

STUDENT REQUIREMENTS CHECKLIST: FILM PRODUCTION

****Upon completion, sign this checklist verifying that all rules and guidelines have been read and understood. STAPLE completed form to the back of your Student Entry Form**

The recorded performance **SAVED AS A FILE** on the DVD/CD, not as a DVD/CD movie.

- Student confirms that he/she was the **director, screenwriter, and cameraperson** Student Entry Form completely filled out, including:
- 1. Student's complete contact information**
 - Student's full name/Student's address/Student's phone number/Parent's email address
 - Original signatures of student and, if student is under 18, parent/guardian
 - 2. Required Information Answered:**
 - Who appears in your film? (It is suggested that you gain parental consent for any minors who appear in your film.)
 - Was a computer used? If so, name the software and hardware.
 - 3. Music**
 - The title, composer, and performer of any background music must be credited and documented on the Student Entry Form. If the entry's connection to the theme is expressed in the song choice, this should be explained in the artist statement.
 - 4. Required Artist Statement:**
 - Describe what inspired you to create this work and how it relates to the theme. This is required for all grade divisions. If additional space is needed, use the back of the Student Entry Form or an extra sheet of paper. BE SURE TO WRITE YOUR NAME ON ANY ADDITIONAL PAGES.
 - 5. Title**
 - Included the title on the Student Entry Form- If the entry has no title, please write "Untitled."

Presentation

All grade divisions **must submit a DVD or CD** of a performance of the choreography. ****NO CASSETTE TAPES ACCEPTED****

Entry DOES NOT EXCEED 5 Minutes

Format:

A SUBMISSION IS in one of the following file formats:

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Check the one that applies

- .MPG / .MPEG
- .MOV / .QT (QuickTime Video)
- .WMV (Windows Media Video)

The recorded performance **SAVED AS A FILE** on the DVD/CD, not as a DVD/CD movie.

CD or DVD packed in a plastic or cardboard container and placed in a manila envelope

- CD/DVD identified with the student's name, grade division, state, and year
- Container identified with the student's name, grade division, state, and year

Student Entry Form in a clear sheet protector attached to the outside of envelope with masking tape

Met deadline: Entries delivered and received at the designated place on or before the designated due date.

**** Sign and date the box below. By signing this form, you acknowledge that you have completely read all rules and guidelines to the 2009/2010 Reflections program and agree to adhere to the guidelines set forth by NCPA and National PTA.**

Student Name _____

PTA Name _____

Parent/Guardian Signature (Required unless student 18 years old) _____

Parent/Guardian Print (Required unless student 18 years old) _____

Date of signature _____