



Continuing Education

Fall 2019 GFA 1100 (non-credit) **Introduction to On-Set Film Production**

The Georgia Film Academy non-credit certification program is comprised of 18 credit hours specifically designed to provide students with a basic level of on-set film production skills, knowledge, and experience with film-industry standard organizational structure, professional equipment, and on-set procedures.

The first course, Introduction to On-Set Film Production, combines classroom instruction and hands-on experience with industry-standard equipment. The GFA also offers Specialty Craft Courses for advanced training in specialized crafts, like Special Makeup Effects, Set Construction & Scenic Painting, Post Production/AVID Editing, Lighting & Electric and Grip & Rigging. Even more specialty courses are in development for 2019-2020.

Eligible students may apply for the competitive GFA Film & Television Production Internship course where they learn and hone their craft while working on the crew of a professional production.

Introduction to On-Set Film Production

Class Dates: (option 1) Thursdays, August 19 to December 10, 2019 (10am - 4pm) or (option 2) Fridays, August 19 to December 10, 2019 (10am - 4pm)

Location: OFS Studios 6305 Crescent Drive, Norcross, GA 30071

To register: Complete the non-credit registration application and email the information to ContEd@gptc.edu. You may also register in-person (Monday –Friday 9am-2pm) at the Regional Transportation Training Center, 6720 Marbut Road, Lithonia, Georgia 30058.

Course Fee: \$750

For more information call 404-297-9522 ext.1829 or email ContEd@gptc.edu.



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Frequently Asked Questions

What are Continuing Education courses?

- Continuing Education courses are classes that help enrich your current knowledge of a particular subject matter or skill. They are usually short-term classes and can run anywhere from 1 day to a few months. These classes are considered non-credit classes as you do not receive a traditional grade of "A", "B", "C" etc. Instead, you receive a grade of Satisfactory or Unsatisfactory. When you complete a Continuing Education course, you will receive a Certificate of Course Completion. Some of our courses do lead to a Professional certification. If so, it will be noted on the course page.

Do I need to apply for admission into Georgia Piedmont Technical College to take a Continuing Education course?

- No. Continuing Education Courses are ***not for college credit***, therefore formal admission is not required for our Continuing Education Courses.

How do I register for a Continuing Education Course?

- Submit your contact information on the non-credit registration request application to Continuing Education at ContEd@gptc.edu . Be sure to note the course that you are interested in by listing it on the application.
- You may also mail or hand deliver a non-credit registration request application to the Regional Transportation Training Center, 6720 Marbut Road, Lithonia, Georgia 30058.

How can I pay for the course?

- Receipt of payment is the only way to confirm your seat in a course.
- We accept all credit/debit cards, checks, and money orders.
- Credit/debit card payments can also be accepted over the phone by calling 404-297-9522 ext. 1829.
- Checks and money orders must be delivered to the Regional Transportation Training Center, 6720 Marbut Road, Lithonia, Georgia 30058.
- Registration deadline is one week prior to the start of the course.

Can I reserve my spot with a partial payment?

- No, we will only accept full payments for our courses.



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Can I pay for my Continuing Education class on the day it starts?

- No, all payments must be received by the payment deadline, which is one week prior to the start of the course.

Cancellations

- Most classes have a minimum number of students that will ensure adequate enrollment; which is why we require registration at least one week prior to class. If enrollment is under the required number, you will be notified of cancellation at least 3 days before class is to begin. You will be refunded in full.

Refunds

- 100% refunds are granted for “on campus” classes including one- or two-day seminars, provided a withdrawal is requested 24 hours before the first class is scheduled to begin. NO refunds after the first scheduled class day. Please submit your withdrawal request by email to Continuing Education at ContEd@gptc.edu.
- Students registering and paying for Online Continuing Education Classes will be granted a 100% refund after notification is made to the Continuing Education Department before the 6th business day from class start date. Payments are refunded to the credit/debit account on record at the time of enrollment.



Business and Community Continuing Education Courses

WITHDRAWAL / REFUND POLICY

100% refunds are granted for “on campus” classes including one or two day seminars, provided a withdrawal is requested twenty-four hours before the first class is scheduled to begin. NO refunds after the first scheduled class day.

Classes which are paid by cash, check, credit card or money order, refunds will be issued by Georgia Piedmont Technical College Accounting and Business Services. Refunds are mailed four to six weeks after the official date of withdrawal. No refunds will be credited to the student's credit card.

Students registering and paying for Continuing Education Classes Online will be granted a 100% refund after notification is made to the Continuing Education Department before the 6th business day from class start date. Payments are refunded to the credit/debit account on record at the time of enrollment.

NOTICES FOR YOUR INFORMATION

Continuing Education (non-credit) “on-campus” classes and seminars are subject to cancellation in the event of inadequate enrollment.

Continuing Education (non-credit) classes and seminars cannot be converted to credits and cannot count toward degrees, diplomas, or technical certificates of credit.

Statement of Equal Opportunity

As set forth in its student catalog, Georgia Piedmont Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

ADA Coordinator: Candice Buckley, Dean of Student Affairs, Georgia Piedmont Technical College, Bldg. A-103, 495 North Indian Creek Drive, Clarkston, GA 30021 (404) 297-9522, extension 1111.

Title IX Section 504 Coordinator: Sadie Washington, HR Director, Georgia Piedmont Technical College, Bldg. A-157, 495 North Indian Creek Drive, Clarkston, GA 30021 (404) 297-9522, extension 1232.

This nondiscrimination policy encompasses the operation of all educational programs and activities, including admissions policies, scholarship and loan programs, athletic and other Technical College System and Technical College administered programs, including a Workforce Investment Act of 1998, (WIA) Title I financed programs. It also encompasses the employment of personnel and contracting for goods and services.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.