

BEA Festival of Media Arts Student Entry Guide and Checklist

For Faculty Facilitators Submitting on Behalf of Students

1. Student and Project Information

Student Name: _____
Institution / Program: _____
Student Email Address (required for BEA entry form): _____
Project Title: _____
Category: _____
Completion Date: _____

2. Key Eligibility Requirements

- 1 Student must have predominant authorship (producer, director, writer, or editor).
- 2 Work completed after December 15, 2024.
- 3 BEA institutional membership or student membership required.
- 4 All media rights and permissions cleared.
- 5 No previous BEA submissions of the same work.

3. Submission Checklist

- 1 Project fits correct category (Audio, Documentary, Film, News, etc.).
- 2 Entry form fully completed on beaweb.org/festival.
- 3 Entry fee paid (\$40 typical student fee).
- 4 File format and size verified (≤ 2 GB, preferred ≤ 1 GB).
- 5 Work reviewed for final quality and errors.
- 6 Uploaded and confirmed before deadline (Dec 16, 2025, 3:00 PM ET).
- 7 Submission confirmation saved.
- 8 Backup copy stored (project files, export, clearances).

4. Post Submission Preparation

- 1 Expect results by mid February.
- 2 If selected, plan for attendance at BEA Convention (Las Vegas).
- 3 Prepare short statement or press note for your program's recognition.

Notes / Comments:
