



PERSONAL DETAILS

Gender: Male Female Trans N/A Title: Mr Miss Date of birth: Age:

First Name: Surname: Middle Name:

Address:

Home Phone: Mobile Phone: Email:

Agent: Agent Email: Country:

Parents Name (If applicable) Parents Phone (If applicable) Parents Email (If applicable)

Emergency Contact:

MEDICAL/LEGAL INFORMATION

Do you currently suffer or have you previously suffered from any mental health issues? (Please Tick and Specify below)

Anxiety Depression
 Schizophrenia Psychosis
 Bipolar Affective Disorder

Other:

Will you/your guardian agree to undergo a psychiatric assessment if required?
 Yes No

Please list any other medical or legal information we should be aware of and that may affect travel or course completion (Please Specify):

Are you on ANY Medication: (Please Specify)

Will you/your guardian agree to provide us with any medical documentation we may need?
 Yes No

AAFTA believes in equal opportunity and does not discriminate on the basis of race, colour, religion, gender, age, national origin, disability, marital status, or sexual orientation. AAFTA asks for students to disclose any current or past medical conditions so that we can ensure all special needs are met to develop a thriving environment for every student.

CAREER/EXPERIENCE/GOALS

What are some of your career goals for the next 5 years? How do you intend to pursue these?

What would you say are your strengths & weaknesses as an actor?

What characteristics set you apart from other actors?

Why do you want to work in the Entertainment Business in the USA?

What is your greatest fear about your career?

Why do you believe you are the right person to represent the Carmen Duncan Scholarship?

CARMEN DUNCAN SCHOLARSHIP TERMS & CONDITIONS POLICY, CANCELLATIONS/ CHANGES

Carmen Duncan Scholarship participants agree to the following terms & conditions.

- All applicants must pay a NON REFUNDABLE \$50USD consult fee. Fees are redeemable against 2020 Course Fees including Class Passes. Consult fees include professional one on one feedback via 15min Skype session provided to each applicant. AAFTA promotes constructive and personalised feedback for all CDS applicants
- All applicants must be an Australian citizens or an Australian permanent residents and have a valid passport for 2020.
- If selected for Stage 2, all finalists MUST attend the call back sessions in either Sydney or Melbourne at participants expense. Special rates for hotel accommodation are provided to all our finalists - please use CDS as referral code.
- If selected for Stage 2, all finalists MUST keep the following dates available 24th/25th January (Sydney) and 31st January/1st February (Melbourne)
- If selected for Stage 3, all finalists MUST complete an LA Experience or Teen LA Experience Application form agreeing to the terms & conditions of our programs.
- If selected for Stage 3, all finalists for Adult Scholarship MUST apply for B1/B2 Visa immediately regardless of result. Visa & Immigration services take some time and we need all applicants prepared to travel.
- If selected for Stage 3, applicants for Adult Scholarship MUST show valid proof they are able to support themselves.
- CDS Winners will receive their full prize over 2020. This cannot extend this onto following years unless approved by AAFTA director.
- CDS Winners must be flexible on availability over 2020 for any CDS media and/or event, including the LA experience program.
- CDS Winners MUST adhere to be present at any media related events organised by AAFTA or direct partners of AAFTA. This includes but not limited to: Television, Printed Media, Social Media, Public Speaking Engagements and Red Carpet Events.
- CDS Winners MUST maintain our code of conduct throughout the entire program including attendance records. Should a CDS Winner be unable to complete the program for any medical reasons, medical documentation MUST be provided.
- If a CDS Winner is unable to adhere to the standards set in our Code of Conduct - it may result in the winners title being stripped and all prize related assets removed. CDS Winners represent AAFTA and Carmen Duncan and we expect all participants to uphold professionalism at all times.
- CDS Winners are able to complete outside programs whilst in LA, however AAFTAs programs and/or events plus CDS related events and activities MUST take priority. Should a winner be unable to adhere to these guidelines it may result in the winners title being stripped and all prize related assets removed. CDS Winners represent AAFTA and Carmen Duncan and we expect all participants to uphold professionalism at all times.
- CDS Winners are expected to liaise directly with director of AAFTA Jessica Orcsik, before proceeding with any instructions or prize related activities from or with sponsors.
- Should a sponsor not honour any agreement made, CDS Winners MUST notify AAFTA immediately.

CODE OF CONDUCT

American Arts Film & Television Academy, LLC expects full attendance at all classes for students to gain the most benefit from the program, and that students are professionally engaged for said classes. Where students are experiencing problems we encourage you to contact the LA Program Director (Jessica Orcsik) as quickly as possible.

Students must adhere to the AAFTA Code of Conduct (below) and understand that they are representatives of AAFTA. If the Code of Conduct is disregarded, or if a student continually disrupt classes, they will be asked to leave the program without any financial penalty to AAFTA.

Participants must

Sign into every program each day of classes

Advise the Program Director, relevant teacher or class supervisor personally if they cannot attend, need to leave early or are running late before the class begins.

Teachers reserve the right to lock the door at the start of class to avoid disruption to their teaching. If this occurs, students must wait outside the room until they are invited into the class without disrupting the class by knocking, calling or texting anyone in the room.

Learn ALL scripts provided to them and present each one professionally at the time of the workshop or class. Where no scripts are provided we expect students to come to class prepared and ready to fully engage in the process. If students attend class unprepared on at least three occasions, they will be issued with a written warning. Any further instances of unprofessional behaviour as stated above may result in expulsion from the program without financial compensation to the student or loss to American Arts Film & Television Academy, LLC.

Work in a collaborative spirit: Often in film/TV roles, you will be cast alongside individuals that you do not care for; this may also be the case during class. We expect professionalism in class, as any employer would expect on set. If students do not behave in a professional manner, they will be given a written warning. If the behaviour continues after the warning, they may be asked to leave the program without financial compensation to the student or loss to AAFTA.

Be supportive. As actors we can often feel insecure. The classroom is a learning environment and as such all students should feel respected and safe to explore their creativity.

Be respectful of the studio space and all property within it, along with other users of the studio space.

Adhere to the guidelines and contracts set out by American Arts Film & Television Academy, LLC in the

Participants must NOT

Discriminate against or harass colleagues, students, teachers or members of the public on a number of grounds including: sex, marital status, pregnancy, age, race, ethnic or national origin, physical or intellectual impairment, sexual preference or political or religious conviction. Such harassment or discrimination may constitute an offence under the Anti-Discrimination Act 1977 and may result in expulsion from the program without financial compensation to the student or loss to American Arts Film & Television Academy, LLC.

Arrive in class under the influence of alcohol or hallucinatory or social drugs of any kind.

Be disrespectful to fellow students or teachers which includes but is not limited to continual lateness to class, prior non-disclosure of attendance to class, language deemed offensive by teachers and/or class associates.

Engage in any social activities that affect course completion. AAFTA requires all students to be professional at all times and keep personal issues/feelings away from the classroom and any social activities where all students are present.

AAFTA has the right to expel or suspend students for any inappropriate behaviour against our code of conduct

I, _____ hereby have read the above CODE OF CONDUCT and agree to abide by the terms and conditions as set out above.

Date: (e.g. 11/30/20)

Signature:

STUDENT RESPONSIBILITIES

The following must be organised by winners prior to departure for the USA. American Arts Film & Television Academy, LLC cannot take responsibility for these as conditions vary for each person;

Passport

Winners are responsible for ensuring that their passport is up to date and valid for entry in to and out of the United States. Students must be aware of the rules and regulations relating to their own passports. AAFTA will not be responsible for any passport related matters that may impact on prize.

Visa

Be aware of the rules and regulations around Visas and entry into the United States. Due to recent adjustments made in immigration, AAFTA now urges all students to obtain a B1/B2 Visa. CDS winners will have the ability to obtain these VISA. Should you have any potential restrictions contact, or need advise/help please contact AAFTA Staff. These VISA costs will be at winners expense.

Healthcare

Students are advised that health care availability is extremely limited in the USA. We strongly advise travel and health insurance to be purchased prior to departure. If you choose not to purchase insurance we cannot assist you in the case of accident or emergency. Examples of good cover can be found with CoverMore (<http://www.covermore.com.au/travel-insurance?gclid=CJSbj4S9pMMCFYGSvQodb3IATQ>) or 1cover (<https://www.1cover.com.au>). We also recommend 'Cancellation Cover' so that if you are forced to return home, you may be able to claim the cost of your course fees and accommodation.

Flights/Transfers

AAFTA CDS winners (except Youth) will receive return economy flights from Sydney to Los Angeles. Winners are responsible for booking and purchasing any additional flights and/or airport transfers. We suggest booking these flights once as soon as possible to ensure that the best prices are available. Student flight programs are always great for savings. Travel & Accommodation booklet will be sent to all students.

Living Expenses/Spending Money

Winners are required to pay for their own meals, transport and personal expenses for the duration of the program. Students should consider the exchange rate when determining the amount required. As a guide, you can expect to spend \$USD 75 - \$USD150 per week on food depending on whether you eat out or cook your own meals. Transport can cost \$USD50-\$USD100 per week depending on whether you travel/sightsee or stay at home, and whether you take transport or rent a car. Social activities could be up to \$USD100 per week. This comes to up to \$USD350 per week.

** Please consider the exchange rate in calculating funds required for 10-12 weeks.

***Additional expenses to consider are; extra curricular classes outside of AAFTA include memberships (AIF) (up to \$USD150 per week), headshot shoot (\$USD250-500), headshot prints for networking purposes (\$USD100) sightseeing and shopping. AAFTA will endeavour to arrange studio tours and may be able to negotiate free entry but any reduced rates or entry fees payable are the responsibility of students (up to \$USD300).

****Students will also be encouraged to sign up to 'Australians in Film' whilst in Los Angeles. Each week AIF runs a series of events, including film premieres, panels and Q&As. This is a great networking opportunity for Australian actors and a great way to support fellow Australians in LA. The cost is \$USD100.

Transport

While AAFTA endeavours to hold classes in our locations close to accommodation, this is not always possible. Where transport is required to attend classes, students are responsible for this cost. Transport approximately \$USD30 per day, which can be shared amongst up to 4 people. Uber/Lyft is a very popular and safe option that requires the user to download an app and must be paid for with a credit/debit card. Public transport is also available.

* Please ensure you have a credit card applicable to use over in USA. Otherwise we advise setting up UBER/LYFT prior to departure.

[rentalcars.com](https://www.rentalcars.com) provide a great service with renting vehicles. You can opt to rent your own car or share expenses with those living with you in your apartment. Should you need contacts please don't hesitate to contact your course director.

*Please ensure you have FULL insurance provided with this car.

Materials

Youth Winners should email prior and bring electronic copies of headshots and CVs so that they may be printed if required for networking purposes. Note in many cases actors will obtain new headshots. It is suggested that CDS winners wait until their photoshoot before printing anything.

Mobile Phones/Internet

Actors are required to be contactable by staff at all times and need to provide details as soon as possible to assistant@aafta.us SIM cards can be purchased through a range of providers in Australia at competitive rates or on arrival in the US. Low cost plans are available from carriers like T-Mobile, Verizon, AT&T and more.

Internet is included in the accommodation however actors should consider purchasing a mobile internet package for the duration of their stay. Students should be contactable at all times.

Outside Events and Classes

We encourage winners to attend classes or workshops outside of our studio whilst in Los Angeles but note these must not clash with our schedule (including any last minute schedule changes). Note that students are representing AAFTA at all times (including at studio visits, other organised activities and media) and as such must adhere to our code of conduct at all times.

Coaching Sessions/Self Tapes

Quite often the opportunity for actors to work with out coaches one on one occurs, this may be in relation to self tapes for managers or just for development of skills. Please ensure you budget for this in your savings. Sessions range from \$2000 to \$50 per hour depending on the coach. Our course director will be available at a special discount rate for AAFTA students only.

Scripts/Printing Materials

Students are required to print out scripts for classes prior to attendance. AAFTA suggests purchasing a ream of paper/printer with housemates prior to the course commencement and looking into nearby locations that can print. Space Station provides copies but for small fees.

CLASS ETIQUETTE AND CODE OF CONDUCT

STUDENT OBLIGATIONS

No laptops, mobile phones, iPads or similar devices are allowed in or during class times unless specifically required for class content (ie recording devices). Students will be instructed to leave class if their use of such devices is deemed disruptive and they do not comply with requests to discontinue use. If students continually disregard this rule, AMERICAN ARTS, FILM & TELEVISION ACADEMY, LLC reserves the right to implement their dismissal from the program, with no financial penalty to AAFTA, LLC.

Students must advise AAFTA of any medical conditions (e.g. allergies, diabetes, epilepsy, asthma (provide asthma plan), current/chronic illness, disability (mental/physical), learning difficulty (eg dyslexia), pregnancy, or any special requirements as well as next of kin and emergency contact numbers.

Students must adhere to the AAFTA Code of Conduct (below) and understand that they are representatives of AAFTA. If the Code of Conduct is disregarded by any student AAFTA reserves the right to discontinue any classes to that student without any financial penalty to AAFTA. Students will be marked on attendance and anything less than 80% will be considered a fail within the program.

Checklist

Carmen Duncan Applicants must submit the following:

- Headshot
- Showreels (If applicable)
- Resumes
- Copy of passport
- Service Fee Receipt
- Self Tape Submissions via carmenduncanscholarship@aافتa.us
- Sides selected from online database. Details available on website.

PLEASE PROVIDE IN CASE OF EMERGENCY CONTACT:

(NAME)	(PHONE)
(RELATIONSHIP)	(EMAIL)

American Arts Film & Television Academy, LLC takes no responsibility for conditions that we have not been made aware of. I agree all the information provided on this form is true and agreed to by

(signature)	(date)
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Good Luck!

**Jessica Orcsik, Director
American Arts Film & Television Academy, LLC**