



## Application for Admission

### Step 1: Application (may be sent separately from other components)

#### All applicants are required to provide the following:

1. Completed and signed Application, with **non-refundable \$25.00 application fee**
2. Official high school transcript or proof of GED.
3. Homeschooled students are required to submit a list of courses that were taken.
4. Official transcript(s) from any college(s) attended are encouraged but not required.
5. Test results of the ACT or SAT (Our ACT College code is **6098**; Our SAT code is **5933**).
6. Portfolio of creative work (see requirements below)
7. Letters of Recommendation (see below)
8. Essay's (see below)
9. Optional - a photo of the applicant.

Return Completed  
**Application Packets** to:  
Compass College of Cinematic Arts  
Attn: Admissions  
560 Fifth St. NW, Ste 110  
Grand Rapids, MI 49504

### Step 2: Essay Components – 2 essays required and Letters of Recommendation - required

**Essay 1** -Using a separate paper, compose an essay, addressing the following issues. This essay must be a 250 – 500 words.

1. Your short-term goals in the art of film.
2. Why you think Compass College of Cinematic Arts will help you achieve your short and long-term goals.
3. A moment where film changed your life.
4. The role of filmmaking in society.
5. The role of community in filmmaking.

**Essay 2** – Using a separate paper, compose an essay addressing the following questions. This essay must be 250 – 500 words.

1. Why should we accept you to Compass College of Cinematic Arts?
2. What contributions can we expect you to bring to our classroom community and the entertainment field?

#### Letters of Recommendations

Two (2) letters of recommendation/reference are required for the applicant. These should come from someone who can vouch for 1) your character and 2) your creativity. These cannot be from family members.

**Please indicate below how this information is being submitted.**     Enclosed     Sent separately

### Step 2: Portfolio Requirements

**Goal:** The purpose of the Portfolio is to allow us to get a sense of who you are and where you are at as an artist. It is not meant to be a professionally done package. Share with us a sample of the projects that you have worked on to this point in your life. (It is not necessary to write, film or produce any new pieces of material to be submitted.)

Please organize your Portfolio into the following sections:

1. **Film Related:** This can include any films, short films, scripts, treatments, documentaries, music videos, production sketches, and/or storyboards. **Include 2-4 Film Related items with your Portfolio.**
2. **Non-Film Related:** This can include any creative pursuit outside of filmmaking, including photography, painting, sculpture, poetry, creative writing, building, or any other creative venture. **Include 1-3 Non-Film Related items with your Portfolio.**

**Note:** Make sure to include comments regarding the position you had in each project. (i.e.: writer, editor, actor, photographer, sculptor...)

### Step 3: Portfolio Submission

- 1) Portfolios packets may be submitted via US Postal Service, UPS, FedEx, or other carrier. 2) You may also email portfolio materials to: [admissions@compass.edu](mailto:admissions@compass.edu). Please use pdf, jpeg or word doc formats, and mark clearly with your name and email address. 3) Send us your links to online video materials, using Vimeo or Youtube.

All media (including scripts and creative writing) may be submitted on one DVD. (Not required, may be submitted separately.)

**Note:** Please make sure that all media is on the submitted discs and that all submitted discs are labeled with the Applicants name and contact information.

Submit only copies of original work, as we cannot be responsible for originals. Portfolio materials may be returned at the discretion of the school.

## Personal Information

\_\_\_\_\_  
First Name (Legal) Middle Other Name(s) Last (Legal)

Home Address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Hometown \_\_\_\_\_  
(if different from current address)

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender  Male  Female  
Month/Day/Year

Marital Status  Single  Married Anniversary Date \_\_\_\_\_ Spouse's Name \_\_\_\_\_

Religious Affiliation \_\_\_\_\_

U.S. Citizen?  Yes  No If "No" - country of citizenship \_\_\_\_\_ Visa type \_\_\_\_\_

How did you hear about Compass College of Cinematic Arts? \_\_\_\_\_

Please list any health concerns of which Compass College of Cinematic Arts should be aware: \_\_\_\_\_  
\_\_\_\_\_

Other than a minor traffic offence, have you ever pleaded guilty (or no contest) to or been found guilty of a criminal offence, or have you ever been adjudged to be a juvenile delinquent?  Yes  No

If "Yes", please explain \_\_\_\_\_  
\_\_\_\_\_

## Scholastic Background

Highest level of education completed \_\_\_\_\_

High School Name \_\_\_\_\_ High School Address \_\_\_\_\_

Dates of Attendance \_\_\_\_\_ Date of Graduation: \_\_\_\_\_

College Name \_\_\_\_\_ College Address \_\_\_\_\_

Majors/Minors \_\_\_\_\_ Degree(s) earned \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

College Name \_\_\_\_\_ College Address \_\_\_\_\_

Majors/Minors \_\_\_\_\_ Degree(s) earned \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

Current Employment \_\_\_\_\_

Related Film/Production Experience \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Family Information** (Family information is required for dependent students under the age of 24 years)

<p>Father</p> <p>Address _____</p> <p>City _____</p> <p>State/Zip _____</p> <p>Phone _____</p> <p>E-mail _____</p> <p>Occupation _____</p> <p>Employer _____</p> <p>Colleges (if any) _____</p> <p>Degrees _____</p>	<p>Mother</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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Name and address of legal guardian(s) (if different from parents) \_\_\_\_\_

\_\_\_\_\_

If billing address is different than home address, indicate below

Number and Street	City	State	Zip
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If parents are divorced or separated, with whom do you live?     Father     Mother     Other \_\_\_\_\_

Compass College of Cinematic Arts mailings should go to:     Both Parents     Father     Mother  
 Other (specify) \_\_\_\_\_  
Address: \_\_\_\_\_

**Citizenship and ethnicity**

The following information is for statistical purposes only - it will have no bearing on acceptance. Compass College of Cinematic Arts does not discriminate on the basis of race, color, national origin, gender, or disability.

Citizen of: \_\_\_\_\_  
Birth country: \_\_\_\_\_  
Native language: \_\_\_\_\_

If non-U.S. citizen, check one:     Student visa     Permanent visa     other visa \_\_\_\_\_

If resident alien, please check here:     (Send copy of resident-alien card)

African-American     Asian-American     Caucasian American     Hispanic-American

Native American     Canadian     Multiracial     International, not Canadian

Other: \_\_\_\_\_

## Autobiographical Information

(Please use a separate paper to complete your answers, if necessary.)

Explain the biggest success and the biggest challenge of your educational career. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Who has been the most influential person in your life and why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

On average, how many movies do you watch in a month? \_\_\_\_\_  
What are your favorite films and why are they your favorites? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Important Information

### **A \$25 non-refundable application fee is due upon return of completed application.**

If an applicant is accepted into the Film and Media Production Program, a deposit of \$500.00 is required to be paid within 30 days of acceptance to reserve a seat. The deposit will be applied to the tuition.

Compass College of Cinematic Arts accepts Application Fees by MasterCard, Visa, Discover, checks, or money order payments. Deposit and Tuition Payments must be paid by check or money order. Cash payments must be made in person at the offices of Compass College of Cinematic Arts.

**Refund Policy:** The tuition and fees paid by the applicant shall be refunded if the applicant is rejected by the school before enrollment. An application fee of not more than \$25.00 may be retained by the school if the application is denied. All tuition and fees paid by the applicant shall be refunded if requested within 3 business days after signing a contract with the school. All refunds shall be returned within 30 days.

**Application Deadline:** Compass College of Cinematic Arts accepts applications on a rolling basis. Admission decisions are made once your file is complete.

### **Financial Aid**

File for financial aid, and student loans, using the Free Application for Federal Student Aid (FAFSA) for the upcoming school year as soon as possible after January 1. ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)).

Read the directions carefully. Don't skip items you don't understand. For help call 1-800-FEDAID (800-433-3243), or consult your high school guidance counselor or college financial aid office.

Make sure the FAFSA data is released to Compass College of Cinematic Arts. Compass College of Cinematic Arts' **federal school code is 041633**.

Use your Department of Education PIN to sign the application. If either the student or the parent fails to do so, processing will be delayed. ([www.pin.ed.gov/PINwebApp/pinindex](http://www.pin.ed.gov/PINwebApp/pinindex)).

## Acknowledgement

I certify that the answers I have given on this application are complete and accurate to the best of my knowledge. I understand that withholding information requested on this application will make me ineligible for admission to Compass College of Cinematic Arts. If admitted I agree to comply with all the regulations of Compass College of Cinematic Arts.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

CCCA Office use only:

Rec'd \_\_\_\_\_

Application Fee \_\_\_\_\_

Portfolio Rec'd \_\_\_\_\_

Notes: