

Direct Application Form



Awarding funds from
The National Lottery



Application No. (Office use only)

Please complete this application form in **BLOCK CAPITALS** and in black ink

1. Personal Details

Title: Mr/Mrs/Miss/Ms etc:

Surname/Family Name:

Previous surname:

First Name(s):

Home Address:

Postcode:

Telephone Number (including STD Code):

Day: Evening:

Fax Number:

Email:

Mobile Number:

Correspondence Address (if different):

Postcode:

Sex: Male Female

Date of Birth: Day: Month: Year:

1a. Next of Kin

Title: Mr/Mrs/Miss/Ms etc:

Surname/Family Name:

Previous surname:

First Name(s):

Relationship to you:

Home Address:

Postcode:

Telephone Number (including STD Code):

Day: Evening:

Fax Number: Email:

2. Nationality

- (i) Country of Birth:
- (ii) Nationality (as on Passport):
- (iii) Country of usual permanent residence:
- (iv) Have you lived in the UK / EU for the last 3 years or more
NOT in an educational capacity.

3. Payment of Fees

Who is expected to pay your fees? (tick as appropriate)

Your Employer

Yourself/Relative

Scholarship

Skillset Bursary*

Other Sponsor

*If you intend to apply for a Skillset bursary this must be specified at the time of applying as your application will not be accepted at a later date. Please check LFS website for Skillset bursary availability for the course to which you are applying.

4. Course to which you are applying

MA Filmmaking

MA Screenwriting

September January April/May

September Only

This Section is for OFFICE USE ONLY - Do not complete

Decision by Admissions Tutor

Date Received: Dept:

Course Code: Year:

Course Offered:

Interview:

Time: Location:

Date: With:

Unconditional Offer: Yes

Conditional Offer: Yes

The Conditions of the Offer are:

1.

2.

3.

Reject: Applicant not suitable for course Yes

Reason:

Academic Signature:

Date:

5. Educational Qualifications - Please state most recent first and attach copies of certificates or transcripts where possible. For International Students these should be in both original language and English. Do not enclose original certificates.

University, School, College Name and Address	Degree, Diploma, Certificate, A-Level, VCE/GNVQ	Subject(s)	Pass Overall or Fail Overall	GRADES/DIVISION/CLASS	DATE STARTED AND DATE AWARDED
Exams to be taken or results awaited					
Continue on separate sheet if necessary					

6. English Language Qualification

If English is NOT your first language this section must be completed. Please specify which English language qualification you have or intend to take and give the relevant grade/score for all components.

If you are a Tier 4 applicant specifically, please refer to the UKBA website to find out which SELT (Secure English Language Test) results will be acceptable (<http://snipurl.com/qy24h>). MA students must achieve B2 level in all four components.

7. Employment

Employer's Name and Address	From Month & Year	To Month & Year	Position Held	Full Time or Part-Time	Brief Outline of Duties

Where appropriate please include a filmography or produced/published writing on a separate sheet of paper with details of your work.

8. Personal Statement - Continue on a separate sheet if required

Not more than 750 words. This should include an account of why you think you are suitable for the course and how it might support your future plans.

9. Criminal Convictions

Do you have any criminal convictions? YES NO

If yes, please attach details about your offence and conviction, including dates and court convicted at.

For further guidance contact the Admissions Unit.

10. Name and Address of Referees

1. Indicate below the two referees to whom you have sent the enclosed reference forms:
2. Please try to supply:
 - (i) One academic reference from your most recent place of study eg. School, College or University
 - (ii) A reference from your present/recent employer
3. We will NOT normally request references from your referees. It is your responsibility to ensure that all references are forwarded to the Admissions Office, London Film School.

REFEREE 1

Name:

Address:

Post Held:

Telephone No:

Email:

REFEREE 2

Name:

Address:

Post Held:

Telephone No:

Email:

11. How did you hear about the course at The London Film School?

We would be grateful if you could indicate below how you heard about the course you have applied for. This will enable us to plan further publicity more effectively.

- Internet Word-of-Mouth Career Advisor Direct Marketing LFS Event Publication (specify)
 Other

12. Data Protection Act (1998)

The Data Protection Act (1998) does not permit us to give information about an application to any person other than to the person who made the application. I hereby give my consent for my information to be used within the London Film School and London Metropolitan University for the administration of my studies, and to be made available where necessary to third parties for reasons such as funding or visa applications.

Signature of Applicant:

Date:

13. Declaration

I confirm that the information given on this form is correct and complete and that I have completed all sections myself.

Signature of Applicant:

Date:

INSTRUCTIONS/CHECKLIST

MA Filmmaking

1. Complete the application form in full.
2. Attach copies of transcripts/certificates of your qualifications (where possible) **(Do not send original certificates)**
3. You are required to obtain and forward two references, one of which should be from your current employer or educational institution. Please send the referees the enclosed reference forms. It is your responsibility to ensure that the completed reference forms are forwarded directly to the School by the referees.
4. Include an original 3 minute film script and an illustrative storyboard prepared by you. Drawings or photographs are acceptable.
5. You may submit a portfolio of work supporting your application with these forms or else state if you would prefer to bring it to an interview. Relevant work might include films*, written work†, stills and art work. If you send this material we will take every precaution to return it safely to you if requested, but we cannot accept responsibility for missing or damaged material. Please list and label material carefully.
6. Two recent passport photos.
7. £50.00 Non Refundable Application Fee
8. Mark envelope "Scholastic Application - No Commercial Value"

*Acceptable formats for films for us to view include: PAL or NTSC VHS, PAL Beta SP, DVD. Web sites on which we can view your work are also acceptable. Please check before you send other formats to find out if they are acceptable. †Scripts, Journalism, fiction. Though we will try to return your material London Film School cannot accept any responsibility for work sent to us.

MA Screenwriting

1. Complete the application form in full.
2. Attach copies of transcripts/certificates of your qualifications (where possible) **(Do not send original certificates)**
3. You are required to obtain and forward two references, one of which should be from your current employer or educational institution. Please send the referees the enclosed reference forms. It is your responsibility to ensure that the completed reference forms are forwarded directly to the School by the referees.
4. A script for a short 10-15 minute film.
5. 1 - 2 page synopsis for an original feature film plus an opening sequence with dialogue.
6. Three half page pitches for original features.
7. A description of your life up to the point of applying for the course (max 1000 words)
8. Two recent passport photos.
9. £50.00 Non Refundable Application Fee
10. Mark envelope "Scholastic Application - No Commercial Value"

PLEASE RETURN THIS COMPLETED APPLICATION FORM TO:

Admissions Office, The London Film School, 24 Shelton Street, London WC2H 9UB, United Kingdom.
Telephone: +44 (0)207 836 9642 Fax: +44 (0)207 497 3718 Email: info@lfs.org.uk



Disability/Special Needs Monitoring - To be completed by all applicants

The London Film School encourages you to disclose any disability or medical condition which may affect your future studies.

All offers are made on academic grounds and information given here will be used to help provide services which meet your needs.

- 0. No Disability
- 1. Dyslexia
- 2. Blind/Partially Sighted
- 3. Deaf/Hearing Impairment
- 4. Wheelchair User/
Mobility Difficulties
- 5. Personal Care Support
- 6. Mental Health Difficulties
- 7. Unseen Disability
- 8. Disability not listed here

If disabled, please provide brief details:

The London Film School apologises that it is not possible to provide wheelchair access or step free routes in the current facility due to building constraints and limited resources.

We are committed to improving access and this will be fully addressed when we move into new premises. Further details on current accessibility to services can be seen on our website www.lfs.org.uk or by telephone +44(0)207 836 9642

Ethnicity Monitoring - To be completed by European Union applicants only

The London Film School is committed to providing equal opportunities for all. To assist us with our confidential monitoring please choose one selection from A-E to indicate your ethnic group and tick the appropriate box to indicate your cultural background.

- A. White: British Irish Any other White background (specify)
- B. Mixed: White and Black Caribbean White and Black African White and Asian Any other Mixed background (specify)
- C. Asian or Asian British: Indian Pakistani Bangladeshi Any other Asian background (specify)
- D. Black or Black British: Caribbean African Any other Black background (specify)
- E. Chinese or other ethnic group: Chinese Any other (specify)