Television, Film and New Media - Production

Your TFM Petition Portfolio

The School of Theatre, Television and Film limits enrollment in order to maintain the recognized quality of our programs and to ensure reasonable affordability in terms of student finances and time spent from admission to graduation. Entrance into the major is competitive. Only students with outstanding academic records and demonstrated creativity in related fields are encouraged to petition.

For advancement from pre-major into the TFM Production emphasis you will submit a portfolio to be evaluated by the TFM screening committee.

In order to apply for the Production emphasis you must first meet the following requirements:

Complete TFM 160 and THEA 100 with grades of B or higher. These classes must be completed prior to petitioning to be advanced into the major.

Complete a minimum of 15 transferable semester units

Have a cumulative Grade Point Average of 3.0 or higher

Submitting Your Portfolio

Students who meet the above requirements will submit a TFM Request to Apply Form (available on the TFM webpage) to Angie Parkhurst, aparkhur@sdsu.edu who will send you an invitation to the Blackboard site www.coursesites.com where your application area will show up in the “Applicants” tab on the left side of the page.

After logging into the TFM Petitions Blackboard/CourseSites, you should open the “Information” tab and download the TFM Production Emphasis Application Form. It is highly recommended you download and fill out the application using Adobe Acrobat Reader.

You may use the Blackboard/CourseSites File Exchange Area to upload your completed application and related files.

Transfer students: need to petition at the time of their acceptance to SDSU, in the April submission group. You May Not submit a portfolio if you have been denied admission to SDSU. You may petition once more after your transfer if your first portfolio is denied.

Second-semester Freshmen, Sophomores and Juniors who have completed all prerequisites may submit portfolios by the following deadlines:

For entrance in the Fall semester: 2nd Monday in April, before 3:30 p.m.
For entrance in the Spring semester: 2nd Monday in October, before 3:30 p.m.
The following material will be submitted with the TFM Production Emphasis Application form:

1. **A personal statement.** *Included in the application form.*

2. **A creative story treatment** for a 1-3 min production (fiction or nonfiction). This written treatment should demonstrate *feasible* visual storytelling with little or no dialog. *Included in the application form.*

3. Samples of **visual creative work.** *Linked in the application form, or uploaded or linked separately in your application.* Two contrasting works (recommended), combined total time ten minutes. New work should be self-made or online collaborations (following COVID-19 safety procedures).

4. **Transcripts** (may be unofficial) from all colleges attended. *Uploaded to your Blackboard CourseSites application.*

5. **Two letters of recommendation** (must be signed and dated) are encouraged but not required. *Emailed directly to tfmproduction@sdsu.edu.* Please ask your recommenders to put your name in the subject heading.

**Digital submission is required.** We will not accept or evaluate any elements that are physically mailed, delivered or dropped off. For physical designs, storyboards, models, etc., take digital photos and upload the photos in your Blackboard CourseSites application.

After all petitioning materials have been reviewed you will receive a letter of acceptance or denial via email by the end of November (for October petition submissions), and by end of April (for April petition submissions).

### Number of Times a Student May Petition

SDSU students are permitted to petition for the TFM major **TWICE.**

Incomplete files will not be reviewed nor will they count as a petitioning attempt.

### Explanation of Required Materials

**TFM 160 and Theatre 100:** Students must have completed both TFM 160-Cinema as Art and Theatre 100-The Art of Theatre, **before** submitting the portfolio. These courses may be satisfied by taking them at SDSU, or approved course equivalents at another college. A grade of "B" *(not B-)* or higher is required for each course.
**Personal Statement:** Your statement should be pasted or typed into the application form and be approximately 2-3 pages (double-spaced) in length. Include your career goals, interests, talents, achievements, and any work experience in the field of TV, film, or new media. Write about what makes you stand out, what your passion is, what you hope to accomplish. Give it a personal voice; write well and persuasively.

**Creative Materials:** Submit evidence of your creative work, e.g. films clips, computer animation clips, photographs, storyboards, design renderings, etc., for which you have had primary responsibility. Film samples should be about 10 minutes total combined time. In the appropriate section of the TFM Production Emphasis Application Form clearly indicate your role on each production. We request **two (2) examples of your creative work** (ten minutes combined time).

Due to COVID-19 safety protocol, we require new material be **self-made** or created through online collaboration. The point of this criteria is for students to **demonstrate creative potential,** and there are many aspects of production that require creativity, but don’t require group collaboration (cinematography, visual design, writing, editing, sound, special effects, animation, animatics, storyboarding, previsualization...)

We’re encouraging petitioners to flex your imagination. These guidelines present limitations. But much of production is about daily problem solving. Be open to different creative modes of production. Use these limitations to **show off what you are made of.**

The best way to submit video work is via a link to a streaming service such as Vimeo and YouTube. Make sure to include any necessary passwords. All creative work must be digitally uploaded in your Application. For physical designs, storyboards, models, etc., take digital photos and upload the photos in your Blackboard CourseSites application.

**Treatment:** Submit a treatment for a 1-3 min visual sequence, ideally for a short you could feasibly produce (fiction or nonfiction). Maximum two pages. We are looking for visual, cinematic storytelling, and your use of words to describe the visual sequence. We encourage strong storytelling with little or no dialogue. Please note: no car chases, no blow-em-up sequences, no music videos. **This is a written submission, do not tape, film, or otherwise produce.**

**Transcripts:** Unofficial copies of all transcripts, including your most recently completed semester are required. Current SDSU students may use their Degree Audit Report or their Unofficial Transcript, both accessed through your WebPortal. Transfer students: The SDSU Admissions Office will not release transcripts from other schools. Notify each school or college you have attended to send unofficial transcripts to you, so you may include them in your petition. These transcripts will be uploaded to the File Exchange area of the Blackboard/CourseSites site.

**Letters of Recommendation:** Two letters or recommendation are encouraged to supplement your application. **They are not required.** Letters should come from teachers, work supervisors, and professional associates who can assess your abilities and potential to work in this field, especially addressing your creativity and/or level of commitment to film/video/media production. Letters may not be from students, including graduate students, or letters from family members or friends. Make sure the letters are on letterhead stationery, signed and dated. Letters should be emailed directly to
Please ask your recommenders to put your name in the subject heading. Letters may be addressed “To the TFM Screening Committee,” or “To Whom It May Concern.” Letters of recommendation become property of the School of Theatre, Television and Film office and will not be returned. If you need a personal copy of your letters, please get them separately from your recommenders.

For additional questions, please contact the TFM Major Adviser, Professor Stuart Voytilla: svoytilla@sdsu.edu