



2022 - 2023

**Thesis Student
Guidelines**

Film

THESIS DEADLINES – 2022-2023

October 21 – All students making films must submit no less than a first-draft to filmthesis@sva.edu and their thesis advisor; documentarians must submit a detailed proposal. (We have examples if needed.)

October 28 – Pre-production grant deadline.

November 18 – Final draft screenplay must be submitted to filmthesis@sva.edu.

December 11 – Students not making films should provide a 2 paragraph summary of the projects they are working on.

Productions scheduled after Winter Break by permission of the Thesis Committee only.

January 13 – Assembly edits due.

January 27 – Thesis priority on equipment ends.

February 10 – Post-production grant deadline.

February 17 – Rough cuts due.

After Spring Break narrative films should be picture locked and begin sound design, color and titles/effects.

March 17 – Picture lock – Begin sound design, music, color, and titles/effects.

April 14 – Final films due at noon.

EQUIPMENT INSURANCE

All BFA Film thesis students must get their own production equipment insurance. Every project and policy are different, so no quotes are printed here.

- Please call an insurer to get all details and prices for a policy.
- Make sure you understand what is and what is not covered.
- Students are responsible for all equipment signed out under their name and will be held financially responsible for any lost or damaged equipment.

SUGGESTED INSURANCE COMPANIES

Gallagher CSI

Insurance

collegestudentinsuranc
e.com 888.411.4911

Fractured Atlas (a good option for Third and Fourth year)

fracturedatlas.org
844.412.5957

Film Emporium

filmemporium.com
800.371.2555

A premium short-term production insurance. Applications are evaluated individually. Higher limit coverage, additional liability coverage and longer term annual coverage is available.

Location insurance can be obtained from the BFA Film Office.

MAJOR REQUIREMENTS

Directors

Directors are required to direct one 10-20 minute production that demonstrates an advanced level of craft and technique. Music videos and advertisements are not permitted. **You must turn your script in for Thesis Committee approval at least 3 weeks prior to principal photography to the email address filmthesis@sva.edu.** Screenplays submitted with less than a 3-week window will not be approved. **The email submissions MUST include the information from the top of the Thesis Approval Form.**

Editors

Editors are in general required to edit two SVA Thesis projects. However, one project will be considered based on length and complexity - only the Thesis Committee can decide if the project qualifies. Editors are responsible for supervising and planning all stages of the post-production. **If an editor is directing a film to fulfill Thesis, they must follow all of the deadlines and guidelines for directors.**

Cinematographers

Cinematographers must function as Director of Photography on two SVA Thesis Projects. As such, they are responsible for the visual interpretation of the project, lighting, the camera crew, camera equipment selection, and operation. Cinematographers are also required to collaborate on the color grading of films they have shot. **If a cinematographer is directing a project to fulfill Thesis, they must follow all of the deadlines and guidelines for directors.**

Sound Recordists & Designers

Sound majors must record and mix production sound on at least three thesis films and must do post-production sound on at least one thesis film. **If sound majors are directing a film to fulfill their Thesis requirement, they must follow all of the deadlines and guidelines for directors.**

Screenwriters

Screenwriters must complete a polished final draft of a full-length 90 to 120 page screenplay or pilot +2 episodes of TV or web series. **If a screenwriter is directing a film, they must follow all of the deadlines and guidelines for directors.**

All questions should be directed to our Thesis Coordinator, Mark Crowell, filmthesis@sva.edu.