

# ITHACA

## ITHACA COLLEGE LOS ANGELES PROGRAM

### APPLICATION INSTRUCTIONS & PROGRAM INFORMATION

**SUMMER 2010 • FALL 2010 • SPRING 2011**

#### **Program Description**

The Ithaca College Los Angeles Program is an internship-based program that provides juniors and seniors with a major or minor in communications an opportunity to gain professional experience in their chosen fields. The program offers internships in television, radio, photography, cinema, corporate communications, the recording industry, journalism, public relations, and advertising. In addition, students can take major requirements and/or elective courses in cinema, television, marketing, strategic communication, and journalism as well as one-credit courses on industry-related topics. Classes are taught at the James B. Pendleton Center, located minutes from Burbank and Hollywood, by our Los Angeles-based faculty and professionals working in the industry. For more information, visit our website at <http://www.ithaca.edu/la>.

#### **Eligibility**

1. Communications major OR minor OR related field.
2. Completed 60 credits by the start of your semester in Los Angeles.
  - \*For communication majors, 15 of those credits must be communications credits.
  - \*For communication minors, 12 of those credits must be communications credits.
3. Be in good academic, judicial and \*financial standing in the Park School and Ithaca College, with no unresolved issues at the start date of your semester in Los Angeles.

#### **Application Deadlines**

Summer 2010: March 5<sup>th</sup>, 2010  
Fall 2010: July 2<sup>nd</sup>, 2010  
Spring 2011: November 5<sup>h</sup>, 2010

#### **Selection Criteria**

*Space in the program is limited.* If there are more qualified applicants than there are spaces, priority will be given to seniors and communications majors. Selection, done by the program director in consultation with the program staff, will be based on the following criteria:

1. How a Los Angeles internship fits your academic and career goals;
2. Involvement in activities related to your major and career goals;
3. Current grade point average

## **APPLICATION PROCEDURES and CHECKLIST**

### **A. Complete the following forms in your application packet:**

- ❑ **PERSONAL INFORMATION, SEMESTER PREFERENCE and ACADEMIC INFORMATION**  
Complete these forms and include them with your application.
- ❑ **CONSENT FORM**  
If you are not responsible for your own bills, you must also obtain your parent or guardian's signature. Include the form in your application.
- ❑ **STUDENT CONDUCT CERTIFICATION**  
Complete the top portion of this form and bring it to the Judicial Affairs office at your college or university.
- ❑ **ACADEMIC and BUSINESS/WORK RECOMMENDATIONS**  
The individuals writing your recommendations must forward them Ithaca College Los Angeles Program Office.

### **B. Submit the following materials with your application:**

- ❑ **APPLICATION FEE**  
A non-refundable \$35 fee; please make your check payable to "Ithaca College" with your name and ID number on the memo line.
- ❑ **RESUMÉ** Include an updated resum .
- ❑ **TRANSCRIPT** Obtain an unofficial copy of your transcript from the Registrar's Office at your college or university.
- ❑ **PERSONAL ESSAY** (3 pages maximum, typewritten, double-spaced)  
Your application must include a *specific, well-organized, and honest* essay in which you discuss the Los Angeles Program and the internship experience in relation to your academic and career goals. Please number the pages and put your name at the top of each page. Be sure to proofread your essay for grammar and spelling. Answer all of the following questions:
  1. What are your specific short and long-term academic, career and personal goals?
  2. How will your participation in the LA Program help you meet your goals?
  3. At what kind of media organization would you like to intern? (you do not need to name specific organizations)
  4. What do you hope to gain (skills, knowledge, training, experience, etc.) through your internship experience?
  5. What experiences during the last two years have prepared you for an LA internship? If you are a communications minor, pay particular attention to this point.

### **C. Mail your completed application to:**

Stephen Tropiano, Director • Ithaca College LA Program  
3800 Barham Blvd., Suite 305 • Los Angeles, CA 90068

### **D. Notification**

Complete applications are reviewed immediately and a decision will be mailed to you within three weeks.

## **PROGRAM COSTS**

When you attend the Ithaca College LA Program, you are registered as a full-time Ithaca College student. The cost of tuition for students attending the Los Angeles program is the same as on-campus Ithaca College students. Summer students pay per credit hour.

### **APPLICATION FEE**

A non-refundable \$35 application fee is due with your completed application. Please make your check payable to "Ithaca College." Be sure to write your name on the check.

### **TUITION**

Students attending the Ithaca Los Angeles Program are registered as full-time Ithaca College students. Tuition costs are determined in March for the following summer and school year.

Summer students are charged tuition per credit hour, and there is a 3-credit minimum for summer registration. The cost of tuition in summer 2009 was \$917/credit.

Cost of tuition for Fall 2009 and Spring 2010 was \$16,105/semester.

### **HOUSING INFORMATION**

Students attending the Los Angeles Program are required to live in the Oakwood apartment complex, located a short walk from the Pendleton Center, Warner Bros. Studios, Universal Studios, and public transportation. Each student will share (with 3 other students) a fully furnished two-bedroom, two bathroom apartment which also includes a complete kitchen. Linens, kitchen supplies, TV, and telephone service can be rented directly from Oakwood. These costs are NOT included in the housing fee. For additional information, visit the LA program housing website at [ithaca.oakwood.com](http://ithaca.oakwood.com).

### **COST OF HOUSING**

Cost of Summer 2009 housing was \$3,230.

Cost of housing was \$4,930/semester during the 2009-2010 academic year.

### **ADDITIONAL COSTS**

Students will be responsible for additional costs such as: transportation in and around Los Angeles, meals, laundry, books, telephone, and personal items.

## **2009-2010 PROGRAM STAFF**

Dr. Stephen Tropiano, Director, Assistant Professor  
Steven Ginsberg, Pendleton Chair, Assistant Professor  
Jon Bassinger-Flores, Programs and Services Coordinator  
Holly Van Buren, Administrative Assistant

## LOS ANGELES PROGRAM 2010-11 CALENDAR

### SUMMER 2010

Saturday-Monday, May 22-24	Students arrive in Los Angeles
Tuesday, May 25	Orientation (non seniors)
Wednesday, May 26	Classes and internships begin
Tuesday, June 1	Orientation (seniors)
Friday, July 30	Classes and internships end
Sunday, August 1	Housing ends

### FALL 2010

Friday-Monday, August 13-16	Students arrive in Los Angeles
Tues. & Wed., August 17-18	Orientation
Monday, August 23	Classes and internships begin
Mon.- Fri., November 22-26	Thanksgiving Break (classes <b>not</b> in session)
Friday, December 3	Classes end
Monday-Friday December 6-10	Final exams; Internships end
Sunday, December 12	Housing ends

### SPRING 2011\*\*

Friday-Monday, January 7-10	Students arrive in Los Angeles
Tues. & Wed., January 11-12	Orientation
Tuesday, January 18	Classes and internships begin
Monday-Friday, March 14-18	Spring Break (classes <b>not</b> in session)
Monday, May 2	Classes end
Tuesday-Friday, May 3-6	Final Exams; Internships end
Sunday, May 8	Housing ends

\*\* Subject to change. Please check our website ([www.ithaca.edu/la](http://www.ithaca.edu/la)) for updates.

## ACADEMIC & COURSE REGISTRATION INFORMATION

### IF YOU ARE APPLYING FOR FALL 2010 OR SPRING 2011:

Fall and spring semester students generally register for 15 credits. The minimum number you can take is 12 credits; the maximum is 18. All students are required to register for a 6-credit internship and "Media Industries," a 1-credit seminar.

A 15-credit schedule consists of:	Internship	6 credits
	Media Industries	1 credit
	Two 3-credit courses	6 credits
	Two 1-credit courses	2 credits
	<hr/> TOTAL	15 credits

### IF YOU ARE APPLYING FOR SUMMER 2010:

You must enroll for 3-5 internship credits; the maximum is 5 credits. The maximum total number of internship and course credits you can take is 11 credits. You do not have to enroll in any courses.

## REGISTRATION PROCEDURES

1. Students applying for the LA Program should list the courses they intend to enroll in on the **Academic Information** form in their application packet and submit it with their application.
2. Applicants accepted into the program will receive their course schedule in their acceptance letter to the program. The list of courses to be offered each semester is determined by student enrollment.
3. Students will have the opportunity to review their academic schedules with a member of the program staff upon their arrival in Los Angeles.

## COURSE OFFERINGS

Unless otherwise specified, all courses are for 3 credits. For specific course descriptions, go to [www.ithaca.edu/catalogs.php](http://www.ithaca.edu/catalogs.php).

## SUMMER 2010 COURSES

### **Television-Radio**

TVR-46000 *Senior Seminar: Topics in Media Effects*  
TVR-49000 *Television-Radio Internship* 3-5 credits

### **Cinema & Photography**

CNPH-30000 *Fiction Film Theory*  
CNPH-33300 *Advanced Screenwriting*  
CNPH-49000 *Cinema & Photography Internship* 3-5 credits

### **Strategic Communication**

STCM-49000 *STCM Internship* 3-5 credits

### **Journalism**

JOUR-49000 *Journalism Internship* 3-5 credits

## FALL 2010 COURSES

### **Television-Radio**

TVR-31200 *Government and Media* (2 section)  
TVR-33500 *Electronic Media Criticism*  
TVR-33300 *Writing for Series Television*  
TVR-46000 *Senior Seminar: Topics in Media Effects*  
TVR-49000 *Television-Radio Internship* 6 credits

### **Cinema & Photography**

CNPH-30000 *Fiction Film Theory*  
CNPH-33300 *Advanced Screenwriting*  
CNPH-30500 *Contemporary Film Criticism*  
CNPH-43300 *Screenwriting Workshop*  
CNPH-49000 *Cinema & Photography Internship* 6 credits

**Strategic Communication**

STCM-31000 *Organizational Speech Writing and Interviewing*  
STCM-33200 *Writing for Public Relations*  
STCM-49000 *STCM Internship* 6 credits

**Journalism**

JOUR-48800 *Issues and the News*  
JOUR-49000 *Journalism Internship* 6 credits

**General Communication** (Additional one-credit courses will be available)

GCOM-32600-61 *Media Industries* 1 credit

**SPRING 2011 COURSES**

**Television-Radio**

TVR-31200 *Government and Media* (2 sections)  
TVR-33500 *Electronic Media Criticism*  
TVR-33300 *Writing for Series Television*  
TVR-46000 *Senior Seminar: Topics in Media Effects*  
TVR-49000 *Television-Radio Internship* 6 credits

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CNPH-33300 *Advanced Screenwriting*  
CNPH-43300 *Screenwriting Workshop*  
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