

# THE NEW SCHOOL | SCHOOL OF MEDIA STUDIES

## CERTIFICATE IN FILM PRODUCTION APPLICATION FORM

### INSTRUCTIONS

The application should only be completed by students who require an international student visa. U.S. Citizens and Permanent Residents interested in enrolling in the Film Production Certificate must follow the guidelines on the Film Production website:  
<http://www.newschool.edu/public-engagement/film-production-certificate/>

### REQUIRED APPLICATION MATERIALS

- Application
- Application Fee
- Transcripts
- Proof of English Proficiency

### APPLICATION

Completed, signed, and dated application form (begins on page two of this document).

### APPLICATION FEE

A non-refundable \$50 U.S. application fee payable by check or money order to The New School.

### TRANSCRIPTS

All applicants must provide transcripts from all secondary (high school) and post-secondary (college/university) institutions attended. We accept both copies or originals of transcripts. If transcripts are not in English, we require certified translations.

### PROOF OF ENGLISH PROFICIENCY

All applicants who are not U.S. Citizens or Permanent Residents are required to take the Test of English as a Foreign Language (TOEFL). Exempted from this requirement are applicants who have earned a 4-year degree from a U.S. College/University. Applicants who are citizens or legal permanent residents of Australia, Canada, Ireland, New Zealand, South Africa, and the United Kingdom whose native language is English are also exempted from this requirement. To be considered for admission, applicants must attain a TOEFL score of at least 88 on the internet-based test (or 230 on the computer-based test or 550 on the paper-based test). Acceptable TOEFL alternatives are:

- The International English Language Testing System (IELTS), with a minimum score of C of 6.5 or better.
- The Pearson Test of English Academic (PTE), with a minimum score of 59.

### IMPORTANT DATES AND DEADLINES

The application and supporting documents must be received no later than the dates below:

- Fall Term Applicants: June 1
- Spring Term Applicants: November 1
- Summer Term Applicants: April 1

### SUBMIT APPLICATION MATERIALS

Office of Admission  
Film Production Certificate  
72 Fifth Avenue, 1st Floor  
New York, NY 10011

Or, email documents to  
[nspeundergrad@newschool.edu](mailto:nspeundergrad@newschool.edu).

### IMPORTANT CONTACT INFORMATION

- Inquiries about obtaining an international student visa should be directed to the International Student Services office at 212.229.5592 or [iss@newschool.edu](mailto:iss@newschool.edu).
- Inquires about the Film Production Certificate and its structure and curriculum should be directed to [filmprogramadvisor@newschool.edu](mailto:filmprogramadvisor@newschool.edu).
- Inquires about application processes and procedures should be directed to [nspeundergrad@newschool.edu](mailto:nspeundergrad@newschool.edu).
- For more information about the Film Production certificate, please visit <http://www.newschool.edu/public-engagement/film-production-certificate/>.

### ADDITIONAL CONTACT INFORMATION

Email: [nspeundergrad@newschool.edu](mailto:nspeundergrad@newschool.edu)  
Phone: 212.229.5150 or 800.292.3040  
Fax: 212.229.5355  
Website: [www.newschool.edu/nspe/undergrad](http://www.newschool.edu/nspe/undergrad)

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## CERTIFICATE IN FILM PRODUCTION APPLICATION FORM

### APPLICATION

Attach a check or money order for \$50 payable to The New School and mail to Office of Admission, Film Production Certificate, 72 Fifth Avenue, New York, NY 10011. Carefully complete all requested information.

### PERSONAL INFORMATION

PREFIX LAST NAME/FAMILY NAME FIRST NAME/GIVEN NAME MIDDLE NAME NAME ON TRANSCRIPT (IF DIFFERENT)

MALE  FEMALE DATE OF BIRTH (MONTH/DAY/YEAR) EMAIL ADDRESS

### MAILING ADDRESS (PLACE WHERE OFFICIAL CORRESPONDENCE WILL BE SENT)

STREET APT. NO. VALID FROM-TO (MONTH/DAY/YEAR)

CITY STATE ZIP/POSTAL CODE COUNTRY

HOME PHONE CELL PHONE

PERMANENT HOME ADDRESS (PLACE WHERE YOU WILL ALWAYS BE ABLE TO BE CONTACTED)  CHECK HERE IF SAME AS MAILING ADDRESS

STREET APT. NO. EFFECTIVE DATE

CITY STATE ZIP/POSTAL CODE COUNTRY TELEPHONE

### PARENT/GUARDIAN ADDRESS (IN CASE OF AN EMERGENCY)

STREET APT. NO. EFFECTIVE DATE

CITY STATE ZIP/POSTAL CODE COUNTRY TELEPHONE

Are you a (check one):  U.S. Citizen  U.S. Legal Permanent Resident  International Student

If you checked Permanent Resident please provide your alien registration number (on your green card): \_\_\_\_\_

If you checked International Student what is your: \_\_\_\_\_  
COUNTRY OF BIRTH CITIZENSHIP FIRST LANGUAGE

The university is asked by federal agencies to describe the racial/ethnic backgrounds of our students. In order to respond to these requests, we ask you to answer the following two questions. Your responses will not affect your application in any way.

Do you consider yourself to be Hispanic/Latino?  No  Yes

In addition, select one or more of the following racial categories to describe yourself:

American Indian or Alaskan Native  Black or African American  Native Hawaiian or Other Pacific Islander  
 White  Asian

The term you are applying for begins  Summer 20\_\_\_\_  Fall 20\_\_\_\_  Spring 20\_\_\_\_

A TOEL, IELTS, or PTE score is required for all international students and for students whose native language is not English, with the following exception: A citizen of any of the following countries and your native language is English: United States, England, Wales, Scotland, Ireland, Australia, New Zealand, Canada, or South Africa. TOEFL, IELTS, or PTE is not required if you have earned a 4-year degree from a U.S. College/University.

Exemption #1, Native language: \_\_\_\_\_  Exemption #2, Degree from U.S. College: \_\_\_\_\_

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### EDUCATIONAL INFORMATION

List secondary schools attended, starting with the most recent, and give month and year of entering and leaving.

SCHOOL NAME	CITY/STATE/COUNTRY	PERIOD ATTENDED (MM/YY-MM/YY)	CEEB CODE NO.

List all colleges attended, starting with the most recent, give month and year of entering and leaving, and list degree (if obtained).

COLLEGE	CITY/STATE/COUNTRY	PERIOD ATTENDED (MM/YY-MM/YY)	DEGREE OBTAINED

### MISCELLANEOUS

Have you ever enrolled in any other New School program or course (degree, non-degree, or continuing education)?  Yes  No

NAME OF DIVISION	DATES ATTENDED	STUDENT ID# (IF KNOWN)

How did you hear about The New School?

<input type="checkbox"/> Email	<input type="checkbox"/> Magazine/Newspaper Advertisement	<input type="checkbox"/> Magazine/Newspaper Article
<input type="checkbox"/> Online Advertisement	<input type="checkbox"/> Search Engine	<input type="checkbox"/> Social Media
<input type="checkbox"/> The School's Reputation	<input type="checkbox"/> TV/Radio Advertisement	<input type="checkbox"/> Word of Mouth (Friend/Family)
<input type="checkbox"/> The New School Website	<input type="checkbox"/> Referred by a teacher/advisor at my institution: _____	
<input type="checkbox"/> Other: _____		

### CERTIFICATION

All I certify that all information in my application (including all supporting documents) is complete, accurate, and my own work. I understand that providing false or misleading information or failing to provide current and complete information can result in a withdrawal of an offer of admission, dismissal, or other disciplinary sanctions. I further understand that neither originals nor photocopies of this application, supporting documents, and other materials received by the Admission Office will be returned to the applicant.

SIGNATURE	DATE