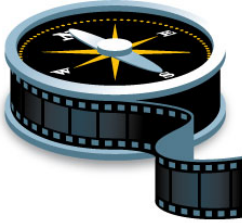


**COMPASS FILM
ACADEMY
CATALOG**

2008-2009

v. 3

a division of Compass Arts



COMPASSFILMACADEMY

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Grand Rapids, MI 49504
616.458.4238
compassfilmacademy.com

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ABOUT COMPASS FILM ACADEMY

History of Compass

Compass Film Academy originated as a production company under the name of Compass Arts, a ministry that provided a voice of virtue in the public square. The portfolio developed included broadcast commercial campaigns that span a variety of issues, short films, docudramas, and television specials. The team provided a full spectrum of communication tools at the highest quality available. This unique production company began producing award winning, world-class media at a fraction of the industry costs. They were able to provide powerful messages to non-profit organizations who could not afford to pay the high cost of media production. The work won 32 National Telly Awards and one International Clio Award.

To further spread the impact of this mission, Compass Film Academy opened in the fall of 2000—teaching the process and perspective used to the next generation of media leadership. Throughout the next five years, classes were continually developed, and during 2006 Compass began offering its one-year Film Program. The focus of all of Compass' classes is the art and beauty of the story process as was emphasized by its early leaders.

Today more than 600 people have been through some version of the classes offered by Compass Film Academy. Many alumni are employed in various parts of the film, media, and television industries.

Our Mission

Compass Film Academy is an ecumenical film school aiming to develop a generation of technically accomplished, aesthetically motivated, and religiously faithful filmmakers who will proclaim in their art that “in Christ the world is redeemed: the human person is redeemed, the human body is redeemed, and the whole creation which, according to St. Paul, ‘awaits impatiently the revelation of the children of God’ (Rom. 8:19), is redeemed;” filmmakers who will create works of goodness, truth, and beauty that shed light upon the path and destiny of humanity, which ultimately is Christ. By cultivating filmmakers of faith, insight, talent, and skill, Compass is working to rebirth culture in the face of ever greater secularization and despair, thus providing a measure of light and hope to the world.

Compass Film Academy is a Vocational School, in the literal sense. Here, students learn that being an Artist is a spiritual calling, a vocation. “Humanity in every age, and even today, looks to works of art to shed light upon its path and destiny.” To help them better understand their artistic vocation and their religious vocation, Compass students experience the spiritual practice of *Ora et Labora*, the integration of prayer and work.

Compass Film Academy offers hands-on technical and aesthetic development.

By actually making films as opposed to simply studying films (as is often the case in other institutions), Compass students learn by doing. From student productions, to summer productions, to the sets of major films and television shows, students are in the middle of the action.

Compass Film Academy is more organism than organization. With Compass's emphasis on the mentor/apprentice relationships, Compass students are constantly gleaning from other students, alumni, faculty, and industry professionals. The Academy's environment is all about creating a network of spiritual and artistic growth.

Compass Film Academy's benefits do not end with graduation. Our internship program places students on feature films. While working on these projects, we encourage our students to display a humble demeanor and a rock-solid work ethic that we have found impresses the professionals with whom the interns work and sets our students apart from those of other schools. By displaying their impressive technical knowledge and a willingness to serve, our interns have cultivated highly-respected reputations with our professional mentors, often providing the solid foundation for a successful launch into the business. Other post graduate opportunities include the Artist-in-Residence program which guides alumni through starting up a small business or working freelance.

Compass Film Academy Goals

- Students will develop intellectual, emotional, and social maturity.
- Students will acquire the knowledge and abilities necessary to begin working in the film industry.
- Students will feel comfortable and be prepared to initiate their own projects.
- Students will cultivate the critical thinking skills necessary to intelligently evaluate films.

Our Community

Board of Directors

Rick Eldridge	Bill Huizenga	John Pottenger
Jay Greer	Rick Klaasen	Myron (Guy) Sawyer Jr.
Pete Hoekstra	Bill McKendry	Mike Wekall

Advisory Board

Rick Eldridge	Korey Pollard	David Weiss
Monty Kelso	Ray Vander Laan	Ralph Winter
Dan Pitts		

Officials

Myron (Guy) Sawyer Jr., Acting President and Chairman of the Board
Mike Wekall, Vice Chairman
Jay Greer, Treasurer
Bill Huizenga, Secretary
David Phelps, Director of Development
Jill Postma, Director of Finance and Administration
Roger Schutter, Director of Curriculum and Instruction

Faculty

Cort Langeland	Andy Phelps	Roger Schutter	Jessica Staples
Phillip Palacios	David Phelps	Aaron Smith	

Contact Information

Compass Film Academy
560 Fifth Street NW, Suite 110
Grand Rapids, MI 49504

Phone: (616) 458-4238

Fax: (616) 458-4676

E-mail: contact@compassfilmacademy.com

Website: compassfilmacademy.com

ACADEMIC INFORMATION

Certificate of Film and Video Production

Courses in the One Year Program

Artistic Vocation
Cinematography*
Directing*
Film Production A-Z
Film History
Post-Production I (Editing)
Post-Production II (Finishing)
Producing I (Business)
Producing II (Physical Production)
Production Design*
Screenwriting*
Story Structure
Summer Term: Thesis Film and Workshops
Industry Trip (Los Angeles or Vancouver)

** Electives – students must take at least three electives during the spring term*

Summer Film Camp

This five-day day camp program offers students ages 13-17 the opportunity to learn the film production process, create a short film, and explore the spiritual impact of film. Film camp is a safe place to work on projects you create, shoot, edit and take with you. Students learn from working professionals in film and are able to see if film is an industry that will capture their heart and imagination. No prior knowledge or experience is required.

General Graduation Requirements

All students must complete the required classes or their equivalents in the Certificate of Film and Video Production Program (One Year Program). The student must be in good academic standing with no less than a 2.0 grade point average in order to receive his or her certificate of completion. A graduation fee of \$50 per student must be paid prior to graduation.

Disability Accommodations

Compass Film Academy will make reasonable accommodations for students with disabilities in compliance with section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act of 1990. The purpose of accommodation is to provide equal access to educational opportunities to students with disabilities, and the school does not intend that academic standards be altered, or that essential elements of programs or courses be changed. Accommodations are granted on the basis of determined needs and documentation of disabilities.

ENROLLMENT

Enrollment Process

Compass Film Academy accepts students who are eager to learn the process of filmmaking and who have a drive to implement the skills they develop. Students are required to complete the appropriate application and submit an application fee of \$25.00.

Requirements for Application:

- Completed application
- Recommendation letter from professor (teacher), pastor, or employer that attests to the student's creative ability and drive to succeed.
- Application fee of \$25.00
- Official transcripts of most recent education (minimum high school diploma or its equivalent).
- ACT or SAT test scores (may be obtained from high school or directly from actstudent.org).
- A portfolio of the student's creative work related to film (video, scripts, storyboards, music, etc.)
- All applicants are required to meet in person or via phone with a Compass Film Academy representative.

To request an application, call (616) 458-4238 or e-mail contact@compassfilmacademy.com. An application can also be found on the website at www.compassfilmacademy.com.

When all admission requirements have been satisfied, applicants will receive a written notice on their program acceptance status.

Transfer Credits

Due to the nature of our program, transfer credits are generally not accepted. However, if a student has already completed a class at Compass Film Academy that is the equivalent to a class in the Certificate of Film and Video Production Program, exemptions may be granted with the permission of the appropriate instructor and the admissions department.

Reenrollment Policy

If a student decides to discontinue enrollment at a session break during the one year program, he or she may apply for reenrollment at any time. If more than 12 months have elapsed since last enrollment, the following policies will apply:

1. Complete a regular application for admission. A \$25 fee must accompany the application.
2. Tuition and fees will be charged at the current rate at the time of readmission. The student will be charged for any course that is repeated.

If less than 12 months have elapsed since last enrollment, the following steps apply:

1. The student must complete a re-admission form available from the Academy office. A \$5.00 re-enrollment fee must accompany the application prior to reentry in the class. The regular admission fee will not be charged.
2. The student will be notified in writing and may then join the group following the last course successfully completed. The student will be charged at the current rate for any course repeated.

A student who has chosen to discontinue enrollment while not in good standing, as defined by the policies in this catalog, must be approved by the Director of Curriculum and Instruction prior to applying for readmission. A copy of the acceptance letter will be sent to the registrar to document the conditions for the student's continued enrollment and financial aid eligibility.

*For a current academic calendar, including class dates, times and scheduled holidays, see Appendix A.

FINANCIAL INFORMATION

Tuition and Fees 2008-2009

Tuition

Certificate of Film and Video Production Program

One Year Program Total Tuition	24,950
Summer Film Camp.....	\$599

Application Fees and Deposits

An application fee of \$25 is required with the completed application. A deposit is required to reserve a seat in the classes upon acceptance into the program of your choice. In the event of applicant cancellation prior to the first day of class, the deposit will be refunded less a \$25 administration fee.

Application Fee (non-refundable)	\$25
One Year Program Deposit (applied toward tuition)	\$1,000
High School Film Camp Deposit.....	\$150

***Students "lock-in" to a tuition rate when they enter a program. However, if a student withdraws from the program and re-enters at a later date, he or she must pay the rate in effect for the current session. When there is a change in tuition rates, the lower tuition rates apply to students who retake a course due to a "leave of absence."

Student Fees

A fee is assessed each of the three terms as follows:

Fall Term	\$170 lab and curriculum fee
Winter Term.....	\$170 lab and activity fee
Graduation.....	\$50 fee

Textbooks, Equipment, and Software

The textbooks, equipment, and software requirements for the Film and Video Production Program include a MacBookPro laptop computer, video camera, software and various texts for reading and lab assignments. Exceptions apply if the student furnishes his or her own equipment that meets Academy standards. A list of specific items needed is provided to the accepted student.

Equipment and software package estimate.....\$3,000

Payment Policies

- (a) Application Fee - due with submission of application. (\$25 regular application fee, \$150 for late submission of application; see date on application.)
- (b) Remainder of tuition must be paid on scheduled payment due dates or a \$30 late payment fee will be assessed to the student's account.
- (c) All other fees are due immediately on the first day of classes of the appropriate term.
- (d) Students may pay in advance by cash or check. The student is responsible for any returned checks plus a NSF fee of \$30.
- (e) If a student is employed by an organization that will pay the tuition and lab fee directly to Compass Film Academy, the employer must provide a voucher or letter of "intent to pay" for the program.
- (f) Students who have not paid by the end of the program for which they are currently enrolled will receive notification of possible withdrawal from the program unless other arrangements have been made.
- (g) Unpaid balances at class completion will require the withholding of the graduation certificate and suspension from enrolling in additional classes and/or programs.
- (h) Transcripts and graduation certificate will not be released until the student's account is paid in full.

Payment Options

Financial Aid

SLM Financial (a SallieMae Company) provides eligible Compass students with the Career Training Loan. This loan is credit-based and will, in most cases, require a cosigner. The student can enroll directly online at www.slmfinancial.com or by completing an application available from the Admissions Department. All tuition loan payments are made directly to the school. In addition, limited financial aid may be available to students who warrant a need. Student loans, payment plans, deferment of payment, and scholarships are all considered financial aid.

Employer Assistance

Students who work for organizations that reimburse employees for tuition costs must contact their employer directly. The student is responsible for completing and submitting all necessary paperwork for his or her employer's tuition reimbursement in a timely manner and according to the employer's processing requirements.

Students who provide notice that they will be receiving employer assistance will not be exempt from making tuition and fee payments. It is the student's responsibility to make payments for all courses on time. A student will only be exempt from making

the payment if a voucher or letter of intent to pay from the student's employer to Compass Film Academy is received two weeks prior to the start of the course.

Payment Plan

The payment plan available to students, or their parents, directly from Compass Film Academy is the ability to pay the tuition charges in two payments. The first payment is due ten days before the first term classes begin in September; the second payment is due during the first week of January prior to the start of the second term. This plan requires the appropriate deposit before the first day of classes.

***Payments are payable by cash or check to Compass Film Academy.

Refund of Tuition

All tuition and fees paid by the applicant shall be refunded if the applicant is denied by the school before enrollment. An application fee of not more than \$25.00 may be retained by the school if the applicant is denied. All tuition and fees paid by the applicant shall be refunded if requested within three business days after signing a contract with the school. All refunds shall be returned within 30 days. Once the three business days have elapsed, the following refund policy will apply:

Refund of tuition is based on the number of classes attended at the time the student is withdrawn or has notified the office that he or she is withdrawing. A student will be charged again for any course that is retaken.

<u>Students who withdraw...</u>	<u>Will be refunded...</u>
Before the second class	100% (less \$25 application fee)
After the second class, but before the midpoint of the course	50%
After the midpoint of the course.....	0%

Summer Film Camp

This five-day program offers 13-18 year old students the opportunity to learn the film production process, create a short film, and explore the spiritual impact of film. The film camp is a safe and engaging place to work on projects you create, shoot, edit and take with you. Students learn from working professionals in film and are able to see if this is an industry that will capture their heart and imagination. No prior knowledge or experience is required.

Clock Hours = 40

Cost: \$599

Program Objectives

1. Introduce students to the filmmaking industry.
2. Give students a chance to interact with other students who have the same artistic interests.

Schedule:

One week each summer, Monday – Friday, 9:00 a.m. – 5:00 p.m.

This program is a day-camp held August 4-8, 2008.

Registration accepted through June 13, 2008.

Certificate of Film and Video Production

ACADEMIC PROGRAMS

The Certificate of Film and Video Production is designed for people who are passionate about filmmaking and who have a strong desire to become involved in the film industry. The program provides an extensive study of the film industry covering pre-production, production, and post-production. Students should be prepared for hands-on training and travel (which may involve a further expense of approximately \$300).

Program Objectives:

Graduates from the Film and Video Production Program will demonstrate the ability to:

1. Understand the filmmaking process from concept to creation to distribution and exhibition.
2. Function as contributing members of any production team.
3. Understand the relationship of Filmmaking (communication) and Culture.
4. Build key relationships with members of the class and filmmakers students come in contact with during this class.
5. Understand the basic requirements of each of the primary department heads (Executive Producer, UPM, Director, 1st AD, DP, Gaffer, Field Sound, Art Design, Key Grip, Craft Services) required for filmmaking.

Coursework Requirements

All students are required to complete all courses offered with the exception of Spring Term when the student may choose three of the four electives presented. Students have to option of participating in all four elective classes if they desired.

<u>Required Courses (alphabetical)</u>	<u>Clock Hours</u>
Artistic Vocation	17
Cinematography*	101
Directing *	67
Film History	50
Film Production A-Z**	113
Industry Trip (Vancouver or LA)	48
Producing I (Business)	50
Producing II (Creative)	50
Post-Production I (Editing)	50
Post-Production II (Finishing)	50
Production Design*	34
Screenwriting*	75
Story Structure	55
Summer: Thesis Film and Workshops	<u>114</u>
Total Program Clock Hours	874

*Electives (Students must take three electives during Spring Term).

**Film Production A-Z is a prerequisite for all other 100 level classes.

Course Descriptions

FIRST TRIMESTER

FP100 – Film Production A-Z (This class is a prerequisite to all other classes)

This is a survey course that through lecture and hands-on experiences presents all the elements involved in the making of a film (digital or film based). Topics covered include: communication skills, strategic conception, creative, pre-production, production, post-production, and basic distribution. Some elements covered will include the various film departments; the roles and skill sets needed as well as the concept of how story over arcs all departments and the implementation of their elements. Students will take an active part in a Guided Professional Shoot as well as develop and produce their own short film.

AV100 – Artistic Vocation

This is a seminar-discussion based class exploring the meaning, purpose, and spirituality of being an Artist. The class will cover common misconceptions of Art in the modern world and Church; more traditional views of the work of the Artist; the meaning of co-creation; the meaning of vocation, why it is applicable to the Arts, and why it is important for the Artist to view his work through the lens of vocation; the role of Beauty and Mystery in one's art and faith; the centrality of the Incarnation to the life of the Artist; the role of the Artist in the Artist's spiritual development; the communal nature of the Art of film; the responsibilities and temptations in the life of the Artist.

ST100 – Story Structure

Students explore the core of quality filmmaking: the art of storytelling. This class operates under the premise that good films are dependant on good story structure. In this class students will learn all elements of story creation from conception through structure. In the process, they will see the role of plot, back-story, character arc, inciting incidents, and sub-text. Each student will work with a partner within the class to concept both a short and a feature film, developing them through the stages of synopsis, beat-outline and treatment. Students will also be taught the art of pitching story ideas and given opportunities do hone their skills to the class and various instructors.

PD100 – Producer I: Business and Legal

Producer I provides active exploration of the roles and responsibilities of the Producer with regard to creative, business, and legal decision making. Students will interact with professional producers in person and by phone. They will learn the role of the producer from the development process through the film's distribution.

DR100 – Film History

It is critical for individuals interested in the art of filmmaking to understand where the medium of film has been. Despite its relatively short history, filmmaking has undergone myriad trends, movements, innovations, and functions. An understanding of the course that film has taken will give the student a clearer vision of where it is they might want to go.

PP100 – Post-Production I: Editing (class requires an Apple laptop and FCP)

This course teaches student basic and advanced functions of their Apple computers. The software covered includes Mac OS, QuickTime Pro, and multiple QuickTime formats. The course will focus mainly on Final Cut Pro Studio 2, including basic functions, tips and techniques, special effects, importing and exporting films, and a vast amount of keyboard shortcuts.

SECOND TRIMESTER

ST200 – Screenwriting

Students will be taken through the entire process needed to write both a short and feature screenplay. This will include proper formatting, understanding and application of exposition and subtext, application of different story character structure elements, team writing, giving and taking notes, the role of different drafts, prepping for and pitching of a your story to industry professionals, and the proper use of Final Draft software. During the class students will become familiar with the writing concepts from: McKee, Riley, Field, and Voytilla.

PD200 – Producer II: Physical Production

The student learns about all elements of physical production along with what a Unit Production Manager and a Line Producer do during pre-production, production, and post-production. Elements included are: breaking down a script, production forms, role and relation of producer to “below the line” personnel, creating and managing film budgets, location scouting and day-to-day interaction with Guilds and Unions. Students will produce a short film in this class as part of the hands-on experience of its content.

DP100 – Cinematography

This course gives the student a more complete understanding and hands-on experience with the theory and practice of classical cinematography. The course materials and labs will expose students to both the technical knowledge and creative expression associated with the cinematographer position.

DS100 – Production Design

This class introduces the student to the world of art direction in films as well as develops some of the basic skills needed to work in production design. Students will understand the importance of production design as it relates to each aspect of production, not just art direction itself. Classes consist of discussion time, including guest lecturers and a weekly lab where students will be given art direction exercises to complete. Elements include: the role of the Production Designer vs. the Art Director, the “trinity”, art design and FX, history of design, and practical design vs. digital design.

DR200 – Directing

The role of director, while the most sought after and coveted role on a film set, is also the most difficult, challenging, rewarding, overwhelming, and daunting. The student interested in film directing needs to understand the requirements and demands involved in directing. The best way to arrive at this understanding is through praxis.

PP200 – Post-Production II: Finishing

This course will provide both an overview and in-depth information and training of the post-production process. Areas to be covered include positions, process (work flow), development and transferring, special FX, fixing continuity, color correction, and sound design.

THIRD TRIMESTER

IT200 – Industry Trip to Los Angeles

Students who have successfully completed the first two trimesters will be allowed to participate on this trip to Los Angeles as an excursion into the film industry (tuition includes most travel expenses). Once there, students will meet with past graduates of Compass now in the industry as well as other professionals, including Academy Advisors, members of Hollywood Connect, and other faith-based organizations. This experience also includes touring some production facilities and studios and getting an overall taste of the Hollywood atmosphere, and when possible, some on location educational experiences.

TW250.0 – TW250.5 Summer Seminar and Thesis Film

Participating students will be divided into teams made of a Producer, Director, 1st AD, DP, and Art Designer. Each team will be given a script (from the Screenwriting class), as well as seed money to produce it according to the concepts and standards established during the proceeding year. In addition to producing this project, students will also be involved in a variety of Seminars held during the first two weeks of June and one every other week until the project is finished in August. As part of the experience, the individual producers are to coordinate their efforts during production including sharing team members when possible and planning and holding an end of class premiere for all the projects.

ACADEMIC POLICIES

Our policies are based on the following philosophy:

The teaching method follows a discipleship and training model, rather than the more rigid and structured model of most academic institutions. As such, we extend our trust to the students and expect a healthy sense of personal responsibility from them. Students are mentored in the power of media arts as well as apprenticed in film and media production. This relaxed structure allows them to be brought inside actual creative sessions in an exciting “boundary-less” environment.

Academic Probation, Suspension, and Dismissal

A student may be suspended or dismissed from the program if he or she offends the rules of student conduct, is not meeting attendance requirements, and/or is not meeting satisfactory academic progress. Should either of these situations occur, the appropriate instructor(s) will meet with the student to rectify the situation, or to recommend dismissal or suspension. A recommendation for dismissal will be sent to the Director of Curriculum and Instruction who will review and approve each suspension or dismissal. The student may appeal the decision if appropriate.

At the end of an enrollment block, the student’s academic standing is reviewed by the Registrar and deficiencies are reported to the Director of Curriculum and Instruction. Any student that does not earn the minimum cumulative GPA of 1.7 by the end of the first semester will be placed on academic probation.

If a student is placed on probation due to attendance or grading, he or she is no longer eligible for field trips, internships, or to proceed to the next semester unless permission is received from the Director of Curriculum and Instruction. For the reenrollment policy, please see page 9.

Rules of Student Conduct

The consumption of alcohol and illegal drugs is prohibited at Compass Film Academy. Smoking is allowed but is restricted to the designated smoking areas outside of the building.

Attendance/Tardiness Policy

Students are allowed one unexcused absence for each class. Industry standards require crew members to be on time and on task. Compass Film Academy expects the same. Part of each student’s grade is based on attendance, classroom participation, and completion of assigned work. Each of these areas has a percentage of total grade to be determined by the instructor and communicated in the syllabus and on the first day of class. Attendance will make up 21%. One unexcused absence will be an automatic 11% loss of final grade. Tardy assignments and work not made up from excused absences are figured in this formula.

Make-Up Assignments

Make-up assignments are determined by the instructor. In their assignments, students must demonstrate that they have interacted with and applied the theories

and concepts for each class missed. These assignments do not void absences, but are intended to enable the student to meet course objectives.

Leave of Absence

At the student's written request, a leave of absence from the program may be granted. Generally, a leave of absence can be granted for a maximum of two courses. Should a student take a leave of absence from a particular course, he or she must take that course in the next academic school year or forfeit his or her program certificate.

Grading System

Compass Film Academy uses the alpha grading system in which the alpha grades are given numerical weight for the purpose of determining grade point averages. The grades and numerical weights are as follows:

A = 4.00	B- = 2.70	D+ = 1.30
A- = 3.70	C+ = 2.30	D = 1.00
B+ = 3.30	C = 2.00	D- = 0.70
B = 3.00	C- = 1.70	F = 0.00

A – Indicates superior quality work

B – Indicates above average work

C – Indicates satisfactory or average work

D – Indicates passing but below average work

F – Indicates unsatisfactory work. No credit is given, but the number of hours is included when computing grade point average.

W– Indicates that the student withdrew from the program after the second class of a course.

I – Indicates a temporary grade given for work that is passing in quality but lacking in quantity to meet course objectives, not for unsatisfactory work or failure to submit work through negligence.

Incomplete Grade

An incomplete grade may be assigned by the instructor only if a student is unable to complete his/her work due to illness or other physical impairment or other unavoidable circumstances, and if the student has done satisfactory work in the course and, in the instructor's opinion, can complete the work in a satisfactory manner. The student is responsible to initiate the process for securing permission to receive an incomplete by contacting the instructor. For each "I", the instructor informs the student of the specific work to be completed and requires a scheduled completion date. If the incomplete work is not finished and submitted in the time specified by the instructor or within six weeks of the end of class, the "I" grade is converted to an "F" or the letter grade specified at the time the "I" was first given. The time limit for a student to change an "F" to another grade is by the end of the following semester.

STUDENT INFORMATION

Endorsement Policy (*Professionalism, motivation, and general attitude are as much a requirement for success within the film industry as is general and specific talent. Because of that, Compass Film Academy has developed and enforces the following policy.*)

It is the goal of Compass Film Academy to help each student realize his or her full potential as a child of God. The Compass staff believes that each student has the ability to succeed. However, success is not only measured in the grades the student receives, but how the student handles their responsibilities in everyday interactions. Therefore, our faculty and staff will determine which graduates will receive a CFA Endorsement attesting to the graduate's overall professionalism, motivation, and attitude. This endorsement is necessary to be able to participate on internships offered through the school.

Placement Assistance

Placement assistance is available to current Compass Film Academy students and alumni. Services available include resume assistance, advice regarding job seeking, interviewing, self-presentation skills, concept pitching, and internship assignment. While these services are available to students, job placement is not guaranteed.

- Internships

Students who are given a CFA Endorsement along with their graduation certificate may intern on a feature length film giving them an opportunity to learn directly under professional department heads. This is a great way to gain an understanding for how a production is run and how a set functions. The internship will involve travel and is work intensive. Travel, lodging, and per diem may not be included. Compass Film Academy will receive no monetary benefit from the facility where the student interns.

- Resident Artists

Compass Film Academy is proud to support the film community by providing a number of work areas for our alumni Resident Artists. These professional, creative individuals work alongside our faculty as instructors in their field of expertise, and they also own their growing, entrepreneurial businesses. Since their offices are located within our walls, we remind students to treat this area as one would a professional creative office.

ACADEMY FACILITIES

Parking

Free parking is provided to the north of the Academy entrance in the parking lot across the cul-de-sac on Fifth Street.

Kitchen

- Students may use the dishes in the kitchen but do not leave them in the sink. Please wash your dishes and place it in the drying rack when you are finished!
- Students may use the refrigerator if you need to. Please discard any old food or beverages.
- A pop vending machine stocked with Coke products, water, and orange juice is located in the kitchen area. A snack vending machine is also available.
- There is a large brown box in the break room area for your empty pop cans. Trash bins are located next to the counter in the kitchen area and in the break room area near the double doors. Be sure to put trash and empty cans in the proper places.

Resource Area

Students interested in learning more can visit Compass Film Academy's resource area for movies, books, and scripts. At this time, the resources are not permitted to leave the Academy premises.

Computers and Wireless Network

Wireless network service is available in all areas of the Academy, plus students may use available Mac computers. Contact the office for the wireless code. Computer use is limited by availability and current class schedule; contact an instructor for further information.

Copier and Printer

Students needing copies can have their materials duplicated for \$0.10 per copy on the Academy's copier. Please contact the office for assistance using the copier.

Food

A number of restaurants are located in the surrounding area. Students can ask the Academy office for assistance if need be. Vending machines, a refrigerator and microwave oven are available for student use.

School Cancellations

In case of inclement weather, cancellations will be posted on the local news television stations. Classes will be cancelled if a tornado watch or warning goes into effect within 1 hour of the start of class.

APPENDIX A

Tentative **Academic Calendar and Important Dates**

Film and Video Production Program 2008-2009

Early Registration Period	January 2 – May 15, 2008
Late Registration Period (\$150 late fee added)	May 16 – June 30, 2008
Fall Term Payment Due	Thursday, August 21, 2008
Fall Term Classes Begin	Tuesday, September 2, 2008 (classes meet Mon.–Fri., 12:00 p.m. until 5:00 p.m.)
Thanksgiving Break	Monday – Friday, November 24 – 28, 2008
Fall Term Ends	Friday, December 12, 2008
Holiday Break	Monday, December 15, 2008 – Friday, January 18, 2009
Spring Term Registration and Payment Due	Wednesday, January 2, 2009
Spring Term Classes Begin	Monday, January 19, 2009
Spring Break	Monday – Friday, March 9 – 13, 2009
Spring Term Ends	Friday, May 1, 2009
Term Break	Monday, May 4 – Friday, May 8, 2009
Summer Term Begins	Monday, May 11, 2009
Memorial Day Break	Friday, May 22 – Monday, May 25, 2009
Independence Day Break	Friday, July 3, 2009
Summer Term Ends	August 28, 2009
Graduation Event	To be announced

(Dates subject to change without notice.)

APPENDIX B

Compass Film Academy: Course Matrix

September 2008 – August 2009		Monday – Friday: 12:00 – 5:00 p.m.	
Clock Hours	Class Name	Description	
F A L L T E R M			
335	113	Film Production A-Z	Survey class over viewing the film industry from pre-production to post-production.
	17	Artistic Vocation	A seminar, discussion-based class exploring the meaning, purpose, and spirituality of being an Artist.
	55	Story Structure	Storytelling for film and video, creative conception to beat outline.
	50	Film History: Intro to Directing	Discover trends, movements, and functions of film since its invention, includes a directing component.
	50	Producing I: Business	Explore business and legal roles and responsibilities a producer must handle with proficiency.
	50	Post-Production I: Editing	Learn how to edit your films from start to finish.
S P R I N G T E R M			
377	75	Screenwriting*	Write a screenplay from idea to final pitch.
	50	Post-Production II: Finishing	Discover the role of the editor. Learn sound design, mixing, and film transfer.
	50	Producing II: Creative & Producing	
	34	Production Design*	An introduction to the creation of the visual elements of film.
	101	Cinematography*	Discover the role of the DP.
	67	Directing*	Learn the roles and responsibilities of the Director.
S U M M E R T E R M			
162	114	Thesis Film and Workshops	Group project class with workshops exploring pre-production, production management, production of finished short film, and distribution. Final projects are shown at Graduation. Groups are encouraged to pursue festival distribution.
	48	Industry trip to Los Angeles or Vancouver	Tuition includes travel expenses for a five day excursion into the film industry.
	\$24,950	Full One-Year Tuition	Extra fees and expenses not included in tuition: curriculum, textbooks, lab, equipment, internships
	Additional costs apply	Internships (optional)	Internship travel, housing, and per diem not included.

* Electives – Students must take a minimum of three electives during the Spring Term.