

---

# International Film Business Academy, Busan Asian Film School

## Application Guide for 2024 Admissions

---

### I . OUTLINE OF APPLICATION PROCESS

#### 1. Course Description and Number of Admitted Applicants

Course: International Film Business Academy (Producing)

Course length: 8 months from March to October, 2024

(2 semesters, Including a four-week vacation)

Admitted applicants: 20 (including 2 Busan residents under the Busan quota)

\* Detailed course schedule, including start dates, will be announced later.

\* The number of admitted applicants is subject to change depending on the pool of applicants.

#### 2. Application & Selection Schedule

Classification	Time Period	Note
Open Call for Submissions	September 18, 2023 – November 15, 2023	Website
Application Period	October 16, 2023 – November 15, 2023	Website
First Screening (documents, portfolio, proposal for a feature-length narrative film)	December 4, 2023 – December 8, 2023	
Announcement of Shortlisted Candidates	December 15, 2023	Website, Direct Contact
Second Screening (interviews)	January 8 – 12, 2024	Conducted Online
Final Announcement of Admission Decisions	January 19, 2024	Website, Direct Contact

\*This schedule may be subject to change.

#### 3. Qualifications

A. Must have U.N.-defined “Asian” nationality or Taiwanese Nationality

- Please refer to the list of nations eligible to apply for the International Film Business Academy 2024. <Appendix 1>

B. There are no restrictions based on academic qualifications or age. Korean men must show proof of completion or exemption of mandatory military service.

C. Must be competent in English (all coursework will be conducted in English)

#### 4. Benefits Provided to Admitted Fellows

**A. Tuition fees covered by a full scholarship**

※ Personal Financial Guarantee with Official Bank Statements upon the confirmation of the final successful applicants (around January or February) is required for the Application for Certificate of Visa Eligibility (Visa Issuance) process – Approximately USD 3,000 (Minimum)

※ An additional Personal Financial Guarantee with Korean Bank Account approximately of USD 2,000 – 3,000 may also be required for Sojourn Extension Process during the second semester

**B. A round-trip airfare provided to non-Korean fellows (details to be given later)**

**C. Dormitory room provided during the total period of education (including the vacation)**

**D. Medical Insurance (Limited coverage and National Health Insurance) to non-Korean fellows during the total period of education (including the vacation)**

※ Registered foreigners are also obliged to pay National Health Insurance after 6 months of arrival in Korea (approximately USD 100 per month), and AFiS will also cover the insurance (up to 2 months)

## **II. APPLICATION INFORMATION**

### **1. Application Information**

#### **A. Application Period**

- Applications will be received from 9 AM on October 16, 2023 to 6 PM on November 15, 2023 (Korean time).

#### **B. Details for Submission**

- Fill out the online application on the AFiS Academy application page at [academy.afis.ac](http://academy.afis.ac). For the last step, attach the documents mentioned below one by one.
- The online application will be visible during the application period.

#### **C. Items to Be Submitted**

1) Online application

<b>Application Form</b>
* All forms must be completed in English.
1. Application form 2. Personal statement (500 words or less) 3. Statement of purpose (500 words or less)

4. Self-introduction video (2 minutes or less)
  - \* Provide online links to Youtube, Vimeo, etc.
5. Summary of work experience (500 words or less)
  - \* Please focus on experience related to film production or the film business.
6. Portfolio introduction (500 words or less)
  - \* Portfolio: Up to 2 works that can show the applicant's potential as a film producer. Short or feature films, videos, novels, photographs, academic theses, etc are all acceptable.
7. Portfolio video
  - \* Provide online links to Youtube, Vimeo, etc.
  - \* If submitting a video file, please submit works which contain the applicant's name in the end credits, whether it be in film, TV, web content or exhibited work. If you want to submit portfolio in other ways than online links, please ask for help via email (contact.afis@gmail.com).
8. Project proposal for a feature-length narrative film
  - Logline (50 words or less)
  - Development idea (background, concept, intent, etc.) (300 words or less)
  - Synopsis (400 words or less)
  - Financing plan (250 words or less)

2) Required Documents to be attached to the online application page

- Attach the documents mentioned below one by one. If a document consists of more than a file, combine the files into a single PDF file.
- If you want to submit other documents ('Others') that might help your application, compress all the documents into a zip file and name it "Name\_Nationality"  
ex) Kimafis\_Korea.pdf

Required Documents
<ol style="list-style-type: none"> <li>1. Applicant's completed academic degree, certificate of expected graduation in 2024, or proof of enrollment</li> <li>2. Applicant's curriculum vitae (in any format)</li> <li>3. Recommendation letter (form attached) from a person directly related to or working in the film industry (this may include members of AFCNet)</li> <li>4. Certification of working experience (Optional)</li> <li>5. Other documents (Optional)</li> </ol>

- \* Documents written in languages other than English or Korean must be translated into English or Korean and notarized upon submission.
- \* When a Korean male applicant is selected at the final screening, they must submit an original copy of Abstract of Resident Registration (주민등록초본) which confirm his completion or exemption of military service by post office. Copies must be dated within 3 months of application period.
- \* Applicants who are shortlisted after the first round of screening must submit the digital

copy of a personal medical assessment (form provided) via email. Detailed instructions will be provided to shortlisted applicants after the first round of screening.

**2. Cautionary Remarks**

- Applicants should be sure to read all instructions thoroughly and submit the completed online application before the deadline. The applicant will be responsible for any misunderstanding or mistakes in the application process.
- Any statements or documents which are found to have been forged, altered or knowingly falsified will result in the cancellation of admission to the program. Any resulting financial burden must be paid in full by the applicant.
- If an applicant conducted the illicit act mentioned above, the applicant's future admission to the Busan Asian Film School will be prohibited.
- After receiving applications, no forms or submissions will be returned to the applicant.
- No scores will be revealed during the application process.
- Any further issues not covered on this form will be determined by the school.

**III. ADMISSIONS PROCESS AND ANNOUNCEMENT OF SELECTIONS**

**1. Outline**

- A. Applicants who receive the highest scores based on the overall application will be selected.
- B. Scores received during the first round of screening will not affect the scores of the second round.
- C. Busan Asian Film School will not select applicants whose total score fails to meet internal standards, regardless of entrance quotas.

**2. Distribution of Points**

First Screening	Application evaluation	50 points
	Portfolio evaluation (Including self-introduction video)	30 points
	Evaluation for the project proposal	20 points
Second Screening	Interview	100 points

**IV. ADDITIONAL INFORMATION**

### **1. Start of the program**

March 2024 (details will be announced)

### **2. Enrollment**

A. Enrollment period: February, 2024 (details will be announced)

B. Tuition: All admitted applicants will have tuition fees exempted (details will be announced at a later date)

C. Announcements: The announcement of shortlisted candidates and final admission decisions will be made available on [www.afis.ac](http://www.afis.ac), and by direct contact.

\* Selected applicants who do not enroll within the time frame will be seen as forfeiting their admissions.

### **3. RELATED INFORMATION**

Please forward any queries regarding curriculum, admissions, etc. to [contact.afis@gmail.com](mailto:contact.afis@gmail.com)

<Appendix>

1. List of nations eligible to apply for the International Film Business Academy 2024
2. Form for Recommendation Letter (required)