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Guidelines for Films

Time Limit

S.P.A.R.E has set a recommended time limit of 30 minutes. However, this is merely a recommendation; films of any length will be considered.

Content

A panel of members from S.P.A.R.E will preview all films. Explicit content, including but not limited to nudity and violence, will not be tolerated if shown in a way that the panel deems inappropriate. Submitters will be notified prior to the Festival on whether or not their film will be shown.

Format of Film

Films are to be in .avi, .wmv or .mpg video format (playable on a Windows system). They can be submitted on a data DVD, portable hard drive, or jump drive. Also required is another copy of the film on a DVD playable on a standard DVD player (menus are not to be used). Hard drives and jump drives will be returned to the submitters, but DVDs (data and regular) will not.

Submission Guidelines

Submissions

If you wish to submit a film, please use the Submission Information Sheet in this packet. Fill out all information on this sheet and submit it with your film by 4:30 p.m. by Friday, March 24th, 2017. Early entries are welcome and highly recommended. It is important that you fill out the personal information section including your name and telephone number so that we can contact you prior to the Festival.

Who Can Submit

Any MTSU student in good standing with the university may submit a film. However, the student who submits the film must perform a substantial role in the production of the film (i.e. director, writer, cinematographer, etc.).

1A substantial role is defined as a lead actor/actress, screenwriter, director, director of photography, executive producer, and/or producer. Other positions, such as art director, set designer, costume designer, and special effects supervisor, will be considered ‘substantial’ by the Films Coordinator, the S.P.A.R.E Executive Director, and/or the Films Advisor on a case by case basis wherein the film displays a large workload on the given position. Films containing multiple students participating in various smaller roles may also be considered on a case by case basis.
**Where To Submit**

Films should be submitted to Student Union Building, Room 340, between 8:00 a.m. and 4:30 p.m., Monday through Friday.

**When To Submit**

Submissions will be accepted any time before 4:30 p.m. on Friday, March 24th, 2017.

**Contact List**

If you need to contact someone regarding questions about your film or the festival, please contact:

Jonathan Ciecka  
Films Coordinator  
Festival Coordinator  
Phone: 615-898-2551  
Email: films@mtsu.edu

Tyler Adkins  
Student Programming & Activities Coordinator  
Festival Advisor  
Phone: 615-898-2551  
Email: tyler.adkins@mtsu.edu
Prizes and Recognition

After your film is submitted, the Films Coordinator, S.P.A.R.E Executive Director, and/or the Films Advisor will review it for content. Once approved, each film will be privately screened for and judged by S.P.A.R.E and/or Student Programming staff. Each film will be judged in the following categories:

- Acting (Lead and Supporting)
- Directing
- Editing
- Effects
- Script
- Story
- Overall

Films submitted by members of S.P.A.R.E and films submitted in which S.P.A.R.E members had a significant role will be shown in exhibition, outside of the competition, and will have no impact on the final awards.

The films will then be shown in the Festival during the week of April 10th – April 13th, 2017. Each night, the audience will be allowed to vote for the ‘Audience Favorite’ movie. The awards ceremony will take place on Friday, April 14th, 2017, and the first, second, and third place-winning films will be announced, presented awards, and will be re-screened. The prizewinners will receive an official MTSU Student Film Festival trophy. Upon accepting his or her prize, each winner will have the opportunity to speak briefly before the winning film is shown. This year the Festival prizes will be announced via our social media (facebook.com/mtspare and @MT_SPARE on Twitter) and our website (mtsu.edu/events). Stay tuned to our sites for more information about this and other S.P.A.R.E events.
General Festival Information

Date: April 10th, 2017 – April 13th, 2017; Awards Ceremony on April 14th, 2017

Time and Place: Screenings: 7:00 p.m. at the Student Union Video Theater  
Awards Ceremony: 7:00 p.m. at the Student Union Video Theater

Cost: Free and open to the general public

Organizers: The MTSU Student Film Festival is brought to you by S.P.A.R.E. Films Chair and Festival Coordinator Jonathan Ciecka is presiding over the Festival.

Website: [http://www.mtsu.edu/events/studentfilm.php](http://www.mtsu.edu/events/studentfilm.php)
Submission Information Sheet

PLEASE PRINT CLEARLY

Name: ____________________________________________________________________________________

Address: __________________________________________________________________________________

Phone Number(s): __________________________________________________________________________
[Please use a preferred phone number that we can easily reach you at in regards to your submission.]

Email: ____________________________________________________________________________________

MTSU ID Number (M#): _____________________________________________________________________
[M# is required to verify your status as an MTSU student.]

Film Name: ______________________________________________________________________________

Film Length: _______________________________________________________________________________

Director: __________________________________________________________________________________

Screenwriter: ______________________________________________________________________________

Cinematographer: __________________________________________________________________________

Additional Crew: ____________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

Actors: __________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

Synopsis (to be printed in the Festival program): ________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________