



Helen Hill Media Education Center

TakeBreakMake Student Application Form

Accepted students will be notified via email no later than Labor Day Weekend.

First day of class will be Wednesday, September 9.

Student's Name:

Birth Date:

Parent or Guardian Name:

Full Address:

Student Cell #:

Parent Cell # and Home #:

Student Email:

Parent/Guardian E-mail:

Survey Questions

1. What grade are you currently in? (Circle One)

9th 10th 11th 12th

2. What is your current grade point average? (Circle One)

1.5 2.0 2.5 3.0 3.5 4.0

3. How do you identify? (Circle all that apply)

Gay/Lesbian Bisexual/Pansexual Trans Questioning
Ally Prefer not to Answer other: _____

4. What extra-curricular activities are you involved in? (Circle all that apply)

Sports Music Drama Art Writing Dance
Coding/Programming Digital Design Spoken Word/Poetry
Government Band Drama GSA FBLA/FCCLA ROTC
Fashion Club Health Sciences Yearbook Choir

5. Do you think the media does a good job representing LGBT lives?

Not At All A Little Average Good Extremely

6. Have you made any films or videos before? No Yes

7. About many hours a day do you engage with social or mass media?

0-1 1-2 2-3 3-4 4-5 More than 5

8. If yes, then what type of films or videos have you made before?

Vine/Instagram Short Film Home Video Class Project
Music Video Personal/Journal Playing on
Phone/Tablet

9. Have you studied film or video production before? No Yes

10. Have you studied or participated in Journalism classes? No Yes

12. Do you have a way to get yourself to the Nickelodeon Theatre after school?

 No Yes

13. Will you be driving your own vehicle to the Nickelodeon Theatre?

 No Yes

14. What is your availability like after school?

Monday_____ Tuesday_____

Wednesday_____ Thursday_____

Friday_____

Short Answers (Please write in complete sentences.)

1. Why did you sign up for this program?

2. What do you hope to learn in this program?

3. How do you think media can have an impact?

Policy & Procedures

1. All school rules will be enforced. Please see school student agenda book for full details.
2. Classes will take place in the Helen Hill Media Education Center Lab at the Nickelodeon Theatre on Mondays and Wednesdays from 3:30pm - 5:30pm. Students are responsible for their own transportation to and from the Nickelodeon Theatre.
3. Students will be required to sign in and out of class during every session. Students will wear a TakeMakeBreak lanyard for the entire duration that they are on the Nickelodeon campus.
4. Students are required to maintain a minimum of a 2.0 GPA to participate in this program.
5. Students are not allowed to leave the designated instruction area independently during session for any reason without permission from the instructor.
6. Attendance will be taken as students arrive in class. If the instructor has not been made aware of student absence and they haven't arrived twenty minutes after the start of session, the instructor will attempt to notify Parents/Guardians. Students that arrive 20 minutes or more after the start of session will be marked as late. 3 late marks will equal one unexcused absence.
7. Students are required to discuss any perceived absences with instructors at least one session prior to absence day. Students must have documentation in writing of prior obligations. Absences can only be marked excused or unexcused by instructor. Any student that accumulates more than 3 unexcused absences or 6 excused absences will be dismissed from the program. The instructor will then attempt to notify Parents/Guardians. Early dismissal will be given by instructor on a case by case basis. Any student that accumulates more than 3 early dismissals will be marked as an excused absence.
8. Students are required to sign out all equipment before use.
9. Students carrying equipment outside the instruction area must have them in carrying cases or/protective cases.
10. Use of devices is a privilege. It is imperative that the device the student is issued be maintained and handled in a responsible way.
11. Report any damages, security risks or violations to instructor before using or upon turning in equipment.
12. Respect and protect the copyrighted/intellectual property of others*
 - a. Cite all sources appropriately
 - b. Follow all copyright laws

- c. Permission must be granted from ANY person or persons that appear in your films, please ask instructor for release forms
- d. Use electronic communication devices appropriately to assure academic integrity
- e. Ideas that have been copied or borrowed from classmates without permission will be inadmissible and unusable.

13. Helen Hill Media Education Equipment will not be used for commercial purposes

14. We ask parents and students to become familiar with policy & regulations that have been established for the TakeBreakMake program.

15. In the event that a student has violated this policy, the student may be subject to immediate and serious discipline including dismissal from the program, as consistent with the offense.

STUDENTS' RIGHTS/BEHAVIOR EXPECTATIONS

The following students' rights and expected behaviors have been established in order to insure that every student has the opportunity to learn and create in a safe environment that is free from disruption.

- All students have the right to hear all instruction. This means you must stop talking when the class is being addressed.
- All students have the right to a clean studio environment. This mean you must clean up after yourself.
- All students have the right to use good equipment and adequate materials. This means you must use equipment and tools properly and you must not waste supplies.
- All students have the right to undisturbed work time. This means you must stay in your workspace, keep your hands to yourself and talk in quiet conversational tones.
- All students must participate in class activities and discussions
- All students are expected to be a positive example

Registrants to the TakeBreakMake program at the Helen Hill Media Education Center understand that publicity photographs/video may be taken during the program and their image/photographic likeness may appear in photographs taken during the program. By registering for TakeBreakMake, you hereby give permission that photos containing your image/likeness may be used for publicity or general information purposes including publication on the Nickelodeon Theatre web site or within other publicity which may be seen by the general public. The Nickelodeon Theatre will not seek any further permission nor provide any notification before using such photos.

Acknowledging Receipt and Understanding of HHMEC Student Policy

I acknowledge that I have received and read the Nickelodeon Theatre’s Helen Hill Media Education Center Student Policy and Procedures and/or have had it explained to me. I understand that it is my responsibility to abide by and carry out all rules and procedures contained in the policy. I understand that this policy has been prepared for the information and guidance of staff working at the Helen Hill Media Education Center. It is intended to cover the procedures, rules, and policies most often applied to day-to-day work activities. Some of the information will change from time to time since our policies are under constant review and are revised when appropriate. I understand that I will be notified in writing of such changes.

Date:

Student Name (Printed):

Student Name (Signature):

Parent/Guardian Name (Print):

Parent/Guardian Name (Signature):

Instructor Name (Print):

Instructor Name (Signature):

Please send application materials to or drop off at:

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