

**Diploma of Screen and Media (CUA51020)  
Specialising in Media and Film Production**

**2023** Semesters will commence on **20/Feb/2023** (Semester 1 intake) and **17/Jul/2023** (Mid-year intake).

Application for Semester 1 intake is due by **30/Jan/2023**

Application for mid-year intake is due by **26/Jun/2023**

Applications must be submitted with the application form, application fee and a copy of identification document. QSFT has the right to withdraw any position they may have offered to the student if fees are not received.

Tuition Fee Payment Schedule will be provided with Letter of Offer. If you are under 18 years of age, QSFT will only consider your application if your application for is countersigned by a parent or adult guardian.

Make sure your read and agree to the student declaration before completing and signing this form.

If completing hand use an "X" where appropriate.

Use **black or blue pen** and **BLOCK LETTERS**.

All questions must be answered.

Return the completed form to:

Email: [applications@qsft.qld.edu.au](mailto:applications@qsft.qld.edu.au)

**OR**

Queensland School of Film and Television  
PO Box 2378 GRACEVILLE QLD 4075

*Please complete the following information as it appears on your official identification document*

**1. Personal Details**

Family Name:

Given Name:

Middle Name:

Gender:  Male  Female

Date of Birth (DD/MM/YY):

Residential Address:

Suburb/Town/City:

State:  Postcode:

Permanent Address:

Suburb/Town/City:

State:  Postcode:

Country:

Home Phone:

Mobile:

Fax Number:

E-mail Address (Please print clearly):

Emergency Contact Name:

Relationship:

Home Phone:

Mobile:

E-mail Address (Please print clearly):

Current High School (If applicable):

**2. Citizenship & Residency**

Are you an Australian or New Zealand citizen or Permanent Resident?

Yes  No

Are you of Aboriginal origin?

Yes  No

Are you of Torres Strait Islander origin?

Yes  No

**3. Education Qualifications**

Have you completed or will you complete Year 12 or equivalent before commencing at QSFT.

Yes  No

**Secondary Education**

School:

State:

Country:

Year of Completion:

*\* Please attach academic result or certificate*

**Highest Qualification Completed**

Course:

Institution:

Country:

Year of Completion:

*\* Please attach academic result or certificate*

**Other Reference Documents - Please attach academic result or certificate**

IELTS Result (International English Language Testing System)

*\* Minimum overall score of 5.5 required*

TOEFL Result (Test of English as Foreign Language)

*\* Minimum overall score of 17 required for each section of skills*

Evidence of completed 2 or more years of study at a secondary or post-secondary educational institution that primary taught in English

#### 4. Study Information

- i. Student is enrolled in the Diploma of Screen and Media either on a full-time or part-time basis
- ii. Part-time status including enrolment of 3 or less units
- iii. Full-time status including enrolment of minimum 4 units
- iv. Training materials included in the tuition fee
- v. Fees DO NOT cover materials such as storage device, study consumables and production consumables & production budget
- vi. Class timetables are subject to change
- vii. Information in the course summaries may be subject to change prior course commencement
- viii. Learning equipment (not part of fee) required including:
  - a. Portable storage device, e.g. SD Card, USB Drive and Portable HDD
  - b. Headphone
  - c. Laptop or iPad for research and note taking (Optional)

#### 5. Unit Selection

Please select your chosen Unit of study by placing an "X" in the **SELECTION** column. If you intend to study part-time mode, please speak to one of our student officer for study plan.

##### TERM 1 UNITS

##### Full-time Study Unit Selection - 5 Foundation Units

UNIT CODE	UNIT TITLE	SELECTION
CUAPPR515 (Core)	Establish and maintain safe creative practice (Foundation)	<input type="checkbox"/>
CUAPOS412	Manage media assets (Foundation)	<input type="checkbox"/>
CUACAM411	Shoot different screen content (Foundation)	<input type="checkbox"/>
CUAPOS411	Edit digital content for fast turnaround (Foundation)	<input type="checkbox"/>
CUASOU410	Record sound on location (Foundation)	<input type="checkbox"/>

##### TERM 2 UNITS

##### Full-time Study Unit Selection - 3 Essential Units + 2 Elective Units

UNIT CODE	UNIT DESCRIPTION	SELECTION
CUAIND512 (Core)	Enhance professional practice using creative arts industry knowledge (Essential)	<input type="checkbox"/>
CUADIG518	Refine digital art techniques (Essential)	<input type="checkbox"/>
CUAPPM416	Coordinate media production services and resources (Essential)	<input type="checkbox"/>
CUAWRT512	Develop storylines and treatments (Elective - Creative)	<input type="checkbox"/>
CUAWRT402	Write extended stories (Elective - Creative)	<input type="checkbox"/>
CUACAM412	Shoot screen content in a multi-camera environment (Elective - Technical)	<input type="checkbox"/>
CUAANM412	Create digital visual effects (Elective - Technical / Post-production)	<input type="checkbox"/>
CUAPOS511	Edit complex media productions (Elective - Post-production)	<input type="checkbox"/>

##### TERM 3 UNITS

##### Full-time Study Unit Selection - 3 Essential Units + 2 Elective Units

UNIT CODE	UNIT DESCRIPTION	SELECTION
BSBPMG430	Undertake project work (Essential)	<input type="checkbox"/>
CUAPPR411 (Core)	Realise a creative project (Essential)	<input type="checkbox"/>
CUAIND412 (Core)	Provide freelance services (Essential)	<input type="checkbox"/>
CUADRT511	Direct rehearsals of performers (Elective - Creative)	<input type="checkbox"/>
CUADRT512	Direct performers for screen productions (Elective - Creative)	<input type="checkbox"/>
CUACAM611	Direct cinematography for screen productions (Elective - Technical)	<input type="checkbox"/>
CUALGT412	Implement lighting designs (Elective - Technical)	<input type="checkbox"/>
CUAPOS512	Perform primary and secondary colour correction (Elective - Post-production)	<input type="checkbox"/>
CUAANM413	Create titles for screen productions (Elective - Post-production)	<input type="checkbox"/>

## 6. Unique Student Identifier (USI)

Your USI number:

Do you authorise QSFT to update your study progress?

Yes  No

If No, do you authorise QSFT to setup for you?

Yes  No

## 7. Additional Portfolio Opportunity

Please indicate if you are interested in participating in additional portfolio opportunities?

\*Compulsory for full-time students

Yes  No

**Note:** final class time and commencement is subject to change depending on the number of students enrolled

## 8. Special Requirement(s)

Please indicate any requirements, assistance or considerations that would aid you while studying at QSFT. E.g. Wheelchair access, literacy and numeracy assistance, study assistance, etc.

Do you have any disability or long term medical conditions that may affect your studies?

Yes  No

If Yes: Please indicate the area of impairment and medicine taking during study period,

Hearing  Mobility  Mental Illness  
 Medical  Learning  Vision  
 Others, please specify

\*Please note, some extra assistance may be provided by other agencies on a Fee for Service basis

## 9. Language and Cultural Diversity

In which country were you born?

Australia  
 Other, please specify

Is English your first language?  Yes  No

If No, What is your first language?

## 11. Study Reason

Of the following categories, which BEST describes your main reason for undertaking this course?

- To get a job
- To develop my existing business
- To start my own business
- To try for a different career
- To get a better job or promotion
- It was a requirement of my job
- I wanted extra skills for my job
- To get into another course of study
- For personal interest or self-development
- Other reasons

## 12. Employment

- Full-time employee
- Part-time employee
- Self-employed – not employing others
- Employer
- Employed – unpaid worker in family business
- Unemployed – seeking full-time work
- Unemployed – seeking part-time work
- Not employed – not seeking employment

## 12. Fee for Admission

PARTICULAR	FEE
Application Fee (Non-Refundable)	\$100.00
Deposit (Part of Tuition Fee)	\$200.00
Tuition Fee (per Unit of Study)	\$1,200.00

\*We accept VISA / MasterCard / EFTPOS only

\*Credit Card Surcharge – 1.0%

### Application Fee (Not-refundable)

Application will only be processed once the application fee is received

### Deposit (Part of Tuition Fee)

Deposit is due upon receipt of Letter of Offer sent by QSFT. Full deposit amount needs to be received within 14 days to secure student's enrolment with QSFT

### Fees Enclosed with this Application Form

Please ensure you have read and understand QSFT Refund of Fees Policy before processing any payment. If someone else is paying your fees, then you are responsible for making them aware of the Refund of Fees Policy – in this case, when you sign this form, you are giving guaranteed undertaking that the person who paid your fees is aware of the policy. Should the person paying the fees say that they were not aware of the Refund of Fees Policy, then you will be liable to them for any refund claim.

### Payment Plan Option

Payment plan options are available; please contact the school for more information.

## 13. Recognition of Prior Learning (RPL)

RPL is the acknowledgement of skills and knowledge obtained through life experience, education, work experience or previous training.

To find out more or apply for RPL, please contact school administration for further details. It's important that your application is submitted prior the commencement of the course.

## 14. Additional Information

Do you give permission for the school to give out your contact details to industry people with career or work experience opportunities?

Yes  No

Where did you hear us from?

Search Engine  School  Expo  
 Newsletter  Social Media  
 Family & Friend  Others, please specify

## 15. Declaration

- I declare that to the best of my knowledge the information supplied herein is correct and complete. I acknowledge that the provision of incorrect information or the withholding of any information relating to my application may result in the cancellation by QSFT or the withdrawal of the institution of any place that may be offered and that this withdrawal may take place at any stage during the course I undertake
- I recognise that it is my responsibility to provide all necessary documentary evidence of my qualifications and experience in support of my application
- I clearly understand that the QSFT does not claim positions in the media industry will necessarily be available to graduates
- I have carefully read QSFT Refund of Fees Policy and I understand this policy and agree to abide by it. If someone else is paying my fees, then I give an undertaking that I have made them aware of the Refund of Fees Policy and that should the person paying fees on my behalf say that they were not aware of the Refund of Fees Policy, then I will be liable to them for any refund claim
- I authorise QSFT to forward information to me about other courses and career options, which may be available to me
- I authorise QSFT to send electronic communication and information of any QSFT related activities
- I authorise QSFT to contact any persons, institutions, companies or entities mentioned in this application in order to verify claims made by me
- I authorise QSFT to use my image and course work in any of QSFT's marketing materials

## 16. Declaration – Continue

- I have read QSFT Policies and Procedures and understand that by signing this application form I agree to abide by the document while enrolled at QSFT
- I agree that when 51% or more of tuition fee are paid by a third party, that party will be entitled to privileged access of my attendance records, contact details and academic results. Access to records will remain valid during enrolment of the student at QSFT and after, to a point when DEEWR (Department of Education, Employment and Workplace Relations) deems records no longer need to be kept

Student Signature

Print Name

Signature Date (DD/MM/YY)

### NOTE to Student

- Have you attached a certified copy of your Identification Document?  
 Yes  No
- Have you attached relevant academic result / certificate Document?  
 Yes  No
- Are you interested in applying QSFT Scholarship Program (deadline applies)  
 Yes  No
- It is advisable to make a copy of your application for your own records before submitting to QSFT

Complete the following section if student enrolled is under 18 years of age and / or financial sponsor:  
Guardian / Sponsor Signature

Guardian Print Name

Relationship

Signature Date (DD/MM/YY)

### NOTE to Guardian / Sponsor

- By signing this document, I am aware of the fee payment process and refund policy

## 17. Payment Method

**Payment by Transfer / Direct Deposit**

Bank Name: Suncorp Bank

BSB: 484 799

Account No.: 086 025 196

Account Name: QLD School of Film and TV

Please enter student's last name and initial as transaction reference. Once payment is processed, please email remittance confirmation to [accounts@qsft.qld.edu.au](mailto:accounts@qsft.qld.edu.au) for reference

**Payment by VISA, MasterCard**

*\*1.0% surcharge applies and will be charged on the same transaction*

Total fee of  is payable to QSFT with submission of this application form

VISA

MasterCard

Card Holder's Name

Cardholder's Signature

Credit Card Number

Expiry Date (MM/YY)

CCV

**Payment by Cheque/Money Order/Cash**

### OFFICE USE ONLY

Application Received Date (DD/MM/YY)

Application Fee Received

Yes

No

Identification & Other Relevant Document Received

Yes

No

Enrolment Accepted

Yes

No

Scholarship Applicant

Yes

No

Scholarship Application / Document Received

Yes

No

Study Plan Completed

Yes

No

Student Number