PRODUCTION STUDIO/EDIT LAB PROPOSAL

Two completed forms must be submitted and approved by the Studio Steering Committee (SSC) before the facilities can be scheduled and used. Submit one copy electronically to production@kzoo.edu and a signed hard copy to the Studio Coordinator.

Once a project has been approved, the student producer can schedule 4 hours/day of studio time.

Name of Student Producer (has taken workshop):

Date:

Phone:

Email:

Working Title:

Program Description (50-100 word synopsis):

Projected timeline of project:

Projected length of program:

Production:
   ___ Has Budget
   ___ Does not have Budget

Upon approval of the project, the student producer accepts full responsibility of the production. This includes operation and care of all the equipment. Failure of the student producer to follow any of the guidelines will result in a review before the SSC.

Signature of producer:

Approval:

Date: