



Year-Long Writing Project Details

Writing Project Participation

Participation is limited to 12 people per project for the year that will form a close cohort of novelists, poets, or memoirists. There is no application for the Writing Projects.

Each participant will receive:

- 4 one-on-one meetings with the teaching artist to consult on your individual project, which includes a final full manuscript critique.
- A communal writing and discussion space at Open Book, for the duration of the Writing Project.
- 27 cohort meetings throughout the year. These meetings will include:
 - Workshop
 - Visiting authors and publishing professionals
 - Instructor consultations
 - Final manuscript consultation
- A final public reading (5-7 min from each reader) at the Loft in January 2020.
- A \$250 Loft gift card upon completion of the program, so that participants may continue their engagement with the writing life and further support their studies of writing craft with future Loft services (more classes, attend a conference, take an online class, etc.)

Cohort Meetings

Project participants will meet as a class and cohort for two twelve-week terms, one in the winter/spring and one in the fall/winter. For details on exact dates/days of week, visit the project specifics pages.

Each meeting will be organized and carefully planned, and each participant will be asked to participate fully. The class simply won't work without everyone's engagement; YOUR participation is key throughout, as class meeting times are meant to keep your writing goals on schedule. Many of the cohort meetings will include visits (in-person or virtual) with established publishing professionals. Project specific pages will list some of the expected visits.



Our work will range over several topics. We'll also consider the architecture of our projects and begin to work immediately on putting plans into place. The main focus of our time will be workshop-based, but we'll also read and study a series of books.

During the summer months, you'll focus even more on your writing, which you'll do on your own, with direction from the teaching artist.

In the fall term, we'll begin by focusing on more writing, workshopping, and revision, but we'll also move more directly into discussions about the business of writing and publishing. For these purposes, we'll be visited by several industry professionals.

In addition to class meetings, over the course of the year-long program, each participant will have 4 one-on-one meetings with Peter, Nicole, or Danez to consult on individual book projects. This includes a final manuscript consultation session that will take place in January or February 2020, once the teaching artist has had a chance to read and critique each manuscript. These will be handed in on the final day of the fall/winter term class session.

Loft Gift Card and Final Reading

Each participant will be given a \$250 Loft gift card upon completion of the program, so that participants may continue their engagement with the writing life and further support their studies of writing craft with future Loft services (more classes, attend a conference, take an online class, etc.)

The year long Writing Projects will culminate in a final public reading at the Loft. For details on each one, please visit the Project Specifics pages.

Consultations and Visits

Visiting authors and publishing professionals: As stated, several distinguished guests will visit us during the course of the year. The purpose of these visits is to introduce students to enduring works of fiction, memoir, or poetry, the people who wrote them, and the sorts of people who help bring them to the world. These meetings will be largely informal, and include ample opportunity to interact with and ask questions of the guests. Please, do not ever use these meetings as an



opportunity to pitch your own work. Visiting authors will either attend class in-person or via a Skype session.

Teaching Artist consultations: Each student will be asked to meet individually with your teaching artist regularly during the Project. Meetings will be scheduled as follows: one meeting during the winter/spring term, one meeting at the beginning of summer, one at the end of summer, and one at the conclusion of the writing project, when we'll discuss your final manuscript. The purpose for these meetings will be wide-ranging, but their primary function is to discuss plans and courses of action for the aspiring writers.

Final manuscript consultation: At the end of the Project, students will be expected to submit their final and complete manuscript. The teaching artist will read each submission, provide a written critique of each manuscript, and conduct a final consultation to present the critique. These consultations may extend into February 2020 but must take place no later than February 28, 2020. No extensions can be made, and no exceptions.

PLEASE NOTE: final manuscripts must be properly formatted and bound (refer to your syllabus and confer with your teaching artist for details). Only manuscripts turned in on the last day of class will be read for the final consultation. That is to say, it is the responsibility of the student to finish their manuscript by the final class meeting. If a student fails to complete it, the teaching artist will only read what has been submitted on the final day of class. Please also note that ENROLLING IN THIS PROJECT DOES NOT ENSURE PUBLICATION.

The Loft will designate one classroom at Open Book as communal writing and discussion space, for the duration of the year-long Writing Projects. This room will be available during the same time frame as the project evening meetings throughout the year (6-9 p.m.) for the purpose of having a regular place for project cohorts to gather and write even when not in class. More details will be forthcoming.

Registration Policies, Disclaimers, and Additional Costs



The Loft reserves the right to substitute other writing professionals for any of the above-named authors or industry professionals in the event an unforeseen circumstance prevents the participation of anyone listed. There are no refunds for substituted guests.

There are no refunds or prorated tuition available to participants who are unable to attend a class session, conference event, final reading, or scheduled one to one session for any reason, including illness, vacation plans, life events, etc. It is the participant's responsibility to participate as fully as possible in all aspects of the program, obtain missed class content from the instructor, and reschedule missed one to one sessions with respect for instructor's schedule.

Visiting authors will either attend class in-person or via a Skype session.

As with any Loft class or event, the Loft reserves the right to refuse registration or participation of anyone disruptive to the class environment or disrespectful of the teaching artist, fellow students, or an equitable learning environment for all.

There are 2 payment options:

- 1) Pay in full at the time of registration, for a total one time payment of **\$7000**, (which includes a nonrefundable \$500 deposit).

- 2) Payment plan: \$3500 is due at the time of registration, which includes a nonrefundable \$500 deposit. 12 monthly payments of \$300 will be made January-December 2020 via a credit card number given to the Loft at the time of registration. Credit card must have an expiration date beyond December, 2020. Total tuition for the program on the payment plan is **\$7100**.

Loft members receive a discount of \$60.

Refund Policy

There is a nonrefundable \$500 deposit required at the time of registration.

Either \$7000 (total payment) or \$3500 (payment plan) is due in full at the time of registration. If you decide not to participate once registered, you may notify the



education department by calling 612-379-8999 no later than 5pm Friday December 6, 2019 to receive a full refund minus the \$500 deposit (\$6500 for those who paid in full, or \$3000 for those who opted for the payment plan).

If you choose not to participate and notify the education department of your intention to drop after 5 p.m. on Friday December 6, 2019 through 6 p.m. on the first date of your first meeting (varies by project, but January 23-30, 2020) you will receive a 50% refund:

\$3500 total refunded for those who paid in full

Or

12 automatic payments of \$300 totalling \$3600 are stopped and the initial \$3500 payment is kept by the Loft for those who registered on the payment plan option

A fee of \$50 will be assessed for each occurrence of a return of payment for insufficient funds.

The only opportunity for a full refund once registration has taken place is if, after the first one to one meeting between the student and writing project teaching artist, which must take place before the first class meeting, one or both parties feel the program or student/teaching artist relationship is not a good fit, the student may notify the education office of their decision to drop and receive a 100% refund. This notification must happen by calling the education office at 612-379-8999 before the start of the first class meeting. Dropping **before** this first one to one meeting with the writing project teaching artist takes place does will not afford a full refund.

There are no refunds once the first session has started; no exceptions.

There is no prorated tuition for anyone not wishing or unable to attend their discounted conference events after completing the Writing Project, the final reading, all 4 one to one sessions, or for missed class sessions.

Some additional costs to consider:

- Copy fees for manuscript printing and workshopping



- Book purchases (though consider libraries and used book stores)
- Writing tools (laptop, notebooks, pens/pencils, etc)
- Transportation to the Loft
- Parking costs—there is FREE parking available in the Open Book lot on a first come, first served basis.

If you have additional questions that haven't been covered here, please contact the Loft education department at 612-379-8999.