

Los Angeles Certificate Program (Acting in Hollywood) Spring 2010

Acceptance Instructions

Congratulations on your acceptance to Boston University's Acting in Hollywood program in Los Angeles! We are looking forward to your participation.

INSTRUCTIONS

Enclosed are pre-departure forms that each student is required to complete and return to the Los Angeles office. Please read carefully the instructions on each form. All forms should be returned within two weeks. In addition to these program-specific forms, you must also complete the pre-departure documents that you were directed to through International Programs' online system. The online system will also instruct you on submission of your \$400 deposit to hold your place in the program.

PROGRAM COST

The Los Angeles Certificate Program: Acting in Hollywood fee for the 2009/2010 academic year is \$9,900 per semester. Cost includes tuition and special projects, housing, emergency/travel assistance coverage, and certificate of program completion. The program fee will be charged to your student account, which must be settled by the deadline set by Boston University's Office of Student Accounting Services.

PROGRAM DATES

The Spring 2010 Los Angeles Certificate Program will run from January 11 to April 30, 2010. We have enclosed an academic calendar and will notify you of any changes. **Early and late arrivals are not permitted.**

FORMS CHECKLIST

SEND THE FOLLOWING TO LOS ANGELES:

Boston University Los Angeles Program
5700 Wilshire Blvd, Suite 675
Los Angeles, CA 90036
Fax: 323-571-1378

- ☐ Housing Questionnaire
- ☐ Residence Agreement



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Tentative Academic Calendar

Monday, January 11	Students Arrive and Check In at Park LaBrea
Tuesday, January 12	Orientation
Wednesday, January 13 – Friday, January 15	Free Days (to set up internship interviews) Program Events in the Evening
Saturday, January 16	Group Outing
Monday, January 18	Holiday, Classes Suspended
Tuesday, January 19	Instruction Begins
Friday, January 22	Substitute Monday Classes
Monday, February 15	Holiday, Classes Suspended
Friday, February 19	Substitute Monday Classes
<i>Saturday, March 6 - Sunday, March 14</i>	<i>Charles River Campus Spring Break BU Los Angeles Classes in Session</i>
Saturday, March 13 - Sunday, March 21	BU Los Angeles Spring Break
Monday, April 19	Holiday, Classes Suspended
Friday, April 23	Substitute Monday Classes
Friday, April 30	Instruction Ends
Saturday - Sunday, May 1 - 2	Students Move Out of Apartments

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Residence Agreement

Students on Boston University's Los Angeles Internship Program are subject to the same policies, procedures, and codes of conduct in place at Boston University. Students are prohibited from engaging in conduct, in or about the residence facility, that poses a threat to the health or safety of persons or property, that interferes with the rights or well-being of others, or that violates any provision of the Code of Student Responsibilities, this residence agreement, or any rule/regulation of the University or International Programs, or any other applicable law. Students found in violation of these policies, rules, and regulations established by International Programs and/or the University will be subject to University disciplinary action up to and including expulsion from the University.

Students must abide by all rules and regulations that may be established by Park La Brea, International Programs, and the resident director, in the interests of health, safety, the proper conduct of students, and the orderly and efficient operation and administration of the program and its residential system. Students must attend all program, floor, and individual meetings as they are convened by the resident director and/or program staff throughout the semester. Students are responsible for knowing and abiding by any materials and information discussed and/or distributed at any such meetings.

Students must respect the rights of other students in the program housing. All program housing will be reasonably quiet at all times, and specific quiet hours will be in effect as established by the resident director. Students shall not make or permit their visitors to make any disturbing noise or other nuisance in or about the interior or exterior of the program housing that will interfere with the rights, comforts, or convenience of others. Students are responsible for the conduct of visitors (including family, friends, and relatives), who must also respect and comply with all rules and regulations while in or about the program facility. Any breach by any such visitor shall be deemed a breach by the student.

Students will be required to pay a \$300 facilities deposit upon arrival in L.A. This deposit will be held until the conclusion of the program at which time the condition of the apartment will be evaluated. The full deposit will be refunded if it is determined that no damage has been done or other costs incurred by the program on the student's behalf. Each student is responsible for the care of the property in his or her room and, as determined by the resident director, in the common areas of program facilities. If the cost of any repair or damage or loss to the residence facility exceeds \$300, it will result in appropriate charges to the student(s) responsible for violating housing policy. Failure to settle these charges prior to departure from the program site will result in appropriate charges being assessed to your Boston University student account. It may also result in your inability to register for courses, an

inability to have grades assigned, transcript holds, and delays in processing financial aid awards for future semesters. In addition, each student is encouraged to review his or her family's personal property insurance coverage. Boston University or any of its officers, agents, or representatives shall not be liable directly or indirectly for loss and/or damage to personal property by fire, theft, or other cause.

The University reserves the right to dismiss any student from the program for failure to maintain a satisfactory academic record or acceptable personal behavior, or for other reasons of health, safety, or welfare of the University community.

STATEMENT BY RESIDENT

I have read the preceding material on this page and agree to abide by the stipulations and conditions presented within it. I agree that failure to abide these conditions renders me liable to be returned by the resident director to my home campus at my own expense.

Student Name (please print)

Student Signature

Date



Please make a copy for your records. Return within 2 weeks to:
Boston University Los Angeles Program
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Housing Questionnaire, Page 1

Last Name: _____

First Name: _____

E-mail: _____

Gender: ☐ Male ☐ Female

Date of Birth: _____

3. Do you have any medical, dietary or other restrictions that the Resident Director should be aware of?

PERMANENT ADDRESS AND TELEPHONE NUMBER

Street: _____

City: _____

State: _____ Country: _____ Zip Code: _____

Phone #: _____

Father/Guardian's Name: _____

Phone #: _____

Mother/Guardian's Name: _____

Phone #: _____

4. Please record any information about yourself that may influence the kind of living arrangement you would prefer. Please give us the following information regarding your daily habits.

What time do you usually get up during the week?

What time do you usually go to bed during the week?

What time do you usually get up during the weekend?

What time do you usually go to bed during the weekend?

How many times during the week do you go out?

How do you plan to spend your weekends while in L.A.?

What type of entertainment do you prefer (for example, clubs/ pubs or dinner and movies)?

1. Please list the name(s) of students with whom you would like to room. We will attempt to honor your request but can not guarantee that you will be housed with a friend.

a) _____

b) _____

c) _____

2. Please list the name(s) of students with whom you prefer not to room.

a) _____

b) _____

c) _____



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Housing Questionnaire, Page 2

Your housing placement will be made with the above information taken into consideration but we cannot guarantee we will be able to accommodate all of your requests. If you have any special requests about which the Resident Director should know, please explain in an e-mail to: bill@linsman.com. We cannot organize kosher and vegetarian kitchens. Smoking is not allowed in student apartments.

Your apartment will be furnished with the following: Basic furniture in common living area, couch, chairs, tables, lamps, TV, dining table, and chairs. Bedroom furnishings consist of night tables, lamps, bed linens, pillows, comforters, blankets, towels, and alarm clocks. Apartments have two twin beds in each room. Kitchens will be furnished with refrigerator, gas range, microwave, dishwasher, toaster, coffeepot, teapot, pans, and utensils.

The University reserves the right to dismiss any student from the program for failure to maintain a satisfactory academic record or acceptable personal behavior, or for other reasons of health, safety, or welfare of the University community.

SINGLE ROOM REQUEST

The Los Angeles Internship Program offers the option of a single room for an additional charge of \$3,500. Students who request and are assigned to single rooms will share an apartment with either one or two other program participants. This option is offered on a first-come, first-served basis and is dependent upon the availability of apartment space.

Please complete the following section only if you are requesting to share an apartment with one or two other (same sex) students on the program. In order to be considered for a single room, you must submit payment with this form. If the L.A. site can accommodate your request for a single, your check will be cashed. If they are not able to accommodate your request, your check will be returned. Please make the \$3,500 check payable to Boston University and include your BU ID number on it. Because accommodating requests for single room assignments requires the program to commit funds well in advance of the program start date, no single room requests will be considered without submission in advance of the \$3,500 payment; for the same reason, it may not be possible to consider single room requests that are submitted close to the program start date.

I understand the single room policy and wish to apply for a single bedroom.

Student Name

Signature

Date

BU ID #



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