

DEPARTMENT OF CINEMA AND TELEVISION ARTS  
California State University, Northridge

**FILM PRODUCTION PORTFOLIO REVIEW**

Because there is a tremendous demand for film production courses, and because there is a limit to the number of people we can effectively serve, we must use the portfolio process to identify those people who are most likely to benefit from the program at this time. The following are requirements for eligibility and acceptance into the Film Production Option:

- The Film Production Option requires a financial commitment and a time commitment greater than other CTVA options and greater than what is normally expected of non-production courses.
- Candidates must have **completed all CTVA pre-major requirements** (with a grade of "C" or better in ART 250, CTVA 100, 210 and 220, plus a minimum grade of "B-" in CTVA 250) by the conclusion of the semester he or she applies and have a good overall academic standing.
- The student is expected to have official Junior standing by the time he or she enters the Film Production Option (60 units).
- It is the students' responsibility to indicate any substitutions or irregularities regarding these requirements on the application form. If a substitution was accepted by a CTVA faculty member, indicate that person's name on the form as well.
- The best candidates will be able to express themselves well in written form, have something interesting to say that is based on personal life experience, and demonstrate visual literacy.
- Upon acceptance into the Film Production Option, you are expected to begin your program of study when admitted and continue without a break in enrollment or attendance until the program is completed. Failure to do so relinquishes your place and you must apply again.

**DEADLINES for submitting the portfolio package:**

**For the Fall 2010 Semester: 3:00 p.m. on March 26, 2010**

**For the Spring 2011 Semester: To be Determined**

**Mail or deliver to:**

Portfolio Review Committee  
The Department of Cinema and Television Arts  
Manzanita Hall 195  
California State University, Northridge  
18111 Nordhoff Street  
Northridge, CA 91330-8317  
(818) 677-3192

Applicants will be notified by mail within six weeks.  
Please do not call the office for results.

Application material will not be returned, but may be picked-up from the CTVA office for ONE MONTH following notification.

**TRANSCRIPT(S):** Include a copy of your DPR report from CSUN (can be obtained from the CTVA office staff), and a transcript from any other college you may have attended. A photocopy or unofficial copy is acceptable.

**SHORT ANSWER SECTION:** On a separate sheet of paper, numbering each item, answer the following questions with a short statement or short description. Answer all questions. We are looking for answers that help us to know about you, about your interests, and your thinking. We are looking for the ability to communicate fluently, with brevity. Answers should be no longer than 7 sentences. We are not looking for stock answers or outside opinions, such as Google or Wikipedia citations!

- 1) In the area of literature, name your favorite writer or book. Write a few sentences defending your choice.
- 2) In the area of fine arts, name your favorite artist or work. Write a few sentences defending your choice.
- 3) In your opinion, what is the most important historical event of the 20<sup>th</sup> Century and why?
- 4) What is your favorite movie? In a few sentences state why this film appeals to you.
- 5) Would someone who knows you well say that you work best as an individual or in a group setting? Discuss.
- 6) You arrive at a warehouse location an hour before crew and trucks arrive and the building is padlocked. What do you do?
- 7) Your best friend wants to DP on your film and you don't think they're the best candidate. What would you do? How would you handle the situation?
- 8) Your best friend is your editor and is not doing a good job – not putting in the hours, not taking full responsibility. What would you do? How would you handle the situation?
- 9) You are the producer of a senior project and one of the group members is argumentative during meetings and creates tension in the group. Privately, group members complain to you about this person – some feel threatened by this person's behavior. The group needs this person's financial contribution to make the film. What would you do? How would you handle the situation?
- 10) What primary skill area did you choose? What are your personal strengths that make you a good candidate for this skill area? Describe.
- 11) Do you have any entertainment industry background or related work experience? Describe.
- 12) Outside of school, what group or individual activities do you participate in on a regular basis? Are you accomplished in any creative areas, e.g., music, art, writing?
- 13) List and briefly describe your career goals.

**ESSAY SECTION:** Write a ONE PAGE essay describing a singular personal experience that formed who you are. Typed. Single-spaced okay.

**PHOTO-STORY SECTION:** This section tests your visual literacy. CHOOSE ONE OF THE FOLLOWING:

- 1) A photo-story: to sell or persuade.
- OR
- 2) A photo-story: a moral dilemma, with resolution.

Use no more than 12 photographs to tell a story in cinematic terms. Write a paragraph summarizing the story. Using images that you have photographed make 5x7 prints (color or black & white) and mount them on black construction paper (8 ½ X 11), two images per page, insert into plastic sleeves.

## REQUESTED FORMAT FOR FILM PORTFOLIO SUBMISSIONS

- 1) 1 inch, 3 Ring Binder/Notebook.
- 2) Tabs identifying each part of the submission, in the same order listed on instruction sheet.
  1. Application
  2. Transcript
  3. Short answer section
  4. Essay
  5. Photo Story
- 3) Plastic sleeves for each printed page so the material is **VISIBLE** and **REMOVABLE** (use both sides of sleeve, as necessary, keeping like material together).
- 4) Photo Story section: place written story in plastic sleeve, followed by 5x7 photos mounted on 8 ½ x11 black construction paper, two images per page, each placed in individual plastic sleeves.

**CHECK LIST:** Your application package should include the following:

- 1 inch, 3 Ring Binder/Notebook to hold all of the written and photographic material. Print your Name, Student ID #, and phone number on the **OUTSIDE** of the binder.
- The application form.
- A copy of your transcript.
- The written responses to questions 1-13.
- Essay.
- Photo-story, up to 12 mounted photographic images.
- Make sure that your name, phone number, and ID number appear on all documents.

**TURN IN YOUR APPLICATION PACKAGE TO THE  
CTVA DEPARTMENT OFFICE  
LOCATED IN MANZANITA HALL 195.**

**PORTFOLIOS MUST BE SUBMITTED BY 3:00 PM ON THE DUE DATE.**

**NOTE:** Notification will be mailed to you about six weeks after the deadline date. Please do not call the office; results of the review will not be given out over the phone. Application material will not be returned, but may be picked-up from the CTVA office for **ONE MONTH** following notification. Any materials remaining after that time will be discarded.

**FILM PRODUCTION OPTION  
PORTFOLIO REVIEW APPLICATION FORM**

NAME: \_\_\_\_\_ STUDENT ID # \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

1. Check all of the items that apply:

- I am now a (circle one) sophomore junior senior
- I am a transfer student. I previously attended these colleges: \_\_\_\_\_  
\_\_\_\_\_

2. Answer the following:

- I have \_\_\_\_\_ G.E. units to complete.
- If I am not accepted into the Film Option, place me into:  
 \_\_\_\_\_ Electronic Media Management  
 \_\_\_\_\_ Media Theory & Criticism  
 \_\_\_\_\_ TV Production (Must have completed CTVA 240)  
 \_\_\_\_\_ Multimedia Production (Must have completed CTVA 230, 240 or 250)  
 \_\_\_\_\_ Screenwriting (Must have "B-" in CTVA 220)

3. Choose a PRIMARY skill area: \_\_\_\_\_ Cinematography \_\_\_\_\_ Editing \_\_\_\_\_ Sound

4. Choose an ALTERNATE skill area: \_\_\_\_\_ Cinematography \_\_\_\_\_ Editing \_\_\_\_\_ Sound

5. Pre-CTVA requirements - complete the following:

Course completed at (school)	When	Grade
ART 250		
CTVA 100		
CTVA 210		
CTVA 220		
CTVA 250		

<b>To be completed by the CTVA Department:</b>		Current Major: _____	
ART 250 _____	CTVA 100 _____	CTVA 210 _____	CTVA 220 _____
CTVA 250 _____	(CTVA 240 _____ CTVA 230 _____)		
Eligible for Film Option Portfolio Review	YES	NO	Accepted into Film YES NO
Eligible for second choice option	YES	NO	Pre-reqs completed & verified <input type="checkbox"/>
Change of Major Form sent to A&R (date) _____	Letter sent to student (date) _____		