

Stage Management Pre-Screen Guidelines

A prescreening submission is required for your intended program of study. Those applying for the Stage Management BFA program should submit their required Pre-Screen Materials through their FSU Admissions Portal after submitting the Supplemental Application. Once all pre-screen materials are received, the faculty will review and issue interview appointments on a rolling basis beginning November 1.

Required Pre-Screening Materials:

Materials are submitted within the FSU Admissions Portal after submitting the Stage Management Supplemental Application.

1. **Theatrical Resume** (Upload via the “Upload Materials” section)
 - This should include a list of all productions in which you have been involved, in what capacity, and when and where produced.
2. **Headshot** or Photo (Upload via the “Upload Materials” section)
 - This does not need to be a professional headshot.
3. **Stage Management Future/Career Goals** (Upload via the "Upload Materials" section)
 - Please upload a short statement outlining your career goals and how the FSU BFA Stage Management program will help you reach these objectives (650 words maximum).
4. **Three Letters of Recommendation** (Available via the “Recommenders” section)
 - Submit the contact information for three recommenders.
 - These can be from a director, theatre teacher, mentor, or anyone who can speak to your work and future success in a rigorous BFA program.
 - Your recommenders will automatically be contacted via e-mail and prompted to upload a Letter of Recommendation directly to your application portal.
5. **Stage Management Portfolio** (Upload via the “Portfolio” section)
 - Submit a portfolio or prompt book, including paperwork materials such as calendars and schedules, blocking and calling scripts, backstage tracking and running paperwork, production photos and descriptions of artistic and technical components, and any additional content to support prior experience or interest in stage management as a profession.
 - The digital portfolio submitted as **one singular PDF** is preferred.