



Step 1: Application

All applicants are required to provide the following:

1. Completed and signed Application, **including** Autobiographical Information (*You should be the sole author of your application*).
2. A \$25.00 application fee.
3. All applicants must submit an official high school transcript, with graduation date or proof of GED.
4. Transcripts from all colleges of attendance.
5. Test results of the ACT or SAT (Our ACT College code is **6098**; Our SAT code is **5933**)
6. Essays (see below).
7. Recommendation Forms (see below).
8. Portfolio of creative work (see requirements below).

Step 2: Essay Components and Recommendation Forms

Essay 1 – Using a separate paper, compose a typewritten essay addressing each of the following statements. The essay must be 250-500 words.

1. Describe a moment where film impacted your life.
2. What do you consider to be the role of filmmaking in society?
3. What do you consider to be the role of community in filmmaking?

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

1. What are your short-term goals in the art of film?
2. Why do you think Compass College of Cinematic Arts can help you achieve your short and long-term goals?
3. Why should you be accepted to Compass College of Cinematic Arts?
4. What contributions can we expect you to bring to our classroom community and the entertainment field?

Recommendation Forms – 2 - See recommendation forms for further directions. **If you have been out of high school for longer than 2 years, you may submit 2 Character Recommendations instead of 1 Academic and 1 Character Recommendation.**

1. **Academic Recommendation** – To be completed by an Academic Teacher or Guidance Counselor.
2. **Character Recommendation** – To be completed by a coach, boss, youth group leader, minister, teacher or other non-family adult.

Download these forms from our website or pick them up from our office.

Step 3: Portfolio Requirements and Submission

Goal: *The purpose of the Portfolio is to allow us to get a sense of who you are and where you currently are as an artist. Share with us a sample of the projects on which you have worked. **It is important to remember that the presentation of your Portfolio is as important as the content that is submitted.***

Please organize your Portfolio into the following sections:

1. **Film Related:** This can include any **digital media:** films, short films, documentaries, PSA's and/or music videos or **non-digital media:** sketches, scripts, treatments and/or storyboards. **Include a minimum of 2 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 a minimum of 2 Non-Film Related items with your Portfolio.**
3. **Submit a separate paper:** List each piece of your portfolio and your role in creating that piece of work (i.e.: writer, producer, cinematographer, editor, et cetera.), and include the category in which each item is being submitted (Film: Digital; Film: Non-Digital or Non-Film).

Submission:

1. Portfolio packets may be submitted by mail, or by email to: admissions@compass.edu. Please use pdf, jpeg or word doc formats, and mark clearly with your name and email address. Submit active links to Compass of your Vimeo or YouTube projects.
2. All media (including scripts and creative writing) may be submitted on a Flash drive.
3. **Label each piece** of your portfolio with your name and contact information.
4. **Submit only copies of original work, as we cannot be responsible for originals.** Contact the Admissions Office if you feel original material must be submitted. 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

Optional: Marital Status Single Married 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 offense, have you ever pleaded guilty (or no contest) to or been found guilty of a criminal offense, or have you ever been adjudged to be a juvenile delinquent? Yes No

If "Yes" please explain _____

Educational 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 _____

Autobiographical Information

Using approx. 150 words for each question, please address the following. Answers should be typewritten on a separate sheet of paper.

1. What do you consider to be the biggest success and challenge of your educational career? Explain.
2. Who has been the most influential person in your life and why?
3. On average, how many movies do you watch in a month? What are your favorite films, and why are they your favorites?
4. What are your personal faith and moral beliefs and what experiences or people have contributed to your spiritual growth? Are you open to discussing faith/moral beliefs of yourself or others?

Family Information

Name _____ Father/Stepfather/Husband (circle one)	Name _____ Mother/Stepmother/Wife (circle one)
Address _____	_____
City _____	_____
State/Zip _____	_____
Phone _____	_____
E-mail _____	_____
Occupation _____	_____
Employer _____	_____
Colleges (if any) _____	_____
Degrees _____	_____

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 _____
If parents are divorced or separated, with whom do you live?	<input type="checkbox"/> Father	<input type="checkbox"/> Mother	<input type="checkbox"/> Other _____
Compass College of Cinematic Arts mailings should go to	<input type="checkbox"/> Both Parents	<input type="checkbox"/> Father	<input type="checkbox"/> Mother
<input type="checkbox"/> 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 is committed to equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, sex, genetic information, age, veteran status, height, weight or disability.

Select one or more of the following races:

___ **American Indian or Alaska Native:** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.

___ **Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

___ **Black or African American:** A person having origins in any of the black racial groups of Africa.

___ **Hispanic or Latino:** A person of Cuban, Dominican, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

___ **Native Hawaiian or Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

___ **White:** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Important Information

Application Fee: A \$25 application fee must accompany your completed application. Make checks or money orders payable to: Compass College of Cinematic Arts.

Deposit Requirements: If an applicant is accepted to Compass College of Cinematic Arts, a deposit of \$250 is required to be paid within 30 days of acceptance to reserve a seat. The application fee and enrollment deposit can be paid by check or money order. Tuition payments and activity/technology fees can be made by check, money order or via ACH electronic payments, the latter coordinated through the Finance Office. Cash payments must be made in person at Compass College of Cinematic Arts.

Refund Policy: The tuition and fees paid by the applicant shall be refunded if the applicant is denied admission by the college before enrollment. The college may, however, retain an application fee of not more than \$25. All monies paid by the applicant will be refunded if requested within three days after signing an Enrollment Agreement and making an initial payment. An applicant requesting cancellation more than three days after signing the Enrollment Agreement and making an initial payment, but prior to Orientation Day, will be refunded all monies paid minus the \$150 enrollment fee and \$25 application fee.

Application Deadline: Compass College of Cinematic Arts accepts applications on a rolling basis. The admission's review and decision will be made following receipt of your completed application requirements.

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 October 1. (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. Our **federal school code is 041633**.

Create a Federal Student Aid (FSA) identification from the FASFA website to enable you to apply for and to sign the FASFA application. If either the student or the parent fails to do so, processing will be delayed.

Program information

I am applying for admission to: Bachelor of Fine Arts Degree Associate of Applied Science Degree

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

Don't forget to enclose your \$25 application fee. We need to receive it before we can begin processing your application.

Return Completed
Application Packets to:
Compass College of Cinematic Arts
Attn: Admissions
41 Sheldon Blvd. SE
Grand Rapids, MI 49503

Compass College of Cinematic Arts is committed to equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, sex, genetic information, age, veteran status, height, weight or disability. Inquiries and appeals regarding compliance with these federal requirements should be directed to the Title IX officer: Austin Morse, Vice President, Institutional Affairs at (616) 988-1000 or titleIXcoordinator@compass.edu.

Revised: 9/20/2017