Number \_\_\_\_\_  
*(All US applicants must provide)*
4. Current Mailing Address - Please be sure this is as complete as possible  
 \_\_\_\_\_  
 STREET ADDRESS  
 \_\_\_\_\_  

CITY
STATE OR PROVINCE
ZIP/POSTAL CODE
COUNTRY NAME
5. Telephone Number \_\_\_\_\_ Secondary Number \_\_\_\_\_
6. Birthplace - City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_
7. Gender:    ☐ Male    ☐ Female
8. Marital Status:    ☐ Married    ☐ Single    9. Have you served in the United States Military?    ☐ No    ☐ Yes
10. ☐ I request assistance with housing.
11. Check the box that best describes your citizenship/residency.  
☐ I am a citizen of the United States. ( If you check this box, skip to question 15. )  
☐ I am a permanent resident of United States and a citizen of \_\_\_\_\_  

COUNTRY

☐ I am an international student and a citizen of \_\_\_\_\_  

COUNTRY

**INTERNATIONAL STUDENTS ONLY**

12. Do you plan to apply for the F-1 student visa to enter the US?    ☐ Yes    ☐ No  
 Are you in the US as an F-1 student and plan to transfer your I-20 to NYFA?    ☐ Yes    ☐ No  
 Will you be in the US in another immigration status other than F-1 student and do not require an I-20 Certificate?  

☐ Yes    ☐ No
13. Permanent or foreign mailing address (if different from current). International students must provide an overseas address  
 \_\_\_\_\_  
 \_\_\_\_\_
14. What is your native spoken language \_\_\_\_\_

**CONTACT THE INTERNATIONAL OFFICE AT INTERNATIONAL@NYFA.EDU WITH ANY QUESTIONS.  
 APPLICATIONS FOR ADMISSION WILL BE DECIDED WITHOUT REGARD TO IMMIGRATION STATUS.**

*\* International students must apply using full name as it appears on your passport.*

Today's Date ( MM / DD / YYYY)

Student's Name \_\_\_\_\_  
 LAST (FAMILY) FIRST MIDDLE  
 Birth Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Email Address \_\_\_\_\_  
 MM DD YYYY  
 Today's Date ( MM / DD / YYYY ) \_\_\_\_\_

21. Is there any health problem that NYFA should know about? ☐ No ☐ Yes (Have your physician contact us)

HEALTH INSURANCE COMPANY \_\_\_\_\_

GROUP/POLICY # \_\_\_\_\_

**We strongly advise students to acquire health insurance coverage, please contact us for more information.**

22. List names of two persons who will serve as reference

NAME TITLE

ADDRESS

NAME TITLE

ADDRESS

## HOW DID YOU LEARN ABOUT THE NEW YORK FILM ACADEMY?

ADS (WHERE)

FLYER (WHERE)

POSTER (WHERE)

☐ SEARCH ENGINES (PLEASE CIRCLE): GOOGLE YAHOO ASK MSN BING OTHER SEARCH ENGINE: \_\_\_\_\_

☐ FRIEND ☐ NYFA STUDENTS ☐ BROCHURE ☐ COLLEGE ☐ TV SPOT ☐ NYFA CAFÉ ☐ WEBSITE: \_\_\_\_\_

☐ TEACHER, AGENT, OR COUNSELOR ☐ FAIR ☐ OTHER: \_\_\_\_\_

ARE YOU HISPANIC / LATINO?

☐ Yes, Hispanic or Latino (including Spain)

☐ No, not Hispanic or Latino

HOW WOULD YOU DESCRIBE YOURSELF?

☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White

### Applicant Signature

I certify that the information I have provided on this application is complete and accurate to the best of my knowledge. I understand that all documents that I send to The New York Film Academy become the property of The New York Film Academy and will not be returned to me or duplicated for any purpose. I agree that, if I am admitted to The New York Film Academy, my admission is contingent upon verification of official records from the institutions I have attended and upon satisfactory completion of all course work prior to enrolling at The New York Film Academy.

**All dates, locations, schedule, curriculum, and tuition are subject to change.** The New York Film Academy reserves the right to use a student's name, likeness or films in brochures, advertising, the web, and in any other promotional materials or for educational purposes.

Students may request that their studies and course work be considered for transfer credit, an award of credit, or degree by the New York Film Academy's west coast headquarters at Universal Studios, California. To qualify, students must meet all admissions criteria, standards of course work, attendance, and the course of study must have been deemed equivalent to an approved course at the New York Film Academy at Universal Studios, California.

The New York Film Academy reserves the right to dismiss students from programs for poor conduct, poor attendance, lack of preparation, if they present a threat to themselves or others, or if they cause a disruption of any kind.

SIGNATURE

DATE

**STUDENTS**

Fill out this form completely and ask the registrar of the school where you earned your diploma (or last attended) to attach the form to your official transcript and send it to:

New York Film Academy  
Office of Admissions  
100 Universal City Plaza  
Bldg. 9128, Suite 179  
Universal City, CA 91608

We suggest that you make a copy of this page in case you need to submit multiple transcripts.

Please submit a transcript for all Undergraduate and Graduate work you have completed. If you did not earn a degree at a particular college, you must still submit a transcript of whatever coursework you did complete. A Bachelor's degree or higher is required for consideration for acceptance into the Master of Arts Program. If you attended a foreign university, your degree(s) must be equivalent to a U.S. Bachelor's Degree.

Student's Name \_\_\_\_\_  
LAST (FAMILY) FIRST MIDDLE

Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ E-Mail Address \_\_\_\_\_  
MM / DD / YYYY

Today's Date (MM / DD / YYYY) \_\_\_\_\_

I am applying to NYFA for: ☐ JUL 2013 ☐ OCT 2013  
☐ SEP 2013 ☐ JAN 2014

The transcript includes the following: ☐ Undergraduate Course Work ☐ Graduate Course Work

Name of School sending transcripts \_\_\_\_\_

Address of School sending transcripts

STREET ADDRESS CITY

STATE COUNTRY, IF NOT U.S. ZIP CODE

APPLICANT SIGNATURE DATE

Student's Name \_\_\_\_\_

LAST (FAMILY) \_\_\_\_\_ FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_

Birth Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Email Address \_\_\_\_\_

MM / DD / YYYY

Today's Date (MM /DD /YYYY)

## A. NARRATIVE STATEMENT

The narrative statement shall be a mature and self-reflective essay (Maximum of 3 typed pages) detailing the applicant's reasons for pursuing a degree in the motion picture arts. The essay should take into account the individual's history, formative creative experiences, contemporary influences and inspirations, and personal artistic dreams.

## B. CREATIVE PORTFOLIO

Applicants must submit one or two examples of original work that best demonstrate their talent and ability as creative individuals. All film/video submissions must be submitted on VHS videotape or DVD, regardless of image capture format (20 minutes maximum). Applicants may also submit supporting materials such as slides or photographs (10 maximum).

Creative samples are accepted in various stages of development, or as completed work. Examples of work can range from drawings, conceptual illustrations, storyboards, designs, photographs, three dimensional models, or digitally generated images. Students may choose to submit a typed screenplay or short story (10 page maximum).

While the creative portfolio is normally the primary determining factor for admission, the NEW YORK FILM ACADEMY understands that many applicants have attained applicable skills from various professional experiences in publishing, entertainment law, theater, online business ventures, architecture, etc. Often, with these applicants, it is the narrative statement and resume that reveal the most about an applicant's qualifications, and potential for success in the program, to the Admissions Committee.

1. Submission Type: ☐ Film/ Video ☐ Slide/ Photos ☐ Screenplay/Story ☐ Audition ☐ Other\_\_\_\_\_

Title
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Description \_\_\_\_\_

If Film / Video Submission, Type: ☐ DVD ☐ Hyperlink:\_\_\_\_\_ Running Time:\_\_\_\_\_

2. Submission Type: ☐ Film/ Video ☐ Slide/ Photos ☐ Screenplay/Story ☐ Audition ☐ Other \_\_\_\_\_

Title \_\_\_\_\_

Description \_\_\_\_\_

If Film / Video Submission, Type: ☐ DVD ☐ Hyperlink: \_\_\_\_\_ Running Time: \_\_\_\_\_

Student's Name \_\_\_\_\_  
LAST (FAMILY) FIRST MIDDLE

Birth Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Email Address \_\_\_\_\_  
MM / DD / YYYY

Today's Date (MM /DD /YYYY) \_\_\_\_\_

**NEW YORK FILM ACADEMY - LETTER OF RECOMMENDATION FORM****To Applicant:**

Applicants to the NEW YORK FILM ACADEMY MA programs must submit a minimum of 2 letters of recommendation verifying the applicant's ability to undertake graduate study in the field successfully. Letters must be submitted directly to the admissions department from the individual writing on the applicants behalf. Letters received by the admissions department must be sealed and stamped. Provide a copy of this form to each individual writing you a letter of recommendation.

**To Recommender:**

Please attach this form to your letter of recommendation. Attaching this form to recommendations will help to ensure that your letters are matched up with the appropriate application. Letters received by the admissions department must be sealed, stamped and sent directly from the recommender.

\_\_\_\_\_  
RECOMMENDER NAME

\_\_\_\_\_  
OCCUPATION

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
RELATION TO APPLICANT

**Please address your letter of recommendation as follows:**

New York Film Academy  
Office of Admissions  
100 Universal City Plaza  
Bldg. 9128, Suite 179  
Universal City, CA 91608