School of Theatre, Television, and Film

Your TFM Petition Portfolio

The School of Theatre, Television and Film limits enrollment in order to maintain the recognized quality of our programs and to ensure reasonable affordability in terms of student finances and time spent from admission to graduation. Entrance into the major is competitive. Only students with outstanding academic records and demonstrated creativity in related fields are encouraged to petition.

In order to be considered for advancement from pre-major into the major you will submit a portfolio to be evaluated by the TFM screening committee. The following materials are required:

- Complete TFM 160 and THEA 100 with a grade of B or higher. These courses may not be taken for credit/no credit (Cr/NC). These classes must be completed, with grades on file, prior to petitioning to be accepted into the major.
- Submit a personal statement.
- Submit two letters of recommendation (must be signed and dated).
- Complete a minimum of 15 transferable semester units.
- Have a cumulative grade point average of 3.00 or higher.
- Submit samples of visual creative work (demo reel/dvd preferred; photography, or storyboarding also acceptable)
- Submit a 2-page treatment for a 1-3 min production (fiction or nonfiction).
- Submit transcripts (unofficial is fine) from all colleges attended.

Submitting Your Portfolio

Transfer students need to petition at the time of their acceptance to SDSU, in the April submission group. You may petition once more after your transfer if your first portfolio is denied.

For entrance in the Fall semester: 2nd Monday in April, 3:30 p.m.
For entrance in the Spring semester: 2nd Monday in October, 3:30 p.m.
Place all materials in a binder or portfolio. Make sure the Petition Cover Page is on top and completed. Hand-deliver to the School of Theatre, Television, and Film’s main office located in the Dramatic Arts building (DA 201) or mail to:

TFM Petitioning Committee  
School of Theatre, Television and Film  
San Diego State University  
5500 Campanile Drive  
San Diego, California 92182-7601

After all petitioning materials have been reviewed you will receive a letter of acceptance or denial. Notification will be sent in time for you to register for classes.

**Explanation of Required Materials**

**TFM 160 and Theatre 100:** Petitioning students must have completed both TFM 160 - Cinema as Art and Theatre 100 - The Art of Theatre, before submitting the portfolio. These courses may be satisfied by taking them at SDSU, or approved course equivalents at another school. A grade of "B" or higher is required for each course.

**Personal Statement:** Your statement should be typed and approximately two pages in length. Include your career goals, interests, talents, achievements, and any work experience in the field of TV, film, or new media. Write about what makes you stand out, what your passion is, what you hope to accomplish. Give it a personal voice; write well and persuasively.

**Letters of Recommendation:** A minimum of two letters of recommendation is required. Letters should come from teachers, counselors, work supervisors, and professional associates who can assess your abilities and potential to work in this field. Letters may not be from students, including graduate students, or letters from family members or friends. Make sure the letters are on letterhead stationery, signed and dated. Letters may be addressed “To the TFM Screening Committee,” or “To Whom It May Concern.” Letters of recommendation become property of the School of Theatre, Television and Film office and will not be returned. If you need a personal copy of your letters, photocopy them before submission.

**Creative Materials:** Submit evidence of your creative work, e.g., films clips, videotapes (cued), computer animation clips, photographs, storyboards, design renderings, etc., for which you may have had primary responsibility. Demo reels/dvds, film samples should be about 5-6 minutes total time. On a cover page for this section please clearly indicate your role on each production. In addition to your visual work you may also submit script samples.

**Treatment:** Submit a treatment for a 1-3 min production (fiction or nonfiction). Maximum two pages. We are looking for visual storytelling, a script for a visual sequence. Dialogue passages should be used sparingly, if at all. Please note: no car chases, no blow-‘em-up sequences, no music videos. This is a written submission, do not tape, film, or otherwise produce.
Transcripts: Unofficial copies of all college transcripts, including your most recently completed semester are required. Highlight all TFM and Theatre classes. High school transcripts are required of all students with freshman standing. The SDSU Admissions Office will not release transcripts from other schools. Notify each school or college you have attended to send unofficial transcripts to you, so you may include them in your petition package.

Number of Times a Student May Petition

SDSU students are permitted to petition for the TFM major TWICE. Incomplete files will not be reviewed nor will they count as a petitioning attempt.

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