A Short Walk Home, 2022, Alivia Haltom '24.

PCA&D Academic Catalog
2023-2024

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Please visit the PCA&D Consumer Information webpage at https://pcad.edu/institutional-information/
for complete disclosures according to the Higher Education Act of 1965 as amended by the Higher Education
Opportunity Act of 2008 ad the Student Right-to-Know and Campus Security Act.

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COVER ART

A Short Walk Home
Alivia Haltom '24

About the Artist
Alivia Haltom is a Fine Art senior at PCA&D.

FALL 2023

AUGUST

Fall Tuition Due	Tuesday, Aug 1
Colloquium	Monday, Aug 7 - 8
Move-In New Students	Saturday - Sunday, Aug 12 - 13
Move-In Returning Students	Thursday, August 17
Welcome Week	Monday - Friday, Aug 14 - 18
100% Tuition Refund Ends	Sunday, Aug 20
Fall Term Begins: First Day of Classes	Monday, Aug 21
75% Tuition Refund Ends	Sunday, Aug 27

SEPTEMBER

Last Day to Add/Drop	Friday, Sept 1
50% Tuition Refund Ends	Sunday, Sept 3
Closed for Labor Day	Monday, Sept 4
25% Tuition Refund Ends	Sunday, Sept 17

OCTOBER

Fall Break	Friday - Tuesday, Oct 13 - 17
Midterm Grades Due	Tuesday, Oct 10
Last Day to Withdraw	Friday, Oct 13
Board of Trustees Meeting	Thursday, Oct 19
Registration for Spring	Tuesday - Friday, Oct 31 - Nov 3

NOVEMBER

Thanksgiving Break	Wednesday - Friday, Nov 22 - 24

DECEMBER

Spring Tuition Due	Friday, Dec 1
Fall Term Ends	Friday, Dec 1
Fall Grades Due	Friday, Dec 8
Winter Term Begins	Monday, Dec 18

SPRING 2024

JANUARY

Colloquium	Wednesday, Jan 10
Winter Term Ends	Friday, Jan 12
Spring Start Orientation	Friday, Jan 12
Move-In	Saturday - Sunday, Jan 13 - 14
100% Tuition Refund Ends	Monday, Jan 15
Closed for MLK Holiday	Monday, Jan 15
Spring Term Begins: First Day of Classes	Tuesday, Jan 16
75% Tuition Refund Ends	Monday, Jan 22
Last Day to Add/Drop	Friday, Jan 26
50% Tuition Refund Ends	Monday, Jan 29

FEBRUARY

25% Tuition Refund Ends	Monday, Feb 12
Board of Trustees Meeting	Thursday, Feb 15
Mid-Winter Break	Monday, Feb 26 - Mar 1
Declaration of Major Day	Monday, Mar 4

MARCH

Midterm Grades Due	Tuesday, Mar 5
Last Day to Withdraw	Friday, Mar 8
Registration for Fall	Wednesday - Friday, Mar 27 - 29

APRIL

Last Day of Classes	Friday, Apr 26

MAY

Senior Grades Due	Monday, Apr 29
Beret Ceremony	Thursday, May 2
Commencement	Friday, May 3
Senior Show Opens	Friday, May 3
Grades Due All Students	Monday, May 6
Board of Trustees Meeting	Thursday, May 16
Closed for Memorial Day	Monday, May 27

SUMMER 2024

MAY

Summer A & B Begin	Tuesday, May 28
Summer B 50% Refund Date	Thursday, May 30

JUNE

Summer A 50% Refund Date	Tuesday, June 4
Summer B Ends	Friday, June 21
Summer A Break	Monday - Friday, June 24 - 28

Summer B Grades Due	Friday, June 28

JULY

Summer C begins	Monday, July 1
Summer C 50% Refund Date	Wednesday, July 3
College Closed for Holiday	Thursday, July 4
Board of Trustees Meeting	Thursday, July 18
Summer A & C Ends	Friday, July 26

AUGUST

Summer A & C Grades Due	Friday, August 2

INTRODUCTION

This Catalog provides comprehensive information about Pennsylvania College of Art & Design's academic programs. It provides in-depth information about policies and procedures for gaining admission and navigating financial aid, the cost of attending PCA&D, academic policies and processes, and the structures of and requirements for PCA&D's educational programs. It also includes an overview of the College's history, mission, vision, accreditation status, and affiliation, as well as a complete list of employees and board members. The Catalog is updated annually and is publicly available on the PCA&D website.

HISTORY

Pennsylvania College of Art & Design began as the result of the closure of the York Academy of Arts (located in York, Pennsylvania) in 1982. Key members of its faculty decided to continue the vision of offering a visual arts education and, along with supporters and other volunteers, spent that summer preparing a new school for classes in the fall. In eight short weeks, the nonprofit Pennsylvania School of the Arts (PSA) opened in Marietta, Pennsylvania. Pennsylvania School of the Arts offered a three-year diploma program, which consisted of classes in fine arts, interior and environmental design, and communication arts. The school thrived and soon outgrew its facility in Marietta. In 1987, school officials announced that PSA would move to its current North Prince Street location in Lancaster and would change its name to Pennsylvania School of Art & Design. The move to the city of Lancaster provided students and staff with more space, better facilities, room to expand, plentiful city housing, and a campus—downtown Lancaster itself. In the fall of 1999, Pennsylvania School of Art & Design was approved as a college and awarded degree-granting privileges by the Pennsylvania Department of Education, welcoming the first BFA freshman class the following year. In 2003, the school changed its name to Pennsylvania College of Art & Design and established itself as a major anchor in downtown Lancaster. Today, the College is a leader in central Pennsylvania's educational and visual arts communities.

ACCREDITATION & AFFILIATIONS

Pennsylvania College of Art & Design is approved as a college and for degree-granting privileges by the Pennsylvania Department of Education and is an accredited institutional member of Middle States Commission on Higher Education (MSCHE), 1007 North Orange St., 4th Floor, MB# 166, Wilmington, DE 19801. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation (3/08). PCA&D is also a member of the Association of Independent Colleges of Art and Design (AICAD), which is a nonprofit consortium of 43 leading art schools within the U.S. and Canada. For more information, please visit www.aicad.org.

AFFILIATIONS AND MEMBERSHIPS

Access Pennsylvania

AIGA, the Professional Association for Design

American Association of Collegiate Registrars and Admissions Officers

American Library Association

Association of College & Research Libraries

Association for Computing Machinery

Association of Fundraising Professionals

Association of Governing Boards of Universities and Colleges

Association of Independent Colleges and Universities of Pennsylvania

College and University Public Relations and Associated Professionals

Council for Advancement and Support of Education

Discover Lancaster

Eastern Association of College and University Business Officers

Lancaster Chamber of Commerce and Industry

Lancaster City Alliance

Lancaster Higher Education Authority

LYRASIS

Middle States Association of Collegiate Registrars and Officers of Admission

National Art Education Association

National Association for College Admissions Counseling

National Association of College and University Business Officers

National Association of Student Financial Aid Administrators

National Portfolio Day Association

New Jersey Association for College Admissions Counseling

Northeast Association for Institutional Research

Pennsylvania Art Education Association

Pennsylvania Association for College Admission Counseling

Pennsylvania Association of Student Financial Aid Administrators

Pennsylvania Library Association

Poetry Paths

Potomac and Chesapeake Association for College Admissions Counseling

Public Relations Society of America

Society of Children's Book Writers and Illustrators

Society of Illustrators

Society of North American Goldsmiths

Society for Photographic Education

SIGGRAPH

Visual Resources Association

MISSION

At Pennsylvania College of Art & Design, our mission is to spark creativity within everyone. Welcoming learners of all kinds in a vibrant, inclusive community, we provide a comprehensive range of educational opportunities including bachelor's and associate degrees, certificates, and professional credentials, as well as enrichment and lifelong learning programs for all ages. We believe creativity enriches experiences and transforms communities, and we believe creatives design the future.

VISION

Our vision is to trailblaze in creative education. We envision PCA&D as a nexus where teaching and learning, innovation and entrepreneurship, and our partners and campus community join to ignite imagination, inspire transformation, and reshape the creative economy, at home in Pennsylvania and as far as we dare to reach.

VALUES

As a nonprofit, independent professional art and design college, our values guide institutional decision-making, inform the design of educational experiences, and define our learning environment. We believe it all begins with taking the risk to be creative.

Creativity is a fulfilling, lifelong endeavor.
Whatever your motivation to create, we support learners of all ages and at all stages in their creative journeys. We believe in play and transformation in equal measure, and we balance critical thinking and effective communication with creativity.

Creativity drives innovation.
In a rapidly changing world, we believe creativity is required to meet new challenges and solve new problems. We challenge ourselves to innovate and lead change in the education sector, and we challenge students to embrace an entrepreneurial spirit.

Creativity is richest when everyone's voice is included.
We are committed to supporting an inclusive, respectful, collaborative community that celebrates diversity. Our community is strongest when each individual is valued, and we are accountable to one another. We are committed to an ethical, equitable, student-centered learning environment.

Creativity transforms communities.
We strive to make a lasting impact through meaningful community engagement and collaboration. And we value partners who provide unique and critical learning experiences for students.

NONDISCRIMINATION STATEMENT

PCA&D NON-DISCRIMINATION STATEMENT

Pennsylvania College of Art & Design values diversity, equity, and inclusion and affirms its commitment to a college community where all are treated with respect and dignity. PCA&D has an institutional commitment to equal opportunity and is committed to creating and fostering positive educational, working, and living environments where all community members can participate fully and equally and are free from discrimination, harassment, intimidation, or retaliation. Discrimination is antithetical to our core values. Each member of the PCA&D community—including faculty, staff, and students—is responsible to foster a culture of respect and uphold the College's non-discrimination policy:

Pennsylvania College of Art & Design prohibits discrimination against and harassment on the basis of age, race, color, national or ethnic origin, sex, gender identity or expression, sexual orientation, family or marital status, pregnancy, genetic information, disability, religion, veteran status, or any other protected class in any phase of its employment process, admissions process, and programs and activities. Pennsylvania College of Art & Design prohibits unlawful discrimination and harassment in compliance with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Pennsylvania Human Relations Commission Policies & Nondiscrimination Guidelines, City of Lancaster General Legislation Chapter 125/Ord. No. 10-2001, and other federal, state and local laws.

Pennsylvania College of Art & Design takes seriously all complaints of discrimination and harassment. Any member of the PCA&D community has the right to raise concerns or make a complaint regarding discrimination and/or harassment without fear of retaliation. The College will take prompt and appropriate steps when it becomes aware that a member of the campus community has been subjected to or affected by discriminatory and/or harassing behavior based on a protected characteristic. The College will review the matter promptly, conduct an investigation if necessary, take appropriate actions to end a hostile environment if one has been created, and to stop and prevent the recurrence of discrimination and harassment. Although the actions of and response by the College will vary based on the details of each case, disciplinary action will be taken against individuals who engage in discriminatory or harassing behavior based on all protected classes and characteristics.

PCA&D actively works to address and eliminate harassment, hate, and violence that negatively impact the ability of our community members to learn, work, or create. We will engage in this intentional work together to ensure our community remains an equitable place of learning and creativity. Students, staff, and faculty are asked to come forward and report concerning behaviors (i.e., which relate to discrimination and harassment), so they can be addressed in a timely and thoughtful manner. PCA&D community members may report concerning behaviors to any PCA&D staff or faculty member. Inquiries regarding the application of the above policy and reports of discrimination and/or harassment should be directed to: Dean of Students at mprovencher@pcad.edu or 717-396-7833, ext. 1010 (students) or the Director of Human Resources at mwherley@pcad.edu or 717-396-7833, ext. 1033 (employees).

FACILITIES

Pennsylvania College of Art & Design is housed in two buildings on North Prince Street in Lancaster and has nearly 90,000 square feet of well-maintained work and study space. College office hours are 8:00 am to 4:30 pm, Monday through Friday (except holidays); building hours are posted on the College's Building Hours calendar. All PCA&D facilities offer Wi-Fi internet access. All classrooms and easel studios have overhead-mounted digital projectors.

Photography Labs

The College's three darkrooms are equipped with 39 black-and-white and color enlargers, a color processing room, several archival print washers, developing sinks, and an ultraviolet light source for working with historic processes. A photo-shooting studio with lights, large format cameras, and backdrops is also available for student use. In addition, students can work in the computer imaging labs, which have equipment for digital imaging. A fee will be charged for all printing.

Campus Printing

The College is equipped with industry-standard large format Epson printers designed for professional proofing and photographic applications with sizes ranging from 17 to 44 inches wide in either matte or photo black finish. The College is also equipped with Xerox Color laser printers providing fast high quality proofing and letter-sized printing.

The Suzanne H. And Ronald D. Schrotberger Design Center

The Suzanne H. and Ronald D. Schrotberger Design Center is intended to support students and faculty as they integrate digital technologies in their learning, teaching, and professional lives.

The Suzanne H. And Ronald D. Schrotberger Design Center—Computer Imaging Labs

PCA&D has two computer labs, each equipped with 20 Macintosh workstations. All labs are fully networked and contain laser printers and scanners. Students have access to the College's academic server to store their files during each semester, and all workstations have internet access. Software (upgraded regularly by the College) supports all BFA courses in animation & game art, illustration, graphic design, fine art, photography & video, and live experience design.

The Suzanne H. And Ronald D. Schrotberger Design Center—Digital Printing And Scanning Area

The digital printing annex is equipped with eight photo-quality color printers and scanners. All scanners process both reflective and transparent imagery. Mat cutters and a coda mounting press are available so students can prepare work for critique, exhibition, and portfolios.

The Suzanne H. And Ronald D. Schrotberger Design Center—Digital Imaging Studio

Containing twenty flat-panel, 24-inch LED cinema displays, this lab is organized around a central conference area suited for group critique, conversation, planning, and display.

Digital Media Space

An additional lab equipped with 20 Apple iMac workstations with a WACOM 22" Cintiq Touch Pen Tablet. Associated facilities include a sound booth for capturing high-quality sound recordings and a green screen studio for visual effects.

Senior Studio Space

PCA&D provides studio space for fourth-year students. Students working electronically are provided digital workstations in the Schrotberger Design Center.

Digital Copy Stand Room

The copy stand room has one digital copy stand for animation and one traditional copy stand for still work.

3D/Sculpture Lab

Our 3D/Sculpture Lab is a two-room facility with double doors and windows connecting the lecture room to the machine room. The lab features a SawStop table saw, sanders, drill press, band saws, a shaper, and compound-sliding miter saw. All the machines are connected to an industrial dust collection system complemented by eight overhead air filters. In addition to class time, students have outside-of-class access to the lab during monitored studio hours.

Printmaking Lab

The College's printmaking lab is equipped for monoprint, relief, silkscreen, and intaglio printmaking. Available presses include two Charles Brand etching presses, a letterpress, relief and monoprint presses, and an American French Tool intaglio press. A granite-topped inking station, a stainless steel worktable, numerous flat files, print drying racks, and a NuArc exposure system (for burning plates) complete a highly functional studio space. The print lab is also equipped with new vertical etching tanks and a Mac workstation. An air-exchange system and low-toxin etching fluids are in constant use.

Aesthetics Lab

The Aesthetic Lab is located within the 4th floor Lookout and currently serves as a small but powerfully robust lab offering 12 desktops with 24" monitors for classwork as well as a 13th instructor workstation with a large 65" screen monitor for instruction. The space also operates as the College esports practice space with access to headsets, custom weighted mice, and an oculus rift.

Additionally, the lab features sound and lighting equipment including intelligent lights and controller, live modular sound system, microphones, mini projectors, sound interface, sound monitors, soldering station, electronic components and various cabling with connections such as XLR, TRS, MIDI, and DMX.

Maker Space

The PCA&D Maker Space provides a space for hands-on learning and creation opportunities where students and faculty can explore, collaborate, and investigate materials and resources in order to make and invent exceptional projects. Providing a place for inventive artists to intersect their aesthetic designs with STEM avenues and further empower their concepts, this Maker Space is outfitted with a variety of maker hi- and low-tech equipment, including 3D printers, CNC machines, soldering irons, & a laser cutter.
There are 20 seats situated around 6 large project tables with power outlets suspended from the ceiling, a soldering station accompanied by three additional stools, and a projector & screen tethered to an instructor workstation and desk. Future iterations will include a fully outfitted woodshop neighboring this space.

Learning Commons

PCA&D Learning Commons supports critical, creative, compassionate seekers and producers of knowledge and art. The Learning Commons offers a space to meet, discuss, and collaborate and offers physical and digital resources and services that foster active, ethical, and socially-engaged thinking and learning to encourage members of the PCA&D Community to be skilled, capable, conscientious citizens of the world. Three distinct branches are found within the Learning Commons: the Writing Center, the Center for Teaching & Learning, and Career Services. These centers are designed to aid and advance the efforts of both students and faculty and provide continuity in learning support across programs and academic years.

The Stacks

While the Learning Commons is a place to study, collaborate, and workshop by yourself or with others, The Stacks is just next door (Room 207) and is a silent study space. If students need a completely quiet work environment, The Stacks hosts work tables for student use as well as our 13,000+ main library book collection (aka The Stacks).

Galleries

The Main Gallery exhibits works of nationally and regionally known artists and designers. The student gallery areas on the third floor of the north building and the second floor of the south building regularly feature student artwork selected by department faculty. Extensive exhibition space on each floor showcases student work from current class assignments. The David and JoAnn Hayden Gallery Student Exhibition Space off of the first-floor atrium showcases rotating exhibitions of student work juried by a faculty panel. Additional student exhibition spaces are available to all students or groups by request by contacting the Director of Exhibitions.

Student Common & Learning Areas

The College student common areas are located in the atrium, the CoLab on the Mezzanine, the Learning Commons, and on the third floor of the north building. Students can gather, relax, study, and collaborate in these spaces. The third-floor student common area is the home to the Avenue C Marketplace where PCA&D

community members can purchase beverages and food. In addition, Avenue C includes microwaves, a refrigerator, and washing facilities. Additional study and collaboration spaces are found throughout campus.

Housing

The College offers student housing through PCA&D Sponsored Housing Communities to allow housing costs to be included in students' tuition bill. Please see the College's Director of Residential Life and Housing for more information. Nearby parking is available at a cost in local parking garages through an application to the Bursar's Office.

Lockers & Digital Workstations (DWS)

To sign up for lockers, contact the Director of Student Life. Students are required to provide their own combination locks (for lockers and for the cabinets built into DWS).

Submission of a locker or DWS registration form indicates acceptance of the responsibility for reading, understanding, and agreeing to all terms and conditions of PCA&D's full locker policy. Students should remember that lockers and DWS locking cabinets are property of the College, which retains the right to open and inspect them and their contents as specified in the locker policy.

ADMISSIONS

Pennsylvania College of Art & Design's admissions process is designed to achieve two objectives: to acquaint potential students and their families with our college and its programs, and to learn about each student's individual interests, abilities, and intent to pursue higher education in the visual arts. Each student is assigned a personal admission counselor, who assists in the application, admission, financial aid and enrollment processes. Your personal admission counselor is here to answer questions and to assist you through each step of our process. Admission counselors are helpful, friendly, and knowledgeable and will make the transition to college as smooth as possible.

The admissions department looks to enroll students who understand the value of art, who want an intimate and supportive environment with ample opportunities for one-to-one instruction from our faculty of professional artists and designers, and who wish to engage in professional training for a career in art or design. Prospective students are expected to be artistically and academically sound and also show potential for growth and exploration. Applications are welcome from all qualified students.

Admission decisions are based on a careful review of all required materials submitted by each applicant. Candidates are evaluated on creative potential and personal commitment to excel in a competitive learning environment with high academic standards. The admissions department assesses students on a nondiscriminatory basis and does not exclude the recruitment or enrollment of students based on financial background, color, religion, gender, sexual orientation, gender identity, national or ethnic origin, age, disability, or veteran status and does not discriminate against members of protected classes under the law.

CONNECT WITH ADMISSIONS

PCA&D's admissions team strives to meet students and families where they are at by offering a wide range of engagement opportunities including: online information sessions, weekly individual campus tours, visit days, on-demand content, portfolio reviews, and more. Art educators and school or college counselors are encouraged to bring groups of students to visit the College. To register for an upcoming event or connect with an admissions counselor, refer to pcad.edu/visit.

BACHELOR OF FINE ARTS (BFA) DEGREE ADMISSION

PCA&D offers a Bachelor of Fine Arts degree in multiple academic programs listed here: pcad.edu/degree-programs. Admission requirements are the same for each program.

DEADLINES
The College's rolling admissions process allows applications to be reviewed year-round. Applicants are strongly encouraged to complete the admission process early to get a jump start on follow-up steps for enrollment. Below are suggested deadlines for students to receive priority consideration for maximum financial aid and housing placement:

Fall Entry Applicants
Priority Deadline: May 1*

Spring Entry Applicants
Priority Deadline: November 1

*May 1 is National Response Deadline or National Decision Day for colleges and universities in the United States. This date coincides with the deadline to apply for the Pennsylvania State grant through PHEAA. It is also the deadline to receive a refund for a canceled tuition deposit.

Although PCA&D subscribes to rolling admissions, we highly encourage applicants to apply and complete the application process as early as possible. Students who apply close to the start of the semester will be considered for admission providing all required admission and financial aid documents (if applying for financial aid) can be submitted in a timely manner.

NOTIFICATION OF ADMISSION DECISIONS

Applicants will be notified of the admission committee's decision within two weeks of receipt of all required admissions materials, barring any extenuating circumstances. Applicants who are offered admission and wish to enroll in Pennsylvania College of Art & Design are encouraged to submit their official "Reply to Offer" within six weeks of the offer of admission to declare their intent to attend PCA&D. After declaring their intent, applicants will be prompted to pay a $200 tuition deposit to confirm their commitment and initiate the enrollment process. The tuition deposit is credited to the student's first-semester tuition and may be refunded if their enrollment is canceled in writing prior to May 1 (for fall admission) or December 1 (for spring admission). Requests for a refund of the enrollment deposit postmarked after these dates will be considered at the Director of Admissions' discretion.

ADMISSION DECISION APPEAL

During the PCA&D admission process each application is reviewed to ensure that every candidate is evaluated with full and careful attention paid to the student's particular strengths and talents. Decisions are made only after thoughtful weighing of all the evidence provided by each candidate and with careful consideration given to the applicant's demonstrated potential for success at PCA&D and the overall balance we seek in our programs.

Since our selection process involves the careful individual review of each application it is very unlikely that we will choose to reverse a decision. We strongly discourage appeals unless the candidate can provide significant and compelling new information for us to consider. Disagreement with the decision is not a valid reason for an appeal. Therefore, for an appeal to have merit it must bring to light new academic and personal information, as well as information pertaining to extenuating circumstances, that had not been present in the application, information that clearly shows the student to be stronger than had been earlier evidenced. The appeals process is not a re-review of an existing applicant file and appeals will not be accepted from applicants who are not submitting new information. Applicants may only appeal once and the resulting decision is final. For more information on the admission decision appeal process, please contact admissions@pcad.edu.

FIRST-TIME STUDENTS: BFA DEGREE ADMISSION REQUIREMENTS

An applicant is considered a first-time student if they are enrolling immediately following high school graduation and/or have completed less than 12 credits of college-level coursework since graduating from high school. First-time students may enroll full-time in the fall or spring semesters. PCA&D also welcomes students who wish to pursue their studies on a part-time basis. Admissions procedures for part-time applicants are exactly the same as for full-time applicants.

First-time Students: How to Apply

1. **Application**

   First-time students can complete either PCA&D's institutional application at PCAD.EDU/Apply or the Common Application at www.commonapp.org/explore/pennsylvania-college-art-design, noting PCA&D as the recipient.

2. **Personal Statement**

   Any student applying through the Common Application does not need to submit any additional statement beyond the included essay.

   Students applying via PCA&D's institutional application are required to submit a 250- to 500-word, typed statement answering one of that year's specified prompts, or a cohesive essay answering questions like: What or who influenced you to pursue a career in art & design? What do you hope to gain and what do you believe that you can contribute to our community of learners, artists, and designers? Why art and design? Why art school? Why PCA&D, specifically? In your writing, show us the bold, creative, you. Make a personal statement, literally. Statements should be uploaded through the PCA&D Applicant Portal, emailed to admissions@pcad.edu, or be printed and mailed.

3. **Transcripts & GPA**

   All first-year applicants are required to submit an official high school transcript. Applicants not holding a high school diploma must submit an official GED completion certificate. Pennsylvania and/or Maryland State GED transcript requests are available on the web at www.diplomasender.com. PCA&D does not consider applications for students who do not have a high school diploma or equivalency. Applicants must submit official, final transcripts for all college-level coursework taken regardless of completion or credit transfer prior to registering for classes and enrolling at PCA&D.

   If a student self-reports or their transcripts display a GPA below 2.5, they will be required to complete an interview with their Admission Counselor to discuss their academic history and college-readiness.

4. **Portfolio Review**

   All BFA applicants are required to submit an official portfolio through PCA&D's online portfolio platform at pcad.edu/submitting-your-portfolio OR upload images representative of the portfolio displayed to and accepted by an admission counselor during a face-to-face review.

Building a portfolio requires careful planning. Students should submit or show work that not only reflects their current abilities (made within the last year and a half), but also their potential to handle the challenges of a professional art and design college. All students are invited to schedule in-person or virtual portfolio reviews with their Admission Counselor for help or feedback about building their portfolio. The College also offers [online portfolio workshops](#) throughout the year.

- Students must include 8 to 10 pieces of finished work created within the last year and a half as part of a student's current coursework and/or created independently.
- PCA&D is looking for equal amounts of DEPTH and BREADTH:
    - DEPTH: Investigation of a subject matter, focus on a favorite media or sustained interest in a topic or style.
    - BREADTH: Displaying a range of skills by experimenting with and varying size, media, and subject matter.

Inspiration vs. Copying vs. Plagiarism: In your portfolio, PCA&D is looking to understand your original, unique perspective as an artist or designer. Anything you submit should be created directly by you and show your personality or perspective. If you do choose to reference something created by another artist or designer, keep the below example in mind.

EXAMPLE: You enjoy character design and love the show Steven Universe.

- (Best) Inspiration: You design a brand new character or environment attempting to follow the artistic style of the show as your own interpretation.
- (Okay) Copying: You pick out your favorite character from the show and try to recreate them as precisely as you can using the same techniques as the show's artist.
- (Bad) Plagiarism: You find an image posted online by one of the show's creators and submit it in your portfolio as your own. **OR** You create an artwork using a character or scenery from the show and submit it in your portfolio saying that you came up with it all on your own.

5. **Test Scores & Letters of Recommendation**

PCA&D is a test-blind institution and will not consider any test scores in the review process. Although not required, letters of recommendation may be submitted; the admission committee is always interested in building a strong connection with and learning more about our applicants.

HOMESCHOOLED APPLICANTS

PCA&D welcomes and encourages applications from students who have pursued alternative learning options, particularly in a homeschool environment. Students from such educational experiences are reviewed with the same care and attention to detail as all other applicants. Admission decisions for homeschooled students are based on the same admission requirements as those for first-time applicants. Homeschooled applicants are encouraged to provide us with complete documentation of the courses studied and all the evaluations presented from a homeschool evaluator, or supervisor in cooperation with the local school district, or an outside teacher utilized by the family under their state home education law.

All students who are offered admission must provide proof of secondary school graduation prior to enrollment in PCA&D. This may be in the form of:

- A final transcript indicating graduation or a high school diploma granted through a local high school.
- A diploma granted from an organization governed by a State Board of Education or other nonprofit organizations recognized by a State Board of Education to issue diplomas to homeschoolers or a form applicable under the student's state home education law.
- A GED is also acceptable proof of graduation.

TRANSFER STUDENTS: BFA DEGREE ADMISSION REQUIREMENTS

The College welcomes applicants who have attended accredited colleges, universities, or postsecondary institutions and completed collegiate coursework relevant to PCA&D's degree programs and course content. An applicant is considered a transfer student if they have completed 12 or more credits of transferable, college-level coursework. Transfer students may enter as full-time students in the fall or spring semesters. PCA&D also welcomes students who wish to pursue their studies on a part-time basis. Admissions procedures for part-time applicants are exactly the same as for full-time applicants.

After receiving a preliminary transfer credit evaluation (TCE), transfer students will be assigned a status of either "Foundation Transfer" or "Transfer". This status distinguishes transfer students who have a significant number of required, foundation year credits left to complete from students transferring into a more advanced year, and will be finalized prior to enrollment once a final transfer credit evaluation is completed by the Registrar.

Credit Transfer Policies

- Students transferring to the College must have official transcripts sent to PCA&D from all previously attended postsecondary schools, whether or not credits were earned. A final, official high school transcript is required if the student has taken less than 30 post-secondary credits. PCA&D Admissions reserves the right to request a final, official high school transcript from any student for further academic review.
- Credit is awarded based on an evaluation of all college transcripts and courses taken, provided the student earned a grade of "C" (2.0) or better in all 100 level or higher courses. Students may be asked to present additional information (samples of work, a course syllabus) and meet or communicate with PCA&D department chairs through the Provost's Office.
- Transfer credits will be accepted from post-secondary institutions with one or more of the following types of accreditation: regional, state, or professional.
- Up to a maximum of 90 eligible credits can be transferred toward completion of a degree at PCA&D and a minimum of 60 credits must be completed in-residence in order to graduate from the College's degree program.
- Transfer students must have completed comparable coursework to be considered for advanced placement within a major. Otherwise, they will be considered a "Foundation Transfer" and enroll in 6 studio art courses, 2 art history courses, and 2 liberal arts courses to complete the Foundation Year program at PCA&D.

- After acceptance, PCA&D reviews all course descriptions for courses taken to build a Transfer Credit Evaluation (TCE). This evaluation will determine the level at which they will enter into PCA&D's educational structure. These course descriptions may be copied from a college catalog or website.
- **Advanced Placement (AP) Standing:** PCA&D may award 3 credits toward general humanities distribution requirements for a score of "4" or better in any CEEB Advanced Placement Examination in an academic subject. Scores of "5" in studio exams (drawing and studio art) may result in the awarding of 1.5 elective credits in studio. AP credits in studio are never applied toward first-year Foundation requirements. The total number of AP credits a student may receive at PCA&D for both academic and studio examinations may not exceed 9 credits. An official report of scores must be submitted to the College directly from the College Board, Advanced Placement Program, Princeton, New Jersey. Students will be notified of AP credits awarded prior to registration, dependent upon receipt of official scores.

Transfer Students: How to Apply

1. **Application**

   Transfer students should complete PCA&D's institutional application at PCAD.EDU/apply.

2. **Personal Statement**

   Transfer students are required to submit a 250- to 500-word, typed statement answering one of that year's specified prompts, or a cohesive essay answering questions like: What or who influenced you to pursue a career in art & design? What do you hope to gain and what do you believe that you can contribute to our community of learners, artists, and designers? Why art and design? Why art school? Why PCA&D, specifically? In your writing, show us the bold, creative, you. Make a personal statement, literally. Statements should be uploaded through the PCA&D Applicant Portal, emailed to admissions@pcad.edu, or be printed and mailed.

3. **Transcripts & GPA**

   Transfer applicants must submit official transcripts from all previously attended colleges or postsecondary institutions, regardless of degree completion or amount of credits earned. Prior to course registration, official transcripts displaying final grades for any in-progress coursework must be received. Applicants not holding a high school diploma must submit an official GED completion certificate. Pennsylvania and/or Maryland State GED transcript requests are available on the web at www.diplomasender.com. PCA&D does not consider applications for students who do not have a high school diploma or equivalency.

   If a student self-reports or their transcripts display a GPA below 2.5, they will be required to complete an interview with their Admission Counselor to discuss their academic history and college-readiness. GPA scores will be recalculated into a cumulative, unweighted 4.0 scale by the admissions office.

4. **Portfolio Review**

   All BFA applicants are required to submit an official portfolio through PCA&D's online portfolio platform at pcad.edu/submitting-your-portfolio OR upload images representative of the portfolio displayed to and

accepted by an admission counselor during a face-to-face review. Building a portfolio requires careful planning. Students should submit or show work that not only reflects their current abilities (made within the last year and a half), but also their potential to handle the challenges of a professional art college. All students are invited to schedule in-person or virtual portfolio reviews with their Admission Counselor for help or feedback about building their portfolio.

- Students must include 8 to 10 pieces of finished work created within the last year and a half as part of a student's current coursework and/or created independently.
  - Foundation/First Year students should submit 8 - 10 pieces of recent, original artwork that demonstrate abilities in a range of artistic media with equal amounts of depth and breadth.
  - Transfer students intending to major in Animation & Game Art, Fine Art, or Illustration must include at least 2 pieces from direct observation, as part of the 8 - 10 pieces required.
  - Students applying to the Live Experience Design & Production program will participate in an online Portfolio Training Workshop, offered several times throughout the year, that will satisfy the portfolio requirement for admission. Please visit pcad.edu for additional information and workshop dates.
- PCA&D is looking for equal amounts of DEPTH and BREADTH:
  - DEPTH: Investigation of a subject matter, focus on a favorite media or sustained interest in a topic or style.
  - BREADTH: Displaying a range of skills by experimenting with and varying size, media, and subject matter.

Inspiration vs. Copying vs. Plagiarism: In your portfolio, PCA&D is looking to understand your original, unique perspective as an artist or designer. Anything you submit should be created directly by you and show your personality or perspective. If you do choose to reference something created by another artist or designer, keep the below example in mind.

EXAMPLE: You enjoy character design and love the show Steven Universe.
- (Best) Inspiration: You design a brand new character or environment attempting to follow the artistic style of the show as your own interpretation.
- (Okay) Copying: You pick out your favorite character from the show and try to recreate them as precisely as you can using the same techniques as the show's artist.
- (Bad) Plagiarism: You find an image posted online by one of the show's creators and submit it in your portfolio as your own. **OR** You create an artwork using a character or scenery from the show and submit it in your portfolio saying that you came up with it all on your own.

5. **Test Scores & Letters of Recommendation**

PCA&D is a test-blind institution and will not consider any test scores in the review process. Since they are not required for all students, we will also not consider letters of recommendation in the review process to maintain equity for our applicants.

TRANSFER STATUS OF FORMER STUDENTS HOLDING THE AA, AST, OR DIPLOMA FROM PSA OR PSA&D

In 1999, PCA&D received authorization from the Pennsylvania Department of Education to award the BFA degree. Authorization to award previously offered associate degrees and the diploma ended in 2003. Therefore, all alumni holding the AA, the AST, or the Diploma from PSA or PSA&D must now be evaluated as transfer students if admission to the BFA program is sought. A maximum of 60 credits of eligible coursework successfully completed at PSA/PSA&D with grades of "C" or better can be transferred into the BFA degree program at PCA&D. The remaining 60 degree credits must be taken at PCA&D in the degree program. Registration may be full- or part-time. Contact the admissions office for more information.

College Articulation and 2+2 Agreements

The College maintains articulation agreements with several colleges. A list of current agreements and more information about how to qualify under these agreements may be found here: pcad.edu/transfer-student-2-plus-2-schools

Vo-Tech Articulation Agreements

The College maintains articulation agreements with several vocational-technical school programs. Students participating in these programs will receive 3 elective transfer credits from the college if they earn a high school diploma with a minimum 2.5 cumulative, unweighted GPA and can demonstrate mastery of high school art/design competencies in their admission portfolio.

INTERNATIONAL APPLICANTS: ADDITIONAL REQUIREMENTS

Students who do not hold United States Citizenship or Permanent Residency status are considered international applicants in PCA&D's admissions process. These students are encouraged to apply to the College as soon as possible prior to the academic year they plan to attend to allow ample time for any necessary procedures to take place. International students attending PCA&D on the F-1 VISA should maintain frequent contact with the Registrar. United States immigration regulations require periodic reports on nonimmigrant aliens' progress and location. In addition to the regular admissions procedures, these applicants must:

1. **Demonstrate command of the English language:** If your primary language is not English, you must provide official proof of both written and spoken English language proficiency. Students are encouraged to register for exams as early as possible and retake exams if needed; multiple exam reports may be submitted. Test scores have to be sent to PCA&D by the testing institution prior to the application deadline. Here are the acceptable forms of proof:
    - English Proficiency Certificate: available from any U.S. embassy or consulate
    - Test of English as a Foreign Language (TOEFL): Written-based Test - achieve a minimum score of 550, Internet-based Test - achieve a minimum score of 79-80. PCA&D's code 8180.
    - International English Language Testing System (IELTS): achieve a minimum score of 6. PCA&D's code 8180.
    - Duolingo: achieve a minimum score of 100 (for 160-point scale exam).

- ELS's Certificate of Completion: Level 112 – English for Academic Purposes.
- Other: Official transcripts that demonstrate at least 2 full years of academic success at a high school or college/university in which English is the primary language of instruction.

2. **Forward certified English translations of all academic records from all previously attended schools/colleges:** International applicants must submit official secondary school transcripts and, if applicable, college/university transcripts. If transcripts are not in English, they must be translated to English by a certified translator (find a full list of options here) and mailed along with the official records in the original language. For foreign credit evaluation, we suggest contacting World Education Services (WES). Student copies will not be accepted as official documents. Please have all official documents mailed directly from the issuing institution to admissions@pcad.edu or:

   PCA&D Admissions
   204 North Prince Street
   Lancaster, PA 17603

IMMIGRATION & VISA INFORMATION

Before PCA&D will begin processing immigration paperwork, applicants must first complete the application process and be accepted to PCA&D. Afterwards, be prepared to show evidence that sufficient financial support exists for you to attend a U.S. institution of higher education before an I-20 form will be issued to apply for an F-1 student visa or to transfer a current I-20 form. An affidavit of support must be received when filing Form I-134 with the U.S. Citizenship and Immigration Services. International applicants should be aware that federal regulations do not permit the awarding of federal funds to foreign students. Contact the admissions office for more information.

DEFERRING BFA ADMISSION

Students may request deferment of admission for up to two consecutive (fall/spring) semesters, or one year. A written request of deferral must be sent to the admissions office prior to new student orientation. The request must clearly state:
- The new semester in which the applicant plans to begin the degree program.
- The reason(s) for deferral.

The College does not refund the enrollment deposit of students who choose to defer enrollment. This deposit is applied to tuition for the future semester in which they plan to enroll. Prior to initiating the enrollment process for the new semester, applicants will be required to submit a form to update their application information, including contact information and academic interests. If a first-time student indicates on this form that they pursued college credits at another institution during their period of deferment, they will be required to reapply with abbreviated admission requirements as an incoming transfer student. Any fees or deposits already paid will be transferred to their new application. Eligibility for all financial aid, including college scholarships and grants, will be reevaluated prior to enrollment.

BFA READMISSION

Students who once attended Pennsylvania College of Art & Design and withdrew in good standing may be readmitted by following an abbreviated application process and formal institutional review facilitated by the

admissions office. Students seeking readmission following academic dismissal should refer to that section later in the academic catalog.

BFA REAPPLICATION

The College maintains the incomplete admissions files of former applicants for a period of two years. At the end of two years, the students submitted documents are destroyed. Should a former applicant wish to attend PCA&D after those two years, they must reapply for admission. Students may apply for reconsideration by contacting the admissions office at admissions@pcad.edu to determine the status of their application materials.

UNDERGRADUATE (UG) CERTIFICATE ADMISSION REQUIREMENTS

Pennsylvania College of Art & Design offers a variety of undergraduate certificate programs to enable students and professionals to expand their skillsets, change fields, and/or test the art & design college experience before transitioning their certificate into one of our bachelor's programs. Find a full list of available certificates here: PCAD.EDU/certificates.

UG Certificate Students: How to Apply

1. **Application and Fee**

   Certificate-seeking students should complete the appropriate program application at PCAD.EDU/certificates (with accompanying non-refundable $40 application fee). Fee waivers are available by request at admissions@pcad.edu.

2. **Transcripts & GPA**

   Certificate applicants must submit official transcripts from all previously attended colleges or postsecondary institutions, regardless of degree completion or amount of credits earned. Prior to course registration, transcripts displaying final grades for any in-progress coursework must be received. Applicants not holding a postsecondary degree must submit an official high school transcript or official GED completion certificate. Pennsylvania and/or Maryland State GED transcript requests are available on the web at www.diplomasender.com. Certificate-seekers currently enrolled in high school are encouraged to pursue certificate coursework through PCA&D's dual enrollment program.

3. **Interview**

   Applicants will be required to complete an interview to verify their potential to succeed in a fast-paced, professional program. Interview content will be dependent on the nature of the certificate intended: business-focused, liberal arts, or studio-based.

NON-DEGREE SEEKING (NON-MATRICULATED) STUDENTS

Enrollment of non-degree-seeking students is offered on a space-available basis for individuals who, while not wishing to pursue a degree, would like to enroll in PCA&D courses. Acceptance as a non-degree or guest student is based on the applicant's background and ability to complete successfully the work of the course. No more than 12 credits may be accumulated as a non-matriculated student, and no more than 6 credits may be taken per semester without written permission of the chairperson. Students must submit a final, official high school and/or college transcript in order to register and enroll. Contact admissions@pcad.edu for further details.

Applicants denied admission to PCA&D as degree-seeking students may or may not be eligible for enrollment as non-degree-seeking students. Performance in courses taken as a nondegree-seeking student does not automatically qualify an applicant for admissions as a degree-seeking. International students may not take courses as non-matriculated students. They must be full-time matriculated students to meet immigration regulations. Financial aid is not available for non-matriculated students.

DUAL-ENROLLMENT ADMISSION REQUIREMENTS

Students currently enrolled in high school as a rising or current junior or rising or current senior can qualify to participate in PCA&D's Dual Enrollment program. Any student interested in completing coursework through PCA&D while in high school is encouraged to review the requirements and submit an application to dual enroll here: PCAD.EDU/dual-enrollment. Once a student applies and is accepted into PCA&D's Dual Enrollment program, they are eligible to continue enrolling in up to 2 classes each semester until they graduate from high school without reapplying. Class registration occurs on a space-available basis after a student has been accepted. At the end of each semester, dual enrollment students will have a scheduled advising session with Academic Affairs to assess their continued interest in the program and evaluate any additional requirements needed for future registration requests.

PRE-COLLEGE PROGRAMS FOR HIGH SCHOOL STUDENTS

Pennsylvania College of Art & Design's precollege studio classes offer aspiring young artists an important foundation in college-level art instruction. Students participating in these classes will emerge more confident and better prepared for the art college experience and college-level studio coursework. In addition to pre-college classes, high school students can take adult non-credit or credit-bearing courses through the Center for Creative Exploration. Each course offers concentrated studio instruction, which will assist students in developing their technical and creative abilities as artists. Students should contact the admissions office if they have any questions about pre-college coursework or would like to talk with someone about course recommendations.

PROVISIONAL ADMISSION

Provisional admission may be granted to an applicant who does not fully meet all of the admission criteria, but whom we believe there is a strong possibility of academic success. As a provision, students may be required to limit the number of credits taken the first semester or year of enrollment and/or participate in other academic support services.

CONDITIONAL ADMISSION

Conditional admission may be granted when all final, official documents required according to the admission policy have not been received. Once received, the student will be reviewed for official admission to the College. Financial aid for which the student may qualify for will not be released or credited to the student account until all final, official documents are received. A student may start classes, but registration for the following semester is held until all final, official documents are received.

REVOCATION OF ADMISSION DECISION

Pennsylvania College of Art & Design reserves the right to revoke admission for any reason(s) it deems necessary, including, ***but not limited*** to identification of plagiarism post-admission decision; inability to produce a final, official transcript(s); behavior that is counter to the College's code of conduct; falsification of information or identity; failure to maintain the academic standard upon which admission to the College was determined; etc.

PART-TIME APPLICANTS

PCA&D welcomes students who wish to pursue their studies on a part-time basis. Admissions procedures for part-time applicants are exactly the same as for full-time applicants. Part-time students establish their class schedules through individual counseling with the Registrar.

FINANCIAL AID

Financial aid is a supplement to a family's contribution and is to be used for educational expenses only. It can consist of gift aid in the form of grants and scholarships and self-help aid in the form of loans or employment. Pennsylvania College of Art & Design has a lot of experience helping students finance their education. Our financial aid office will work with students and their families to identify various sources of aid and help them determine the options that best meet each family's needs.

ELIGIBILITY

In general, to be eligible for most Title IV (federal) and state student financial aid, a student must be enrolled at least half-time (six credits) in a degree program leading to a recognized educational credential; have a high school diploma or equivalent; be a citizen, national, permanent resident, or other eligible noncitizen; maintain satisfactory academic progress as established by the College; not be in default on Stafford, Direct, PLUS, or Perkins Loans, or owe a repayment of Pell, SEOG, or SSIG at any institution; if required, be registered with the Selective Service; not have borrowed in excess of loan limits; have need, as defined by individual program requirements; not be convicted of possession or sale of drugs (federal programs only); and meet any other program-specific criteria. Violation of any federal or state law involving the possession or sale of illegal drugs will result in the loss of eligibility for any Title IV HEA grant, loan, or work-study assistance (HEA Sec. 484(r)(1)); (20 U.S.C. 1091(r)(1)).

To continue receiving financial aid, students must maintain certain academic standards as outlined under the heading Academic Standards for Renewal of Student Financial Aid.

TYPES OF AID AVAILABLE

The College participates in the following state and federal student financial aid programs:

Grants

Grants are "gift aid" awarded on the basis of financial need and do not require repayment. Students who have already received a bachelor's degree are ineligible for grants.

Pell Grant

A federally funded program awarding amounts to students demonstrating financial need as determined by the FAFSA, ranging from $767 to $7395 per academic year. As of July 1, 2012, a student can receive the Federal Pell Grant for no more than 12 semesters or the equivalent of (roughly) six years.

Supplemental Educational Opportunity Grant (SEOG)

A federally funded program administered by the financial aid office for students demonstrating extreme financial need. Award amounts at PCA&D are usually $500 per academic year for full-time students demonstrating highest financial need.

Pennsylvania State Grant

A state-funded program awarded by the Commonwealth of Pennsylvania through AES/PHEAA (American Education Services/Pennsylvania Higher Education Assistance Agency) to Pennsylvania resident applicants who demonstrate financial need. As of the date of publishing, the award amount for 2023-2024 had not yet been determined, although schools were instructed by AES/PHEAA to estimate a maximum award amount of $5266. Visit www.pheaa.org for more information.

Pennsylvania College of Art & Design Grants

PCA&D grants are awarded based on demonstrated financial need as determined by the FAFSA.

Loans

Loans are monies borrowed at a low interest rate that require repayment. Repayment times vary depending on loan programs and amount borrowed.

Federal Direct Loans (subsidized and unsubsidized)

A low-interest loan program operated through the U.S. Department of Education. Eligible students may borrow each academic year. The loan amounts are determined by prior credits earned. Repayment begins six months after the recipient ceases to be enrolled in a college or university at least half-time. Consult the PCA&D website financial aid section for information on applying online, or contact the financial aid office for more information. Visit www.studentaid.gov for up-to-date interest rates and fees.

Federal Direct Parent Loans for Undergraduate Students (PLUS)

A loan program for parents of dependent undergraduate students operated through the U.S. Department of Education. Creditworthy parents of dependent students may borrow up to the cost of education, minus other aid, per academic year. In most cases, repayment begins 60 days after disbursement of loan funds. Parent borrowers will be subject to credit approval. Consult the PCA&D website financial aid section for information on applying online, or contact the Director of Financial Aid for more information. Visit studentaid.gov for up-to-date interest rates and fees.

Employment (FWS)

A limited amount of part-time work is available at the College through Federal Work-Study, a program administered by the College and funded by the federal government and the College. During the academic year, eligible students may work an average of 5–12 hours per week and up to 20 hours per week during the summer.

FWS applications are available on our website at www.pcad.edu/finaid under "Forms". Average pay rate is above current minimum wage.

For Grants (Pell, PHEAA [Pennsylvania State], Seog)

Electronically submit a current Free Application for Federal Student Aid (FAFSA) at studentaid.gov. PCA&D's financial aid office recommends that students who need aid apply by March 15. **Pennsylvania residents must submit a FAFSA by May 1 for Pennsylvania State Grant consideration.**

For Loans (Federal Direct/Plus)

For Federal Direct loans (subsidized and unsubsidized), first submit a completed current Free Application for Federal Student Aid (FAFSA). Next, see the PCA&D website financial aid section for information on completing the online Master Promissory Note (MPN) and Entrance Counseling. The MPN is only completed one time per school year and remains valid for ten years. Please contact the financial aid office for more information. For PLUS loans, first submit a completed current Free Application for Federal Student Aid (FAFSA). See the PCA&D website financial aid section for information on how to apply online. The MPN and Plus Loan applications are completed at studentaid.gov.

Additional Information Needed To Complete Financial Aid Forms

Students, students' spouses (if married), and/or students' parents (if dependent according to federal aid requirements) must gather the following records:
- Two year's prior U.S. (federal) income tax return (IRS form 1040) and W-2s
- Records of untaxed income such as child support received and veterans' non-educational benefits
- Business and farm records
- Current bank statements
- Records of stocks, bonds, and other investments

Financial Aid Application Deadline

Applications for financial aid must be completed and submitted each year. The College strongly recommends that students apply early. The FAFSA is available for completion in December. The sooner students apply, the earlier a financial aid determination can be made. You need not be accepted to Pennsylvania College of Art & Design or any other institutions to apply for financial aid—APPLY EARLY! Finalize Direct loan MPNs and Entrance Counseling by July 1.

Pennsylvania State Grant Deadline (PHEAA)

For Pennsylvania residents, the FAFSA must be submitted by May 1. After May 1, students are still eligible to apply for federal and the College's financial aid programs, but consideration will depend upon available funding. For additional information about Pennsylvania Higher Education Assistance Agency's (PHEAA) State Grant Program, visit [www.pheaa.org.](www.pheaa.org)

Financial Aid Determination And Notification

Most financial aid is awarded on the basis of financial need. Need is defined as the difference between your cost of education (tuition, fees, housing, food, books, supplies, and other related expenses) and the amount you and/or your family are expected to contribute toward your education. A standard formula, the Expected Family Contribution (EFC), is used for all applicants to determine this amount. The information you report on your FAFSA is used in calculating your contribution. Factors such as income, assets, benefits, and number in household are all considered in the calculation. The amount remaining after subtracting your expected contribution from the cost of education is considered your financial need. First-year applicants who submit complete and accurate information as outlined in the application process will be notified of their award amounts on a rolling basis. Upperclass student notification will begin in June.

Out-of-State Applicants

Non-Pennsylvania residents should apply for any grants awarded by their home state's higher education agency. Out-of-state students must also complete the FAFSA. Through reciprocal agreements with the state of Pennsylvania, some out-of- state residents (please check with your state department of education) may use grant money from their home states in Pennsylvania.

Veterans

Students receiving assistance from the Veterans Administration should maintain periodic contact with the Director of Financial Aid. To receive benefits, you must apply through the Department of Veterans Affairs. Veterans Affairs determines the amount of benefits a student can receive; therefore, we cannot estimate benefit amounts. Please contact Veterans Affairs at www.benefits.va.gov/gibill or call 1-888-442-4551 (888-GI-BILL) if you are in need of VA advisement, or for additional information. The submission of electronic applications using their VONAPP process is strongly encouraged. The VA will process your application and send you a letter notifying you of their decision. Please be aware that it may take the VA several weeks to process your claim. If you are approved to receive benefits, you will receive a Certificate of Eligibility letter from the VA. The VA also has an electronic version. Students can print the eBenefits page as proof of eligibility in lieu of a Certificate of Eligibility at www.va.gov Pennsylvania College of Art & Design works with our Veterans: we will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet their financial obligations to the institution due to the delayed disbursement of funding from VA under chapter 31 or 33. We do however require that students produce the VA's Certificate of Eligibility by the first day of class, provide a written request to be certified, and provide additional information needed to properly certify.

ALTERNATIVE FINANCIAL AID RESOURCES

PCA&D encourages students to explore alternative sources of financial assistance. Additional grants and scholarships are often available through civic and social organizations as well as churches and high schools in your community. There are also a variety of free scholarship search services to be found on the internet. For more information, please contact the financial aid office. Veterans and members of the armed forces

should investigate the educational resources available to them. Eligible applicants should also explore special programs offered through the Offices of Vocational Rehabilitation (OVR). Various types of alternative loans are also available. For more information, see the Director of Financial Aid.

INSTITUTIONAL AID

Scholarships/Awards For Incoming Students

Institutional Merit Scholarships
All incoming BFA degree-seeking students are automatically considered for merit-based institutional scholarships upon acceptance. Merit scholarships are awarded on the basis of artistic achievement as assessed during the applicant's official portfolio review. Most scholarships are renewable provided that a student maintains satisfactory academic progress throughout their period of enrollment. Scholarships will be awarded on a rolling basis.

Institutional Grants

Institutional aid is credited to a student's account at the beginning of each semester. Terms and conditions vary and can be found on selection letters. Awarding and renewal of institutional need-based awards is contingent upon the student's annual submission of a FAFSA application, evidence of need, maintaining satisfactory progress toward a degree, and remaining in attendance for the full period for which the grant is awarded. These grants do not have to be repaid.

Annual Portfolio Merit Scholarship Competition
Open to all qualifying, incoming BFA degree-seeking students for a designated entry term, PCA&D's Portfolio Merit Scholarship Competition offers an opportunity for students to receive additional scholarship aid based on the separate submission and jurying of a curated portfolio. Awarding of these scholarships is contingent upon the applicants completion of the admissions process resulting in acceptance.

Pfaltzgraff Scholarship
This endowed scholarship is awarded to an incoming student from York County. Contact the admissions office for an application.

Scholarships/Awards For Returning Students

The Brenda Swain Memorial Scholarship
This merit-based scholarship is awarded to a student entering their fourth year who has demonstrated academic excellence during their first three years at the College. For scholarship requirements, contact the financial aid office.

The Mary Colleen Heil Presidential Scholarship

This merit-based scholarship is awarded to an exceptional rising junior student who has been identified by the Provost in consultation with the Department Chair of their major. The Mary Colleen Heil Presidential Scholarship winner will be notified of the award amount which will be applied to their third-year tuition at PCA&D.

The Melissa Clark Freeman Scholarship
This merit-based scholarship is awarded to one full-time foundation student entering the second year based on faculty recommendation and GPA. Scholarship candidates must have achieved an overall GPA of 3.50 or higher and been rated as an outstanding student by all faculty in their foundation group. The Melissa Clark Freeman finalist will receive a $1,500 award applied to second-year tuition at PCA&D.

UPS Scholarship
This merit-based scholarship is awarded to the full-time BFA student(s) with the highest GPA of those eligible to apply. Detailed information will be emailed to current students.

FINANCIAL AID APPLICATION PROCESS

All financial aid programs require students to complete a current Free Application for Federal Student Aid (FAFSA) each year whether or not aid was awarded in previous years. Apply online at studentaid.gov. The FAFSA becomes available for the next academic year in December. Pennsylvania College of Art & Design's FAFSA code is 016021.

TITLE IV FINANCIAL AID CODE

The College's Title IV Financial Aid Code for FAFSA is 016021.

FINANCIAL AID REFUND POLICY

The Higher Education Amendments of 1998 changed the formula for calculating the amount of aid a student and college can retain when the student withdraws from all classes. Students who withdraw from all classes prior to completing more than 60% of an enrollment term will have their eligibility for aid recalculated based on the percent of the term completed.

ACADEMIC STANDARDS FOR RENEWAL OF FINANCIAL AID

All students enrolled at PCA&D are subject to the academic standards of the College, which are printed in the Academic Requirements section of this PCA&D Catalog & Student Handbook. In addition, federal regulations require that institutions limit Title IV federal financial aid to those students who, according to institutional policy, are maintaining normal academic progress toward earning their degree. These regulations can be found in The Education Amendments of 1976 (Pub. L. 94-482). The primary intent of the regulations is to have reasonable satisfactory academic progress standards established by institutions to ensure the best and most equitable use of Title IV Student Financial Assistance funds. To comply with these regulations, PCA&D has established the following standards of satisfactory academic progress for its students:

Full-time students (at least 12 credits per semester) must meet the following standards:

- Pass at least 24 credits of study in an academic year to be eligible to receive financial aid. Course incompletes and withdrawals are not counted as earned credits. Summer credits may be taken to make up credit deficits from the prior two academic semesters.
- Maintain at least the minimum cumulative academic requirements of the institution. Please refer to this PCA&D Catalog & Student Handbook for academic requirements under the Academic Standards and Policies section (Academic Standing), listed as Required Minimum Grade-Point Averages for the BFA.

Part-Time Students (less than 12 credits per semester)
- Complete 66% of the credits they attempt in order to be making satisfactory academic progress. For example, if a student enrolls part-time for both semesters of an academic year (or full-time one semester and part-time another semester), the student must complete 66% percent of the credits taken during those two semesters. Summer credits may be used to make up credit deficits from the prior two academic semesters. Course incompletes and withdrawals are not counted as earned credits.
- Maintain at least the minimum cumulative academic requirements of the institution. Please refer to this PCA&D Catalog & Student Handbook for academic requirements under the Academic Standards and Policies section (Academic Standing), listed as Required Minimum Grade-Point Averages for the BFA.

Failure to Meet Academic Standards

Students who fail to successfully complete the minimum number of credits, or who fail to achieve the minimum cumulative grade-point average, will be placed on financial aid probation. This allows one additional semester of coursework to bring the academic record up to the minimum standards. Students are eligible to receive federal and institutional aid during this probationary semester. Official notification of financial aid probation will be made by the financial aid office.

Students who fail to meet the stated minimums after the probation semester may not receive further financial aid until standards are met. In some circumstances, additional probationary semesters may be warranted. Official notification of suspension of financial aid will be made by the financial aid office.

Frequency of Progress Checks

PCA&D will measure a student's progress at the end of each semester.

Maximum Time Frame

Under federal regulation, the maximum time frame that a student may have to complete an undergraduate program is 150% of the published length of the educational program for a full-time student. PCA&D has chosen to make this measurement on a time basis. At PCA&D, a student must earn 120 credits to complete the BFA program (an average of 30 credits earned per academic year). Full-time students are expected to complete the 120 credits in no more than six years, with the above rules in effect. Financial aid will be limited to 12 semesters for the BFA degree. No extra allowance will be given to students who change majors during their studies. Please note that Pennsylvania State Grant and PCA&D institutional aid is limited to eight full-time semesters. Students who do not complete their programs within this time frame can continue to attend, but they will not receive state or institutional financial aid.

Waiver

The requirements of this satisfactory academic progress policy can be waived due to injury, personal illness, family emergency, or other circumstances beyond the student's control. If a student wishes to request a waiver, he or she should submit a written request explaining the circumstances to the Director of Financial Aid who, with the Provost, will then determine whether or not a waiver should be granted.

Miscellaneous

The financial aid office will notify in writing any student who has received financial assistance and has not made satisfactory academic progress. The notice will be sent to the student's most current address on file. It is the responsibility of the student to keep the College informed of a correct mailing address at all times.

STAYING ON TRACK

It takes 120 credits to obtain a bachelor of fine art or bachelor of art degree at PCA&D. To graduate in four years, a student must enroll in a minimum of 15 credits per semester. Enrolling for 12 credits per semester (minimum for full-time) would extend the time it takes to graduate. Some financial aid programs are only available for a maximum of eight semesters, possibly making financing a fifth year difficult. Receipt of any amount of aid in a given semester counts as one semester's worth of aid. Students may take up to 18 credits per semester.

Additional information concerning the impact of course withdrawals, incompletes, and repeats can be obtained in the Academic Standards and Policies section of the PCA&D Catalog & Student Handbook or from the Director of Financial Aid.

COST OF ATTENDING PCA&D

TUITION

Annual full-time tuition: $29,250 (12–18 credit hours/semester)
Full-time students may take coursework through our continuing education program as part of their 18 credits per semester after consulting with the Provost.

Part-time cost per credit hour: $1,218.75
Part-time students are billed at $1156.00 per credit for the courses they plan to take.

Course credit hours are listed in the Course Descriptions section of the PCA&D Catalog & Student Handbook.

Dual enrollment tuition per course: $600

Special Note: Pennsylvania College of Art & Design reserves the right to review and adjust costs at the end of Each academic year. Students are informed of all changes a minimum of two months prior to their effective date.

FEES

Enrollment Deposit: $200, payable upon notification of acceptance and credited toward the first semester's tuition. Refundable until May 1 for fall entry applicants, December 1 for spring entry applicants. **Undergraduate Certificate Enrollment Deposit: $100**, payable upon notification of acceptance and credited toward the first course's tuition. Non-refundable.
Comprehensive Fee for full-time students (12 or more credits): $1,800 per year
Comprehensive Fee for part-time students (7 to 11 credits): $950 per semester
Comprehensive Fee for part-time students (1 to 6 credits): $650 per semester
Comprehensive Fee for dual enrollment students: $50 per semester
The nonrefundable Comprehensive Fee provides for educational, cultural, and college-sponsored activities, as well as lab costs, and also helps to defray the costs of maintaining all technology facilities throughout the College. A current version of Adobe Creative Suite is included with your fee.
Lab fee for part-time students (1 to 6 credits): $30 per semester per course. This nonrefundable fee applies to classes involving photography, electronic design, printmaking, three-dimensional design and/or live models. The fee is used to purchase special tools, materials, and chemicals and to defray the cost of professional models.
Transcript Fee: Varies depending on format and delivery speed.
Graduation Fee: $250, payable in the spring of the senior year.
Late-Payment Fee: $45, penalty fee if payment of tuition and fees is made after the established due dates
Returned-Check Fee: $20, penalty fee assessed for any check returned by the bank for insufficient funds
Check-Reissue Fee: $20. The first check reissue is free for all students. This fee is charged after the first free check reissue while a student at PCA&D.

Wellness Fee: $160 per semester

TUITION PAYMENT

Payments for tuition and fees may be mailed, paid online, called in, or made in person in the Bursar's office. Semester bills are posted to students' online accounts and an email notification is sent to students at least two months prior to the start of each semester. Students are charged tuition according to their enrollment status (number of credits). Students assume responsibility for arranging the payment of their account by the required due dates.

Fall semester tuition due: August 1
Spring semester tuition due: December 1

All financial obligations, including tuition and PCA&D-sponsored housing costs, to the college must be in good order for a student to:
1. Receive a schedule and attend class
2. Move into PCA&D-sponsored housing
3. Receive semester grades and transcripts
4. Obtain a degree
5. Withdraw in good standing
6. Reenroll

PAYMENT PLANS

The College offers payment plan options for full-time students to assist them and their families with educational expenses. Payment plan information is included with regular tuition billing.

ESTIMATED EXPENSES

Student Parking Plan: $510 per year
Student parking is available at the Water Street Parking Garage. PCA&D students who wish to participate in this plan can opt to have it included with their tuition bill.

Art Supplies and Textbooks: $1,650 per year (estimated)
All supply/book costs are approximate and will be paid by the student. Incoming foundation year students will receive a comprehensive supply list and the option to purchase a Foundation Supply Kit at a discount through PCA&D in the months prior to classes starting. Incoming transfer and returning students will receive course-specific supply lists directly from faculty at their student email accounts in the month before classes begin. Students are strongly urged to purchase art supplies and textbooks prior to the first day of class.

Laptop Computer Expenses: $1600-$2700 (estimated)
Due to the digital demands of all creative careers and industries, all PCA&D students are required to purchase a laptop that meets PCA&D specifications in preparation for their first day of classes. The Technology Requirements page on the PCA&D website lists required specifications:

https://pcad.edu/technology-requirements/. Some programs may require specific software in addition to those provided by PCA&D; please consult with your admissions counselor or department chair for more details.

REFUND POLICY

The Higher Education Acts of 1992 require each institution participating in a Title IV aid program to have a "fair and equitable" refund policy in effect. When a student officially withdraws, or officially changes from full-time to part-time status, the College refunds tuition on the following basis depending on the date of receipt of the written notice of withdrawal:

1.   Prior to the first day of class: 100%
2.   The first seven calendar days of the semester: 75%
3.   The eighth through 14th calendar days of the semester: 50%
4.   The 15th through 28th calendar days of the semester: 25%

The refund policy for the summer terms are as follows:
1.   Prior to the first day of class: 100%
2.   The first eight calendar days of the term: 50%

Refunds will be made within 30 business days of receipt of an appropriately dated written notice of withdrawal. Note that this refund policy does not apply to continuing education courses.

WITHDRAWAL POLICY FOR FINANCIAL AID RECIPIENTS

Title IV Financial Aid is federal aid, which includes Pell Grants, Supplemental Educational Opportunity Grants (SEOG), Federal Work-Study (FWS), Direct subsidized and unsubsidized loans, and Parent Loans for Undergraduate Students (PLUS) loans. According to federal regulations, PCA&D must calculate the percentage and amount of assistance a student with Title IV financial aid did not earn as of that student's withdrawal date. For students who do not notify the institution of the intent to withdraw, the last recorded date of attendance will be the withdrawal date of record. Unearned funds must be returned by the institution or the student, or both, to the appropriate financial aid program in the following order: unsubsidized federal Direct loans; subsidized federal Direct loans; PLUS loans; federal Pell Grants; federal SEOG. The exact provisions of this regulation are available in PCA&D's financial aid office. PHEAA state grant refunds will be calculated according to PCA&D's institutional refund policy and appropriate amounts will be returned to PHEAA. Students who want to retain state grant eligibility for the future may request that the entire semester grant be returned to PHEAA. A student who is withdrawing from college must go to the Registrar's office and complete the proper paperwork to be officially withdrawn.

INFORMATION SYSTEMS POLICY

The PCA&D information systems include all desktop computers, networks, wireless access points, servers, internet access, printers, copiers, telephone, email, and voicemail systems. These are facilities, property, and resources of the College. This policy sets forth the appropriate use of technology for PCA&D. The institution reserves the right to modify this policy at any time. Questions regarding this or future policy changes should be directed to the Director of Institutional Technology.

ACCEPTABLE USE

It is important that consistency is maintained in all software and hardware systems. Individuals who have a need to change or update software, hardware, or network capabilities on an institutional system must submit a request directly to the Director of IT for consideration. Regular maintenance and all changes to hardware, software, or network access will be supervised by the IT department. Modifying or disrupting the network infrastructure (such as unauthorized connecting or disconnecting of devices to hubs, switches, access points, or wireless devices to the network) is not permitted. The PCA&D information systems are not to be used in a way that is disruptive, offensive to others, or harmful to morale. Accessing or sending offensive material based on age, race, color, national or ethnic origin, sex, gender identity or expression, sexual orientation, family or marital status, pregnancy, genetic information, disability, religion, veteran status, or any other protected class and/or use of computer, internet, and electronic resources, including desktop computer and phones, in violation of state and federal law and/or PCA&D policies will subject offenders to disciplinary action up to and including dismissal.

COPYRIGHTS AND LICENSING

PCA&D will comply with copyright laws and enable technology to enforce the correct licensing of software for each desktop computer or network onto which it is loaded. Software will not be copied for use on another computer, whether at the College or at home, and illegally copied software may not be brought into the College. Only software approved and/or acquired through PCA&D is authorized for use on College networks and computers. PCA&D will not tolerate illegal downloading or other sharing of copyrighted materials, including (but not limited to) music, pictures, videos, and literature. The College will monitor for and fully cooperate with law enforcement regarding illegal downloading and/or redistribution of protected material. Offenders will be subject to legal prosecution and/or appropriate PCA&D disciplinary action.

INDIVIDUAL RESPONSIBILITY

PCA&D is not responsible for lost information or work for any reason. It is the responsibility of each student to ensure that work is safeguarded. For this reason, PCA&D strongly recommends all assignments and class-related work be stored in multiple locations (e.g., laptop, external hard drive, USB drive, the server) and that these devices be kept secure. All student files stored on network resources may be deleted one week after the end of each semester.

PRINTER USAGE

PCA&D provides printing services for academic purposes only. The IT department deploys PaperCut print management software to monitor and manage academic printing across the institution. Students receive printing credits each semester in an individual print account for use within the semester. Seniors receive an additional printing credit per semester due to additional requirements. All accounts are reset at the end of each academic year. (Note: There are no cash refunds on the balance of each account or carryovers to the next academic year. Students should verify their printing credit amounts with the IT department if they are in doubt as to what they are allotted for any given semester or year.) Students must log in to the print client software to send a print job, view details of usage and balance, or request a refund for a failed job. Usage of laser printers, large format ink printers, and copiers each incur a cost per print job, which is subtracted from an individual's given credit balance after confirming the cost and location of printing. Making use of grayscale or double-sided printing or small test-prints reduces the total job cost. Students who exhaust their credit during the semester may continue to print after adding funds to their print account. Contact IT about any trouble with printers.

SECURITY AND PRIVACY

Passwords are to be used by individuals to provide restricted access to personal information. System access to servers or changes to system access must be requested through the IT department. Passwords must not be shared in order to prevent unauthorized access. You may not use another person's password or access other people's accounts or information. The confidentiality of PCA&D's computer, internet, and electronic resources cannot be guaranteed. Users should exercise extreme caution in employing PCA&D electronic resources to communicate confidential and/or sensitive information. Unauthorized local or remote access to any of PCA&D's systems, including servers, voicemail, phone, email, or other infrastructure, will not be tolerated. Such intrusion or attempted intrusion will be considered trespassing, and offenders will be subject to legal prosecution and appropriate PCA&D disciplinary action. Students may be asked from time to time to sign an acknowledgement of the College's Acceptable Use policies. Violators shall be subject to discipline, up to and including dismissal.

SAFETY & SECURITY, CONDUCT, AND LEGAL POLICIES

EMERGENCY/SECURITY

I. Statement of Intent

This plan is to go into effect any time that an unforeseen emergency impacts the Pennsylvania College of Art & Design (PCA&D). In the event that a crisis situation occurs which has not been covered in the Emergency Operations Plan, common sense and good judgment should be utilized in responding to the situation. The safety of students, staff, and visitors shall be the top priority during any emergency situation. Please be certain that the Administrative Staff is aware of any unusual incidents and the circumstances involved.

II. Emergency Contact Numbers

PCA&D (717) 396-7833 | After Hours (717) 396-7890 | 9-1-1 is ALWAYS an option.

III. Timely Warning of Occurrences

Should a situation arise at PCA&D—either in the school's buildings or in the immediately surrounding community—that College or local authorities consider to be an ongoing or continuing threat, a campus-wide "timely warning" will be issued by any available member of the President's Cabinet (comprised of the President, Provost, Dean of Students, Chief of Staff, Vice President for Finance and CFO, and Vice President of Strategic Communications) to all students, faculty, and staff via the Rave Mobile Safety service subscribed to by the College. Rave Mobile Safety is an emergency alert system capable of delivering immediate messages to all constituents via their PCA&D and personal email addresses and by text to individual's cell phones.

This service is available to all members of the PCA&D community. Registration is through the Rave Mobile Safety website where participants can indicate notification preferences. The service is free but some cell phone providers may charge a per-text message fee if cell phone notification is chosen. College-wide registration for Rave Mobile Safety occurred in 2014 and is effective until an individual is no longer enrolled in any educational programming or leaves employment at PCA&D. Registration information is automatically sent to all entering students and new employees. The RAVE system is tested twice a year in the fall and spring terms to make sure all cell phone information for the PCA&D community is up to date.

Anyone with information about an occurrence that would justify broadcast of a "timely warning" should report the circumstances to the Director of Physical Plant (ext. 1023); security personnel at the front desk (in person or by dialing ext. 1060); the President (ext. 1011); the CFO (ext. 1015); the Provost (ext. 1049); the Dean of Students (ext. 1025) or the Director of Strategic Communications (ext. 1017).

IV. Elevator Emergencies

If the alarm button is pressed or bumped, however briefly, an alarm bell will ring and an emergency signal will be sent to our alarm monitoring company (Siemens). This company will call the College security desk during operating hours. At other than College operating hours, Siemens will call a predetermined call list. Calling will continue down the call list until someone is found who will respond. Response in this mode may take up to half an hour.

Posted inside the elevator is an ELEVATOR EMERGENCY PROCEDURES guide listing steps to be taken. The telephone number is 717-396-7890 and will be answered at the security desk.

V. Medical Emergencies / Suicide / Sudden Death

If a student on College property is rendered unconscious or otherwise unable to participate fully in decisions about emergency medical attention, institutional procedure is as follows:
- NEVER MOVE ANYONE who has been injured in a fall or who is unconscious or exhibiting unresponsive behavior.
- CALL 9-1-1. ASK FOR AN AMBULANCE OR THE POLICE. Request transfer of the ill or injured person to the emergency room at LANCASTER GENERAL HOSPITAL.
- Once the 9-1-1 operator assures you that help is on the way, return to the emergency situation and stay there until the ambulance arrives.
- As soon as possible in this process, notify one of the following administrative personnel of the emergency: Director of Physical Plant, Dean of Students, Provost, Dean of Faculty & Academic Affairs, Registrar or the security guard.

IMPORTANT: Note that in emergency medical situations, PCA&D will request ambulance or police personnel to take injured or ill persons to Lancaster General Hospital's emergency room. Our goal will always be to provide the most immediately available professional care, even if this goal may occasionally produce an overreaction to an apparent emergency.

Costs arising from all emergency medical attention initiated by the College on behalf of an ill or injured student will subsequently be the responsibility of the ill or injured student or his or her family. Students should be aware that PCA&D does not provide medical insurance for students. Students covered by their parents' medical plans should consider some form of supplemental health insurance if there is concern that the family's medical plan might not be liable for all expenses incurred in emergency situations.

If an employee of the College believes that a someone is potentially suicidal, the employee must report that belief to the Dean of Students, Provost or President immediately and:
- Stay with the individual – do not leave him or her alone
- Send for help or take the individual with you to the Dean, Provost or President
- Don't try to "talk the individual out of suicide" or give advice
- Ask two important questions:
  - "Are you thinking of killing yourself?"
  - "Do you have a plan?"

Lancaster County Crisis Center (717-394-2631) may be contacted for assistance.

If an employee of the College gains knowledge that a student or staff member has died unexpectedly, the employee should immediately notify the Dean of Students, Provost, President or the Director of Human Resources.

VI.   Utility Emergencies

In the event of an unusual incident at Peach Bottom, recommendations for an evacuation or a shelter in place will be provided by the Lancaster County Emergency Management Agency (717-664-1100). PCA&D is not within the ten-mile evacuation zone.

If a power outage occurs, if possible, all electrical equipment should be unplugged and all lights should be turned off. If they are not turned off, when the power returns there may be a surge that will damage the equipment.   The Director of Physical Plant will contact PPL to determine the expected length of the power outage and make recommendations to the President's Council.

Natural gas is naturally odorless and colorless. To make natural gas detectable, a chemical known as Mercaptan is added. Mercaptan has a smell similar to rotten eggs. If your nose detects this unique odor, contact UGI immediately at 800-276-2722.

In addition to the odor mentioned above, indications of a gas pipeline leak also include:

A hissing sound, blowing dirt, grass or leaves near a pipeline, water bubbling or blowing into the air at a pond, creek or river, a patch of dead grass or vegetation in an otherwise green area, and flames coming out of the ground or burning above the ground.

What to Do If You Smell Gas Inside a Building:

Leave the building immediately. Take everyone with you (including pets) and leave the exit door open if possible.

Proceed to a safe location where you don't smell gas.

Call UGI's gas emergency line from a safe location. The gas emergency line is available 24 hours a day, 7 days a week. 800-276-2722.

Call 911 from a safe location outside of the building if you hear or see natural gas blowing.

DO NOT use phones (standard or cellular), computers, appliances, elevators, lamps, garage door openers, or electrical devices inside the building if a smell of gas is present.

The Director of Physical Plant will contact UGI to determine when it is safe to reenter the College and make recommendations to the President's Council.

In the event of a water leak, contact the Director of Physical Plant or the security desk. Turn off and unplug any electrical appliances in the area if it is safe to do so.

VII.   Chemical Spills

In the event of a chemical spill, prevent contact by students and faculty. Attempt to contain the spill if it does not endanger anyone. Contact the maintenance department to assist with clean up. Evacuate the room and provide ventilation if necessary.

VIII.   Fire / Flood / Snowstorm

If you see fire or smoke, activate the nearest fire alarm pull station and call 911 and report the exact location of the fire. Close all doors in the fire area to confine the fire and smoke if this does not put you in danger.

When the fire alarm sounds, everyone should proceed promptly to the indicated emergency exit, close all doors behind them, and leave the building. At no time should the elevator be used to leave the building. After leaving the building, faculty should assist in verifying that everyone is out. Individuals with physical disabilities can proceed to the nearest stairwell and remain in the area designated as an "Area of Refuge".

The Director of Physical Plant or alternate will ensure that all personnel have been evacuated. If possible, faculty members should determine if all students have exited the building from their class. No one should return to the building until fire department officials declare the area safe. Do not use the elevator in a fire, it will go to the ground floor and stop. In the event that re-entry is not possible, notification will be made through the RAVE system and posted on WGAL TV Channel 8.

In the event of floods or snowstorms, dismissal or delays will be announced through the RAVE system, posted on the College website and posted on WGAL Channel 8 and announced throughout the building while in session. You may also call the College at 717-396-7833 to access regularly updated announcements on the College's phone system.

X. Earthquakes / Tornadoes / Building Collapse

In an earthquake, if indoors, remain indoors. Seek protection from falling debris; remain away from windows and glass. Evacuate the building immediately after the ground stops shaking, or in the event of a building collapse, follow the fire evacuation guidelines. If outdoors, move away from buildings, streetlights and utility wires. Take a class roster and account for students if possible. Do not re-enter the building until emergency authorities give clearance.

The National Weather Service issues two types of tornado alerts.
Tornado Watch (or Severe Weather Warning)
Severe weather conditions which could possibly produce tornadoes. A Tornado Watch or Severe Weather Warning generally covers a large geographic area.

Tornado Warning
Very severe weather conditions, which have produced an actual tornado or a funnel cloud, which, if it touches the ground, becomes a tornado. A Tornado Warning is usually for a more specific and localized area than a Tornado Watch.

Tornado Watch or Severe Weather Warning: Upon receipt of news of a Tornado Watch or Severe Weather Warning affecting the area, the Director of Physical Plant will continually monitor the local weather.

Tornado Warning: Upon receipt of news of a Tornado Warning, a notification will be given through the RAVE system. Upon hearing the announcement of a tornado warning, everyone will proceed directly to an interior hallway. Stay away from doors and windows.

The Maintenance Department will be prepared to erect plywood panels over windows, which may be broken by the storm.

All personnel shall be familiar with the evacuation procedures.

If an actual tornado strikes the area, do not use the elevator until it has been deemed safe to do so by authorized personnel.

All Clear: Upon receipt of official word that the Tornado Warning has passed, a notification will be given through the RAVE system.   Remain in the building unless there is a threat of imminent collapse. If evacuating the building, follow fire exit procedures and be aware of downed electrical lines.

IX.   Bomb Threat

Bomb threats are usually received by telephone or sometimes by note or letter. Most bomb threats are made by callers who wish to create an atmosphere of anxiety and panic, but ALL bomb threats should be taken SERIOUSLY and handled as if there may be an explosive in the building.

If you receive a bomb threat call, stay calm and follow these steps:

1. Ask questions: Where is the bomb? When is it going to detonate? What does it look like? Permit the caller to say as much as possible without interruption.
2. Take notes on everything said and on your observations about background noise, voice characteristics, etc.
3. Keep the caller on the line as long as possible.
4. After the call, notify the President, Provost, Dean of Students, Chief of Staff, Vice President for Finance and CFO, Vice President of Strategic Communications or the Director of Physical Plant.
5. Do not activate the fire alarm system.
6. If you locate any unusual or foreign objects or packages, Do not touch it.

Notify the Lancaster City Police Department at 9-1-1 or 664-1180 or 291-4911 and Pennsylvania State Police Department at 299-7650. Follow any and all instructions from either police department.

XI. Intruder(s) / Violence

In our continuing efforts to enhance the safety of all of our students, faculty and staff in today's environment, the College has partnered with the ALICE Training Institute to provide a unique training opportunity. ALICE Training's eLearning Program is a tool to help improve our safety and security procedures, specifically in regard to active shooter and violent intruder response. ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training prepares individuals to handle the threat of an Active Shooter. ALICE teaches individuals to participate in their own survival, while leading others to safety. Though no one can guarantee success in this type of situation, this new set of skills will greatly increase the odds of survival should anyone face this form of disaster.

All new students, faculty and staff will receive an email invitation from ALICE Training Institute inviting you to take their course. You will be instructed to create an account through the link provided in the invitation.

XI. Terrorism

The Pennsylvania College of Art & Design recommends that all staff, faculty and students create an emergency communication plan. Choose an out-of-town contact your family or household will call or e-mail to check on each other should a disaster occur. Establish a meeting place. Having a predetermined meeting place away from your home will save time and minimize confusion should your home be affected or the area evacuated.

XII. Personnel

During an institutional emergency, staff members are expected to remain on the premises until the emergency is canceled. Designated senior staff members that are away from the College should make every effort to contact the College and return to assist where needed.

The Pennsylvania College of Art & Design is contracted with a security service for after business hours security of the building.

XIII.   Classroom Safety

Hazardous equipment or materials are used in courses at PCA&D only when there are no reasonable substitutes for learning or becoming proficient with a process that is necessary to the content of the course. All faculty members discuss the hazards of materials or equipment to be employed in their courses, in their syllabi, and in class instruction. Students are responsible for reading and following instructions posted in classrooms where hazardous equipment or materials are used. Students are also responsible for reading and understanding all information, both academic and procedural, about classroom hazards when presented. Hazardous equipment may not be used unless an instructor is present in the classroom. Safety Data Sheets for hazardous materials used in the classrooms may be found on the facility's website at https://www2.pcad.edu/Facilities/health_safety/index.htm. In all other nonhazardous but safety-related matters, students are responsible for following best practices for safety.

XIV. ID Cards and Access and Prox Card Entry

All students, faculty, and staff are issued ID cards with an access tag that allows access to the building during regular business hours. Students, faculty, and staff are required to have their cards with them whenever they are in the building. A lost ID card should be immediately reported to the Director of Physical Plant so that the lost card can be locked out and a new card can be issued. There is a fee charged for a replacement card. Students are not permitted in College buildings after closing hours.

NOTICE OF AVAILABILITY OF ANNUAL SECURITY REPORT

PCA&D's Annual Security Report is available online at pcad.edu. On the home page, click on Life at PCA&D, choose Student Safety, and then scroll down to the Annual Security Report. The Annual Security Report is also available as a print or digital document by contacting the Director of Human Resources in writing, by phone (717) 396-7833 or by email: hr@pcad.edu. The College's mailing address is: ATTENTION: Director of Human Resources, 204 N. Prince Street, P.O. Box 59, Lancaster, PA 17608-0059.

PCA&D's Annual Security Report contains the College's compliance information for federal Titles IX and II. Title IX of the Education Amendments of 1972 and its implementing regulations prohibit discrimination on the basis of sex in education programs or activities operated by recipients of federal financial assistance. Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination. PCA&D's Sexual Harassment policies and procedures reflecting Title IX compliance are located in the Annual Security Report. Additionally, PCA&D's goal is compliance with all provisions of federal Title II (the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, 2009). The College's Annual Security Report includes federal Title II and Pennsylvania Act 73 statistics for the previous three years concerning reported crimes that occurred on-campus (e.g., within the 204–202 N. Prince Street facilities owned by PCA&D) and on public property immediately adjacent to and accessible from College facilities. Crime statistics related to PCA&D's leased housing areas – Steinman Lofts at 30-40 West King Street, North Market St. Apartments at 349-351 N. Market Street., Haz on Walnut at 38 E. Walnut Street, "The Roost" at 441 College Ave, 603 Race Avenue, and the Lancaster Theological Seminary at 555 W. James St. et al will be included in the Annual Security Report. Refer to the Annual Security Report index for page numbers where Clery and Act 73 crime statistics can be found.

The Annual Security Report also includes institutional policies and procedures concerning student conduct and, as appropriate, federal and state laws concerning drugs and alcohol. A College resource directory identifies the Title IX coordinators for students and employees and provides information about assistance with personnel and human resource matters within PCA&D. Contact information for local, regional, and national resources for assistance with prevention, intervention, evaluation, and/or treatment of drug and/or alcohol abuse, sexual abuse, and assault are also listed in the report's resource directory.

CONDUCT AND LEGAL POLICIES

Student Code Of Conduct

All students are subject to appropriate rules of proper conduct. PCA&D reserves the right to suspend or dismiss a student whose attendance, academic performance, or conduct, whether on or off College premises, is judged unsatisfactory.

Anti-hazing Statement

Pennsylvania College of Art & Design is committed to fostering an environment that values art, artists and the relationship between people. The belief that all students have a place in art is rooted in respect and integrity. Hazing of any kind is antithetical to this commitment and is prohibited by the College and all its members.

Any student or student group who uses any form of hazing is subject to review by the Student Affairs and Academic Standing Committee. This review may result in the suspension or dismissal of the student(s) involved and/or the banning of the student organization from the PCA&D campus. Any act of hazing may also be handled by Law Enforcement under the classification of a misdemeanor of third degree if it results in injury or creates the likelihood of injury, or a felony of third degree if it is aggravated hazing. All student groups are required to read and agree to the PCA&D Anti-Hazing Statement.

Grievance Policy

Unless otherwise noted in this handbook, students who have complaints, problems, or concerns about PCA&D policies, procedures, facilities, or academic programs should speak to the appropriate division head: Provost, Dean of Students, Vice President for Finance & Administration, or Director of Admissions.

Students who have complaints about faculty or a class should first talk to the instructor involved. If there is no satisfactory resolution, the student should then meet with the appropriate department chair. If the problem is not resolved by these means or in situations where a student believes they cannot approach the instructor or department chair, the student should contact the Dean of Faculty & Academic Affairs and then the Provost.

Dress Code

Students are required to wear appropriate footwear and clothing at all times in the College buildings.

Personal Property

PCA&D does not assume responsibility for loss of or damage to students' personal property, including belongings left in classrooms, studios, or exhibitions. At the close of each semester, students are required to remove from studios all valued artwork. Artwork not picked up by the last day of classes in any spring semester will be discarded.

Theft/Damages

The College will exercise reasonable care of students' personal property but cannot be responsible for theft, loss, or damage. Students are expected to protect the equipment and possessions of the College, other students, and all employees. Theft, vandalism, and property damage should be reported by filing an Incident Report, available in the Vice President for Student Affairs' office, or online at www2.pcad.edu/Facilities. Theft, vandalism, or damage to and loss of PCA&D property are all grounds for dismissal. Payment of billable charges is required. As long as there is any type of balance due on a student's account, college records, grade reports, transcripts, and/or a student's diploma will not be released.

Tobacco Use And Vaping

PCA&D is a tobacco-free environment. Tobacco use (whether smoking or smoke-free tobacco products) and vaping are prohibited inside and outside the front entrance of the College buildings. This includes all offices, classrooms, lounges, hallways, galleries, entrances, the front of the school, sidewalks, bathrooms, stairwells, and all other areas. Neighboring businesses will not tolerate loitering, and police may be called if their policies are not respected. PCA&D's policy applies to all employees, students, visitors, vendors, and tenants. Students and employees violating this policy may be subject to disciplinary probation. It should be understood that the College will be aggressive in its enforcement of this policy. Anyone found in violation of this policy will be asked to leave the property immediately.

Immunization Policy

The College requires the following vaccines and official proof of vaccine, i.e. medical documentation or blood test showing immunity.

- **Measles, Mumps, Rubella (MMR)**
- **Varicella (Chicken Pox)**
- **Meningococcal—quadrivalent vaccine**
- **Hepatitis B**

Use Of Student Artwork

Ownership Status and Intellectual Property Status of Student Work &
Ownership of Unclaimed and Abandoned Student Work Policy

Student Work Created as a Result of the Curriculum
Students retain ownership of works produced as a direct result of the curriculum as intellectual property so that they may distribute, display, perform, and make reproductions or derivations of said works unless otherwise stated in the syllabus. **Committee Recommended Procedure:** In these stated situations, all ownership rights will be documented appropriately. The College is permitted fair usage of reproductions, photographic or otherwise, of student-owned works produced as a result of curriculum for educational and promotional purposes to support the mission and goals of the College.

Students sign a release form during the College's application process granting permission to the College for the fair usage of their work.

Abandoned Student Work
Work by current students and recent graduates must be claimed and collected by June 30th of each year. If students do not collect their work by this deadline, it will be considered unclaimed and abandoned, at which point the College becomes the owner and may retain or discard the work.

Committee Recommended Procedure
Academic departments maintain storage spaces and properly dispose of abandoned work. Students may not store work from year-to-year in any College building. The College may charge fees related to cleaning and disposal of abandoned work. If a student is unable to claim work due to an extraordinary circumstance (e.g. significant personal emergency), the department chairperson coordinates pick-up and notifies relevant administrators and staff, such as the Director of Exhibitions and Director of Physical Plant.

Policy Committee recommendations for intellectual property status and ownership status when the College commissions work by students as independent contractors:

Due to the nature of student work at a professional art college, student work commissioned by the College may be considered students' intellectual property. In such cases, students are considered independent contractors.

The following information outlines intellectual property status and ownership status of commissioned and donated works.

If the College commissions a work of art for a purpose that is not related directly to the curriculum but sponsored by the College, or if a work of art is donated to the College, either to the institution or a department, the College retains ownership of the work. The student is permitted fair usage rights of reproductions of the work for non-commercial and scholarly purposes, such as exhibition or inclusion in a portfolio of work, but not for commercial use, like a sale. The commissioning department or recipient of the donated work will require release forms signed by the student to create a record of acknowledgment of these conditions.

Committee recommendations for training for freelance and short-term work:

A key aspect of students' professional success is to work as freelance artists and designers. Freelance and short-term work provides students with opportunities to practice their skills, establish professional network connections, and begin to earn income based on their craft or practice. PCA&D's academic programs prepare students for opportunities like freelance and short-term work through the curriculum, like in professional practices courses, and through co-curricular learning experiences. The Committee recommends that all curricular and co-curricular divisions that contribute to the professional development of students provide training in developing the necessary skills, knowledge, business acumen, and financial literacy necessary for successful freelance and short-term work.

Use Of Images Of Students

For promotional purposes, PCA&D reserves the right to use any photographs, film, or video taken of students during routine classes or events at the College without consent from or compensation to those pictured. These images may appear in PCA&D's catalog, website, social media sites/pages, advertisements, magazines, newsletters, or any other form of electronic or printed promotional materials.

Pets

Animals are not permitted on College property unless they are documented and prescribed service or assistance animals or, with prior instructor approval, animals that will be models in a classroom project or assignment.

Visitors

Students may not receive or bring guests to class meetings unless they obtain the consent of the instructor involved in advance. All visitors must register with the security guard in the gallery area and prominently display an assigned visitor's pass. No unauthorized visitors are allowed in the College buildings at any time.

Students Directing Shipments To The College

PCA&D does not have mailroom facilities but recognizes that, from time to time, students need to have certain program-related items shipped to the College's address. Students planning to receive shipments of art supplies, books, or personal items at PCA&D's 204 N. Prince Street address must take the following actions:

1. Inform the security guard of a pending shipment by presenting a current PCA&D ID card and entering the following information into a logbook:
   a. Name, academic year, major, and email address
   b. Vendor or source of the shipment
   c. Description of items expected
   d. Approximate arrival date

   PCA&D is under no obligation to notify students who have received personal mail for which these pre-arrangements have not been made. At no time are students permitted to receive packages at the College containing contents in violation of state or federal law or College rules.

2. Students will be notified by email when packages addressed to them have arrived at the front desk. Students must respond to e-mail notification and arrange to pick up all shipments within five business days of their arrival at the College. After five business days, PCA&D will not be able to retain mail received on behalf of students, and it will be returned to sender. If there is a charge to return mail, it will be billed to the student. (Unpaid mailing charges, like unpaid library fines or ID card fees, will place a hold on grade reports and official transcripts.)

3. All items sent to the College must be mailed "attention to" the student's name and be insured for replacement value by students. PCA&D is not responsible for packages delivered to the school that are subsequently lost or misplaced.

4. The College will not accept delivery of C.O.D. packages.

5. The College shall have the right to inspect any packages when the Provost, Dean of Students, Dean of Faculty & Academic Affairs, and/or Director of Physical Plant reasonably believes it is necessary to prevent, impede, or substantially reduce the risk of:
   a. An interference with College purposes or an educational function
   b. A physical injury or illness to any person
   c. Damage to personal or College property
   d. A violation of state law or College rules

ACADEMIC STANDARDS AND POLICIES

GRADUATION REQUIREMENTS (BFA)

Graduation Checklist

To earn a Bachelor of Fine Arts degree from PCA&D, complete the following requirements:

❏ Successfully complete 120 credits, including all College and department course requirements appropriate to the degree and major. At least half of this coursework (60 credits) must be completed in residence.

  Credit requirements typically break down into the following categories:

  ❏ 51 credits in BFA Major studio courses*
  ❏ 18 credits in Foundation Year studio courses
  ❏ 6 credits in the Communication Distribution Area *during* the foundation year
  ❏ 3 credits in the Communication Distribution Area *after* the foundation year
  ❏ 6 credits in the Art History Distribution Area *during* the foundation year
  ❏ 6 credits in the Art History Distribution Area *after* the foundation year
  ❏ 21 credits in the Liberal Arts Distribution Area
  ❏ 9 credits in General Elective studio courses**

❏ Successfully complete and document an internship. Documentation must include a presentation about the internship experience to colleagues and faculty in a student's fourth-year professional practices course. Complete an internship during the summer after their year-three coursework
❏ Earn a cumulative 2.0 grade-point average at the conclusion of their course work
❏ Participate in the Senior Show & Celebration exhibition
❏ Submit a digital file of 8-10 samples of work from their final portfolio to the appropriate department chair
❏ Satisfy all financial obligations to the College

  *Students who pursue a major in Live Experience Design will take 52.5 credits in major studio courses and only 7.5 in General Studio Elective courses.
  **Students who pursue a minor will take studio-based minor courses in lieu of General Elective Studio courses.

GRADUATION REQUIREMENTS (BA, Design Thinking)

Graduation Checklist

To earn a Bachelor of Arts in Design Thinking from PCA&D, complete the following requirements:

- ❏ Successfully complete 120 credits, including all college and department course requirements appropriate to the degree and major.

    Credit requirements typically break down into the following categories:
    - ❏ 6 credits in Design Thinking
    - ❏ 21 credits in studio area #1
    - ❏ 21 credits in studio area #2
    - ❏ 18 credits in Foundation Year studio courses
    - ❏ 6 credits in the Communication Distribution Area during the foundation year
    - ❏ 3 credits in the Communication Distribution Area after the foundation year
    - ❏ 3 credits in the Art History Distribution Area during the foundation year
    - ❏ 18 credits in the Liberal Arts Distribution Area
    - ❏ 24 credits in electives, general studio electives, or lecture courses

- ❏ Successfully complete and document an internship. Documentation must include a presentation about the internship experience to colleagues and faculty in a student's fourth-year professional practices course. Complete an internship during the summer after their year-three coursework
- ❏ Earn a cumulative 2.0 grade-point average at the conclusion of their course work
- ❏ Submit a digital file of 8-10 samples of work from their final portfolio to the appropriate department chair
- ❏ Satisfy all financial obligations to the college

GRADUATION REQUIREMENTS (AA, Design Thinking)

Graduation Checklist

To earn an Associate of Arts degree in Design Thinking from PCA&D, complete the following requirements:

- ❏ Successfully complete 60 credits, including all college and department course requirements appropriate to the degree and program. Credit requirements typically break down into the following categories:

    - ❏ 3 credits in Design Thinking
    - ❏ 21 credits in one studio area
    - ❏ 18 credits in Foundation Year studio courses
    - ❏ 6 credits in the Communication Distribution Area *during* the foundation year
    - ❏ 3 credits in the Communication Distribution Area *after* the foundation year

- ❏ 3 credits in the Art History Distribution Area *during* the foundation year
- ❏ 6 credits in the Liberal Arts Distribution Areas

- ❏ Earn a cumulative 2.0 grade-point average at the conclusion of their course work
- ❏ Submit a digital file of 8-10 samples of work from their final portfolio to the appropriate department chair
- ❏ Satisfy all financial obligations to the college

GRADUATION REQUIREMENTS (AA, Live Experience Design & Production)

Graduation Checklist

To earn an Associate of Arts from PCA&D in Live Experience Design & Production, complete the following requirements:

- ❏ Successfully complete 60 credits, including all college and department course requirements appropriate to the degree and major.

  Credit requirements typically break down into the following categories:
  - ❏ 21 hours in LEX major (3 hours "doubled dip" for an additional 3 hours of the Humanities Distribution)
  - ❏ 15 credits in Foundation Year studio courses
  - ❏ 9 credits in the Communication Distribution Area
  - ❏ 9 credits in the Art History Distribution Area
  - ❏ 6 credits in the Science and/or Humanities Distribution Area (+3 cross listed with LEX)

- ❏ Successfully complete and document an internship. Documentation must include a presentation about the internship experience to colleagues and faculty in a student's fourth-year professional practices course. Complete an internship during the summer after their year-three coursework
- ❏ Earn a cumulative 2.0 grade-point average at the conclusion of their course work
- ❏ Submit a digital file of 8-10 samples of work from their final portfolio to the appropriate department chair
- ❏ Satisfy all financial obligations to the college

COMPLETION REQUIREMENTS (Undergraduate Certificates)

Undergraduate Certificate Completion Checklist

This information applies to undergraduate certificate programs only. For information regarding Continuing Education certificates see the Catalog section for the Center for Creative Exploration.

Undergraduate degree certificates may be completed as standalone credentials. These certificates are also part of advanced degree programs, which means certificates are stackable and certificate courses may count toward a bachelor's degree program.

To earn an undergraduate certificate from PCA&D, complete the following requirements:

- ❏ Successfully complete all required courses for each undergraduate certificate program
    - ❏ Advanced Photography & Video - 12 credits
    - ❏ Animation - 16.5 credits
    - ❏ Business in Creative Industry - 18 credits
    - ❏ Communication Design - 16.5 credits
    - ❏ Data Visualization - 18 credits
    - ❏ Digital Photography - 18 credits
    - ❏ Esports Management - 18 credits
    - ❏ Fashion Merchandising - 18 credits
    - ❏ Filmmaking - 16.5 credits
    - ❏ Game Art - 16.5 credits
    - ❏ Live Experience Design & Production - 18 credits
    - ❏ Package Design - 10.5 credits
    - ❏ UX/UI Design - 16.5 credits

- ❏ Earn a cumulative 2.0 grade-point average at the conclusion of their course work
- ❏ Satisfy all financial obligations to the College

Undergraduate Microcredential Badge Completion Checklist

Undergraduate Microcredential Badges may be completed as standalone credentials. These credentials require the competition of a 3 course series to complete a digital badge. Microcredentials are focused credentials designed to provide skills and experience. All Microcrendial Badges are stacked within existing curricula, which means that they are an excerpt of an existing certificate program.

To earn an undergraduate Microcredential Badge from PCA&D, complete the following requirements:

- ❏ Successfully complete all required courses for each Microcredential Badge program
    - ❏ Business Marketing - 9 credits
    - ❏ Data Wrangling - 9 credits
    - ❏ Esports Business - 9 credits
    - ❏ Fashion Forecasting - 9 credits
    - ❏ Interactive Visualization - 9 credits
- ❏ Earn a cumulative 2.0 grade-point average at the conclusion of their course work
- ❏ Satisfy all financial obligations to the College

PORTFOLIO REVIEWS

The review and critique of student work in all studio courses at PCA&D is continuous. However, several key portfolio reviews occur at intervals that allow students time to address deficiencies in their work while still enrolled at the College. Note that portfolio reviews in the third and fourth years can include external professional evaluators.

1st Year

The mid-term student evaluations required in both semesters of the foundation year are prepared in writing by each instructor. Recommendations for improvement in key skills areas are made as warranted. Copies are electronically distributed to foundation students via the pcad.edu email system. The evaluations are also reviewed by the Provost and Foundation Department chair who request meetings with students whose reviews indicate they are experiencing serious, overall difficulties with the curriculum. Students whose evaluations describe specific course-related areas for improvement are responsible for scheduling meetings with faculty to discuss means of correcting these problems as soon as possible.

2nd Year

The second year in each major is an additional skills-building year in the BFA curriculum but one that addresses skills as specifically used by each discipline. Second-year students in all majors participate in a skills- based evaluation by department faculty and receive written summaries of these reviews. Students are responsible for scheduling meetings with the department chair and/or faculty to discuss efforts they should make or courses that should be taken to improve skill deficiencies identified at this point. The second-year review gives students valuable insights into areas of their work that must show improvement before the third-year departmental review takes place.

3rd Year

Third-year students in all majors participate in an in-depth portfolio evaluation by department faculty and receive individual written summaries of these reviews. Students who do not successfully pass a third- year portfolio review with an overall rating of 3 or better (on a 5-point scale) will not be permitted to participate in the internship or mentorship program required for graduation by their department. Students may resubmit portfolios only once, on a date set by the department. Failure of a second third-year portfolio review will render a student ineligible to graduate from PCA&D by permanently closing access to the required internship/mentorship program. Additionally, failure to participate at all in the initial third-year review may mean a student is no longer eligible to continue in that major and/or graduate.

4th Year

All fourth-year students are required to complete the professional practices course (or courses) required in their major. Critique and review of progress goes on all year in core studio requirements in preparation for mounting a successful Senior Show. In order to graduate, students must be approved by the department to participate in the year-end Senior Show & Celebration exhibition, a process that requires final review of each student's work by the chair and faculty of the department. All faculty in the major and the department chair are individually available to students for comment and advice.

Senior Experience Process And Timeline

1. The third-year portfolio review in a student's major department must be successfully passed with an overall department evaluation of "3" or better.
2. Third-year reviews that are not successfully passed must be repeated on a date set by the department.
3. If a student does not successfully pass their third-year review upon a second review, the student will enter into a Program Review Committee led by the Department Chair, which could result in the student being financially responsible for additional instructional support.
4. On successful completion of the third-year portfolio review, students receive a copy of the evaluations for their reference. These forms are used by their department as one part of documentation needed for completing the Senior Experience.
5. Students must notify their department chair or Senior Experience coordinator in writing to get approval for their chosen Senior Experience by the end of June after their third year. Department chairs or their faculty designees must give final approval to all Senior Experience arrangements before students can begin to work. Chairs and Senior Experience coordinators will periodically check student progress with the Senior Experience site supervisor or mentor throughout the Senior Experience period.
6. Students must keep a record or journal of their Senior Experience as the basis of a required presentation in their fourth-year. The presentation is required in order to complete and pass the Senior Experience.
7. All Summer Experiences should be completed by August of the summer between the third and fourth years or, at the latest, by December of the fourth year unless the department chair or faculty Summer Experience coordinator authorizes an extension.
8. Students who have not completed a Summer Experience with a supervisor's rating of "3" or better, submitted all verifying documentation to their department chair or Summer Experience coordinator, and made the required presentation in a professional practices course will need clearance from the Provost to participate in the graduation ceremony.

Senior Show & Celebration Exhibition

All matriculated PCA&D seniors in animation and game art, fine art, graphic design, illustration, and photography & video must participate in the year-end Senior Show & Celebration exhibition. Department chairs have full and final responsibility for curating the senior exhibition for their departments. All work to be exhibited must have been accomplished in the core studio requirements in the student's major at PCA&D.

All pending BFA degree candidates within 3 credits of graduation may exhibit with their current classmates unless the credit shortage is in a senior thesis course. BFA students who are missing the senior thesis course and/or more than 3 credits for graduation may exhibit with their class only with written permission from the department chair. Written permission must be submitted to the Provost and placed in the student's file in the Registrar's office. At their discretion, department chairs may require BFA students who are short more than 3 credits to wait and exhibit with the next year's senior class. When the missing credits are primarily in studio coursework and the chairperson decides that completing these credits will have an impact on the quality of the student's final portfolio, participation in the senior exhibition will be postponed until the academic year in which all degree credits are successfully completed.

The annual Senior Show & Celebration uses all of the gallery and classroom space within the College to display the work of seniors. BFA graduating students in animation & game art, fine art, graphic design, illustration, and photography & video work alongside faculty in a two-day installation exercise that provides insight into the process of being an exhibiting artist. While every senior must exhibit with his or her department, a related exhibition in the College's main gallery will be composed of the department chairs' selections of the best work from the portfolios of pending graduates. The Senior Show opening reception is a signature College event, often hosting more than 1,500 guests and visitors in a single day.

Graduation Application and Ceremony

In order to be eligible for graduation, students must complete the [Application for Graduation](#) form. Students must complete the form no later than three months prior to Graduation in order for the Office of the Registrar to order diplomas, caps, and gowns. The form can be found on the Advising & Registration section of the Student Portal and will also be sent out by the Office of the Registrar before the start of a student's final semester.

A graduation ceremony with degrees conferred takes place once a year in the spring. To participate in this ceremony and receive a diploma, students must be enrolled in a bachelor's degree program and complete all items in the Graduation Checklist.

ACADEMIC HONORS

Dean's List

Students in the BFA program who complete 12 or more credits in a semester and achieve a semester grade-point average of 3.50 or higher are recognized on PCA&D's Dean's List.

Graduation Honors

Graduation honors are awarded to seniors who have completed PCA&D's BFA degree programs with academic excellence. Graduation honors are given for the following cumulative GPAs:
- 3.85 or higher   Summa Cum Laude
- 3.75–3.84   Magna Cum Laude
- 3.50–3.74   Cum Laude

Graduation Recognition

One senior from each major—animation & game art, fine art, graphic design, illustration, photography & video, and live experience design—is recognized during the graduation ceremony for outstanding visual arts achievement. Recognition is determined by all faculty within the department. The senior who has achieved the highest cumulative GPA College-wide is recognized for this outstanding academic achievement.

GRADING SYSTEM

Through the College's Student Information System (MyPcad, students are able to see online reports of their grades at the end of each semester. Grade reports are not mailed to students' permanent addresses. Letter grades are assigned point values (see below), which are then averaged to produce both a semester and a cumulative grade-point average (GPA). The numerical values of letter grades assigned to individual course projects are determined by faculty. These are described in the syllabus for each course. All students have online access to syllabi for courses in which they are currently enrolled. Grades will be made available to students seven working days from the end of the semester.

Grading Scale

A	4.00	Excellent	C+	2.33		D-	0.67	
A-	3.67		C	2.00	Average	F	0.00	
B+	3.33		C-	1.67		I		Incomplete
B	3.00	Good	D+	1.33		W		Withdraw
B-	2.67		D	1.00	Below Average			

INCOMPLETE POLICY

Students able to document events beyond their control—e.g., personal illness, injury, hospitalization, or family crisis—which made it impossible for them to complete all required coursework on time, will be allowed to carry an Incomplete (I) temporarily.

An Incomplete may not be given to provide extra time to complete coursework a student should and could have completed during the semester. Incompletes are given at the discretion of faculty members to students for reasons that are acceptable to the faculty, and for a student who has completed a good portion of their coursework.

A *Declaration of INC* form, available from the Registrar, must be agreed upon and submitted by both the student and faculty member to the Registrar with signature approval from the Dean of Faculty & Academic Affairs and the Provost. Students who are issued Incomplete(s) must complete the remaining coursework as stated in the INC form within one calendar year, or within the time allotted by the faculty, after the last day of the semester.

When all coursework is completed, the faculty member who issued the incomplete informs the registrar of the grade earned. The student's transcript will be revised to remove the incomplete and recalculate the semester grade and cumulative grade-point average. When an incomplete is unresolved after the agreed upon deadline, the incomplete is changed by the Registrar to a failing grade.

Special Notes:
1. Incomplete grades may not be assigned to students who are on probation or completing the second semester of their senior year without approval from the Provost.
2. Incompletes assigned to the fall semester of sequenced requirements must be made up one week prior to the start of classes in the spring semester, a period of time shorter than 30 days.

3. Students who do not successfully complete the fall semester of a sequenced requirement are removed from the roster of the spring course by the Registrar.
4. Final grades of F (or W) on the transcript frequently have graduation and financial aid implications in terms of overall credit or requirement shortfalls and cumulative GPA. Students should make appointments with the Dean of Faculty & Academic Affairs and the Director of Financial Aid to discuss academic progress and financial aid eligibility when a semester's grade report includes an F or a W.

Grade Changes

Students have 30 days after the last day of any semester to request a grade change when a passing grade is lower than anticipated and a student believes it may have been assigned in error. All arrangements must be handled through the faculty member involved. The Registrar must be informed of any grade changes in writing by the instructor, but it is the student's responsibility to follow up and make sure the grade change has been properly recorded with the Registrar.

Grade Appeals

A student who thinks that a final course grade is unfair has 30 days from the last day of the semester to appeal it. The appeal process consists of the following steps:

1. Consult with the faculty member who assigned the grade and discuss it. No further action can be taken until this step is complete.
2. If consultation with the faculty member does not resolve the situation, a student must submit a written grade appeal request to the Dean of Faculty & Academic Affairs. The request must explain why the grade is being appealed and contain evidence supporting the appeal request. Evidence must include original assignments from the course with the instructor's markings on it or original grading rubrics.
3. The Dean of Faculty & Academic Affairs will submit the appeal letter to the appropriate department chair and to the faculty member involved. A written response is generated by the department and returned to the Dean of Faculty & Academic Affairs. NOTE: All online attendance, grading, and assignment records for the course in question will be reviewed jointly by the department chair and the faculty member at this point.
4. The Dean of Faculty & Academic Affairs discusses the department's written response with the student, who must request in writing that the grade appeal process end or continue to the Faculty Review Committee. This written request must be received by the Dean of Faculty & Academic Affairs within five (5) business days after the student has received the department's response to the grade appeal.
5. If the appeal continues to the Faculty Review Committee, it is with the understanding that the decision of this committee will be final. The Faculty Review Committee may:
    a. Refuse the appeal based on the written and/or visual evidence presented, and the grade will stand
    b. Hear the appeal and decide to let the grade stand
    c. Decide in favor of the student and request that faculty (with relevant expertise in the subject matter) meet, review all supporting information, and assign a new grade for the course

UNITS OF CREDIT/CREDIT HOUR POLICY

One credit in a studio class is equivalent to 100 minutes of class time per week for 15 weeks. One credit in an academic class is equivalent to 50 minutes of class time per week for 15 weeks. For example, a 3-credit studio

course meets for 5 hours per week; a 3-credit academic class meets for 2.5 hours per week. At Pennsylvania College of Art & Design, an academic year consists of two 15-week semesters.

To retain full-time status at PCA&D, students must be registered for a minimum of 12 credits per semester. Students receive credit for courses in which a grade of "D-" or better is earned. However, a literal accumulation of credits does not constitute satisfactory progress toward the degree. Students must also successfully complete (as defined by the major department and the institution) all appropriate degree requirements in sequence and consistently achieve and maintain appropriate academic standards. All credit-bearing courses completed at PCA&D (day or evening) will show on the student's final transcript. If a failed course is successfully repeated and passed, both listings will appear on the student transcript. To view the new block schedule system (Fall 2022), please visit:
https://drive.google.com/file/d/1iIfYDQKVVAfGn3wX5iAuIPQrPBKBzbpL/view?usp=sharing

ACADEMIC HONESTY AND PLAGIARISM

Student Code Of Conduct

All students are subject to appropriate rules of proper conduct. PCA&D reserves the right to suspend or dismiss a student whose attendance, academic performance, or conduct, whether on or off College premises, is judged unsatisfactory.

Academic Honesty and Plagiarism Policy

To grow professionally and artistically, it is essential that students at Pennsylvania College of Art & Design are solely responsible for their own work. An act of plagiarism will result in automatic failure of the assignment or failure of the course in which the act is committed. A second act of plagiarism will result in dismissal from Pennsylvania College of Art & Design. Any questions or concerns about this policy should be discussed with an instructor, the department chair, the Dean of Faculty & Academic Affairs, or the Provost.

What is Academic Honesty and Plagiarism?
The student of the visual arts must be continuously aware of what takes place in the arts, both historically and currently. This knowledge is what the artist draws upon to solve visual problems. It also leads to influences or has the ability to affect one's ideas. Being influenced by an idea or artist is considerably different from taking or copying an image from an artist or a colleague and using it as your own. Taking, copying, or sharing the visual work of another person and presenting it as your own is plagiarism and it is a very serious offense. The act of facilitating this process for another person in any way is plagiarism and is also a very serious offense.

Because contemporary practice in all the visual arts has evolved to include the strategy of "appropriation," it is necessary to more fully define what constitutes plagiarism in this specific instance. Appropriation is the practice of using all or part of an existing image and, by recontextualizing it, changing its meaning and forming a basis for the meaning or impact of the new artwork. For appropriation not to be considered plagiarism, the process must always be acknowledged by the artist when the work is presented in any way (e.g., exhibition, publication, competition, sale, critique, course assignment). The process of making collaborative
work (anytime it is necessary or desirable to involve other people in the execution of the project) can also raise questions of plagiarism. The basic questions students should ask of themselves before submitting collaborative work as their own are:
1. Am I totally responsible for the concept and look of this work?

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2. If the input of another artist is critical to its meaning or execution, have I given clear and appropriate credit?

In all cases, students are responsible for consulting with faculty before submitting work as their own if they have even the slightest question about the honesty of doing so and should always give credit to outside sources. During critique, students should acknowledge the presence of appropriated, copied, or collaborative imagery or text and be able to attribute authorship and source as well as describe what role it has in the work being shown. (NOTE: Submitting one's own work to satisfy assignments in two separate courses is dishonest and qualifies as a form of plagiarism for purposes of this policy. At an instructor's discretion, an act of "double submission" can result in course or project failure or a full letter reduction of the final course grade.)

Plagiarism of the written word is every bit as serious as visual plagiarism. In any type of written or spoken communication (research paper, exam, report, verbal presentation), copying material word-for-word from a source such as a book, periodical, Internet site, or a classmate's writing without proper acknowledgement constitutes plagiarism of the written word. Borrowing facts, concepts, conceptual methods, analogies, or opinions without proper credit is also plagiarism. If a paper is written in a student's own words and includes only occasional direct quotations or paraphrases, these quotations or paraphrases must still be properly cited to prevent plagiarism. Papers referencing sources should conform to Modern Language Association (MLA) format, citation, and documentation guidelines, including the use of in-text, parenthetical citations and a Works Cited page. Other standard systems of source documentation may be used at the discretion of the professor. Again, students are responsible for consulting with faculty before submitting work as their own if they have even the slightest question about the honesty of doing so.

NOTE: It should be understood that in situations in which two or more students have submitted work of any sort (exam, paper, visual assignment, etc.) that is later determined to be plagiarized, all students involved will be penalized for plagiarism.

OTHER ACADEMIC POLICIES

First-day Course Readiness Policy

All new and returning students are required to own laptops and any other technology or equipment as published on the PCA&D website by the first day of classes in all academic years and semesters. Any student beginning an academic year or semester without the required technology and/or equipment will have until the second class meeting of any course in which content delivery relies periodically or continually on their use to make these required purchases. After the second class meeting without the proper technology and/or equipment, a student can be involuntarily withdrawn from the course at the instructor's request. Students should note that involuntary withdrawal from a sequenced required course can add up to a year to completion of the degree. The First-Day Course Readiness Policy also applies to courses for which general supply or textbook requirements have been made available to students in advance of the first course meeting via email, the course home page, or the PCA&D website.

Study Day

Classes do not meet on Study Day, and the student Study Day is not to be used as a date on which papers are to be turned in, examinations are to be given, quizzes are to be scheduled, mandatory review sessions are to be held, or for any other class-related activities. Faculty may conduct voluntary review sessions at which no new

material is presented on these days so long as attendance is not required. Student Affairs and Academic Affairs Departments may schedule department or school-wide events that would be optional.

Academic Accommodations

The mission of the College is to provide an opportunity for all its students to gain a professional-level education in the visual arts. PCA&D does not unlawfully discriminate against otherwise qualified students with disabilities in its admissions procedures or educational programs. After acceptance to the College, students with present disabilities who plan to request academic or other accommodations must identify themselves to PCA&D's ADA and Accommodations Support Team by submitting the request form. All records concerning disability accommodations are kept confidential by the team.All requests for reasonable accommodations will be considered. Students requesting accommodations must demonstrate the existence of a present disability by engaging in a documentation process outlined on the Disability Accommodations page of the PCA&D website: https://pcad.edu/disability-accommodations/Students with disabilities are responsible for timely requests for accommodations. To request more information or request accommodations, please send an email to ada@pcad.edu.

Faculty Protocol for Covid-19 Cases in the Classroom

If a positive case of Covid-19 is identified in a classroom and faculty and students are subsequently notified by the Health & Safety team that they are close contacts, that faculty member should hold class online for all students in that class temporarily for 5 full days beginning on the date of exposure, regardless of the vaccination status of the students and faculty member in the class. Faculty should copy their department chair and the registrar when notifying students that class will be temporarily shifting to online modality.

Reporting to Health & Safety

All PCA&D community members should report a confirmed positive case of Covid-19 to the Health & Safety team immediately at health@pcad.edu. The team will guide students, faculty, and staff directly. As a reminder, here is a link to the College's 5-Step Covid Guidance Charts: PCA&D 5-Step Covid Guidance Charts

ACADEMIC STATUS POLICIES AND PROCEDURES

Academic Progress

Each student's academic progress will be reviewed by the Dean of Faculty & Academic Affairs at the end of each semester. Students deficient in overall credits (one of the criteria for maintaining academic progress) must take additional coursework to make up any deficit. Summer courses are recommended and may be necessary for making up certain types of credit loss. Students who need to make up credits by taking courses elsewhere must have prior approval of course content from the Dean of Faculty & Academic Affairs. Grades of "C" or better and an official transcript sent to the College are required to complete transfer of content-approved courses from other colleges. Students who need to make up sequenced courses must consult with the Dean of Faculty & Academic Affairs.

Academic Standing

Satisfactory academic standing is determined at the end of each semester. To remain a degree candidate, full-time students must progressively achieve the required minimum grade-point averages listed below.

Successful completion of 30 credits per year will keep BFA students numerically on track to graduate in four years. These 30 credits must, however, consistently include all appropriate College and department requirements. Part-time BFA degree candidates must maintain the same grade-point averages required of full-time candidates, but successful completion of credits and requirements may be spread out over a longer period of time.

Required Minimum Grade-point Averages For The BFA

Credits Attempted and GPA Requirements:

0–30	1.75
31–60	1.90
61–90	2.00
91 and above	2.00

Academic Probation And Dismissal/Involuntary Withdrawal

All full- and part-time students at PCA&D must meet the specified minimum GPA requirements of each "credits-attempted" range (see above) or face probation and/or academic dismissal as described below:

1. Students who fail to earn the required minimum GPA for the appropriate credits-attempted range by the end of the fall semester will be placed on probation for the spring term.
2. All students who fail to achieve the required minimum GPA for the appropriate credits-attempted range at the end of the spring semester will be academically dismissed.
3. Transfer and returning students* enrolling in PCA&D at the beginning of a spring semester must achieve the GPA for the appropriate credits-attempted range by the end of the spring term or academic dismissal will result. In the case of transfer students, transfer credits are added to credits attempted at PCA&D when determining the current credits-attempted range. However, course grades from another institution do not have an impact on the overall GPA at PCA&D.
4. Foundation students whose fall semester grades are low enough that it is mathematically impossible to achieve the required 1.75 cumulative GPA in a normal 15-credit spring semester schedule will be dismissed at the end of the fall semester. (All mathematical computations of this sort are generated by the Registrar's office.)

*Students re-enrolling at PCA&D after a leave of absence or voluntary or involuntary withdrawal are considered "returning" students. In some circumstances, re-enrolling students may need to participate in the College's Pre-Admission, Reenrollment, and Continued Enrollment Review. The purpose of this policy appears at the end of this section of this handbook.

Academic Warning

Students whose cumulative GPA at the end of any semester is precisely on or just above the minimum cumulative GPA required of them will receive an academic warning letter from the Dean of Faculty & Academic Affairs. While it is possible to successfully complete the BFA degree by consistently earning the required minimum cumulative GPA in each credits-attempted range, it is also important for students to remember—as a new semester begins—that earning a cumulative GPA even a point or two below the required minimum will cause probation or even dismissal. Students receiving academic warning letters will be urged to make appointments with appropriate department chairs and the Provost to talk about their situation and see what efforts can be made to strengthen their GPAs going forward.

Immediate Appeal Of Academic Dismissal

The Provost will notify students of academic dismissal status once the Registrar has received all grades and grade-point average calculations have been completed. Students may immediately appeal a dismissal in writing to the Provost if the cumulative GPA earned is considered close to the cumulative GPA that was actually required (e.g., a 1.70 was earned but a 1.75 was required). The letter of appeal must:
- Explain the reasons behind the poor academic semester(s) at the College.
- Discuss how the situation has changed and what the plan is for achieving and maintaining good academic standing in the future.
- Be received no later than 14 calendar days after the date of the original dismissal letter.

The appeal will mean that the student may continue to be enrolled for the following semester on probation. If a student fails to achieve the appropriate minimum grade-point average by the end of this additional semester, a second and final academic dismissal will occur. (Immediate appeal is a process eligible students may use one time in their progress toward the degree.) Students' dismissal appeals will be reviewed by the Provost. Once a decision has been made, it cannot be appealed.

Readmission After Dismissal

Degree students who have been academically dismissed (and who do not meet the criteria for an immediate appeal of dismissal) must successfully complete and transfer a minimum of 6 credits of coursework from another institution of higher education before being allowed to return to PCA&D. The content of the 6 credits of coursework must be approved by theProvost in advance. Final grades from these courses must be "C" or better and be documented by submission of an official transcript to the Provost before readmission can be considered. While this provision allows students an opportunity to demonstrate and reaffirm commitment to their studies, there are additional implications that should be considered before pursuing these required transfer credits. Transfer credits do not have an impact on a student's GPA. Colleges nationwide accept each others' credits but there is no reciprocity of grades. However, for credits to transfer from college to college, the generally applied standard corresponds to PCA&D's requirement that transfer credits carry at least a grade of "C." On reentering PCA&D, students have one semester to achieve the cumulative GPA required for academic progress at the next level. For example, a student dismissed at the end of the foundation year with less than a 1.75 cumulative GPA must achieve the 1.90 cumulative GPA required of second-year students by December of the academic year of readmission. If the cumulative GPA cannot be brought up as required, a second and final academic dismissal will result. The Registrar can provide examples of the types of grades necessary in a normal 15-credit semester for a student to achieve the cumulative GPA that is needed.

It is important to note that academically dismissed students may only go through the readmission process one time. A second academic dismissal from PCA&D will be final. Satisfactory academic and financial aid progress are closely linked. Academically dismissed students with financial aid must meet with the Director of Financial Aid about their aid status in the first semester after returning to the College. It is often the case that students returning to PCA&D after academic dismissal need to be prepared with alternative tuition resources for at least one semester. (See also: Academic Standards for Renewal of Financial Aid in the Financial Aid section of this handbook.) Depending on extenuating circumstances surrounding a dismissal, academically dismissed students who reenroll may need to participate in the College's Pre Admission, Reenrollment, and Continued Enrollment Review before being able to return to PCA&D. The purpose of this policy is stated at the end of this section of this handbook.

Academic Forgiveness Policy

Any student wishing to be considered for academic forgiveness of an entire semester's grades must petition the Provost in writing. The petition must explain the reasons behind the poor academic semester(s) at the College. The petition must also discuss circumstances that have altered the original problem and the student's plans for achieving and maintaining good academic standing in the future. The student cannot select which PCA&D courses are forgiven. Academic forgiveness is "semester wide." The decision to grant academic forgiveness is at the discretion of the Provost. Once the decision has been made, it cannot be appealed. Grades earned during the semester or academic year for which academic forgiveness is granted will continue to appear on the student's final transcript but will not affect the cumulative grade-point average. Academic forgiveness may be granted only once and will be noted on the transcript for the semester to which it applies.

Preadmission, Reenrollment And Continued Enrollment Review Policy

In order for the Pennsylvania College of Art & Design ("PCA&D" or "College") to facilitate a safe and collegial teaching and learning environment for all members of our community, the College requires a high standard of conduct for current members of its community and for anyone seeking admission, reenrollment, or continued enrollment.

Therefore, PCA&D applicants for admission, reenrollment, or continued enrollment with a history of conduct-related issues will be subject to a required review. PCA&D's policy and procedure for addressing applicants for admission and enrolled students with a criminal history and/or criminal or behavioral issues that are not addressed in the Student Code of Conduct is as follows:

A review will be required when an applicant or enrolled student either self-reports or PCA&D receives a credible report that an applicant or current student has engaged in conduct that may endanger the health and safety of any member of the PCA&D community, adversely affect the College's educational mission, or jeopardize College property or the property of any member of the PCA&D community or its visitors.

The review process will be administered by College representatives who can include (but are not limited to) the Provost, Dean of Faculty & Academic Affairs, and Dean of Students. Review of individuals with conduct issues in accordance with this policy shall be initiated in connection with requests for admission, reenrollment, or continued enrollment in any degree, certificate, or non-degree program at PCA&D.

This policy shall not be interpreted to limit any applicable provision of the College's Code of Student Conduct.

Copies of the full Preadmission, Reenrollment, and Continued Enrollment Review Policy must be requested from or will be sent by the Provost or Vice President for Student Affairs to current, re-enrolling, or prospective students on a situation- specific basis.

STUDENT RECORDS POLICIES

Student Information Changes

PCA&D students assume responsibility at all times for keeping the College informed of changes in name, address, email address, and telephone number. Changes should be handled immediately with the Registrar.

Changes to a student's name must be accompanied by documentation such as a marriage certificate or court order. In addition, notification to the PCA&D library of the above changes is the responsibility of the student.

Confidentiality

This policy complies with the Pennsylvania Right to Know Law of 1957 and the federal Family Education Rights and Privacy Act of 1974 as amended. PCA&D collects and retains information about students for certain periods of time. The College recognizes the privacy rights of individuals in exerting control over what information may be disclosed and, at the same time, attempts to balance that right with the College's need for information. Student information considered part of public record (directory information) includes name, address (local and permanent), telephone number, date and place of birth, major field of study, student activities, dates of attendance, awards received, date of graduation, enrollment status, credit load, and most recent educational institution attended. Students who do not want this information to be made public must notify the Registrar in writing as soon as this decision is made.

A student has the right to:
- Inspect and review his/her own education record.
- Request an amendment to the record.
- Request a hearing with the Provost and Registrar (if the request for an amendment is denied) to challenge the contents of the education record on the grounds that the record is inaccurate, misleading, or violates the rights of the student.

FERPA

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Pennsylvania College of Art & Design ("School") receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the school to amend a record should write to the Registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed.

   If the school decides not to amend the record as requested, the school will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the College discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The school discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Pennsylvania College of Art & Design in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of Pennsylvania College of Art & Design who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the school.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Pennsylvania College of Art & Design to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

    Family Policy Compliance Office
    U.S. Department of Education
    400 Maryland Avenue, SW
    Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. Pennsylvania College of Art & Design may disclose PII from the education records without obtaining prior written consent of the student –

- To other school officials, including teachers, within the school whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the College's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. ((§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

For more information, please visit https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

TRANSFER AND TRANSCRIPT POLICIES

Transfer Credits for Currently Enrolled Students

Students who need to make up coursework and credit loss by taking courses during the summer or evenings at other institutions must receive prior approval of course content from the Provost. Students should note that grades lower than "C" (including C-) are not transferable to PCA&D and that transfer credits do not have any effect, positive or negative, on the grade-point average earned at PCA&D.

Transferring PCA&D Credits to Another College

Students considering transfer to another college should not assume that credits earned at PCA&D will automatically be accepted in transfer elsewhere. Individually determined college or university policies, course content, and final course grades all play important parts in the transfer of credits. Students should contact the admissions office of the receiving institution to determine if any PCA&D credits will be eligible for transfer. Students who wish to transfer should request transcript service in writing from the Registrar's office or by using the "transcript requests" tab in their My PCA&D account online.

Transcript Requests

Students interested in obtaining a PCA&D transcript or having an official transcript sent to another college or any other authorized recipient must first sign an Authorization to Release School Records form available from the Registrar or printed from the alumni page at pcad.edu/pcad-alumni/request-a-transcript. A request in writing

from the student will suffice if it is not possible to come in to complete the authorization form or to download the online form. Students should submit a signed request with the following information: name (at time of attendance), current address, Social Security number, date of birth, dates of attendance, and name of individual and/or school and a corresponding address to which the transcript should be sent. The fee for each transcript is $5, payable to PCA&D. Grades and transcripts will not be released unless all outstanding bills, charges, unreturned parking passes, and library accounts have been satisfied.

ATTENDANCE/DEADLINES/MINIMUM GRADE POLICIES

Attendance Policy/Institutional

Attendance is mandatory for all students regardless of modality. All courses have a predesignated modality (on campus or online) and a scheduled meeting time, which can be found in a student's schedule in MyPcad (ss.pcad.edu). Students are responsible for attending class sessions as designated and may not elect to change modalities for all or part of a class session. Students are permitted two full absences for each course they are enrolled in. Beyond the two allowable absences, academic department attendance policies are applicable. Students are responsible for understanding each department's absence and lateness policies, which are printed in every syllabus. Absences may be marked excused or unexcused, depending on the circumstances. Absences marked as excused are only applicable for qualifying excused absences, such as illness, isolation, quarantine, emergencies, bereavement, or acts of God. In order for an absence to be marked excused, students must notify a professor by email within 24 hours of the absence about circumstances that may qualify as an excused absence, but students are not expected to reveal confidential health information or details about personal circumstances. In all cases, including the first two absences, it is the responsibility of the student to ask the professor what they can do to stay on track with assignments - and to also complete that work as stipulated. To notify the college about potential extended absences due to extraordinary circumstances, students should send a joint email to the Dean of Faculty & Academic Affairs, Linda King Brown, and the Dean of Students, Maria Provencher, at lbrown@pcad.edu and mprovencher@pcad.edu. Faculty will file a Retention Report when a student reaches 3 absences, excused or unexcused.

ATTENDANCE GUIDE

2 absences	allowable in each class without penalty
3 or 4 unexcused absences	3 or 4 unexcused absences may impact a student's academic status in the course, including a reduction in grade; refer to each department's policy
5 absences, excused or unexcused	5 absences, excused or unexcused, may result in failure of the course; refer to each department's policy
excused absence	student has notified the professor by email within 24 hours of the absence, has made arrangements to make up missed work and has completed the missed work as stipulated by the professor; all 3 steps must be taken for an absence to be considered excused
qualifying excused absence	illness, isolation or quarantine, bereavement, emergency, circumstances beyond one's control (acts of God)
extended absences	extended absences due to extraordinary circumstances should be reported promptly to the Dean of Faculty & Academic Affairs and the Dean of Students
lateness & early departures	may add up to an absence; refer to each department's policy

In some instances, it may be possible to be withdrawn from a course with no penalty rather than receive a reduced letter grade or an "F" due to excessive absences alone. Required courses that are dropped in this way must be retaken and passed in their proper sequence before graduation. (See also: Sequenced Requirements policy in this handbook).

Absences due to Covid-19 Illness and Quarantine

When the emergency mandate for distance education was lifted by the Commonwealth of Pennsylvania, PCA&D transitioned back to hosting the majority of its courses through in-person instruction. Students should not expect that faculty will allow virtual attendance. Instead, faculty are advised to excuse absences connected to Covid-19 illness and quarantine. It is up to students to inform faculty when their absence is a result of Covid-19 illness or quarantine, as private health information shared with the Health & Safety team or other community members is confidential. Any questions about health and safety protocols should be directed to health@pcad.edu.

Online Class Attendance Policy

The virtual classroom requires an active student presence. Students will be expected to fully complete required assignments and fully participate in required discussion activities. Faculty will monitor students' contributions to the course, provide feedback on assignments, facilitate discussions, and provide opportunities for direct feedback through email, discussion boards, or Google Meet sessions.

Deadlines Policy: All PCA&D Departments and Programs

Completing assignments that meet or exceed instructor specifications and submitting them on time is an expectation that underlies the structure of every department and program at PCA&D. In all professions, but particularly the arts professions, the ability to meet deadlines is key to success. Therefore, students should be aware that consistent failure to meet assignment deadlines in any course will have a negative impact on final project and/or course grades, regardless of the quality of the work produced. Determining whether or not work has been submitted late is the sole province of the instructor and/or the instructor in consultation with the department chair.

Deadlines Policy: Animation & Game Art, Graphic Design, and Illustration

Students in Animation & Game Art, Graphic Design, and Illustration need to be aware that it is possible to fail a course in these majors due solely to missed deadlines. Deadlines policy information is available to Animation & Game Art, Graphic Design, and Illustration students on entering any of these programs in the second year or on transfer from another college. The Animation & Game Art, Graphic Design, and Illustration departments' policies state that missing three deadlines in a core required studio course will result in an "F" for that course. The quality of work submitted late is not an ameliorating factor.

REGISTRATION PROCESS AND POLICIES

A majority of the PCA&D curriculum exists in block schedules. Block scheduling means that students in all years take the same required courses in a single schedule specific to the foundation year or to one of the studio majors. When sectioning does occur, the sections usually meet on the same day and at the same time. Students are assigned to a section by the Registrar in consultation with the appropriate department chair and

the Dean of Faculty & Academic Affairs. Switching sections of a course requires submitting written permission from the department chair to the Registrar.

During each academic semester, there is a registration period for the following semester in which students choose studio elective and liberal arts distribution courses. Part-time and transfer students must meet with the Registrar before every registration period to adjust block schedules to meet and advance individual academic progress. All outstanding bills, charges, and library fines must be satisfied before any student will be permitted to register for classes. Students with any outstanding financial obligations to the College from a previous semester will have all future courses dropped from their schedule and will not be permitted to attend classes.

Course Load

The typical average full-time course load at PCA&D is 15 credits a semester. A student who enters PCA&D as a first-year student and successfully completes a 15-credit schedule every semester, which must include all departmental and institutional requirements and reflect appropriate levels of academic progress, can graduate in four academic years.

NOTE: Because of the sequencing of requirements from academic year to academic year, carrying extra credits in one or a number of semesters does not shorten the average time it takes to complete the BFA degree.

Course Selection: Electives and Liberal Arts

Foundation students continuing into the second year pre-register and declare a major during the spring semester of their first year. In the sophomore, junior, and senior years, students will complete Liberal Arts requirements as stated in the Liberal Arts curriculum portion of this academic catalog. Part-time, transfer, and students with particular scheduling needs should arrange to meet with the registrar prior to each registration period for individualized course selection.

Rising second-year students choose general electives (studio) credits in spring of the freshman year. Third- and fourth-year students choose liberal arts distribution requirements and/or general electives during the fall semester for the spring term and, in the third year, during the spring semester for the fall term. Full-time matriculated degree students' tuition normally covers a course load totaling between 12 and 18 credits per semester.

Students enrolling in credit-bearing continuing education program courses do so tuition-free as long as the combined BFA degree and CCE program credit load does not exceed 18. Beyond 18 credits, per-credit tuition is applied. However, it is important to note that CCE employs a "bumping" policy, which gives preference to paying students from the Lancaster community over degree students taking courses tuition-free. The bumping policy is applied to CCE courses that become fully enrolled after degree students have signed up for them. Degree students will be notified by the Dean of Faculty & Academic Affairs, Director of the Center for Creative Exploration, or Registrar in the event that bumping occurs. The policy is not applied once a course begins to meet for the semester. Degree students subject to bumping will still have time to choose another general elective in the day school if they want or need to do so.

Sequenced Requirements

The foundation program (including its communications and art history components) and all studio majors at PCA&D rely on sequencing of information in courses to ensure as thorough and accurate a preparation of

students as possible. Sequencing also means that all core requirements in one year must be successfully completed (or accounted for in transfer) before a student may enter core requirements in the next level of study.

Sequenced courses occur in a fall-to-spring configuration. If the first semester of a sequenced course is not successfully completed, a student is automatically removed from the second semester of the course by the Registrar. If the second semester of a sequenced requirement is not successfully completed, a student may not go forward into the requirement that builds on the failed course in the next academic year. Though some academic progress can continue, students must wait to repeat a failed, sequenced requirement until the course is offered again in the next academic year. Making up failed sequenced requirements will add time to the completion of the BFA degree at PCA&D. Students who want information about the possibility of making up a sequenced requirement at another college must consult with the Dean of Faculty & Academic Affairs and the Registrar.

CHANGE OF MAJOR

Foundation students declare a major course of study during their first year. Information about selecting a major is electronically presented by the departments through yearly digital presentations to first-year students and by encouraging student discussions with individual faculty members and upper-class students. Changes of major prior to the beginning of the second year only require modifying a student's fall semester schedule and altering the declared major in the official student records. Changes of major at any point after the end of the second week of classes in the fall of the second year must be made in consultation with the Provost, the department chair, and the Director of Financial Aid. Any change of major after the second year in fine art or photography & video has begun will lengthen the overall amount of time required to earn the BFA at PCA&D by at least one academic year. Changes of major among the animation and game art, graphic design, or illustration programs can be made without lengthening degree-completion time if they are made no later than the end of the fall semester of second year. (See also: Sequenced Requirements policy.)

DROP/ADD: PROCESSES AND IMPLICATIONS

Students interested in dropping and adding courses must do so during the first two weeks of classes. All additions and drops are handled by the Registrar. There is no drop/add fee at PCA&D. Full-time students who drop below 12 credits should refer to the College's refund policy. Students adding courses in the second week of a semester must realize that any missed class meetings count as recorded absences. Part-time students adding courses will pay the full tuition and fee costs for the courses, even if the first class meeting has been missed.

VOLUNTARY WITHDRAWAL FROM A COURSE

Before the end of the seventh week of classes in any semester, students who wish to voluntarily withdraw from a course must submit the course-drop form to the Registrar. Withdrawals before the end of the seventh week of classes result in a "W" on the student's record. This "W" does not affect the grade-point average. Voluntary withdrawal after the end of the seventh week results in an automatic "F," which will have the normal impact on the grade-point average.

INVOLUNTARY WITHDRAWAL FROM A COURSE

An involuntary withdrawal is initiated by an instructor in consultation with the Provost and the department chair and can occur at any point during the semester. An instructor may request a student be withdrawn from a

course for excessive absences, failure to submit a significant number of assignments, or failure to show up for exams to the extent that it is impossible for the student to meaningfully complete the course. A student may also be involuntarily withdrawn for being disruptive, disrespectful, or obstructive to the extent that the progress of the course is interrupted or compromised for the instructor and other students. An involuntary withdrawal at any point in the course will result in an "F" at the end of the semester, which will have the normal impact on the grade-point average.

LATE-SEMESTER WITHDRAWAL FROM A COURSE

Occasionally, the need arises to withdraw or allow a student to withdraw from a course or courses after the seventh week of the semester with no negative impact on the transcript. The grade of "W" is also used for withdrawal from a course in these circumstances. However, documentation of the circumstances affecting a student's ability to finish the course must be submitted to the Provost, who requests in writing that the Registrar permit a "W" after the seventh week of the semester. Late-semester "W" grades are initiated by the Provost but are only given in consultation with the Registrar and the instructor of the course in question. Examples of situations to which the late-semester "W" could apply include documented accidents, illnesses, or personal or family emergencies. PCA&D decides whether or not a late-semester "W" grade is appropriate on a case-by-case basis.

REPEAT OF A FAILED COURSE

Students who have failed a course have the option to repeat that course one time. The higher of the two grades will be retained and will replace the lower grade; only the higher grade will count toward the grade-point average. Credit will only be awarded once for the class. Students repeating a course will be charged the full current tuition and fee costs of the course. If the repeated course is failed a second time, the department chair, in consultation with the Dean of Faculty & Academic Affairs and the Provost, will review the case to determine options for the student's academic progress.

REPEAT OF A PASSED COURSE

Students may retake a course that they have passed if they receive a grade of C- or lower. If students wish to retake a course for which they received a grade of C or above, it must be approved through a review conducted by the Department Chair in consultation with the Dean of Faculty & Academic Affairs and the Provost. If this request is granted, then the higher of the two grades will replace the lower grade; only the higher grade will count towards the grade-point average. Credit will only be awarded once for the class. Students repeating a course will be charged the full current tuition and fee costs of the course.

LEAVE OF ABSENCE

Students wishing to interrupt their education at PCA&D must speak with the Provost and submit a withdrawal/leave-of-absence form to the Registrar. During a withdrawal/leave of absence (a maximum of two semesters in succession), all files will remain active and students will remain on all mailing lists. Students on withdrawal/leave of absence who want to return to the College only need to create an enrollment through the Registrar before the third semester of absence begins. Students whose withdrawal/leave of absence extends to a third semester or longer must reapply and be readmitted to PCA&D. Contact the admissions office for the appropriate procedures. For students with financial aid, the implications of a leave of absence of any length should be discussed with the Director of Financial Aid.

WITHDRAWAL FROM COLLEGE

Students wishing to withdraw from PCA&D should contact the Provost and the Registrar. All withdrawals must be in writing. Students who stop attending classes but do not withdraw officially during the course of a semester will receive failing grades in all courses for that term. The refund policy is described in the Academic Expenses section of this handbook. Students who wish to be readmitted to PCA&D after voluntary withdrawal must contact the admissions office for the appropriate procedures.

ACADEMIC PROGRAMS-BFA

FOUNDATION YEAR PROGRAM (BFA, BA, AA)

The Foundation Year curriculum, a set of required classes taken by all first-year students, are structured to teach the fundamentals of art making. A high level of craft, attention to detail, technique, historical context, and critical thinking are paramount at every stage of an artist's career. Foundation Year classes do just that, helping students build a solid base from which their work can grow. The Foundation Year teaches students how to cultivate sophisticated ideas, producing work that is visually articulate, concise, and in line with an artist's intention. It is here that first year students begin effective creative practices and communicate about art in ways that are both personal and professional. Your Foundation Year will consist of six foundation-year studio courses, two courses in the communication distribution area, and two courses in the art history distribution area.

Statement of Goals and Outcomes

Students who successfully complete the foundation-year studio curriculum will be able to:

- Demonstrate through class assignments the ability to use basic thinking strategies to develop ideas and seek conceptually-based solutions while incorporating global, historical and contemporary influences.
- Demonstrate foundational making skills by creating work that strives to unify the concept, medium, and craft.
- Demonstrate the beginning of effective communication skills through the visual impact of their work, evaluating that work, and critiquing the work of others in an informed and constructive manner.
- Demonstrate professional work habits and the ability to meet deadlines.

FOUNDATION YEAR | 30.0 CR

Fall Semester

Foundation-Year Studio Courses

FD 101 Drawing I/FD 115 Drawing Concepts | 3.0 CR

FD 103 2-D Design | 3.0 CR

FD 109 Digital Imaging/FD112 Digital Media OR FD 106 3-D Design | 3.0 CR

Art History Distribution Area Courses

AH 110 Introduction to the History of Art & Visual Culture | 3.0 CR

Communication Distribution Area Courses

FVC 101 Foundations of Verbal Communication I | 3.0 CR

Spring Semester

Foundation-Year Studio Courses

FD 104 2-D Design II | 3.0 CR

FD 106 3-D Design OR FD 109 Digital Imaging/FD112 Dgital Media | 3.0 CR

FD 114 Figure Drawing, FD113 Narrative Drawing OR FD 111 Camera-Based Observ. | 3.0 CR

Art History Distribution Area Courses

AH 222 World Art Survey: Cultural Contacts | 3.0 CR

Communication Distribution Area Courses

FVC 102 Foundations of Verbal Communication II | 3.0 CR

ANIMATION & GAME ART (BFA)

In today's increasingly digital world, media production and digital art skills are in high demand. A BFA in Animation & Game Art from PCA&D is rooted in the fundamental principles of art, 2D and 3D design, storytelling, and basic interactivity. From TV, video games, streaming content to both entertainment and non-entertainment (medical, industrial, etc.) careers, your Animation & Game Art BFA will prepare you for a fast-paced, ever-evolving industry.

Artists and designers who can make, direct, create, produce, and continuously adapt to constantly changing technologies are essential. Animators create illusion and visual effects for a wide range of media, including film, television, video games, streaming content, virtual reality devices, and smartphone applications. A BFA in Animation & Game Art from PCA&D not only provides students with the training, experience, and education necessary for success, but does so through a rigorous curriculum rooted in the foundation principles of art, 2D and 3D design, storytelling, and basic interactivity.

Students select one of two tracks: animation--where students practice a wide range of art and technical skills related to TV/ film /streaming content, or game art–where students practice a wide range of art and technical skills related to video game/real time production. Through both tracks, they develop practices in character design, environment and prop design, concept art, 3D modeling, rigging, a kinematic understanding of the figure, storyboarding and story development, computer graphics, film language and cinematography. They specialize according to their tracks through course sequences as well as the senior capstone project.

Students who complete the program will have produced a short animated film or a game trailer as their capstone project, as well as a demo reel which also serves as a portfolio of video work, and is considered a necessary component when applying to jobs in digital media. The BFA in Animation & Game art prepares students for a highly competitive field by training students in a wide range of skills. With this broad expertise, Animation & Game Art graduates see a wide range of career pathways, which include animation, 3-D modeling, visual development, storyboarding, game development, and production managers or jobs in adjacent industries as motion designers and visual effects artists. Job opportunities continue to evolve as virtual reality and augmented reality industries continue to grow rapidly.

Statement of Goals and Outcomes

Students who successfully complete the program will be able to:
- Demonstrate the ability to judge, adapt, and incorporate historical and/or contemporary influences and perspectives in their creative and intellectual processes
- Demonstrate a range of appropriate skills in the creation of work that is an effective union of concept, medium, and craft
- Demonstrate deliberate and effective communication through an informed and influential visual and verbal language unique to the animation and video game industries and their related fields
- Engage in the business and practical realities of the animation and video game industries and their related fields while developing an influential body of work that adheres to appropriate trends and standards

Program Concentrations

The BFA in Animation & Game Art (AGA) is separated into two concentrated tracks, Animation and Game Art. The animation track prepares students to produce animated content for a broad range of media, including film,

television, streaming content, virtual reality devices, and smartphone applications. The game art track prepares students to produce animated content specific to game cinematics, which are computer generated short films often inset within a video game to build and/or advance a storyline. Some classes will have course objectives with different options specific to either Animation or Game Art skillset.

SOPHOMORE YEAR | 18.0 CR IN MAJOR
Fall Semester
AGA 201 Traditional Animation | 3.0 CR
AGA 203 Story & Screen I | 3.0 CR
AGA 205 Computer Animation I | 3.0 CR
Spring Semester
AGA 204 Story & Screen II | 3.0 CR
AGA 206 Computer Animation II | 3.0 CR
AGA 210 Drawing for Animation | 1.5 CR
AGA 211 Character & Creature Design | 1.5 CR

JUNIOR YEAR | 19.5 CR IN MAJOR
Fall Semester
AGA 301 Game Art I **OR** AGA 307 Computer Animation III | 3.0 CR
AGA 311 Story & Screen III
AGI 303 Visual Development I | 3.0 CR
Spring Semester
AGA 302 Game Art II **OR** AGA 308 Computer Animation IV | 3.0 CR
AGA 304 Visual Development II | 3.0 CR
AGA 312 Preproduction | 3.0 CR
AGI 306 Professional Practices I | 1.5 CR

SENIOR EXPERIENCE | REQUIRED, NON-CREDIT
*Satisfies BFA Internship Requirement. Facilitated by the Department. Other opportunities available via Career Services.

SENIOR YEAR | 13.5 CR IN MAJOR
Fall Semester
AGA 401 Senior Senior Studio I | 6.0 CR
AGA 403 Professional Practices II | 1.5 CR
Spring Semester
AGA 402 Senior Studio II | 6.0 CR

In addition, all Animation & Game Art BFA students are required to complete 42 credits (fourteen 3-credit courses) in the Liberal Arts program and 9 credits (six 1.5-credit courses) of General Elective studio courses. More information on these requirements is found below in the Liberal Arts Program and Course Description sections.

DESIGN THINKING (BA)

The Bachelor of Arts in Design Thinking (BA DTH) is an interdisciplinary studio-based degree that provides students with a broad and rigorous range of studio practices. With a foundation in design thinking through Design Thinking seminars, Foundation year of study, Liberal Arts Distribution courses, and 21 credit hours in two different studio areas, the BA DTH degree prepares students to become strategic leaders and design thinkers in arts industries. Students pursuing the Bachelor of Arts Degree in Design Thinking complete 120 credit hours.

Students who complete the BA DTH degree will have obtained broad and deep knowledge, practice, and experience in art-making in two studio areas; developed skills in visual, aural, and written communication; explored problems and tested solutions in a collaborative learning environment; and completed the full cycle of design thinking problem-solving. Design thinking problem solving, based on contemporary theorists in user experience, is a full cycle of human-centered design that includes research, observation of users, ideation, prototype or design creation, testing and critique, and implementation and assessment (Gibbons, Tognazini, Norman, Nielsen et al).

Design Thinking graduates will have a completed professional portfolio as well as an internship and/or mentorship experience in creative industries, arts management organizations, or non-profit organizations. The BA DTH prepares students for work as creatives and arts professionals who develop human-centered design solutions by producing or assisting in the production of design work from idea to prototype.

With this broad expertise, BA in Design Thinking graduates see a wide range of career pathways, which include art director, design director, design-thinking director, design strategist/facilitator, creative director, product designer, scenic artist, production designer, and brand design management.

Statement of Goals and Outcomes

Students who successfully complete the program will be able to:
- Demonstrate the ability to use, at an advanced proficiency level, a range of studio and computer-based media and processes.
- Formulate and develop a personal creative direction that results in artwork that is a union of concept, form, medium, and craft.
- Formulate and apply critical and contextual analysis to their work and the work of others, while demonstrating an understanding of the visual arts and the relevancy of their work in the context of historic and contemporary art and the broader global culture.
- Demonstrate deliberate and effective communication through an informed and influential visual and verbal language.
- Demonstrate knowledge of collaborative problem-solving, human-centered design, and the evolution of work from concept to prototype.
- Demonstrate proficiency in human-centered design that includes research, observation of users, ideation, prototype or design creation, testing and critique, and implementation and assessment.

FINE ART (BFA)

Becoming a fine artist is a process of personal development that takes a high level of motivation, independent thinking, sophisticated technical skill, and a commitment to lifelong learning. Fine art majors at PCA&D work with a faculty of exhibiting artists to develop these traits and will guide them through essential courses in drawing, painting, printmaking, sculpture, and digital imaging. Supplementing the classroom experience, students attend artist lectures, engage with visiting artists, and attend studio visits and field trips to locations such as NYC, Philadelphia, Baltimore, and Washington D.C., visiting museums, galleries, and artists' studios. Additionally, students are encouraged to participate in internships during the summer before their senior year—providing time and structure to expand their knowledge and experience in a professional community setting. Coupled with these internship opportunities, in their third and fourth years, students are exposed to practical information about the business of art and professional opportunities within the field through a series of professional practice courses. These courses include content that will prepare students to function and thrive as independent artists and creative professionals. The Fine Art Curriculum is designed to hone the skills of each student as an artist, to augment the students' ability to conceptualize as visual thinkers, and to assist in their consideration of complex contemporary issues while becoming creative professionals and problem solvers.

Statement of Goals and Outcomes

Students who successfully complete the program will be able to:
- Demonstrate the ability to use a range of media and processes, perceive their impact on the experience of form, and understand the aesthetic theories that accompany them.
- Formulate and develop a personal creative direction that results in artwork that is a union of concept, form, medium, and craft.
- Formulate and apply critical and contextual analysis to their work and the work of others, while demonstrating an understanding of the visual arts and the relevancy of their work in the context of historic and contemporary art and the broader global culture.
- Demonstrate deliberate and effective communication through an informed and influential visual and verbal language.

SOPHOMORE YEAR | 18.0 CR IN MAJOR
Fall Semester
FA 216 Digital Mixed Media | 1.5
FA 288 Printmaking I | 3.0
FA 295 Drawing I | 3.0
FI 201 Painting Methods | 1.5
Spring Semester
FA 280 Sculpture I | 3.0
FA 283 Painting from Observation | 3.0
FA 287 Making & Meaning | 3.0

JUNIOR YEAR | 18.0 CR IN MAJOR
Fall Semester
FA 382 Drawing: Theme and Variation | 3.0
FA 383 Painting: Observation, Memory, & Synthesis | 3.0
FA 389 Sculpture: Content, Form, & Material | 3.0

FA 320 Media, Form, & Concept | 3.0

FA 360 Professional Practices I | 1.5

FA 384 Painting: Theme and Variation | 1.5

FA 393 Printmaking II | 3.0

Internship | REQUIRED, NON-CREDIT and FOR-CREDIT OPPORTUNITIES

*Facilitated by Career Services.

SENIOR YEAR | 15.0 CR IN MAJOR

Fall Semester

FA 411 Senior Studio I | 3.0

FA 418 Directions in Contemporary Art | 1.5

FA 460 Drawing and Multimedia | 3.0

Spring Semester

FA 410 Professional Practices II| 1.5

FA 412 Senior Studio II | 3.0

FA 422 Thesis & Critique | 3.0

In addition, all Fine Art BFA students are required to complete 42 credits (fourteen 3-credit courses) in the Liberal Arts program and 9 credits (six 1.5-credit courses) of General Elective studio courses. More information on these requirements is found below in the Liberal Arts Program and Course Description sections.

GRAPHIC DESIGN (BFA)

The successful professional in the highly competitive field of graphic design must be able to produce work that effectively meets the communication needs of others. A successful design must balance concept, style, craft, research, and analysis with meaningful and dynamic delivery. Design that attracts and holds a viewer's attention or compels them to act sets itself apart thanks to the specialized education, strong visual concept, and innovative thinking that informs the practice. A BFA in graphic design from PCA&D will prepare students to not just be competent designers, but be bold, innovative, sought-after designers, thinkers, and problem solvers. For designers, the ability to combine multiple, meaningful ideas into a visual tool is—and will continue to be—the hallmark of the best and most successful designers.

Statement of Goals and Outcomes

Students who successfully complete the program will be able to:
- Demonstrate the ability to judge, adapt, and incorporate historical and/or contemporary influences and perspectives in their creative and intellectual processes.
- Demonstrate a range of traditional and digital skills in the creation of design that is an effective union of concept, medium, and craft.
- Demonstrate deliberate and effective communication through an informed and influential visual and verbal language unique to the graphic and interactive design industry.
- Engage in the business and practical realities of the graphic and interactive design industry business trends and standards.
- Develop a portfolio of work that meets entry-level professional standards in the graphic and interactive design industries.

SOPHOMORE YEAR | 16.5 CR IN MAJOR
Fall Semester
GD 217 UX/UX Design | 1.5 CR
GI 201 Visual Communications | 3.0 CR
GI 205 Typography | 1.5 CR
GI 217 Digital I | 1.5 CR

Spring Semester
GD 206 Typography II | 3.0 CR
GD 216 History of Graphic Design & Emerging Trends | 3.0 CR
GD 221 Introduction to Web Design | 1.5 CR
GI 218 Digital II | 1.5 CR

JUNIOR YEAR | 18.0 CR IN MAJOR
Fall Semester
GD 311 Junior Design Studio I | 3.0 CR
GD 314 Web Design | 3.0 CR
GD 325 Publication Design | 3.0 CR
Spring Semester
GD 312 Junior Design Studio II | 3.0 CR
GD 316 Motion Graphics | 3.0 CR
GD 319 Advanced Web Design | 3.0 CR

SUMMER INTERNSHIP | REQUIRED, NON-CREDIT and FOR-CREDIT OPPORTUNITIES
*Facilitated by the Department. Other opportunities available via Career Services.

SENIOR YEAR | 16.5 CR IN MAJOR
Fall Semester
GD 323 Advertising/Copywriting | 1.5 CR
GD 409 Senior Design Studio I | 3.0 CR
GD 417 Packaging | 3.0 CR
GD 431 Web Studio I | 1.5 CR
Spring Semester
GD 406 Professional Practices/Portfolio Preparation | 1.5 CR
GD 410 Senior Design Studio II | 3.0 CR
GD 432 Web Studio II | 3.0 CR

In addition, all Graphic Design BFA students are required to complete 42 credits (fourteen 3-credit courses) in the Liberal Arts program and 9 credits (six 1.5-credit courses) of General Elective studio courses. More information on these requirements is found below in the Liberal Arts Program and Course Description sections.

ILLUSTRATION (BFA)

Illustration as a profession has changed dramatically over the last few decades. As technological advances have necessitated a shift in the tools, materials, venues, and techniques employed by illustrators, the core tenet of illustration has remained; to communicate effectively to an intended audience. The Illustration department at PCA&D is dedicated to developing your individual voice as an illustrator and introducing you to the vast array of illustration markets in which you can build your business. In addition to the core communicative goals, our curriculum is also committed to teaching solid drawing skills, professional material handling and application, and research based approaches to concept development that will prepare you not only to draw well, but to understand your work and how to communicate that to clients and collaborators. The illustration BFA will cover both 2-D and 3-D work as well as motion and animation based applications.

The illustration faculty at PCA&D are all professional illustrators and designers working in many different markets of illustration. As contemporary illustrators, our faculty help students balance their own artistic vision with the needs of their clients, while also embracing the spirit of entrepreneurship. Students learn about effective self-promotion, finding clients, pricing and ethical guidelines, the history of illustration, and how to manage their business, whether as freelance artists or working directly in-house with a company.

Statement of Goals and Outcomes:

Students who successfully complete the program will be able to:

- Utilize their ability to judge, adapt, and incorporate historical and contemporary influences and perspectives in their creative and intellectual processes.
- Establish a range of traditional and digital skills in the creation of illustrations that are an effective union of concept, research, medium, and craft.
- Implement skills in 2-D, 3-D, and motion to effectively solve industry-based illustration problems
- Demonstrate deliberate and effective communication through an informed and influential visual and verbal language unique to each student and the Illustration industry.
- Engage in the business and practical realities of the Illustration industry and its related fields while developing an influential body of work that is representative of the unique abilities and outlook of the student
- Maintain a professional portfolio to market their work for the illustration and related industries while embracing and promoting self-generated projects.

SOPHOMORE YEAR | 18.0 CR IN MAJOR
Fall Semester
FI 201 Painting Methods | 1.5 CR
GI 201 Visual Communications | 3.0 CR
GI 205 Typography I | 1.5 CR
GI 217 Digital I | 1.5 CR
IL 205 Figure Anatomy I | 1.5 CR
Spring Semester
IL 216 Illustration Construction | 3.0 CR
IL 280 Process and Production | 3.0 CR
IL 281 Expressive Figure | 3.0 CR

JUNIOR YEAR | 19.5 CR IN MAJOR
Fall Semester
AGI 303 Visual Development | 3.0 CR

IL 327 Digital Painting | 1.5 CR

IL 348 Conceptual Thinking | 3.0 CR

ILCL 320 Creating Visual Mood **OR** ILCN 310 Illustrated Word | 3.0 CR

Spring Semester

IL 314 History of Illustration | 1.5 CR

IL 329 Professional Practices I | 1.5 CR

IL 349 Portfolio Preparation | 3.0

ILCL 319 Digital Sculpture **OR** ILCN 321 Design in Illustration | 3.0 CR

Internship | REQUIRED, NON-CREDIT and FOR-CREDIT OPPORTUNITIES

*Facilitated by Career Services

SENIOR YEAR | 13.5 CR IN MAJOR

Fall Semester

IL 407 Senior Senior Studio I | 3.0 CR

IL 416 Professional Practices II | 1.5 CR

ILCL 420 Visual Storytelling **OR** ILCN 410 Thematic Creation | 3.0 CR

Spring Semester

IL 408 Senior Studio II | 3.0 CR

IL 415 Creative Launch | 3.0 CR

Beginning in your junior year, you will start to shape your illustration BFA by choosing from classes offered in the classical concentration and/or the contemporary concentration. The classical concentration of illustration focuses on the classical approach to illustration including draftsmanship and painting. Representational painting techniques (taught both traditionally and digitally); storytelling (both visual and written); and conceptually narrative image making will be the main focus. Some project examples of this type of illustration include visual development for film, fantasy/science fiction book covers, and comic books. The contemporary concentration of illustration focuses on current trends, contemporary shape building, and conceptual industry language. Focusing on illustrative typography, pattern designs, giftware illustrations, as well as other trending facets of the illustration industry. A few project examples of this focus would include hand lettering for labels or posters, pattern illustration/design for products such as fabric or gift wrapping paper, gift card illustration, and conceptual approaches to editorial illustration.

ILLUSTRATION CONCENTRATIONS

Contemporary Concentration

ILCN 310 Illustrated Word | 3.0 CR

ILCN 321 Design in Illustration | 3.0 CR

ILCN 410 Thematic Creation | 3.0 CR

Classical Concentration

ILCL 319 Digital Sculpture | 3.0 CR

ILCL 320 Creating Visual Mood | 3.0 CR

ILCL 420 Visual Storytelling | 3.0 CR

In addition, all Illustration BFA students are required to complete 42 credits (fourteen 3-credit courses) in

the Liberal Arts program and 9 credits (six 1.5-credit courses) of General Elective studio courses. More information on these requirements can be found in the LA Program and Course Description sections.

LIVE EXPERIENCE DESIGN & PRODUCTION (BFA)

From music tours and theatrical stage performances to immersive experiences and multimedia installation, live event and experience designers and producers create unforgettable experiences using imagination and technology to stimulate strong emotional reactions to performers and environments, shifting and directing the ways we engage with the world around us. The live entertainment and experience industry offers exciting opportunities for graduates with multiple skill sets, who bring creativity to and understand design, production, and technology and are versed in the live events business.

PCA&D's BFA in Live Experience Design, through an industry partnership with Academy of Live Technology at Rock Lititz, prepares students to enter the industry and thrive in multiple roles. The LXD curriculum integrates design–as a creative practice–and production–in staging, visual production systems, sound, and lighting–with business and industry studies, an art and design foundation year, and the liberal arts. The LXD major pedagogy emphasizes experiential and project-based learning and technology, where students collaborate and learn from with industry professionals.

Statement of Goals and Outcomes:

Students who successfully complete the program will be able to:
- Apply creativity and a developed style to live event design and production
- Design for and operate live entertainment and experience technology and equipment and utilize industry standard software
- Plan and implement live entertainment and experience events
- Contextualize live entertainment and experience design and production in terms of the principles and theories of design and performance studies
- Understand the business of live entertainment and experience from multiple areas, functions, and roles and through associated reports and documents
- Demonstrate professionalism and professional competencies through effective written and oral communication, through developed project management skills, through embrace of teamwork and collaboration, and through a well-developed portfolio of work and industry persona

FOUNDATION YEAR | 3.0 CR IN MAJOR
Spring Semester
LEX 101: Introduction Live Experience Design | 3.0 CR

SOPHOMORE YEAR | 15.0 CR IN MAJOR
Fall Semester
LEX 206: Introduction to Performance Studies | 3.0 CR
LEX 221: Staging Design & Production 1 | 3.0 CR
LEX 222: Visual Design & Production 1 | 3.0 CR
Spring Semester
LEX 223: Sound Design & Production 1 | 3.0 CR
LEX 224: Lighting Design & Production 1 | 3.0 CR
LEX 225: Research Methods & Professional Practices | 3.0 CR

JUNIOR YEAR | 16.5 CR IN MAJOR
Fall Semester
LEX Design Internal Course Option Rotation TBD | 3.0 CR
Choose 2 of 4 Course Core Subjects to Focus In
LEX 321: Staging Design & Production 2 | 3.0 CR
LEX 322: Visual Design & Production 2 | 3.0 CR
LEX 323: Sound Design & Production 2 | 3.0 CR
LEX 324: Lighting Design & Production 2 | 3.0 CR

Spring Semester
BUSX 225: The Business of Live Events: Implementation | 3.0 CR
LEX Internal Course Option Rotation TBD | 3.0 CR
LEX 304: Experiential Studio 1 | 3.0 CR
LEX 399: LiveX Capstone Internship | 3.0 CR

Internship | REQUIRED, FOR-CREDIT OPPORTUNITIES
*Satisfied by LEX 399

SENIOR YEAR | 15.0 CR IN MAJOR
Fall Semester
BUSX 226: The Business of Live Events: Planning | 3.0 CR
Choose Same 2 of 4 Course Core Subjects to Focus In
LEX 421: Staging Design & Production 3 | 3.0 CR
LEX 422: Visual Design & Production 3 | 3.0 CR
LEX 423: Sound Design & Production 3 | 3.0 CR
LEX 424: Lighting Design & Production 3 | 3.0 CR

Spring Semester
LEX 404: Experiential Studio 2 | 6.0 CR
LEX 406: Professional Practices 2 | 3.0 CR

Rotating LEX Electives
LEX 331: Digital Fabrication | 3.0 CR
LEX 332: Sensory Design | 3.0 CR
LEX 333: Extended Realities | 3.0 CR
LEX 334: Video Projection Mapping | 3.0 CR
LEX 335: Multimedia Installation | 3.0 CR

PHOTOGRAPHY & VIDEO (BFA)

An understanding of the photographic image, both still and moving, is integral to our understanding of the societies and cultures that surround us. As a student in the Photography & Video department, you will explore multiple aspects of lens-based practice including fashion, commercial photography and video, meeting the image needs of professional industries, popular culture practices, and aesthetic design. A BFA in photography & video from PCA&D will also prepare students in documentary photography and video, photojournalism with an eye toward critical examination, and fine art photography that creatively engages with the world through expressive, aesthetic image-making modes.

With a BFA in photography & video, students will use the technical, expressive, and dialogical potential of the medium to create visually and conceptually powerful work. The photography & video major deepens the student's knowledge of traditional and current practices, attitudes, and competencies in image making, ultimately preparing them to define their own vision and take their place in the changing landscape of contemporary visual culture. The program includes courses in photography history, and integrates contemporary critical issues and theory throughout the curriculum.

In addition to still photography, contemporary photographers need competency in video production and theory, for both commercial and fine art work. Students in the department take numerous courses in video, developing a technical foundation and expressive versatility necessary in today's field.

The department engages students in a variety of educational opportunities beyond the classroom. These include studio visits, exhibitions and professional conferences in New York, Philadelphia, and Washington, DC, and regular interaction with visiting artists and critics. Additionally, students are required to complete a professional internship in the summer before their fourth year which they research, and secure, as part of the third-year professional practices course. The internship experience provides students the opportunity to exercise their skills in a professional setting and to begin to establish a network, which is critical to thriving in a highly competitive field.

Statement of Goals and Outcomes:

Students who successfully complete the program will be able to:
- Demonstrate the ability to integrate form, content, and context in the service of clear visual communication.
- Demonstrate the technical skills needed to produce a body of work in still and time-based digital technologies, as well as film-based processes, that meet professional standards for fine art and applied photography.
- Demonstrate knowledge of historic and contemporary issues in the practice of the medium and understand its relevance to their work.
- Demonstrate the ability to work as professionals both in class and in preparation for careers in photography and video.

SOPHOMORE YEAR | 18.0 CR IN MAJOR
Fall Semester
PHV 210 Photo Dialogues | 3.0 CR
PHV 223 Photo Techniques: Color, Craft & Image | 3.0 CR
PHV 239 Digital Photo: Windows | 3.0 CR

Spring Semester

PHV 200 Introduction to Lens-Based Motion Production | 3.0 CR

PHV 215 Lighting for Lens-Based Media | 3.0 CR

PHV 240 Digital Photo: Mirrors | 3.0 CR

JUNIOR YEAR | 18.0 CR IN MAJOR

Fall Semester

PHV 300 Advanced Lens-Based Motion Production | 3.0 CR

PHV 323 Large Format: Description & Contemplation | 3.0 CR

PHV 326 Advanced Digital Photography | 3.0 CR

Spring Semester

PHV 307 Advanced Color: Theory & Practice | 3.0 CR

PHV 311 Professional Practices I | 1.5 CR

PHV 327 The Documentary: Objectivity & Influence | 1.5 CR

PHV 328 Medium, Form & Concept | 3.0 CR

Internship | REQUIRED, NON-CREDIT and FOR-CREDIT OPPORTUNITIES

*Facilitated by Career Services

SENIOR YEAR | 15 CR IN MAJOR

Fall Semester

PHV 401 Senior Thesis I | 3.0 CR

PHV 417 Emerging Lens Based Technologies | 1.5 CR

PHV 425 Web Arts: Self-Promotion to Self-Expression | 3.0 CR

Spring Semester

PHV 402 Senior Thesis II | 3.0 CR

PHV 403 Lens-Based Motion Projects | 3.0 CR

PHV 407 Professional Practices II | 1.5 CR

In addition, all Photography & Video BFA students are required to complete 42 credits (fourteen 3-credit courses) in the Liberal Arts program and 9 credits (six 1.5-credit courses) of General Elective studio courses. More information on these requirements is found below in the Liberal Arts Program and Course Description sections.

LIBERAL ARTS

The Liberal Arts Program, required for all BFA degree programs, consists of 5 distribution areas: Art History, Verbal Communication, Life & Physical Sciences and Mathematics, Behavioral & Social Sciences, and Humanities. In order to graduate with a BFA, all students must take 42 total credits in the Liberal Arts: 12 credits in the art history distribution area, 9 credits in the verbal communication distribution area, 3 in the life & physical sciences distribution area, 3 in the behavioral & social sciences distribution area, 12 in the humanities distribution area, and one additional 3-credit course in any Liberal Arts Department distribution area. Because of the organization of each major's coursework throughout a student's time at PCA&D, the liberal arts requirement is typically spread out evenly over four years.

NOTE: You will find a suggested timeline for completing Liberal Arts requirements below, but it is not set in stone. While there is a lot of choice when it comes to scheduling and taking courses that work toward the Liberal Arts requirement, there are some courses that must be taken at specific times; these courses are noted with an asterisk. You can work with the Registrar and the Chair of the Liberal Arts Department to explore your options, especially if you would like to pursue a Liberal Arts Department minor. The Liberal Arts department offers minors in Art History & Visual Culture, Literature, Creative Writing, and General Humanities.

Statement of Goals and Outcomes:

Students who successfully complete the program will be able to:

- Demonstrate the ability to incorporate cultural and historical context into their analytical process and then demonstrate the ability to choose when and how this critical thinking should be applied to intellectual and creative problems presented in their coursework.
- Demonstrate the ability to apply information literacy and research techniques to course projects, assignments, and classroom discussion.
- Demonstrate the ability to deliberately compose and effectively communicate their informed ideas and viewpoints through oral and written projects and assignments as well as classroom discussion.
- Demonstrate a broad knowledge of visual culture as well as a proficiency in art historical analysis and theory through course projects, assignments, and classroom discussion.
- Demonstrate a well-rounded knowledge base in the Liberal Arts, including general humanities, social sciences, life sciences, and mathematics.

FOUNDATION YEAR | 12 CR
Fall Semester
Art History & Visual Culture Distribution Area Course
*AH 110 Introduction to the History of Art & Visual Culture | 3.0 CR
Verbal Communication Distribution Area Course
FVC 101 Foundations of Verbal Communication I | 3.0 CR
Spring Semester
Art History & Visual Culture Distribution Area Course
*AH 222 World Art Survey: Cultural Contacts | 3.0 CR
Verbal Communication Distribution Area Courses
FVC 102 Foundations of Verbal Communication II | 3.0 CR

SOPHOMORE YEAR | 12 CR

Fall Semester

Life & Physical Sciences and Mathematics Distribution Area Course

ANY Life & Physical Sciences and Mathematics distribution area course (MAT or NAS) | 3.0 CR

Verbal Communication Distribution Area Course

*FVC 201 Communicating through the Arts, FVC 202 Fundamentals of Public Speaking, or FVC 203 Professional Writing in the Arts | 3.0 CR

Spring Semester

Behavioral & Social Sciences Distribution Area Course

ANY Behavioral & Social Sciences distribution area course (PSY or SOC) | 3.0 CR

Humanities Elective 200-level

ANY Humanities Elective (any 200-level course that begins with the prefix ENG, MDS, MUS, PHL, AMS, or REL)

JUNIOR YEAR | 9 CR

Fall Semester

Art History & Visual Culture Distribution Area Course

ANY 200- or 300-level art history course | 3.0 CR

Humanities Elective Course 200- or 300-level

**ANY Humanities Elective (any 200- or 300-level course that begins with the prefix ENG, MDS, MUS, PHL, AMS, or REL) | 3.0 CR

Spring Semester

Humanities Elective Course 200- or 300-level

ANY Humanities Elective (any 200- or 300-level course that begins with the prefix ENG, MDS, MUS, PHL, AMS, or REL) | 3.0 CR

SENIOR YEAR | 9 CR

Fall Semester

Art History & Visual Culture Distribution Area Course

ANY 200- or 300- level art history course | 3.0 CR

Humanities Distribution Area Courses

ANY Humanities Elective (any 200- or 300-level course that begins with the prefix ENG, MDS, MUS, PHL, AMS, or REL)

Spring Semester

Liberal Arts Department Open Elective Course

ANY course offered in any of the Liberal Arts Department distribution areas | 3.0 CR

*Required courses. AH 110 is taken in the first semester of Foundation year. AH 222 is taken in the second semester of the Foundation year or the first semester of the Sophomore year. Students typically take FVC 201, FVC 202, or FVC 203 in their sophomore year; this can be done in either semester. Only one 200-level FVC course is required.

**All students must take at least two 300-level or 400-level art history or humanities distribution area courses before they graduate. Though typically taken in the junior or senior year, these courses can be taken in the sophomore year in consultation with the Liberal Arts Department chair.

ACADEMIC PROGRAMS-AA

DESIGN THINKING

Artists and designers are essential for creating effective communication, advancing human-centered design, and translating the world to help us learn to collectively see differently. Importantly, artists and designers are effective design thinkers. Design thinking is a method for design-based problem-solving that relies on team-based collaboration through an interdisciplinary process. Employing conceptual thinking, visual communication, and metacognition (thinking about our thinking habits and processes), it presents solutions through the production of creative design work that is user-centered.

Design thinkers trained in art and design are successful in prioritizing innovative and community-focused solutions to common problems, pulling from both technical art skills as well as conceptual thinking and implementation. Through this strongly collaborative critical thinking creative practice, design thinkers successfully produce accessible and equitable outcomes because of their human-centered approach to creative work. Pennsylvania College of Art & Design offers two degree levels in the study of Design Thinking, the Associate of Arts degree in Design Thinking and the Bachelor of Arts degree in Design Thinking.

Statement of Goals and Outcomes

Students who successfully complete the program will be able to:
- Demonstrate the ability to use, at an advanced proficiency level, a range of studio and computer-based media and processes.
- Formulate and develop a personal creative direction that results in artwork that is a union of concept, form, medium, and craft.
- Formulate and apply critical and contextual analysis to their work and the work of others, while demonstrating an understanding of the visual arts and the relevancy of their work in the context of historic and contemporary art and the broader global culture.
- Demonstrate deliberate and effective communication through an informed and influential visual and verbal language.
- Demonstrate knowledge of collaborative problem-solving, human-centered design, and the evolution of work from concept to prototype.
- Demonstrate proficiency in human-centered design that includes research, observation of users, ideation, prototype or design creation, testing and critique, and implementation and assessment.

SOPHOMORE YEAR | 26.0 CR IN MAJOR
Fall Semester
Studio Area Course #1 | 3.0 CR
Studio Area Course #2 | 3.0 CR
Studio Area Course #3 | 3.0 CR
Spring Semester
Studio Area Course #4 | 3.0 CR
Studio Area Course #5 | 3.0 CR
Studio Area Course #6 | 3.0 CR

Studio Area Course #7 | 3.0 CR
DTH 200 Design Thinking Seminar I | 3.0 CR

LIVE EXPERIENCE DESIGN & PRODUCTION

The Associate Degree curriculum encompasses the first two years of the BFA Degree. It provides students with foundation skills in art and design as well as the first level in the Design and Production sequence for LXD. The AA Degree provides a credential option for students who may not require the full BFA degree.

SOPHOMORE YEAR | 18.0 CR IN MAJOR
Fall Semester
LEX 206 Introduction to Performance Studies | 3.0 CR
LEX 210 Visual Design & Production I | 3.0 CR
LEX 221 Staging Design & Production I | 3.0 CR
Spring Semester
LEX 223 Sound Design & Production I | 3.0 CR
LEX 224 Lighting Design & Production I | 3.0 CR
LEX 225 Research Methods & Professional Practices | 3.0 CR

MINORS, CERTIFICATES, MICROCREDENTIALS

At PCA&D, you can pair intensive training in a BFA program with additional specialization in minor programs or advanced certificate programs—helping you tailor your education and stand out in competitive, art-&-design-driven industries. Offering 14 minor programs and 12 undergraduate certificates in a wide range of complimentary topics, PCA&D provides students with opportunities to enrich their skill sets and expertise through these options and offers the advising and academic support to complete BFAs and minor programs within four years. Choose a minor or undergraduate certificate program to complement your major to make your education unique to you. Do you want to one day start your own graphic design company but need to make sure you have a strong foundation in business along with graphic design expertise? Get your BFA in graphic design and minor in business in creative industry. Are you an Illustration student looking to publish your own books? You might want to pursue a minor in creative writing or literature. Or, maybe you want to major in animation & game art and minor in Live Experience Design (LXD) and be the person who creates animated backgrounds at rock concerts.

MINORS

In order to earn a minor from PCA&D (in addition to your BFA) you will *typically* need 18 credits in a single concentration. You cannot minor in your major; for example, you cannot major and minor in graphic design. Unless specified otherwise, at least 6 credit hours of the minor must include courses that are at the 300 level or higher. Up to 6 credit hours may come from an internship experience. A complete listing of courses can be found under Course Descriptions.

Students may use the credits (9 credits) typically reserved for studio-based general electives toward the completion of a studio-based minor by replacing GE courses with courses that fulfill studio minor requirements

(AGA. FA. GD, IL, PHV, LEX). In the case of minors in the art history distribution area and the general humanities distribution area, courses that are required for the BFA can count toward a minor. For example, a student must take 5 AH courses throughout their time at PCA&D; if a student takes 1 more AH course they can get a minor, as long as two of the AH courses they take are at the 300- or 400-level. The same goes for a minor in the general humanities distribution area—a student is required to take 4 courses in the general humanities distribution area, which means two more earn a minor (with two at the 300- or 400-level). It should be noted that Art History courses can count toward the general humanities distribution area BFA requirement, but general humanities distribution area courses do not count toward the AH BFA requirement. Typically, students who complete a BFA *only* will take 120 credits (15 credits a semester) in their time at PCA&D. In order to graduate with a BFA *and* a minor, students—at minimum—must complete 129 credits (15 credits for 5 semesters and 18 credits for 3 semesters). For example, if a student replaces their GE courses with courses that work toward their minor *and* takes one extra course that works toward their minor in their sophomore, junior, and senior years, they would graduate with a BFA and a minor after 129 total credits. It should be noted, too, that financial aid packages and payment plans cover up to 18 credits per semester.

Required Courses
18 credits in a single concentration
6 of those 18 credits in courses at the 300 or 400 level

PCA&D offers the following 14 minor programs that more directly correspond with BFA degree programs or Liberal Arts Distribution Areas:

ANIMATION & GAME ART | 18 CR   FINE ART | 18 CR
ART HISTORY & VISUAL CULTURE | 18 CR   GENERAL HUMANITIES | 18 CR
BUSINESS IN CREATIVE INDUSTRY | 18 CR   GRAPHIC DESIGN | 18 CR
CREATIVE WRITING | 18 CR   ILLUSTRATION | 18 CR
ESPORTS MANAGEMENT | 18 CR   LITERATURE | 18 CR
FASHION MERCHANDISING | 18 CR   LIVE EXPERIENCE DESIGN & PRODUCTION | 18 CR
FILMMAKING | 18 CR   PHOTOGRAPHY & VIDEO | 18 CR

The Business in Creative Industry, Esports, and Fashion Merchandising minors have no correspondence with BFA degree programs or Liberal Arts Distribution Areas and have specified courses

ART HISTORY AND VISUAL CULTURE I 18 CR

The Art History and Visual Culture minor trains students to deeply observe the world we live in with new clarity. Students develop and practice visual literacy and learn how to "read" the language of images. Art History and Visual Culture study relates images, artifacts and objects back to questions of religion, politics, society, gender, economics, philosophy, and culture, and helps students articulate thoughts with clarity and discernment. This minor provides a liberal arts curriculum with a particular sensitivity to the social, rhetorical, and aesthetic roles the visual arts play in diverse cultures and is especially relevant for students pursuing a career in art and design, providing them with an enhanced understanding of their own practice while granting them the tools to investigate both the past and present through art and visual culture. The critical analysis of images and their context deeply enrich all fields of study in the BFA.

Statement of Goals and Outcomes:

- Students will observe and interpret the visual world, examining conceptions of human creativity and ways in which diverse cultures define art, the artist, and creative practice, with the ability to explain the implications involved in the idea that meaning or historical intention in art and visual culture is not static or immutable.
- Students will develop the ability to examine, interpret and discuss formal and stylistic qualities, iconography and iconology, provenance and patronage, theory and criticism, historical contexts and assess the social functions of artworks and objects of material and visual culture from a broad chronological and geographic span and from diverse media.
- Students will develop the ability to write and speak about images with clarity and rigor, using key concepts, vocabularies, and methodologies central to the disciplines of art history and visual culture.
- Students will develop visual literacy and the ability to articulate how visual images and material culture communicate information, define cultures, and contribute to new and innovative ways to understand the past and present.
- Students will develop the ability to construct historical and theoretical arguments that demonstrate an awareness of the relevant critical terms and interpretive approaches of the disciplines of art history and visual culture and engage in the appropriate methods for conducting research and practice proper conventions of citation.
- Students will use the interdisciplinary reach of art history to intersect with other areas of study such as studio art, graphic design, illustration, photography, history, philosophy, literature, music, gender studies, languages, cultural studies, anthropology, comparative religion and new technologies, among others.

Required Courses

AH 110 Introduction to Art History and Visual Culture
AH 222 World Art History: Cultural Contacts
4 AH electives, 2 at the 300- or 400-level, 1 at the 100-level or above, 1 at the 200-level or above

BUSINESS IN CREATIVE INDUSTRY | 18 CR

Pursuing a minor concentration in business offers many benefits to students, the full impact of which will be felt as they seek employment after graduation. PCA&D students frequently seek careers as industry professionals, individual creators, entrepreneurs, and self-reliant practitioners, and the particular skill sets developed through business coursework will contribute to their success. Additionally, pursuing additional content areas and concentrations communicates to employers that PCA&D graduates have a strong work ethic, possess interdisciplinary flexibility, and have the potential to be an adaptive and versatile professional.

Statement of Goals and Outcomes :
- Students will understand how the major functions of business (accounting, management, marketing, finance, etc) work together to achieve organizational goals.
- Students will create a professional portfolio to showcase their unique skills and abilities.
- Students will understand, analyze, and communicate the financial results of an organization.
- Students will understand the importance of marketing in ensuring the organization meets the needs of the customer.
- Students will combine their business and artistic practice and understanding of entrepreneurial risk to create a business plan.

Required Courses

BUS 101 Introduction to Business I | 3.0 CR

BUS 102 Introduction to Business II | 3.0 CR

BUS 200 Accounting and Finance for Non-Majors | 3.0 CR

BUS 201 Principles of Marketing | 3.0 CR

BUS 300 Entrepreneurship | 3.0 CR

BUS 301 Professional Practices | 3.0 CR

* MAT 102 Business Math may be taken in place of BUS 200 Accounting and Finance for non-majors

CREATIVE WRITING I 18 CR

The Creative Writing minor builds from the foundation of communicating in the arts into generating original works of writing across forms and genres. Students will learn to experiment and structure their writing in courses addressing fiction, non-fiction, poetry, children's book writing, playwriting, worldbuilding, character construction, and graphic novel design.

Statement of Goals and Outcomes:
- Students will demonstrate an understanding of the field of creative writing and publishing.
- Students will produce a portfolio of work across genres which include works in fiction, non-fiction, poetry, children's book writing, playwriting, worldbuilding, character construction, and/or graphic novel design.
- Students will demonstrate a knowledge of various forms of literature and competency in the analysis, synthesis, and evaluation of texts.
- Students will develop their craft knowledge and skills in creative composition.

Required Courses:

ENG 310 Creative Writing (required)

FVC 201 Communicating Through the Arts (required)

Qualifying Courses (select four):

AMS 401 Heroes and Villains in American Culture

ENG 300 Journalism

ENG 303 Nonfiction Writing

ENG 304 Introduction to Children's Literature

ENG 305 Shakespeare from Stage to Screen

ENG 401 The Short Story

ENG 402 Poetry

ENG 420 Longform and Writing at Length

MDS 202 Acting and Play Production

MDS 205 The Graphic Novel

MDS 303 Storytelling

MDS 403 Constructing Secondary Worlds

ESPORTS MANAGEMENT | 18 CR

Pursuing a minor concentration in Esports Management offers many benefits to students, many of which will occur as they seek employment after graduation. Completing an undergraduate degree is challenging but pursuing additional content areas and concentrations communicates to employers that PCA&D graduates have a strong work ethic, possess interdisciplinary flexibility, and have the potential to be an adaptive and versatile professional. As PCA&D students enter increasingly competitive career arenas, the Esports minor (complemented by the Esports team) offers preparation for an exciting growth

industry with space for creative thinkers and makers.

Statement of Goals and Outcomes:
- Students will understand how the major functions of business (accounting, management, marketing, finance, etc.) work together to achieve the organization's goals.
- Students will create a professional portfolio to showcase their unique skills and abilities.
- Students will understand, analyze, and communicate the financial results of an organization.
- Students will understand the importance of marketing in ensuring the organization meets the needs of the customer.
- Students will combine their business and artistic practice and understanding of entrepreneurial risk to create a business plan.
- Analytics - Identifying metrics, understanding financials (cash flow, NPV, pivot tables), Business Model Canvas, data visualization
- Change management - conflict management, managing change in organizations, telling story through data

Required Courses
BUS 101 Introduction to Business I | 3.0 CR
BUS 102 Introduction to Business II | 3.0 CR
BUS 200 Accounting and Finance for Non-Majors | 3.0 CR
ESP 101 Introduction to Esports | 3.0 CR
ESP 200 Esports Events & Gaming Technology | 3.0 CR
ESP 300 Sports Analytics | 3.0 CR

FASHION MERCHANDISING I 18 CR

Pursuing a minor concentration in Fashion Merchandising can offer many opportunities for students in their career path as they seek employment after graduation. PCA&D students can seek careers in the fashion industry in product development and design, merchandising and supply chain, fashion trend analysis, corporate retail careers while utilizing their design and creative talents. The coursework is developed to help contribute the success of emerging fashion interests and innovation.

Statement of Goals and Outcomes:
- Students will understand the fundamentals of the fashion industry, fashion markets, and the development of fashion products.
- Through experiential learning students will examine and define the understanding of fashion product development process from concept to creation.
- Students will apply critical thinking through the evaluation of the fashion industry.
- Students will demonstrate professional communication skills while exploring career opportunities in the fashion industry.
- Students will develop a fashion collection through research and development practices used in the fashion market.
- Students will examine fashion historical milestones and interpret skills used in trend forecasting.
- Through reflective learning practices students will understand and apply the knowledge used in retail supply chain management.

Required Courses

FAME 101 Introduction to Fashion Merchandising I 3.0 CR
FAME 200 Fashion Trend Forecasting I 3.0 CR
FAME 201 History of Costume in the Fashion Industry I 3.0 CR
FAME 300 Retail Sustainable Buying I 3.0 CR
FAME 400 Textiles in the Global Fashion Market I 3.0 CR
FAME 401 Fashion Product Development I 3.0 CR

FILMMAKING I 18 CR

Pursuing a minor in Filmmaking helps students develop foundational skills in creating high quality capture for client-driven, fine art and industry applications. Students learn best practices for digital capture and editing with Adobe Premiere software. An excellent minor for studio artists in other media or a skill set that complements the credentials and experience of practitioners currently in the field, this program offers the foundational skills, concepts, and practices needed for videographers to work successfully in interdisciplinary settings and teams. Collaboration and hands-on knowledge of the practices of the filmmaking industry are stressed.

Statement of Goals and Outcomes:
- Students will demonstrate the understanding of the different professional roles and requisite responsibilities of film production.
- Through experiential learning students will demonstrate the ability to function in different filmmaking roles, by performing various tasks during field work.
- Students will demonstrate the ability to apply critical thinking in order to ideate both the creative and technical facets of filmmaking.
- Students will demonstrate professional communication skills while exploring career opportunities in the filmmaking industry.
- Students will demonstrate working knowledge of film production tasks, such as obtaining permits, navigating city and local governments, and the current status of the film industry in central PA as an emerging film hub.
- Students will demonstrate the technical ability to capture and edit lens-based motion images.

Required Courses
GE 280 Introduction to Filmmaking | 1.5 CR
GE 288 Filmmaking Field Work | 1.5 CR
PHV 215 Lighting for Lens-Based Media | 3.0 CR
PHV 200 Introduction to Lens-Based Motion Production | 3.0 CR
PHV 300 Advanced Lens-Based Motion Production | 3.0 CR
PHV 403 Lens-Based Motion Projects | 3.0 CR

Qualifying Courses (select one):
AH 220 Introduction to Film Studies | 3.0 CR
AH 320 Cinema as Art | 3.0 CR

GENERAL HUMANITIES I 18 CR

General Humanities is an interdisciplinary minor designed to give shape and meaning to the students' creative expressions by examining the oral, written, and performative productions of others through time, place, and theme. Students study the world and society from a critical perspective, enabling them to understand, appreciate, and produce art that incorporates human values, such as empathy and inclusivity, in a diverse and ever-changing environment. Courses include topics such as literature, history, music, religion, and philosophy.

Statement of Goals and Outcomes:
- Students will build upon basic knowledge and skills to develop a deeper level of expertise in humanities disciplines of their choice.
- Students will acquire the ability to read, write, listen, and articulate with comprehension and clarity their own ideas and opinions on humanities topics.
- Students will use, evaluate, analyze, and synthesize source material in their own communication and scholarship.
- Students will develop an openness to new ideas and perspectives in various fields of academic inquiry.
- Students will explore critical thinking, organizational, and problem solving skills that guide their discovery of intellectual connections within a variety of disciplinary fields.

Qualifying Courses:
To earn a minor in General Humanities, you must take 18 credits within the General Humanities distribution area. General Humanities electives start with the prefixes AMS, ENG, MDS, MUS, PHL, or REL.
Art History courses do not count toward the General Humanities minor.

LITERATURE I 18 CR

The Literature minor involves studies across literary genres to examine major contributions to the arts and letters. Students will read and analyze works of literature from a diverse range of authors and creators, closely examining their contributions to the field. Courses range in content from introductory surveys to subject specific topics.

Statement of Goals and Outcomes:
- Students will demonstrate a knowledge of various forms of literature and competency in the analysis, synthesis, and evaluation of texts.
- Students will develop an understanding of cultural contexts that influence and affect literature.
- Students will maintain a reading practice and demonstrate proficient knowledge of texts and their origins.
- Students will demonstrate a breadth of historic knowledge regarding the publishing and adapting of stories, ranging from oral folkloric traditions to traditional publications and multimedia cross-genres.

Qualifying Courses:
ENG 203 Introduction to Fantasy Literature
ENG 204 Introduction to Science Fiction and Horror Literature
ENG 205 Diverse Voices in Literature
ENG 206 Young Adult Literature
ENG 304 Introduction to Children's Literature
ENG 305 Shakespeare from Stage to Screen
ENG 306 Book to Screen: Adapting Literature
ENG 310 Creative Writing
ENG 401 The Short Story
ENG 402 Poetry
ENG 420 Longform and Writing at Length
MDS 205 The Graphic Novel
MDS 301 1920s Paris
MDS 403 Constructing Secondary Worlds

CERTIFICATES

PCA&D recognizes the need for continuing education throughout your career. Whether you wish to enhance your skills to increase marketability, gain new skills for job promotion, or take a completely new track for a career change, our undergraduate certificate programs are structured with adult students' lifestyles and commitments in mind.

Undergraduate degree certificates may be completed as standalone credentials. These certificates are also part of advanced degree programs, which means certificates are stackable and certificate courses may count toward a bachelor's degree program.

ADVANCED PHOTOGRAPHY & VIDEO | 12 CR

The Certificate in Advanced Photography & Video is appropriate for students who have
completed the Certificate in Digital Photography and educators/practitioners who wish to improve their skills and credentials. Students learn advanced techniques and practice contemporary conceptual strategies, culminating in a portfolio that demonstrates this understanding. This certificate program advances the study of photography and video by examining large format photography, advanced color photography, advanced Adobe Photoshop skills that will culminate in a book of original photography, and the expanded exploration into video processes.

Required Courses
PHV 215 Lighting for Lens-Based Media 3 credits
PHV 300 Advanced Lens-Based Motion Production 3 credits
Or
PHV 403 Lens-Based Motion Projects 3 credits
PHV 323 Large Format: Description & Contemplation 3 credits
PHV 326 Advanced Digital Photography 3 credits

ANIMATION | 16.5CR

The Animation Certificate provides foundational skills and knowledge for a broad range of career opportunities in the ever-advancing animation industry. The curriculum provides a balanced introduction to industry pipelines by addressing both the creative and technical aspects. Using cutting-edge, industry-standard software and tools, students learn to conceptualize, develop, produce, and manage animation projects through a structured progression of courses with an emphasis in character-driven storytelling.

Required Courses
AGA 210 Drawing for Animation | 1.5 CR
AGA 203 Story & Screen I | 3.0 CR
AGA 204 Story & Screen II | 3.0 CR
AGA 205 Computer Animation I | 3.0 CR
AGA 206 Computer Animation II | 3.0 CR
FD112 Digital Media | 3.0 CR

BUSINESS IN CREATIVE INDUSTRY | 18 CR

Pursuing a certificate in business offers many benefits, the full impact of which will be felt as students seek employment after certification. Creative makers frequently seek careers as industry professionals, individual creators, entrepreneurs, and self-reliant practitioners, and the particular skill sets developed through business

coursework will contribute to their success. Pursuing additional content areas and concentrations communicates to employers that professionals seeking PCA&D certifications have a strong work ethic, possess interdisciplinary flexibility, and have the potential to be an adaptive and versatile professional.

Required Courses

BUS 101 Introduction to Business I | 3.0 CR
BUS 102 Introduction to Business II | 3.0 CR
BUS 200 Accounting and Finance for Non-Majors | 3.0 CR
BUS 201 Principles of Marketing | 3.0 CR
BUS 300 Entrepreneurship | 3.0 CR
BUS 301 Professional Practices | 3.0 CR

COMMUNICATION DESIGN | 16.5 CR

Students who successfully complete the certificate will be able to: Demonstrate the ability to judge, adapt and incorporate historical and/ or contemporary influences and perspectives in their creative and intellectual processes; demonstrate a range of traditional and digital skills in the creation of a design that is an effective union of concept, medium, and craft; demonstrate deliberate and effective communication through an informed and influential visual and verbal language unique to the communication and interactive design industry; and engage in the business and practical realities of the communication and interactive design industry business trends and standards.

Required Courses

GD 206 Typography II | 1.5 credits
GD 217 UX/UI Design | 1.5 credits
GD 311 Design Studio I | 3.0 credits
GD 312 Design Studio II | 3.0 credits
GI 201 Visual Communication | 3.0 credits
GI 205 Typography I | 1.5 credits
GI 217 Digital Technology I | 1.5 credits
GI 218 Digital Technology II | 1.5 credits

DATA VISUALIZATION | 18 CR

The Data Visualization certificate program teaches students to use effective design principles and analytics methodologies for information design. Students will learn to illustrate data stories, further develop technological prowess (data processing languages & techniques), answer scientific questions, and communicate important observations through the visual representation of information. A particular emphasis will be placed on understanding the ethical, and philosophical concepts behind the production, promotion, and accessibility of data.

Required Courses

DATA 101 Foundations for Information Design | 3.0 CR
DATA 102 Data Analytics Methodologies | 3.0 CR
DATA 301 Information Design Project Studio | 3.0 CR

Select 3 of the following 4 courses | 9.0 CR
DATA 201 Data Manipulation and Documentation | 3.0 CR

DATA 202 Interactive Visualization | 3.0 CR

DATA 203 Information as Material, Form, and Installation | 3.0 CR

DATA 204 Spatial Analysis, and Map Making | 3.0 CR

DIGITAL PHOTOGRAPHY | 18 CR

Students completing a Certificate in Digital Photography learn all of the foundational digital skills to excel within the digital medium. Students learn best practices for digital capture and editing with Adobe Lightroom and Adobe Photoshop software. An excellent certificate for studio artists in other media or a skill set that complements the credentials and experience of practitioners currently in the field, this program offers the foundational skills, concepts, and practices needed for emerging photographers to work successfully in interdisciplinary settings and teams.

Required Courses

FD 109   Digital Imaging 3 credits

PHV 200 Introduction to Lens-Based Motion Production 3 credits

PHV 215 Lighting for Lens-Based Media 3 credits

PHV 239 Digital Photo: Windows 3 credits

PHV 240 Digital Photo: Mirrors 3 credits

PHV 326 Advanced Digital Photography 3 credits

ESPORTS MANAGEMENT | 18 CR

Pursuing a Certificate in Esports Management offers many benefits to students, many of which will occur as they seek employment after graduation. Completing an undergraduate degree is challenging but pursuing additional content areas and concentrations communicates to employers that PCA&D graduates have a strong work ethic, possess interdisciplinary flexibility, and have the potential to be an adaptive and versatile professional. As PCA&D students enter increasingly competitive career arenas, the Esports Certificate (complemented by the Esports team) offers preparation for an exciting growth industry with space for creative thinkers and makers.

Required Courses

BUS 101 Introduction to Business I | 3.0 CR

BUS 102 Introduction to Business II | 3.0 CR

BUS 200 Accounting and Finance for Non-Majors | 3.0 CR

ESP 101 Introduction to Esports | 3.0 CR

ESP 200 Esports Events & Gaming Technology | 3.0 CR

ESP 300 Sports Analytics | 3.0 CR

FASHION MERCHANDISING I 18 CR

Pursuing a certificate in Fashion Merchandising can offer many opportunities for students in their career path as they seek employment after graduation. PCA&D students can seek careers in the fashion industry in product development and design, merchandising and supply chain, fashion trend analysis, corporate retail careers while utilizing their design and creative talents. The coursework is developed to help contribute the success of emerging fashion interests and innovation.

Statement of Goals and Outcomes:
- Students will understand the fundamentals of the fashion industry, fashion markets, and the development of fashion products.
- Through experiential learning students will examine and define the understanding of fashion product development process from concept to creation.
- Students will apply critical thinking through the evaluation of the fashion industry.
- Students will demonstrate professional communication skills while exploring career opportunities in the fashion industry.
- Students will develop a fashion collection through research and development practices used in the fashion market.
- Students will examine fashion historical milestones and interpret skills used in trend forecasting.
- Through reflective learning practices students will understand and apply the knowledge used in retail supply chain management.

Required Courses

FAME 101 Introduction to Fashion Merchandising I 3.0 CR
FAME 200 Fashion Trend Forecasting I 3.0 CR
FAME 201 History of Costume in the Fashion Industry I 3.0 CR
FAME 300 Retail Sustainable Buying I 3.0 CR
FAME 400 Textiles in the Global Fashion Market I 3.0 CR
FAME 401 Fashion Product Development I 3.0 CR

FILMMAKING | 16.5 CR

Students completing a Certificate in Filmmaking develop foundational skills in creating a feature film or working on a professional film set are career outcomes for aspiring film producers. Achieving these opportunities requires preparation, ideation, and field experience. This certificate introduces students to various aspects of filmmaking with particular attention given to the different professional roles available as career pathways and the different levels and degrees of responsibility tied to both high quality video capture for client-driven and fine art applications. Students learn best practices for digital capture and editing with Adobe Premiere software. Work can also include internships with regional film production studios, community-based outreach projects and field trips to observe shoots in progress. Students will come away with experience that may help them gain entrance into the industry. An excellent certificate for studio artists in other media or a skill set that complements the credentials and experience of practitioners currently in the field, this program offers the foundational skills, concepts, and practices needed for filmmakers to work successfully in interdisciplinary settings and teams.

Required Courses

GE 280   Introduction to Filmmaking 1.5 CR
OR
GE 288   Filmmaking Field Work 1.5 CR
PHV 215 Lighting for Lens-Based Media 3.0 CR
PHV 200 Introduction to Lens-Based Motion Production 3.0 CR
PHV 300 Advanced Lens-Based Motion Production 3.0 CR

PHV 400 Lens-Based Motion Projects 3.0 CR
AH 220   Introduction to Film Studies 3.0 CR
OR
AH 320   Cinema as Art 3.0 CR

GAME ART | 16.5CR

The Game Art Certificate takes an environment-driven approach to visual storytelling with an emphasis on the development of a navigable 3D world and engaging interactive narrative. Students will learn the basics of applying a feature film aesthetic to the creation of visual assets for 3D games. Technical, creative, psychological, and conceptual aspects of gameplay are addressed.

Required Courses

AGA 210 Drawing for Animation | 1.5 CR
AGA 205 Computer Animation I | 3.0 CR
AGA 206 Computer Animation II | 3.0 CR
AGA 301 Game Art I | 3.0 CR
AGA 302 Game Art II | 3.0 CR
FD112 Digital Media | 3.0 CR

LIVE EXPERIENCE DESIGN & PRODUCTION | 18 CR

The Live Experience Design & Production Certificate provides students with foundational skills in design and production for live events and experiences with an emphasis on creative technology. Students will also learn about introductory research methods, resources, and professional practices in the live events industry.

Required Courses

LEX 101: Introduction to Live Experience Design & Production | 3.0 CR
LEX 221: Staging Design & Production 1 | 3.0 CR
LEX 222: Visual Design & Production 1 | 3.0 CR
LEX 223: Sound Design & Production 1 | 3.0 CR
LEX 224: Lighting Design & Production 1 | 3.0 CR
LEX 225: Research Methods & Professional Practices | 3.0 CR

PACKAGING DESIGN | 10.5 CR

Students who successfully complete the certificate will be able to: Demonstrate the ability to judge, adapt and incorporate historical and/ or contemporary influences and perspectives in their creative and intellectual processes; will gain knowledge of the package design industry (its past, its present, and its future); and will create multiple package designs for several different industries; will be challenged to approach package design in a non-traditional fashion, to discover new substrates to utilize, and to utilize new methods to protect the environment throughout the process.

Required Courses

GD 219 Digital Technology | 3.0 CR
GD 256 Typography for Packaging | 3.0 CR
GD 417 Package Design | 3.0 CR

GD 422 Experimental Packaging | 1.5 CR

UX/UI Design | 16.5 CR

Students who successfully complete the certificate will be able to: Demonstrate a basic understanding of design methods and principles of interaction design; demonstrate the logical process of developing an interactive design based on user personas and scenarios; demonstrate a fundamental understanding of user experience and usability for interaction design concepts; Properly employ design thinking processes and UX/UI tools; hone the ability to accept, interpret and apply technical and creative direction; come to value the importance of project management, including meeting deadlines and objectives; and effectively communicate and persuasively present ideas to an interdisciplinary audience.

Required Courses
GD 206 Typography II | 3.0 credits
GD 217 UX/UI Design | 1.5 CR
GD 221 Introduction to Web Design | 1.5 CR
GD 314 Web Design | 3.0 CR
GD 319 Advanced Web Design | 3.0 CR
GI 205 Typography I | 1.5 credits
GI 217 Digital Technology I | 1.5 credits
GI 218 Digital Technology II | 1.5 credits

MICROCREDENTIALS

Summary: A Microcredential is a 3 course series of courses to complete a digital badge. Microcredentials are focused credentials designed to provide skills and experience. All Microcrendial Badges are stacked within existing curricula, which means that they are an excerpt of an existing certificate program.

In order to earn a microcredential from PCA&D you will need 9 credits in a single concentration. A complete listing of courses can be found under Course Descriptions.

Required Courses
9 credits in a single concentration.   Three 100 or 200 level courses will be required for a microcredential. (Dependent on each program) PCA&D offers the following 5 Micro Credential programs:

BUSINESS MARKETING | 9 CR
DATA WRANGLING I 9 CR
ESPORTS BUSINESS | 9 CR
FASHION FORECASTING | 9 CR
INTERACTIVE VISUALIZATION I 9 CR

BUSINESS MARKETING | 9 CR

Pursuing a microcredential concentration in business marketing offers many benefits to students, the full impact of which will be felt as they seek employment after graduation. Students frequently seek careers in the digital marketing arena.   The skills obtained for a Business Marketing microcredential will enhance

opportunities in creative corporations. A microcredential in business marketing will add to the success of career placement in the creative industries.

Business in the Creative Industry: Business Marketing

Accomplished in 1-3 semesters | 9 CR

100 level courses	BUS 101 Introduction to Business I	3.0 CR
	BUS 102 Introduction to Business II	3.0 CR
200 level courses	BUS 201 Principles of Marketing	3.0 CR

- BUS 203 Understanding Users can be substituted for BUS 201 as an elective course in this microcredential.

DATA WRANGLING | 9 CR

The Data Wrangling microcredential teaches students to use effective design principles and analytics methodologies for information design. A particular emphasis will be placed on understanding the ethical, and philosophical concepts behind the production, promotion, and accessibility of data documentation.

Data Visualization: Data Wrangling

CURRICULUM PLAN

Accomplished in 1-3 semesters | 9 CR

100 level Studio Courses (students take both)	DATA 101: Foundations for Information Design	3.0 CR
	DATA 102: Data Analytics Methodologies	3.0 CR
200 level focus	DATA 201: Data Manipulation and Documentation	3.0 CR

ESPORTS BUSINESS | 9 CR

Pursuing a microcredential in Esports Business offers many benefits to students,
many of which will occur as they seek employment after completion.   Esports Business microcredential will help with the successful development of skills utilized in the Esports industry for gaming and management.

Esports Management: Esports Business

CURRICULUM PLAN

<table>
<tr><td colspan="2" align="center">Accomplished in 1-3 semesters | 9 CR</td></tr>
<tr><td rowspan="2">100 level courses</td><td>BUS 101 Introduction to Business I | 3.0 CR</td></tr>
<tr><td>ESP 101 Introduction to Esports | 3.0 CR</td></tr>
<tr><td>200 level courses</td><td>ESP 200 Esports Events and Gaming Technology | 3.0 CR</td></tr>
</table>

FASHION FORECASTING I 9 CR

Pursuing a microcredential in Fashion Forecasting can offer many opportunities for students in their career path as they seek employment after graduation. The coursework is developed to help contribute the success of emerging fashion interests and innovation with trend prediction and fashion industry skills.

Fashion Merchandising: Fashion Forecasting

CURRICULUM PLAN

Accomplished in 1-3 semesters | 9 CR

100 level course	FAME 101 Introduction to Fashion MerchandisingI	3.0 CR
200 level course	FAME 200 Fashion Trend Forecasting	3.0 CR
200 level course	FAME 201 History of Costume in the Fashion Industry	3.0 CR

INTERACTIVE VISUALIZATION | 9 CR

The Interactive Data microcredential teaches students to use effective design principles and analytics methodologies for information design. Students will create data stories, further develop technological prowess, answer scientific questions, and communicate important observations through the visual representation of information.

Data Visualization: Interactive Visualization

CURRICULUM PLAN

Accomplished in 1-3 semesters | 9 CR

100 level Studio Courses (students take both)	DATA 101: Foundations for Information Design	3.0 CR

	DATA 102: Data Analytics Methodologies	3.0 CR
200 level focus	DATA 202: Interactive Visualization	3.0 CR

INDEPENDENT STUDY COURSES

Independent study courses are individualized courses and are based on existing courses in the Academic Catalog. For example, a student who cannot enroll in the regularly scheduled AGA 201 course may, with the approval of the Department Chairperson, enroll in a special section of that course as INDS 399: AGA 201. The faculty member and student co-develop an alternative meeting schedule in order to complete course content

Independent study courses are only an option when a student's timeline for degree or credential completion requires a course be offered on an individualized basis in order to meet program requirements in a timely manner and a student has a documented reason that requires them to enroll in an alternative version of a regularly scheduled course.

INTERNSHIPS

Pennsylvania College of Art & Design students earning a bachelor of fine arts degree are required to complete an internship, apprenticeship, fellowship, or mentorship program as a component of their graduation requirements. Students must successfully complete and document an internship. Documentation must include a presentation about the internship experience to colleagues and faculty in a student's fourth-year professional practices course. It is recommended that students complete an internship during the summer after their year-three coursework.

There are two areas in which internship opportunities are coordinated. The first area is within each major program. Some academic departments with a major program have a designated faculty member who serves as the internship coordinator. Coordinators oversee students' placement in their respective fields of study.

For internship experiences coordinated at the department level, department internship coordinators oversee and document the internship process and, upon the conclusion of a department approved internship, students must complete the appropriate form: Fine Arts Form, Graphic Design Form, Illustration Form, or Photography Form.

The second area is through Career Services. The Career Services team provides access to internship opportunities to students, assists with employers becoming approved internship sites for the College, and assists instructors of record and site supervisors with various requirements for participation and completion in the College's Internship Program.

Students are to consult with their Department Chairperson and the Career Services team during their Sophomore year to initiate their internship plan.

The College offers opportunities for students to earn credits for Internships. There are two levels for for-credit internships for credit EXINT 199 Exploratory Internship and PFINT 399 Professional Internship. Exploratory Internships allows students to pursue internship experiences through College-approved internship sites and partnerships for credit. Students obtain experience at the exploratory level. Professional Internships allow students to obtain deeper experience in field work, making, creative entrepreneurship, and industrial and graphic design work. Museum, curatorial, gallery, studio apprenticeships are also options for students. In order to enroll in EXINT 199 or PFINT 399, students must contact Career Services in order to identify a site approved by the College for earning credits for internship experience. For every internship course credit hour, 40 hours of work occurs at the approved internship site.

CAREER SERVICES

Career Services works with students to provide support programming regarding career development and preparation. These services include resume and interview preparation assistance, alumni career strategy consultations and the career closet. Career Services also hosts events such as Career Day, Business Bootcamp and a variety of workshops throughout the year.   Career Services is committed to establishing partnerships with companies and organizations to provide students with internships and career opportunities in the Art and Design Industry. Academic Internships should be approved by the department chair.

Contact: careerservices@pcad.edu

CENTER FOR CREATIVE EXPLORATION

The Center for Creative Exploration (CCE) at PCA&D brings creativity to life for students of all ages through a range of classes, workshops, events and certificate programs. Our vision is to be a regional leader in the creative processes through:
- providing exceptional educational experiences in creativity;
- functioning as a center for creative influence in the region;
- helping students develop 21st century career skills;
- nurturing innovative thinking and imagination by helping individuals and groups tap into their creative potential;
- enrolling students of all ages, backgrounds, and experience levels; and
- providing offerings ranging from personal growth and enrichment to professional development.

For more information about CCE activities, please inquire at ce@pcad.edu. For a complete listing of CCE programs and curricula, visit pcad.edu/creative-exploration. The CCE website also includes information about current events - including enrollment instructions, tuition, supply lists, and course descriptions - and additional details about other CCE activities. Students enrolled in CCE classes and programs may be subject to academic and student policies in this Catalog.

CCE Programming

CCE's professional development, adult enrichment, high school pre-college and grades 1-9 programming offers a wide variety of credit and noncredit studio and digital design classes. Over 800 students attend daytime, evening, and weekend classes each year. Designed for all ages and backgrounds and for beginning to advanced students, these classes are open to the community at large.

CCE Continuing Education Certificate Programs

PCA&D recognizes the need for continuing education throughout one's career. Whether enhancing skills to increase marketability, gaining new skills for job promotion, or exploring a completely new track for a career change, CCE certificates are structured with adult students' lifestyles and commitments in mind. Students receive quality education from instructors who are working professionally in their field. Certificate programs are offered in social media marketing and communications, print design, web design, and entrepreneur: design and digital marketing. Questions about these certificates and their required courses can be directed to ce@pcad.edu.

Digital Marketing & Social Media Certificate Certificate Program

Social Media and digital marketing are an important part of how we conduct business. Reaching far beyond traditional marketing media, businesses today must open the lines of communication with customers and potential customers to develop valuable interactive online relationships using a variety of communications tools. Through this program, students learn how to optimize use of popular and emerging social media platforms, develop content and strategies, and evaluate the effectiveness of social media marketing efforts.

COURSE INFO
Courses are offered online at varying times year-round. Select classes begin in January, April, July, and September.

LENGTH OF CERTIFICATE: As little as one year.

COURSES TO COMPLETE: 5 classes total. Some customization may be available based on students' experience. To receive a Certificate, students must achieve an overall 2.0 G.P.A. or better.

OUTCOMES
- Develop and manage branding strategies using social media
- Gain skills to create and operate a dynamic website, and learn how to drive traffic there
- Learn how social media tools interrelate and the most effective ways to use them
- Learn how to design a social media marketing strategy for your business or organization
- Develop appropriate content to improve your organization's engagement with target audiences
- Evaluate the effectiveness of digital efforts with analytics and metrics

COURSE OF STUDY
- SM 101, Introduction to Social Media Marketing
- SM 102, Advanced Social Media Marketing or SM 100 Introduction to Digital Marketing
- SM 105, Content Creation
- DES 155, HTML & Website Design or DES 162, WordPress
- DES 152, Photoshop or choose from a list of approved alternates.

Design Professional: Print Certificate Program

Through the courses in this certificate program, you'll learn to use state-of-the-art graphics programs currently used in the industry. Our Effective Design: Color & Typography course teaches the foundation for all design work. Additional classes focus on graphics programs for logo and vector image creation (Adobe Illustrator), page layout (Adobe InDesign), and image-editing (Adobe Photoshop). This combination is essential in order to function in the field of graphic design, publishing, marketing, and advertising. By gaining command of these software programs, you will be on your way to designing successful print pieces.

COURSE INFO
Courses are offered online at varying times year-round. Select classes begin in January, April, July, and September. These courses are taught using Adobe software or other software. Basic computer skills are required and will not be covered in class.

LENGTH OF CERTIFICATE: As little as one year.

COURSES TO COMPLETE: 4 classes total. Some customization may be available based on students' experience. To receive a Certificate, students must achieve an overall 2.0 G.P.A. or better.

OUTCOMES
- Understand how to effectively use Adobe Photoshop, Illustrator, and InDesign to produce print projects
- Learn how to create dynamic, visual content
- Develop effective design skills in color, composition, and typography
- Learn how to package and save files for print

COURSE OF STUDY
- DES 150, Effective Design: Color & Typography
- DES 151, Adobe Illustrator
- DES 152, Adobe Photoshop
- DES 154, Adobe InDesign

Design Professional: Web Certificate Program

This series of design courses train students on the programs used to create websites for businesses, family, friends, or themselves. All courses are taught by working professionals who use the tools they teach on a daily basis. This enables students to gain valuable insight into the expectations of the web design industry. You begin with Effective Design: Color & Typography, laying the foundation for all future design work. You will then learn the basics of hypertext markup language (HTML) and cascading style sheets (CSS), which are critical to all web design projects as well as UX/UI. You can then choose to explore the fundamentals of WordPress or Adobe Photoshop to further your skills in creating dynamic content.

COURSE INFO
Courses are offered online at varying times year-round. Select classes begin in January, April, July, and September. Basic computer skills are required and will not be covered in class.

LENGTH OF CERTIFICATE: As little as 1 year.

COURSES TO COMPLETE: 4 classes total. Some customization may be available based on students' experience. To receive a Certificate, students must achieve an overall 2.0 G.P.A. or better.

OUTCOMES
- Understand the language and structure of HTML and CSS
- Learn how to create dynamic, visual content
- Develop effective design skills in color, composition, and typography
- Learn how to manipulate and export images for web use

COURSE OF STUDY
- DES 150, Effective Design: Color & Typography
- DES 152, Adobe Photoshop or DES 162, WordPress
- DES 155, HTML & Website Design
- DES 165, UX/UI

Entrepreneur: Design and Digital Marketing Certificate Program

Through this program, you will learn the principles of design, design software, HTML and CSS, the methodology behind design thinking, and the business practices to run an effective creative business. In Effective Design: Color & Typography, you will develop the visual problem-solving skills critical to marketing and content creation. In Business Practices for Creatives, you will better understand the best methods for creating, managing, and maintaining a creative business. In Design Thinking Methodology, you will learn the critical thinking necessary to solve problems and provide your clients with innovative solutions.

COURSE INFO
Courses are offered at varying times year-round. Select classes begin in January, April, July, and September. Beyond the three required courses, certificate students must complete two additional credits in each of three other subject areas: print design, web design, and social media marketing.

LENGTH OF CERTIFICATE: An average of 36 months

COURSES TO COMPLETE: 9 classes total. To receive a Certificate, students must achieve an overall 2.0 G.P.A. or better.

OUTCOMES
- Understand principles of design, typography, and composition
- Proficiency in Adobe Creative Suite software such as Photoshop, Illustrator & InDesign
- Learn fundamentals of website structure through hypertext markup language (HTML) coding
- Understand how to style and format text and page components through cascading style sheets (CSS)
- Learn best practices for running or founding a business in the creative industry
- Develop a business plan, identify resources to help negotiate contracts, navigate taxes and legal issues
- Understand the theory of human centered design.
- Develop marketing plans and strategies.
- Optimize your use of LinkedIn, Facebook, Twitter, Pinterest, YouTube, Instagram, your company's website, and other emerging social media platforms
- Evaluate the effectiveness of social media efforts with analytics and metrics

COURSE OF STUDY

THREE REQUIRED CORE PROGRAM COURSES
- DES 200, Business Practices for Creatives
- DES 205, Design Thinking Methodology
- DES 150, Effective Design: Color & Typography

TWO PRINT DESIGN COURSES
- DES 151, Adobe Illustrator
- DES 152, Adobe Photoshop (required)
- DES 154, Adobe InDesign

TWO WEB DESIGN COURSES
- DES 155, HTML & CSS Design (required)
- DES 165, UX/UI
- DES 162, WordPress

TWO SOCIAL MEDIA MARKETING COURSES
- SM 101, Intro to Social Media Marketing (required)
- SM 100, Intro to Digital Marketing
- SM 102, Advanced Social Media Marketing
- SM 105, Content Creation

COURSE DESCRIPTIONS - BFA PROGRAMS

ANIMATION & GAME ART

TRADITIONAL ANIMATION
AGA 201 / 3.0 credits
This course introduces and explores the 12 principles of animation through hand-drawn animation exercises using digital tools. Both physical and theatrical fundamentals will be addressed

STORY & SCREEN I
AGA 203 / 3.0 credits
The first semester of this class is an introduction to the fundamentals of visual storytelling, storyboarding, and film language as relevant to the fields of animation, film, and video games. Students will develop the skills and sensitivities essential to design and communication for the screen. In the following two semesters students will build upon these fundamentals and expand upon their knowledge of the techniques, tools, software, and language of story development, storyboarding, and cinematography.

STORY & SCREEN II
AGA 204 / 3.0 credits
In this course students will build upon the fundamentals of visual storytelling, storyboarding, and film language covered in Story & Screen I and expand upon their knowledge of the techniques, tools, software, and language of story development, storyboarding, and cinematography. In this course students further develop their abilities in short format storytelling, translating a given story into full storyboard animatics with highly developed, character driven sound design. Research and process will be emphasized as students explore both linear narrative and interactive storytelling. 3D space storyboarding using Adobe Photoshop and Premiere will be introduced.
Prerequisite: AGA 203 Story & Screen I D or higher

COMPUTER ANIMATION I
AGA 205 / 3.0 credits
In this course students will be introduced to the 3D software package, Maya. They will explore contemporary 2D and 3D animation techniques with an emphasis on timing, performance, and the 12 principles of animation.
Prerequisites : FD112 Digital Media B or higher; FD113 Narrative Figure OR FD114 Figure Drawing B or higher

COMPUTER ANIMATION II
AGA 206 / 3.0 credits
The second semester of this course will continue the exploration of the 3D software package and will introduce joint based animation and rigging. Students are expected to build on their existing knowledge to create a 3D character, environment, and prop with continued focus on storytelling and design. They will establish a rudimentary understanding of basic kinematics of the human figure in animation and develop action analysis abilities (textual description, key pose creation, breakdown pose creation, and basic timing).
Prerequisite: AGA205 Computer Animation I D or higher

DRAWING FOR ANIMATION

AGA 210 / 1.5 credits

A figure drawing course which focuses on the communication of attitude, emotion, and personality expressed through gesture drawing. Proportion, motion, volume, balance, and basic anatomy will be addressed. Foundational material for anyone pursuing a career in character animation and/or illustration. Students will draw from nude and clothed models.

CHARACTER & CREATURE DESIGN

AGA 211 / 1.5 credits

This course prepares for the fundamentals of character and creature design learned in the Visual Development sequence. Students will learn a variety of techniques and processes for the development of story-based characters and creatures as necessary for animation, film, and video game production. 2D and 3D tools will be utilized.

GAME ART I

AGA 301 / 3.0 credits

This course will teach students the concepts and fundamentals of creating two- and three-dimensional assets for games and how those assets are implemented. The students will also learn what software and techniques are used with different games and the concepts of how to apply those techniques in the current video game industry. Projects focus on developing higher level skills in model building, animation, color and lighting with an emphasis on implementing those assets in a game engine environment.

GAME ART II

AGA 302 / 3.0 credits

The second semester of this course will expand on advanced game art asset production and techniques for implementing into game engine software. Students will practice building basic interactivity to demonstrate an understanding of designing rules and play. Projects will develop an original videogame concept, outline a "vertical slice" or proof of concept, then produce art assets and implement features for a playable prototype.
Prerequisite: AGA301 Game Art I D or higher

VISUAL DEVELOPMENT II

AGA 304 / 3.0 credits

The Visual Development courses explore elements and processes involved in the production of visual development artwork in the animation, film, and gaming industries. In this second level, course assignments will become more advanced and specific, with emphasis on creating visual assets for the senior project concepts being developed in the corequisite Preproduction course. This is the second semester in a sequence of four classes designed around the AGA senior capstone project.
Prerequisite: AGI 303 Visual Development I D or higher
Co-requisite: AGA312 Preproduction

COMPUTER ANIMATION III

AGA 307 / 3.0 credits

This course will explore some of the more advanced nuances of animation (such as facial rigging, lip-sync, etc.) with an emphasis on performance. Students will learn to build believable characters in both reality and fantasy through the study of human behavior and physics (cause and effect, action and acting, movement and pause, thought leading to action, etc.). They will apply real life action sequences to characters, and will build on their

existing knowledge to create story driven scenes with environments and props. Students will be required to fully light and render their final products for portfolio level quality.
Prerequisite: AGA 206 Computer Animation II D or higher

COMPUTER ANIMATION IV
AGA 308 / 3.0 credits
This course will build upon the skills and knowledge accumulated in the previous 3 semesters. Students will develop advanced co-operative abilities of animation with an emphasis on the 3 act movement of story in performance. Anatomy and animation of quadruped and fantasy characters will be addressed. They will also build finished portfolio scenes as teams as they will apply finishing pipeline techniques learned in the previous courses.
Prerequisite: AGA 206 Computer Animation III D or higher

STORY & SCREEN III
AGA 311 / 3.0 credits
In this course students will develop the advanced skills of various types of screen direction and their timing. As students continue building upon their accumulated knowledge of story development, storyboarding, and cinematography, they will learn the advanced skill of 3d space storyboarding using Autodesk Maya and Adobe Premiere. Advanced techniques in the creation of short format storytelling will be addressed as students develop archetypes within a script of the characters and create full storyboard animatics (including highlighted "acting pitch boards" and highly developed character driven sound design).
Prerequisite: AGA 204 Story & Screen II D or higher

PREPRODUCTION
AGA 312 / 3.0 credits
This course will build upon the techniques and principles introduced in the Story & Screen course with emphasis on the development of concepts and material for senior thesis projects. Idea generation, shot lists, storyboards, production schedules, and scripts will be completed and organized into cohesive senior project proposal packages.
Corequisite: AGA 304 Visual Development II

SENIOR STUDIO I
AGA 401 / 6.0 credits
In the fall semester, students begin working with the instructor one-on-one to begin production on their senior capstone projects. Students will be required to plan and execute a complete animated short film or game trailer/cinematic based on approved proposals from the previous semester's Preproduction course. This is the third semester in a sequence of classes designed around the AGA senior capstone project.
Prerequisites: AGA312 Preproduction D or higher and AGA 304 Visual Development II
D or higher

SENIOR STUDIO II
AGA 402 / 6.0 credits
In the spring semester, students complete production and post-production and prepare for senior thesis exhibition. This course assumes a collaborative professional studio setting requiring efficient project management, steady communication, and skillful execution. This is the fourth and final class in a sequence designed around the AGA senior capstone project.
Prerequisite: AGA 401 Senior Studio I D or higher

PROFESSIONAL PRACTICES II

AGA 403 / 3.0 credits

Professional Practices will teach students about the business of animation, game art, and related fields while engaging in internship research and preparation. In this second level, AGA students will develop a production blog to showcase both their creative and technical skills. Not only will this provide a "behind the scenes" look at their senior capstone production, but will help students build an online presence to attract job recruiters. Prerequisite: AGI 306 Professional Practices I D or higher

VISUAL DEVELOPMENT I

AGI 303 / 3.0 credits

The Visual Development courses explore elements and processes involved in the production of visual development artwork in the animation, film, and gaming industries. Students will be presented with assignments that require the generation of character, environment, vehicle and prop design that have strong story and/or gaming potential. The course will stress a variety of approaches to design and idea generation, as well as the use of traditional and digital tools. Students will develop portfolio quality pieces, as well as appropriate presentation skills, for the film, television and entertainment industries. Class sessions will consist mainly of studio work, but will be supplemented by lectures, demonstrations, critiques, and discussions focusing on student objectives. For AGA students, this begins a sequence of four classes designed around their senior capstone project.

PROFESSIONAL PRACTICES I

AGI 306 / 3.0 credits

Professional Practices will teach students about the business of illustration and related fields while engaging in internship research and preparation. Students will develop resumes, cover letters, promotional materials and finalize their professional online and printed portfolios. Ultimately, the goal of these courses is to create a viable and professional on-site and online presence appropriate to the area or market the student wishes to pursue. studyRelevant business issues to be discussed include billing, pricing, contracts, copyrights, taxes, self-promotion, artists' representatives, and the business-practice standards utilized by the professional world.

BUSINESS IN CREATIVE INDUSTRY

INTRODUCTION TO BUSINESS I

BUS 101 / 3.0 credits

This course is the first in a two-part series that introduces students to the dynamic business environment. Topics covered include risk, globalization, economics, ethics and socially responsible behavior, forming a business, management and leadership, and human resources. Students will begin to create a professional portfolio in this course that will be expanded on throughout the program.

INTRODUCTION TO BUSINESS II

BUS 102 / 3.0 credits

This course is the second in a two-part series that introduces students to the dynamic business environment. Topics covered include marketing and promotions, basic accounting and financial terms and functions, the legal environment, and technology in business.

ACCOUNTING AND FINANCE FOR NON-MAJORS

BUS 200 / 3.0 credits

In this course, students will learn the basics of what accounting and financial information is, how it is developed and used, and what it means. This course provides the student with an understanding of what the financial statements mean as opposed to covering the details of how to prepare financial statements. Topics covered include financial statements, the bookkeeping process, accounting presentation for current assets, PP&E (plant, property, and equipment), liabilities, and stockholders' equity, corporate governance, financial statement analysis, CVP relationships, and planning and decision making.

PRINCIPLES OF MARKETING
BUS 201 / 3.0 credits

This course introduces students to marketing and marketing strategy planning in order to determine the best way to satisfy customers. Topics covered include the external market environment, segmentation and targeting, differentiation and positioning, customer and competitors, and the 4Ps (place, product, promotion, and price).

UNDERSTANDING USERS
BUS 203 / 3.0 credits

This course will provide insight and a skill set useful in assisting teams in formally integrating user understanding into the design thinking process. User research is to a great extent, a qualitative research driven process. Therefore, individually designed interviews, focus groups, secondary data and ethnography are covered extensively. Uses of quantitative tools, like surveys, though, will be a part of the course including the coverage of questionnaire design, sampling, as well as data analysis, report writing and presentation. The student version of Qualtrics will be used in survey project work and exercises.

ENTREPRENEURSHIP
BUS 300 / 3.0 credits

In this course, students will further their understanding of the business environment, specifically the risks and rewards of entrepreneurship. Topics covered include the entrepreneurial perspective, ideas and opportunities, business plans, funding, and launching and growing a business. The course culminates with students preparing a business plan for their own entrepreneurial idea.

PROFESSIONAL PRACTICES
BUS 301 / 3.0 credits

This course prepares students for a professional career in the evolving workplace by developing the ability to listen, engender trust, adapt to cultural differences, consider multiple perspectives, and communicate effectively. Topics covered include communication for professional success, culture and diversity, verbal and nonverbal messaging, listening and learning, teams, interviewing, and presentations. In this course, students will create a resume and cover letter for prospective employers and finalize the portfolio they have worked on through the program.

DATA VISUALIZATION

FOUNDATIONS FOR INFORMATION DESIGN
DATA 101 / 3.0 credits

In this course, the history of data visualization, and its key periods of discovery and transformation will be covered. Students will build literacy in reading data informed visuals, as well as exploring the tools that can

create them. An emphasis will be placed on ethical and moral implications of data collection and utilization. Tools: Tableau, Carto, Gephi

DATA ANALYTICS METHODOLOGIES

DATA 102 / 3.0 credits

This course is an introduction to methods that allow for formulating observations from datasets. Popular platforms, and programming languages will be leveraged to prepare students for the larger world of analytics. Topics will include how to format tables, collect data, prepare surveys, and interpret statistics. Concepts will be reinforced by personally driven data projects. Tools: Tableau, Python, R, OpenRefine, Excel,

DATA MANIPULATION & DOCUMENTATION

DATA 201 / 3.0 credits

In this course, students will explore methods for data cleaning and pulling information from online sources and interfaces. Students will learn to document their efforts, deal with imperfect data, and use popular data programming languages to create static or interactive graphics. A particular emphasis will be placed on answering key data questions. Tools: Python, Excel, R, Tableau, OpenRefine

INTERACTIVE VISUALIZATION

DATA 202 / 3.0 credits

In this course, students will learn web based tools and programming languages to create custom visualizations. Projects will fully immerse users in information storytelling or explore mathematical themes. Tools: Javascript

INFORMATION AS MATERIAL, FORM, & INSTALLATION

DATA 203 / 3.0 credits

Students will experiment with popular art-based materials to create objects, sculptures, and mixed-media works that communicate data observations. Themes of space, color, and concept will be explored culminating in a final installation or design piece.

SPATIAL ANALYSIS & MAP MAKING

DATA 204 / 3.0 credits

This class is an introduction to building, analyzing, and creating maps that tell a story through data and design principles. Students will learn to utilize popular map making platforms for creating graphics that illustrate spatial relationships which can be used as a vehicle for advocacy, marketing, and various creative endeavors. Tools, QGIS, Carto, Tableau, ArcGIS, R, Javascript, Python

INFORMATION DESIGN PROJECT STUDIO

DATA 301 / 3.0 credits

In this course, students will start with a singular area of interest and use their skills in the full life cycle of data collection and visualization to build a large scale cumulative project. At the end of this course participants will have a highly refined portfolio piece(s) which will showcase a diverse set of skills and interests. Tools: Python, Excel, R, Tableau, OpenRefine, Javascript, QGIS, Carto, Gephi

DESIGN THINKING

Design Thinking Seminar
DTH 200 / 3.0 credits

In this seminar course, students will explore contemporary design thinking, practices, and skills. Students will learn key methods such as evaluating user experience, learning to create with the viewer/user in mind, navigating the design process from concept to prototype, reflecting on habits of mind that lead to effective ideation, and practicing iterative design. The course will explore the scope of career outcomes in design thinking. Students will complete essential professional development artifacts, such as resumes and media profiles, in support of their career advancement.

Design Thinking Studio
DTH 400 / 3.0 credits
In this studio seminar course, students will apply advanced skills in design thinking through collaborative and problem-based learning through the creation of interdisciplinary studio work. Interdisciplinary work will draw from the studio practices from both studio areas of concentration. Students will advance their skills in ideation, research, and user assessment. Students will engage in a "real world" design problem and develop and implement a solution and will partner with an outside association, company, community organization or other entity through the course of this work. Prerequisite DTH 200 Design Thinking Seminar

ESPORTS MANAGEMENT

INTRODUCTION TO ESPORTS
ESP 101 / 3.0 credits
Intro to Esports Management starts with an introduction to the history of competitive gaming and continues with an exploration of its emerging ecosystem. Students will learn the complexities involved in understanding the dynamics of the Esports industry and all of its stakeholders from gamers to billion-dollar media companies. Students will develop an understanding of the structure of Esports leagues, teams, players, gaming publishers, tournament operators, media and other affiliate organizations. Focus will be placed on the formation, structure, maintenance, and coaching of Esports organizations. Students will also learn baseline skills in Esports streaming, broadcasting, marketing, and public relations.

ESPORTS EVENTS & GAMING TECHNOLOGY
ESP 200 / 3.0 credits
Esports Events & Gaming Technology examines the development, planning, and implementation of Esports events. This course investigates the global infrastructure, remote networking and technology needed to support the Esports industry, as well as the coordination and communicatio;n needed to put on an event that rivals major sporting events. It offers students an opportunity to learn more about the audio and video demands associated with the Esports industry. In addition, students will develop knowledge related to the broadcast and Wi-Fi requirements needed in the esport industry.

SPORTS ANALYTICS
ESP 300 / 3.0 credits
This course is designed to give students an understanding of the rapidly developing sport analytics landscape. The course will cover theories and concepts currently used in sport analytics. Some topics included are data collection and management strategies, player performance, player/team management, and data analysis.

FASHION MERCHANDISING

INTRODUCTION TO FASHION MERCHANDISING
FAME 101 / 3.0 credits

This course will examine the fashion industry. Topics will include a basic knowledge of the fashion markets and skills necessary to utilize in the global fashion market. Students also will explore the range of career opportunities within the fashion industry, including textile creation, product design, merchandising, and fashion marketing strategies.

FASHION TREND FORECASTING
FAME 200 / 3.0 credits
This course will examine trend forecasting and analyze the fashion industry. Students will examine and analyze the importance of social issues and corporate social responsibility in the fashion global market while identifying fabric, color, textile, and silhouette trends.

HISTORY OF COSTUME IN THE FASHION INDUSTRY
FAME 201 / 3.0 credits
This course will provide an overview of costume history and fashion from their origins to the present. It will examine social influences, clothing articles and terms, accessories, fashion trends, fabrics, and their application to the art of historic costume design.

RETAIL SUSTAINABLE BUYING
FAME 300 / 3.0 credits
This course introduces students to the sustainable retail buying market. Topics covered include global fashion markets, sustainability in buying, merchandising planning, and productivity outcomes. Students will participate in a professional retail buying simulation.

TEXTILES IN THE GLOBAL FASHION MARKET
FAME 400 / 3.0 credits
This course introduces students to the analysis of fibers, yarns and weaves, fabric recognition and the detailed study of natural fibers and synthetic (man-made) fibers. Students will create a fabric swatch book detailing product properties of swatches and how they are used in the textile and apparel industry.

FASHION PRODUCT
FAME 401 / 3.0 credits
This course will explore fashion manufacturing and the decisions that are involved in apparel production. Students will gain a comprehensive understanding of the industry from a global perspective. This course will define skills in the use of cost, price, quality, performance and value of garments. The information in this course will outline the relationships among pricing and profit, and discuss fabric selection in relation to garment aesthetics, performance and quality in the completion of an apparel fashion collection and tech pack.

FINE ART

DIGITAL MIXED MEDIA
FA 216 / 1.5 credits
Students will learn the skills necessary to produce video and other time based media, while exploring the concepts and creative possibilities of time, motion and sequence. Through learning the various outlets for time-based media, students will accelerate their conceptual development by finding new ways to apply critical and contextual analysis to their work. Historic and contemporary relevance will be addressed.

SCULPTURE I

FA 280 / 3.0 credits

Coupled with many of the objectives of the 200-level painting and drawing courses, this course strengthens students' visual acuity and knowledge of form through building sculpture based on direct observation of the human figure and inanimate objects. Additive and subtractive processes in a variety of materials will be explored. A deeper examination of materials and building process will follow the work done from direct observation and lead to more creative interpretations of the figure and/or other forms. Historic and contemporary examples of sculpture developed from direct observation will be studied to illustrate technical, formal, and aesthetic concepts.

PAINTING FROM OBSERVATION: COLOR, FORM, AND SPACE I

FA 283 / 3.0 credits

This course shares many of the objectives of FA 295 Drawing from Observation, but in the medium of paint. Students will learn the characteristics, techniques, and applications of oil and water-based paint and mediums utilizing still life, interiors, and the human figure as subjects. Students will be taught an integrated approach to accurate seeing, response to materials, construction of form, and design. Historic and contemporary examples of painting from direct observation will be studied to illustrate technical, formal, and aesthetic concepts.

MAKING & MEANING

FA 287 / 3.0 credits

Utilizing a wide range of media, in both two and three dimensions, students will investigate the relationship between what an image or art object communicates and how that work was crafted. Studio assignments will guide this investigation from two directions. One direction will challenge students to identify, explore, and implement technical and creative strategies that various materials and tools present. The other will start from conceptual or thematic challenges that ask students to choose media and technical processes that best communicate or express their interpretive concept. Emphasis is placed on the creative process, conceptual and formal inquiry, interdisciplinary thinking, and technical refinement.

PRINTMAKING I

FA 288 / 3.0 credits

This course introduces a range of printing methods including relief, intaglio and silkscreen. The multiple, the unique image, variation, and layering will be explored. Students will consider the physicality of the printed image in relation to creative intent. Emphasis is placed on technical understanding and experimentation as they relate to the fundamentals of drawing, design and concept development.

DRAWING I

FA 295 / 3.0 credits

This course continues to reinforce the skills and drawing practices learned in the foundation year with an emphasis on greater discipline and a deeper examination of direct observation as a drawing process, a source of formal elements, and an expressive means. Students will explore a variety of drawing media utilizing still life, interiors, and the human figure as subjects. Students will be taught an integrated approach to accurate seeing, response to materials, construction of form, and design. Students will explore the relationship between drawing from direct observation and invention, utilizing memory, alternate sources, and formal experimentation.

MEDIA, FORM & CONCEPT

FA 320 / 3.0 credits

Media, Form & Concept is a cross-listed course in both the Fine Art and Photography & Video departments building on traditional two- and three-dimensional art making methods to include a range of new media and emergent strategies increasingly prevalent in contemporary art. Topics include sculptural installation, the spatial and temporal possibilities of painting and photography, sound installation, video installation, electronic media, and site-responsive work. Through critical encounters with artworks, topical readings, group discussion, and written analyses, students establish a foundational knowledge of new media practices. Students are challenged with visual and conceptual problems that require them to choose materials and strategies that are effective vehicles for investigating given thematic propositions. Individual and group critique, field trips, and artist visits help shape the development of this work. The independent problem-solving that this requires provides an introduction and preparation for the goals and structure of thesis development in the senior year.

PROFESSIONAL PRACTICES I
FA 360 1 semesters/1.5 credits
Professional Practices will take a clinical but creative look at the fine art marketplace. Students will be taught to set goals, promote themselves as professionals, and research employment opportunities, art markets, and graduate schools. Students will learn to properly document their work for duplication for exhibitions, print/press, and web sources. Skills related to the business of art—e.g., communicating, presenting and exhibiting work, contract negotiations, insurance, taxes, finding studio space, and other "nuts and bolts" information important to the working artist's life—will also be taught. Organizing, installing, and promoting an exhibition through collaboration with the exhibition site and each other will be an important course outcome for students.

DRAWING: THEME & VARIATION
FA 382 / 3.0 credits
This course challenges students to sustain an examination of a set of technical, formal, and conceptual parameters through the development of a thematically related body of drawings. Students will develop creative independence through interpreting broadly defined visual and conceptual problems. Various preparatory drawing practices will be utilized to promote technical experimentation, critical thinking, and creative problem solving.

PAINTING: OBSERVATION, MEMORY & SYNTHESIS
FA 383 / 3.0 credits
This course will explore the synthesis of painting directly from observation, intuition, and invention. Utilizing memory, alternate sources, and formal experimentation, students will learn to construct images based on their observational work. Emphasis will be on creative development, critical thinking, and relationship to materials, processes, and subjects. Historic and contemporary relevance will be addressed.

PAINTING: THEME & VARIATION
FA 384 / 1.5 credits
Students will develop new directions in their work through sustained examination of technical, formal, and conceptual ideas resulting in a thematic body of paintings. Various preparatory painting practices will be utilized to promote critical thinking and creative problem solving. Students will be expected to recognize historic and contemporary relevance in relation to their own work.

SCULPTURE: CONCEPT, FORM & MATERIALS
FA 389 / 3.0 credits
This course covers the relationships between choice of material, means of fabrication and the resulting conceptual effects in sculpture. Through project-based assignments, students will be challenged to approach

these relationships from multiple perspectives: choice of material as visual communicator, fabrication process as conceptual strategy, and form as evidence of idea. Work will be evaluated within the active contemporary perspective on sculpture.

PROFESSIONAL PRACTICES II
FA 410 /1.5 credits
Professional Practices will take a clinical but creative look at the fine art marketplace. Students will be taught to set goals, promote themselves as professionals, and research employment opportunities, art markets, and graduate schools. Students will learn to properly document their work for duplication for exhibitions, print/press, and web sources. Skills related to the business of art—e.g., communicating, presenting and exhibiting work, contract negotiations, insurance, taxes, finding studio space, and other "nuts and bolts" information important to the working artist's life—will also be taught. Organizing, installing, and promoting an exhibition through collaboration with the exhibition site and each other will be an important course outcome for students.

SENIOR STUDIO I
FA 411 / 3.0 credits
Senior Studio I & II are regarded as the capstone courses in the fine art curriculum. They are the vehicle through which students are expected to bring all previous studio experiences to bear on the task of identifying and developing an individual artistic path or vision. Students will devise and sustain long-term working strategies to achieve stated conceptual goals. The immediate outcome of these two courses is the senior thesis exhibition, but the independent organization demanded of students and the experience of a concentrated studio practice will form the basis for continued success after graduation.

SENIOR STUDIO II
FA 412 / 3.0 credits
Senior Studio I & II are regarded as the capstone courses in the fine art curriculum. They are the vehicle through which students are expected to bring all previous studio experiences to bear on the task of identifying and developing an individual artistic path or vision. Students will devise and sustain long-term working strategies to achieve stated conceptual goals. The immediate outcome of these two courses is the senior thesis exhibition, but the independent organization demanded of students and the experience of a concentrated studio practice will form the basis for continued success after graduation.

DIRECTIONS IN CONTEMPORARY ART
FA 418 / 1.5 credits
The pluralistic nature of contemporary art and the theoretical and critical environment that it inhabits will be taught through selected readings and images. The goal of this course is to make students more conversant in the theoretical and philosophical roots of contemporary art making and apprise them of issues in contemporary art that will affect them as working artists.

THESIS & CRITIQUE
FA 422 / 3.0 credits
This course augments the objectives of Senior Studio II. Through a combination of research, writing, and critical discourse, students will learn to recognize and articulate the broader aesthetic and conceptual positions of their studio work. In addition to the critical component, students will work in their studios to prepare for the senior thesis exhibition.

DRAWING AND MULTIMEDIA

FA 460 / 3.0 credits

This course refines the student's ability to develop and interpret a concept in a manner that explores diverse media. Students will initiate an idea and carry it to completion through the creation of a series of exhibition ready works. An outside exhibition of the student's work will be included, reinforcing the student commitment to their concept and professional practice. Drawing will be emphasized as both a preliminary tool for conceptual development and potentially as final media. Technical approaches to combining traditional media and digital methods in an experimental fashion will be explored. Emphasis will be placed on the development of an individualized technical narrative. This course will explore a variety of historical and contemporary working methods, materials, and concepts.

PAINTING METHODS

FI 201 / 1.5 credits

This course focuses on providing students with a technical foundation in the craft of painting. Students will be taught methods of constructing and preparing their own painting supports as well as the uses of painting materials. Historical and contemporary examples of painting will be utilized to increase the student's understanding of painting methods. Emphasis will be placed on the use of classical modeling techniques and the advanced understanding of value and color.

FOUNDATION

DRAWING I

FD 101 / 3.0 credits

This course exposes students to the fundamentals of drawing from observation, "seeing" and recording accurately through repeated exercises in drawing objects, environments, and the human figure. Exercises will stress analyzing proportional relationships and perspective, as well as value and tonal rendering. The formal elements of drawing will be emphasized. Students will be encouraged to use those skills to support conceptual development.

DRAWING II

FD 102 / 3.0 credits

This course continues the goals of Drawing I by exposing students to the fundamentals of drawing from observation, "seeing" and recording accurately through repeated exercises in drawing objects and environments. Drawing from the figure will be a major component of this course. Color will be introduced with an emphasis on the use of color to model form. Students will learn the process of giving form to ideas and the use of composition and media as means of expression.

2D DESIGN I

FD 103 / 3.0 credits

In this course students will learn to use the fundamental formal elements and principles of two-dimensional design through a process of reducing image making to abstract principles. Students will be given visual problems to solve in achromatic values, integrating purely aesthetic intentions with complex problem solving. Students will learn how decisions regarding formal relationships influence content and how content focuses formal thinking. Students will engage in active ideation, researching and consultation throughout the developmental stages of the design, and will effectively critique the end result. Assignments will connect hand and digital tools with conceptual thinking and communication skills.

2D DESIGN II

FD 104 / 3.0 credits

2D Design II continues the goals of 2D Design I, using fundamental formal elements and principles of two-dimensional design to create compositions. Color theory is covered in various aspects: how to mix pigments, color harmonies derived from the color wheel, color schemes of other cultures or historical eras, color as it pertains to the illusion of space, optical mixture of color, and color meanings or symbolism. Motion art color will also be introduced. Students will engage in active ideation, researching and consultation throughout the developmental stages of the design, and will effectively critique the end result. Assignments will connect hand and digital tools with conceptual thinking and communication skills.

3D DESIGN

FD 106 / 3.0 credits

In this course, students will learn the fundamental elements of design and the design process as they apply to the ordering of space. 3D Design will also teach the students ways in which the physical character of materials can formally and conceptually direct the design process.

DIGITAL IMAGING

FD 109 / 3.0 credits

This course will center on the formal,conceptual, and technical aspects of lens-based image making such as depth of field, control of perspective and use of light. Students will explore a range of camera and printing options to expand their image-making abilities. They will learn to use the Adobe Creative Suite to develop photographic images for a variety of purposes, including best practices of using photo references in art making. Students will learn how to document their own work and develop best practices in organizing, formatting, and saving digital files to support creative and professional activities.

CAMERA-BASED OBSERVATION: STILL & MOTION PHOTOGRAPHY

FD 111/ 3.0 credits

This course is an introduction to still photography, motion pictures, and methods of observation, narrative, and expression. The course emphasizes foundational technical skills and craft necessary for successful exposure and contrast control of black-and-white film photography. Tools may include analog 35mm cameras, analog motion picture cameras, pinhole cameras, and lens-less processes. Students learn to digitize analog negatives and prints, and will be informed by lectures from practitioners, readings on critical issues, visits to museums and galleries, and other field experiences.

DIGITAL MEDIA

FD 112 / 3.0 credits

This course will center on Digital Media as a means to explore the formal and conceptual aspects of image making. Lens and software based strategies will be applied to a variety of design and conceptually driven assignments. Adobe Creative Suite will be utilized to build the student's skills and understanding of image making and production. Students will learn how to develop best practices in organizing, formatting, and processing digital files to support creative and professional activities.

NARRATIVE DRAWING

FD 113 / 3.0 credits

The Course will explore both digital and traditional methods of creating narrative through drawing practice. Ideation, process and storyboarding will be explored as methods to develop content. Color will be introduced with an emphasis on the use of color to model form and provide narrative and expressive content.

FIGURE DRAWING
FD 114 / 3.0 credits
This course will cover observational and expressive methods of drawing the human figure. Gesture and form will be studied as well as interpretive and experimental methods of utilizing the figure. Both digital and traditional methods will be explored. Color will be introduced with an emphasis on the use of color to model form and provide narrative and expressive content.

DRAWING CONCEPTS
FD 115 / 3.0 credits
This course exposes students to the fundamentals of drawing concepts through repeated exercises in traditional and nontraditional media. Exercises will explore shape, line, form, value, depth of space composition, movement, and narrative. The elements of drawing will be emphasized through experimentation with various practices, analogue, digital and experiential. Students will be encouraged to use those skills to support conceptual development.

GENERAL ELECTIVES

General electives are non-major studio courses. General elective credits (9 in total) are required by all BFA programs in addition to major studio courses. General elective studio courses are not major-bound.

MODULAR SCULPTURE
GE 201 / 1.5 credits
This elective will explore the possibilities of repeating form in a sculptural context. Organic and geometric form, scale change, and point of view will be taught. Formats will include mold-made, ready-made, and wood fabrication.
Fine Art Elective

FANTASY PAINTING
GE 202 / 1.5 credits
This class will focus on the various requirements and skills needed for creating fantasy/sci-fi paintings appropriate for today's fantasy market. Past and present fantasy artists will be discussed and critiqued, and students will develop fantasy artwork from pencil roughs to finished color, either in traditional media or digital. Students will be encouraged to be as imaginative as possible.
Illustration Elective

FIGURE IN MOTION
GE 205 / 1.5 credits
By studying the structure of the human form in a simplified way, students will use their knowledge of anatomy to learn to draw figures in motion poses and from various angles without reference. Course emphasis will be on learning to visualize figures from all viewpoints in various action poses.
Illustration Elective

PRINTMAKING: MONOTYPE, MONOPRINT & COLLAGRAPH

GE 206 / 1.5 credits

This elective will investigate the similarities and differences between these three printmaking techniques. The unique characteristics of each process and potential for hybridization will be taught.
Fine Arts Course

HUMOR IN ART

GE 209 / 1.5 credits

This course will address the types of markets for cartooning and humorous drawing. Through studio projects, students will explore editorial cartooning, magazine gag cartoons, satire, greeting cards, etc. An emphasis will be placed on finding your own personal cartoon style.
Illustration Elective

COLLAGE/MIXED MEDIA

GE 210 / 1.5 credits

Students will learn to combine various materials and media while being conscious of surface quality and craft and the effect it has on formal and conceptual elements.
Fine Arts Course

FIGURE WORKSHOP: FIGURE & ANATOMY

GE 212 / 1.5 credits

This course will use the nude or semi-draped human figure as a means of teaching students design, structure, form, and anatomy.
Fine Arts Course

MOTION GRAPHICS

GE 213 / 1.5 credits

Using industry specific software, students will learn the basics of creating motion graphics and visual effects of the sort used in the TV, film, video and advertising industries. Note: Due to the redundant nature of this course content, this class is not open to graphic design majors.
Graphic Design Elective

PORTRAIT AS COMMENTARY

GE 214 / 1.5 credits

Learn how the portrait is used in editorial venues like magazines and newspapers and other visual outlets like gallery art to make effective personal statements. Various styles, whether representational, stylized or symbolic will be explored. We will look at the work of artists like Chuck Close, Steve Brodner and Sebastian Kruger.
Illustration Elective

PHOTOSHOP

GE 216 / 1.5 credits

This course is a complete survey of the Adobe Photoshop software – its features, capabilities, and uses. Students will learn to create and manipulate bitmapped, greyscale, and color images through a series of hands-on exercises. Students will also learn the tools and skills necessary to create sophisticated images for both print and the web.
Illustration Elective

FIGURE WORKSHOP: CLAY MODELING & SCULPTURE

GE 217 / 1.5 credits

Through the use of clay and other media, this course will further develop visual knowledge of the human form and its expressive potential in sculpture.
Fine Arts Course

WILDLIFE PAINTING

GE 219 / 1.5 credits

This course is an introductory study of wildlife as content in painting. How to place animals in environments with emphasis on anatomy, gesture, and movement will be taught.
Illustration Elective

FIGURE WORKSHOP: PAINTING

GE 222 / 1.5 credits

The figure will be placed in environments that introduce context, narrative, and metaphor. Students will strengthen their painting and composition skills and knowledge of the human form.
Fine Arts Course

TYPE AS ART

GE 223 / 1.5 credits

This course takes typography above and beyond marketing and advertising, challenging each student to generate stimulating, contemporary art. Considering type as language, message, and museum-quality art, this class blurs the lines between all five majors, opening the art of type to all media and uniting us as artisans of the visual alphabet. Projects will stress the importance of type selection, while addressing the issues of aesthetics, form, function, composition, style, and message.
Graphic Design Elective

GREETING CARD

GE 224 / 1.5 credits

Create your own greeting cards. Learn about the production and merchandising of greeting cards while preparing your own line of cards. Discover ways to create cards utilizing many media and styles. Concept development, contracts, how to charge, and copyright laws will all be discussed in this class. Information on card and paper companies will be provided.
Illustration Elective

SCULPTURE: SITE-SPECIFIC

GE 225 / 1.5 credits

Students will devise sculptural concepts that integrate with a specific interior or exterior environment through a variety of media and materials. An overview of the history of this sculptural concept will be taught.
Fine Arts Course

ALTERNATIVE TECHNIQUES

GE 226 / 1.5 credits

Traditional picture-making projects will be solved using non-traditional media and techniques. Students will learn techniques for making three-dimensional, collage, and found-object artwork.
Photography & Video Elective

PRINTMAKING: PHOTO SCREEN PRINT & INTAGLIO PROCESS

GE 227 / 1.5 credits
This elective will teach students to apply photo-based screen print and intaglio printmaking techniques to produce a series of print editions using original imagery and content.
Fine Arts Course

DYNAMIC PERSPECTIVE
GE 228 / 1.5 credits
This course will give students the ability to create realistic scenes entirely from their imagination without the need for reference material. Students will learn to draw scenes from varying viewpoints and incorporate figures into the scenes in a believable way following the rules of linear perspective. Dynamic compositions will be achieved with the use of diagonal design elements, and proper cropping and focusing of scenes will be explored.
Illustration Elective

PRINT TOPICS: POSTER
GE 229 / 1.5 credits
This course explores the poster as an art form and printmaking as a graphic solution in poster design. Students will combine images and typography with relief, silkscreen, and digital print techniques to produce a poster.
Fine Arts Course

THE BOOK FORMAT
GE 231 / 1.5 credits
Combining traditional and digital print processes, students will learn to present reproducible images in a book format. Basic bookbinding techniques will be taught.
Illustration Elective

ALTERNATIVE DRAWING PROCESSES
GE 232 / 1.5 credits
This course will broaden the concept and perception of drawing from the standpoint of subject, media, surface, scale, and presentation. Contemporary artists who practice an interdisciplinary approach to drawing will be studied to provide inspiration and context.
Fine Art Elective

LANDSCAPE
GE 233 / 1.5 credits
Working on-site and in the studio, students will address the interpretive and formal elements associated with the genre of landscape painting and drawing. Students will be expected to travel to nearby locations when class sessions involve working off-campus.
Fine Art Elective

RETHINKING STILL LIFE
GE 234 / 1.5 credits
Students will be challenged to rethink still life as a conceptual, narrative, and expressive motif while strengthening their knowledge of form and composition.
Fine Art Elective

ART OF THE POSTER

GE 236 / 1.5 credits

The poster has been a powerful form of communication for more than two centuries. Learn how to use this vital art form to promote, propagandize, market and clarify ideas, events and goods.

Illustration Elective

ART FOR SOCIAL GOOD

GE 237 / 1.5 credits

Whether it is stirring agitation through sociopolitical means or the act of doing good by giving a voice to the voiceless, art can be a force to be reckoned with. On a worldwide scale—covering topics ranging from war, peace, religion, health, human rights, animal rights, corruption, and beyond—artists have and continue to produce iconic posters, advertising, websites, books, publications, clothing, accessories, and more that play an integral part in how the stories of our time unfold in the public forum. In this course, students will draw upon current topics as inspiration for their own unique campaigns while discussing case studies of past movements, individual works, and legendary artists in this field.

Graphic Design Elective

COMIC & SEQUENTIAL IMAGERY

GE 239 / 1.5 credits

This course will advance students' knowledge of how to create and integrate literary and visual forms of communication while dealing with issues of the visual narrative, page composition, character consistency, etc. The technical and business aspects of comic books and graphic novels will also be addressed.

Illustration Elective

INTRO TO ANIMATION

GE 240 / 1.5 credits

This course will advance students' knowledge of contemporary 2D and 3D animation techniques and genres while keeping a strong focus on traditional animation techniques and aesthetics. Students will be expected to implement the animation techniques and drawing skills necessary to recreate, enhance, and exaggerate the movement of a variety of characters and objects.

Animation & Game Art Elective

INTRO TO GAME ART

GE 241 / 1.5 credits

This course will teach students how art assets for games are created and implemented. They will learn the concepts and fundamentals of two-dimensional and three-dimensional images and objects. Students will have the opportunity to create storyboards, characters, objects, and/or environments while addressing the collaborative nature of this industry as they may be asked to work in teams. Students will be introduced to the software and techniques that are used with different games and the concepts of how to apply those techniques in the current video game industry.

Animation & Game Art Elective

CHILDREN'S BOOK ILLUSTRATION

GE 243 / 1.5 credits

This course teaches students how to create and integrate literary and visual forms of communication while dealing with issues of the visual narrative, page composition, character consistency, etc. The technical and business aspects of picture book illustration will also be addressed.

Illustration Elective

INTRO TO ANATOMY

GE 245 / 1.5 credits

This class is the beginner's class for anatomy. An introduction to bones, muscles, movement and portraiture will be explored. Tailored for students who have not had prior experience in anatomy drawing the class will introduce the basics in life drawing and painting utilizing nude and clothed models. Use of traditional mediums will be introduced with concentration on charcoal and graphite. Lessons are open for advanced students to hone skills and create polished figurative pieces for portfolio exploration.

Animation & Game Art Elective

DIGITAL MATTE PAINTING

GE 246 / 1.5 credits

This course focuses on matte painting techniques used in backgrounds and establishing shots. Students are encouraged to employ traditional painting tools and concepts and apply them in the digital world.

Animation & Game Art Elective

e setup and shooting.

BROADCAST GRAPHICS

GE 249 / 1.5 credits

Students learn to create TV broadcast promos from concept to design as they learn how to build compelling broadcast graphics by using the power of simulation effects, 3D assets, and live footage.

Animation & Game Art Elective

ALTERNATIVE PROCESS I

GE 250 / 1.5 credits

Students are introduced to the basic techniques of historic photographic printmaking by building images with layers of brushed-on light-sensitive solutions or emulsions. Light-resists can range from photogram objects to drawings and paintings, to film, paper, and digital negatives. The processes covered in Alternative Processes I are Cyanotype, Van Dyke and Gum Bichromate prints.

Photography & Video Elective

ALTERNATIVE PROCESS II

GE 251 / 1.5 credits

Students are introduced to the basic techniques of historic photographic printmaking by building images with layers of brushed-on light-sensitive solutions or emulsions. Light-resists can range from photogram objects to drawings and paintings, to film, paper, and digital negatives. The processes covered in Alternative Processes II are Palladium, Kallitype and Salted prints. Students do not need to have taken Alternative Processes I. The two courses are non-sequential.

Photography & Video Elective

TOTEMISTIC SCULPTURE

GE 252 / 1.5 credits

This elective will introduce students to sculpture using polystyrene foam as well as a variety of possible top surface treatments (e.g. epoxy clay, plaster cloth, papier-mâché, felt). Sculptures will be themed on modern and classical interpretations of various archetypal characters. Students will employ simplified and bold sculptural forms akin to those frequently found in folk and tribal art.

Fine Arts Course

PAINTING WITH PHOTOS
GE 253 / 1.5 credits
This course teaches students how to make successful use of photographic references in the painting process. The class will demonstrate the short-comings of the photograph as a tool for painters, and discover how to work around them. The class will identify strategies for utilizing valuable information the photograph has to offer and challenge the students to develop a place for these options within their own studio practice.
Fine Arts Course

BEARING WITNESS
GE 257 / 1.5 credits
Using all mediums, students will create work relevant to their own lives. This is a class about documenting contemporary life through an empathetic, socially-concerned lens. Three main themes will be stressed: The Personal, The Political, and The Other. There will be weekly assignments, and class time will be devoted mainly to critique and discussion of artists who create work on these topics.
Photography & Video Elective

POCKET-SIZED PULP FICTION
GE 259 / 1.5 credits
This class explores the visual narrative experience in small publication form. Students will learn a simple process by which to create, print and publish their own stories, with an emphasis on concise visual storytelling and rigorous thumbnail development.
Illustration Elective

ART OF ADAPTATION
GE 260 / 1.5 credits
This class will explore the adaptation of an existing story into a full animatic. Students will learn broad visual storytelling techniques and take a narrative from concepts to storyboards to motion and sound all while putting their own unique spin on a classic tale.
Animation & Game Art Elective

PURE SEDUCTION: THE ADVERTISING IMAGE
GE 261 / 1.5 credits
This course teaches students the components of contemporary advertising campaigns from concept to realization. Learning from historical and contemporary practitioners, students will create advertising imagery that incorporate personal vision, concept and cultural impact.
Photography & Video Elective

DRAWING FOR ANIMATION
GE 262 / 1.5 credits
A figure drawing course which focuses on the communication of attitude, emotion, and personality expressed through gesture drawing. Proportion, motion, volume, balance, and basic anatomy will be addressed. (Foundational material for anyone pursuing a career in character animation and/or illustration). Students will draw from nude and clothed models.
Animation & Game Art Elective

DIGITAL ANALYSIS

GE 263 / 1.5 credits

Students will research various methods used to study industry animations and video games in ways that painters have studied master copies. Techniques such as reverse storyboarding, animation rotoscoping, character deconstruction, and research assessments will be used to allow students an in-depth opportunity to break down the digital media pipeline without the boundaries of technical softwares. The course will conclude with a final research assessment on a specialized topic of the student's interest which can range from visual development to rendering simulations. Students leaving the course will gain an understanding of the vast capabilities of digital media as a base for future studio work.

Animation & Game Art Elective

HAND-LETTERING

GE 264 / 1.5 credits

Letterforms express more than information, they can also convey sensibilities, ideas, and emotions. This class gives students basic language on letterforms and, through a series of drawing workshops, prepares students for directed lettering projects from the legible to the abstract. Designed to provide an informative initiation into the discipline of hand-lettering, this course includes information on the history of hand- lettering, and instruction and demonstration of traditional and digital techniques. Students learn to be adept at a variety of media and styles, become problem-solvers, symbol-makers, and social/ cultural reporters.

Graphic Design Elective

PORTRAITURE

GE 266 / 1.5 credits

Learn how to portray the human face in classical painting and drafting techniques used by the classical masters. Traditional materials are used in this class by way of direct observation as the student studies facial anatomy and expression from models and references.

ZINE CREATION

GE 268 / 1.5 credits

Students will create a zine concentrating on the techniques of writing, illustrating, and self-publishing. Students will create finished, printed books while drawing on their own stories and experiences for content. Skills covered include book binding, pagination, sequential narrative, and self-publishing.

PRINTMAKING: SCREEN PRINTING

GE 269 / 1.5 credits

Students will learn the processes and techniques involved in making their own hand-pulled screen prints. Students will create work in multiples and editions which will enable them to explore new and entrepreneurial avenues of their discipline.

VIDEO EDITING

GE 270 / 1.5 credits

Students will learn video editing techniques using Adobe Premiere. Both technical and artistic editing principles will be addressed as students learn how to choose or discard scenes to make a compelling final sequence. Assignments will cover the integration of video, sound, text, and effects in cinemagraphic sequences. Personal external hard drive required.

ART & DESIGN IN THE COMMUNITY

GE 271 / 1.5 credits

Art and design empowers and shapes the community in which you live. Engage with a local non-profit in a creative process that will allow you to learn about client-based projects, business practices, entrepreneurship, design-thinking, and visual problem solving while enhancing the work of the selected non-profit. This term will be designing interpretive signage for Lancaster Science Factory's Outdoor Courtyard Environmental Sustainability Interactive Stormwater Exhibit.

ANATOMY WORKSHOP
GE 272 / 1.5 credits
This course offers an intensive study of the human anatomy that examines the skeletal structure and muscles, and their relationship to proportion, movement, and surface form. Studio sessions will utilize the skeleton and live models as a means of studying form and structure.

THE ILLUSTRATIVE CUISINE
GE 273 / 1.5 credits
Learn how to create a visual narrative around one of human's greatest passions, food. From moody lit photographs to sequential illustrative recipes to sculpted edible items this class is open to all mediums and disciplines and will focus on how to create visual narratives using food as the main point of focus.

PRINTMAKING: EXPERIMENTS IN PRINTMAKING
GE 274 / 1.5 credits
This elective will teach students to adapt printmaking techniques to produce a series of print editions using original imagery and content that can be completed outside of a print studio.

BLACK & WHITE PHOTOGRAPHY
GE 275 / 1.5 credits
This darkroom class focusing on black and white imagery teaches students the fundamentals of film exposure, processing, and printing analog materials. Students will utilize 35mm and medium format cameras while incorporating different films and papers in order to make personal aesthetic choices. Special emphasis will be placed on the formal and conceptual elements of the photographic image.
Photography & Video Elective

INTERNATIONAL CINEMA
GE 276 / 1.5 credits
This course exposes students to contemporary and historical examples of international cinema that are outside of the Western canon. Many of the independent films screened will be shorts. Students will discuss common themes and storytelling strategies based on the aesthetic analyses of the films covered in the course. They will then make original work in their chosen medium (animation, motion capture, still photography, drawing, painting, etc.) influenced by the films. Concepts such as cinematic time & space, point of view, non-linear narrative, network narrative, and more will be explored.
Photography & Video Elective

FASHION PHOTOGRAPHY: THE MODEL
GE 278 / 1.5 credits
In this course students will become familiar with both the aesthetics and techniques involved in the production of fashion photographs, along with the history of the medium. Fashion reflects cultural progress through changing styles within various societies, and how people express themselves through clothing. Students will study the history of fashion, from the onset of the genre to current trends, in conjunction with photographic

techniques utilized in the creation of a fashion image. Areas of exploration will cover Couture, Editorial, Lifestyle, Beauty Shots and Catalog Advertising, through location concepts and studio practice. Advanced photography techniques are not necessary. The credits from this course can be applied to the FAME (Fashion Merchandising) minor.
Photography & Video Elective

THUMBNAIL THEATRE
GE 279 / 1.5 credits
The fields of animation and film production offer artists the opportunity to work at many different stages in the creation of film media. Through assignments centered on industry standard practices, students will create work in the pre-production, production, and post-production stages of this profession. Students will draw on a number of skills including writing, compositional drawing, lens-based techniques, visual narrative, and sound design to create an original short animatic.
Illustration Elective

INTRODUCTION TO FILMMAKING
GE 280 / 1.5 credits
Creating a feature film or working on a professional film set are career outcomes for aspiring film producers. Achieving these opportunities requires preparation, ideation, and field experience. This course introduces students to various aspects of filmmaking with particular attention given to the different professional roles available as career pathways and the different levels and degrees of responsibility tied to each. Students will learn what a *pitch deck* is, and then create one throughout the semester. They will also create a promotional video for their project. Overall skills of *pitching*, through the creation of a detailed production deck to successful networking, marketing, and finance will be covered. No prior knowledge of filmmaking is necessary for this course.
Photography & Video Elective

FASHION PHOTOGRAPHY: THE ACCESSORY
GE 281 / 1.5 credits
In this course students will become familiar with both the aesthetics and techniques involved in the production of fashion photographs, along with the history of the medium. Fashion reflects cultural progress through changing styles within various societies, and how people express themselves through clothing. Students will study the history of fashion, from the onset of the genre to current trends, in conjunction with photographic techniques utilized in the creation of a fashion image. Areas of exploration will cover photographing fashion accessories, including apparel, jewelry, handbags and make-up. Advanced photography techniques are not necessary for this course. The credits from this course can be applied to the FAME (Fashion Merchandising) minor.
Photography & Video Elective

FANTASTIC MAQUETTES AND IMAGINATIVE REALISM
GE 282 / 1.5 credits
In this class students will learn the tools and techniques used by artists to craft believable fictional worlds. With a focus on naturalistic depictions of non-existent subjects across multiple genres, students will employ two-dimensional painting and drawing skills as well as three-dimensional building skills for maquettes and reference.
Illustration Elective

SKETCHBOOK PRACTICE
GE 283 / 1.5 credits
The artist's sketchbook is a powerful tool for idea generation, experimentation, reinforcing foundational skills, and play. This class will be structured around a large amount of generative sketchbook work in lieu of formal critique. Weekly prompts will provide a framework for students to engage in visual notetaking, compositional studies, and materials exploration while they fill page after page of their sketchbook
Illustration Elective

NARRATIVE BEYOND THE FIGURE
GE 284 / 1.5 credits
While the figure is a valuable tool in the creation of visual narrative, it is not always the solution to successfully conveying information, themes, and even emotions. This class will focus on creating engaging images without the direct use of the figure and will challenge students to find new ways of solving complex visual problems. Using a variety of tools and techniques, students will expand their ability to communicate through images in exciting new ways.
Illustration Elective

LIFESTYLE ILLUSTRATION
GE 285 / 1.5 credits
Lifestyle illustration is a mainstay market for visual artists. Students in this class will not only generate ideas and concepts for fashion, but will also explore ways in which the drawn image explores how we define our individuality through what we experience, what we consume, what we desire, and surround ourselves with; be it how we dress, where we travel, how we date, what we watch, wish we could buy, or the pop culture icons we relate to. Lifestyle explores our present world and how we fit in it with a glamorous veneer. Students are encouraged to explore and challenge that façade as they develop a familiarity with magazine publishing clients and their expectations through sample prompts.
Illustration Elective

BOARD GAME DESIGN
GE 286 / 1.5 credits
An investigation of contemporary tabletop game design via its history, mechanics, aesthetics, and theory. Course content builds familiarity with board games within the Interactive Design discipline, using prompts and gameplay to target specific mechanics and questions of game development and ideation.
Graphic Design Elective

DESIGN FOR PLAY
GE 287 / 1.5 credits
In this course, students will investigate what it takes to make a playful experience. Course content builds familiarity with how the Interaction Design discipline fits within the greater Product Design discipline. Focus on different aspects of the product life cycle will help guide students through ideation, development, and live products. Students will not be required to produce a completely functioning prototype but instead, focus on developing enough content to get feedback from their intended users through play-testing.

FILMMAKING FIELD WORK
GE 288 / 1.5 credits

This course compliments the film industry knowledge gained in GE 280 Introduction to Filmmaking. The two courses, however, are not sequential. Students will work in the field on various projects. These can be a group conceived short film where students work collaboratively, mimicking a real film set. Field work can also include internships with regional film production studios, community-based outreach projects and field trips to observe shoots in progress. Students will come away with experience that may help them gain entrance into the industry.
Photography & Video Elective

EXPERIENTIAL LEARNING
GE 299 / 1.5 credits
This course uses team-teaching and experiential learning to create an interdisciplinary classroom experience. These interdisciplinary courses combine studio, art history, and/or liberal arts disciplines to synthesize new kinds of art and information and experiment with and apply existing and emerging technologies. Coursework concludes with presentation of work to the public (exhibition, artist talk, conference presentation, or other public event).

3D CHARACTER
GE 401 / 1.5 credits
Students will learn the basics of organic modeling, texturing, and lighting, with a primary focus on rigging using industry standard software, Autodesk Maya. Body and facial rigging as well as cloth and hair simulation will be covered.

EXPLORATORY INTERNSHIP
EXINT 199 / 1-12 credits
This course allows students to pursue internship experiences through College-approved internship sites and partnerships for credit. Students obtain professional and field experience at the exploratory level. For every internship course credit hour, 40 hours of work occurs at the approved internship site.

PROFESSIONAL INTERNSHIP
PFINT 399/ 1-12 credits
This course allows students to pursue internship experiences through College-approved internship sites and partnerships for credit. Students obtain experience at the professional level. For every internship course credit hour, 40 hours of work occurs at the approved internship site.

INTERNATIONAL EXPERIENCE: EMERGING ARTISTS, WRITERS, AND SCHOLARS
INEX 200 / 1.0-6.0 credits
This course leads students on international experiences, focusing on studio and liberal arts learning contexts. Students produce visual and written work based on their experiences abroad and study of new techniques, processes, and writing methods. Expectation for work in this sophomore level course is emerging artist, writer, and/or scholar.

INTERNATIONAL EXPERIENCE: EMERGING ARTISTS, WRITERS, AND SCHOLARS
INEX 300 / 1.0-6.0 credits
This course leads students on international experiences, focusing on studio and liberal arts learning contexts. Students produce visual and written work based on their experiences abroad and study of new techniques, processes, and writing methods. Expectation for work in this sophomore level course is expert artist, writer, and/or scholar.

GRAPHIC DESIGN

TYPOGRAPHY II

GD 206 / 3.0 credits

Typography II deals with type as a "volume" and in multipage productions such as newsletters, magazines, and annual reports. Projects will stress the importance of grids, style sheets, master pages, etc., while exploring the nuances of Adobe InDesign software.

HISTORY OF GRAPHIC DESIGN & EMERGING TRENDS

GD 216 / 3.0 credits

This studio stresses composition, process, and creative problem solving with projects that draw on the language and practice of graphic design through the important artists, movements, and technological changes from the cave paintings of Lascaux to the present.

UX/UI DESIGN

GD 217 / 1.5 credits

This course introduces students to strategy, content development and design thinking for the Web. Students will learn current prototyping methods and programs for site development.

DIGITAL TECHNOLOGY

GD 219 / 3.0 credits

The goal of this course is to teach students how to use the computer as a production tool. The software of the Adobe Creative Suite, including but not limited to InDesign, Illustrator, and Photoshop will be taught in order to address current industry standards and requirements. Utility programs, prepress and web issues, and file preparation and management skills will also be taught.

INTRODUCTION TO WEB DESIGN

GD 221 / 1.5 credits

This course introduces students to the concepts and practices necessary for creating functional websites and interactive designs while considering the importance of the user experience. Students will learn about linkage, optimizing images, and appropriate layout considerations as they create effective interactive designs. Emphasis is placed on competency with HTML and CSS.

TYPOGRAPHY FOR PACKAGING

GD 256 / 3.0 credits

In this class, students will work digitally with type and typographic design. Projects will stress the importance of appropriate type usage while addressing issues of craft, readability, message, and style. An introduction to packaging typographic regulations will be reviewed.

JUNIOR DESIGN STUDIO I

GD 311 / 3.0 credits

This design studio enhances student's skills and knowledge in graphic design principles, specifically in branding and design consistency. The course focuses on creating an identity package to prepare for an internship. Students will engage in experimentation, research, conceptual thinking, and process throughout the course.

JUNIOR DESIGN STUDIO II

GD 312 /3.0 credits

In this studio course, students will face advanced design challenges and learn about branding. They will also develop their teamwork skills by working collaboratively with others.

WEB DESIGN

GD 314 / 3.0 credits

Students will utilize UX/UI and prototyping skills to develop website(s) using current web authoring programs and tools.

MOTION GRAPHICS

GD 316 / 3.0 credits

Using video-editing software, students will learn to create motion graphics and visual effects like those seen in the TV, film, web, video, and advertising industries. Students will learn both the versatility and limitations of these software tools as they solve increasingly more complex design problems. Issues of concept, typography, editing, timing, syncing, and motion paths will be addressed.

ADVANCED WEB DESIGN

GD 319 / 3.0 credits

Building upon UX/UI and web design fundamental techniques, students will learn to develop more sophisticated websites. Responsive design concepts will also be covered as students design their personal portfolio website.

ADVERTISING/COPYWRITING

GD 323 / 1.5 credits

A conceptual and practical studio stressing the importance of creative problem solving. Students will be challenged to merge the creative writing process with visual concepts to create unified and holistic projects. Both print and interactive projects will be incorporated for integrated advertising campaigns.

PUBLICATION DESIGN

GD 325 / 3.0 credits

Students will discuss how to develop engaging and effective design compositions for multipage documents. The main goal is to learn how to clearly communicate the client's intended story or message—by integrating concept, photography, illustration, copy, headlines, graphic or other typographical elements, structural/organizational document elements, and multiple page layout patterns. An additional focus will be on print publication with conversion of documents into EPUB presentation.

PROFESSIONAL PRACTICES/PORTFOLIO PREPARATION

GD 406 / 1.5 credits

Professional Practices/Portfolio Preparation will meld informed guidance through the business of graphic design with the ongoing evaluation and creation of finely tuned portfolio pieces. The goal of the course is for each student to produce a professional quality design portfolio. A fully developed, polished final portfolio is a course, graduation, and graphic design industry requirement. Relevant business issues to be discussed include basic business ethics and procedures, presentation theory, artist representation, copyright law, taxes, and self-employment (finding work, negotiating project specifications, and getting paid). An introductory relationship to professional organizations and other professional resources will be established.

SENIOR DESIGN STUDIO I

GD 409 / 3.0 credits

Senior Design Studio is an intensive learning experience structured to teach students how to function in the real-world graphic design environment. The instructor will bring client-based projects into the classroom and the students will execute them on a competitive basis. Professional business issues and their relationship to creative issues will be demonstrated and discussed. Design thinking processes for the required senior thesis exhibition will begin.

SENIOR DESIGN STUDIO II
GD 410 / 3.0 credits
This studio will be dedicated to the design and creation of a body of work for the Annual Senior Thesis Show.

PACKAGING
GD 417 / 3.0 credits
This course will teach students about designing in three dimensions. Students will learn about packaging, point-of-purchase displays, and other dimensional materials through packaging/brand design projects specific to retail consumer products. Students will produce object-oriented prototypes as well as electronic packaging mechanicals. Issues of brand identity, function, construction, and labeling will be discussed.

EXPERIMENTAL PACKAGING DESIGN
GD 422 / 1.5 credits
In an ever-evolving digital era, clients with the budget have focused on creating high-end, deluxe packaging that best captures the imagination of the subject as well as the attention of the consumer. This course will draw upon a student's creativity and vision in order to produce experimental and conceptual works in this field, while also allowing for discussions on alternative printing techniques, complex printer specifications and templates, historic and contemporary case studies, and a greater comprehension of how far printed matter can be taken.

WEB STUDIO I
GD 431 / 1.5 credits
Web Studio I students will implement responsive design techniques to provide the best user experience on all devices as they are introduced to other web programming concepts and languages.

WEB STUDIO II
GD 432 / 3.0 credits
This Senior-level Web studio will be dedicated to the creation of a website and on-line marketing material for the Annual Senior Thesis Show.

VISUAL COMMUNICATIONS
GI 201 / 3.0 credits
An entry-level, concept-based studio stressing creative problem solving. Throughout the course, students will be challenged to create artwork that is an effective union of concept, medium, and craft while addressing theoretical and practical applications. Emphasis will be placed on developing the best concept for each assignment and then learning the process that takes an idea through a linear progression of refinements to a finished piece.

TYPOGRAPHY
GI 205 / 1.5 credits

Whether it be the title on a book cover, the headline of an ad, the story in a graphic novel, or text in an annual report, typography is an important and essential element in both graphic design and illustration that can greatly affect the quality of the final project. In this class, students will initially work manually with letterforms to gain a craft-based aesthetic knowledge of type, and eventually move toward a digital application of type and typographic design. Projects will stress the importance of appropriate type usage, while addressing issues of craft, readability, message, and style. The software Adobe InDesign and Illustrator will also be explored.

DIGITAL I
GI 217 semester/1.5 credits
The goal of this course is to teach students how to use the computer as a production tool. Software of the Adobe Creative Suite, including but not limited to InDesign, Illustrator, and Photoshop will be taught in order to address current industry standards and requirements.

DIGITAL II
GI 218 / 1.5 credits
A deeper exploration into the Adobe Creative Suite. Utility programs, prepress and web issues, and file preparation and management skills will be taught.

ILLUSTRATION

VISUAL DEVELOPMENT I

AGI 303 / 3.0 credits

The Visual Development courses explore elements and processes involved in the production of visual development artwork in the animation, film, and gaming industries. Students will be presented with assignments that require the generation of character, environment, vehicle and prop design that have strong story and/or gaming potential. The course will stress a variety of approaches to design and idea generation, as well as the use of traditional and digital tools. Students will develop portfolio quality pieces, as well as appropriate presentation skills, for the film, television and entertainment industries. Class sessions will consist mainly of studio work, but will be supplemented by lectures, demonstrations, critiques, and discussions focusing on student objectives. For AGA students, this begins a sequence of four classes designed around their senior capstone project.

PAINTING: MATERIALS AND METHODS

FI 201 / 1.5 credits
This course focuses on providing students with a technical foundation in the craft of painting. Students will be taught methods of constructing and preparing their own painting supports as well as the uses of painting materials. Historical and contemporary examples of painting will be utilized to increase the student's understanding of painting methods. Emphasis will be placed on the use of classical modeling techniques and the advanced understanding of value and color.

VISUAL COMMUNICATIONS
GI 201 / 3.0 credits
This is an entry-level, concept-based studio class stressing hand skills, process, and creative problem solving. Throughout the course, students will use these skills in theoretical and practical applications. Emphasis will be placed on learning the process that takes an idea through a linear progression of refinements to a finished piece.

TYPOGRAPHY

GI 205 / 1.5 credits

Whether it be the title on a book cover, the headline of an ad, the story in a graphic novel, or text in an annual report, typography is an important and essential element in both graphic design and illustration that can greatly affect the quality of the final project. In this class, students will initially work manually with letterforms to gain a craft-based aesthetic knowledge of type, and eventually move toward a digital application of type and typographic design. Projects will stress the importance of appropriate type usage, while addressing issues of craft, readability, message, and style. The software Adobe InDesign and Illustrator will also be explored.

DIGITAL I

GI 217 1 semesters/1.5 credits

While good design and creativity will be expected, the goal of this two-semester course is to teach students how to use the computer as a production tool. Software of the Adobe Creative Suite, including but not limited to InDesign, Illustrator, Photoshop, Flash and After Effects will be taught to address current industry standards and requirements. Utility programs, prepress and web issues, and file preparation and management skills will also be taught.

FIGURE ANATOMY

IL 205 / 1.5 credits

Figure Anatomy focuses on building the drawing skills involved in portraying the human form from bones to muscle. Students learn the skeletal system and main muscle groups and how they work and influence the shape of the body. Using skeletons, busts and live models the students begin to create a visual language of their own while addressing issues of sight size and anatomical measurements.

ILLUSTRATION CONSTRUCTION

IL 216 / 3.0 credits

While strong concepts and successful aesthetics will be expected, this class focuses on the process that takes place in between in order to build more effective illustrations. Issues of composition, scale, perspective, page layout, research, context, atmospheric perspective, audience, etc. will be addressed as students learn to use a variety of traditional materials, media, and techniques most often used by illustrators to sketch, comp, and create finished illustrations. Through a series of problems and exercises, students increase their understanding of visual language, composition and picture building skills.

PROCESS AND PRODUCTION

IL 280 / 3.0 credits

Broad thinking tactics, efficient use of resource materials, and necessary communication techniques will be combined into each project. This class will walk students through research tactics, reference use, and conceptual problem solving with extensive preliminary work.

EXPRESSIVE FIGURE

IL 281 / 3.0 credits

Incorporating a variety of media and techniques, students will explore expressive drawing and painting using live models. Students will continue to survey classical lighting, anatomical movement, and illustrative color theory to produce their own personal statement about the observed figure.

HISTORY OF ILLUSTRATION

IL 314 / 1.5 credits

An introduction to the evolution of illustration through the many cultural, technological, and economic influences that have shaped its development, this course will teach students about the major artists, trends, and movements that helped to shape the illustration industry to what it is today. Specifically-keyed studio projects will give students a hands-on understanding of the changing visual vocabulary of this vast and ever-changing field.

DIGITAL PAINTING

IL 327 / 1.5 credits

Through lecture, demonstration and a variety of projects, this class teaches students industry-standard digital painting software while building on traditional painting skills developed in previous semesters. The primary focus will be on gaining competency with the software, while at the same time challenging students to find visual solutions to appropriate aesthetic problems. File management and digital output will also be covered.

PROFESSIONAL PRACTICES I

IL 329 / 1.5 credits

This course will introduce students to the business of illustration and related fields. The wide scope of illustration markets and career paths will be covered in depth. Students will conduct research into markets of illustration that are of interest to them. Lectures will cover topics including portfolio curation, networking, and social media while assignments will focus on the presentation of industry research, writing artist statements, and the examination of personal style and taste as it relates to illustration industries.

CONCEPTUAL THINKING

IL 348 / 3.0 credits

Diving into conceptual and narrative problem solving skills this course uses current industry related jobs as project foundations. Students tackle more complex client driven challenges while developing personal voice in each visual solution. The power of visually delivering a message using visual metaphor and symbolism will be heavily examined.

JUNIOR ILLUSTRATION STUDIO

IL 350 / 3.0 credits

Building on processes, tools, techniques, and concepts learned in previous semesters, students will craft more complex solutions to industry appropriate assignments. Students will continue to investigate matters of stylistic development and in depth industry research.
Prerequisite: IL 348 Conceptual Thinking D or higher

SENIOR ILLUSTRATION STUDIO I

IL 407 / 3.0 credits

Senior Illustration Studio I & II are the capstone courses in the Illustration curriculum. Students will use all knowledge and skills from previous Illustration courses to create new work. In Senior Illustration Studio I, students will continue building upon their target market research and begin to craft a portfolio of

work which is directed towards existing and emerging illustration markets. Industry specific assignments and prompts will be utilized. In addition, students will begin to research and prepare for their thesis experience.

Prerequisite: IL 350 Junior Illustration Studio D or higher

SENIOR ILLUSTRATION STUDIO II

IL 408 / 3.0 credits

In Senior Illustration Studio II, students are fully exploring personal style and further refining their technical and conceptual skills. The spring semester of the course focuses on creating and presenting work for the required senior thesis exhibition.

Prerequisite: IL 407 Senior Illustration Studio I D or higher

CREATIVE LAUNCH

IL 415 / 3.0 credits

Students will brand their identity or intellectual property while developing a strategy for a hard launch. Elements of concentration may include networking, promotion, marketing, funding strategies, and entrepreneurial start up basics.

PROFESSIONAL PRACTICES II

IL 416 / 1.5 credits

Professional Practices will teach students about the business of illustration and related fields. Students will develop resumes, cover letters, promotional materials and web portfolios. Students will explore platforms for creating and managing online stores as well as curate a professional brand through social media platforms. Relevant business issues to be discussed include billing, pricing, ethical guidelines, contracts, copyrights, taxes, self-promotion, artists' representatives, and the business-practice standards utilized by the professional world.

Prerequisite: IL 329 Professional Practices I D or higher

DIGITAL SCULPTURE

ILCL 319 / 3.0 credits

Through projects and in class demonstration, students will develop essential skills and knowledge necessary to produce 3D rendered assets or parts using the 3D modeling program ZBrush.

CREATING VISUAL MOOD

ILCL 320 / 3.0 credits

Concentrating on the interplay of light and color this class focuses on studying the different types of light effects and color perception within a scene. Emphasis will be put on creating a higher quality of depth and layering while evoking a targeted mood and story.

VISUAL STORYTELLING

ILCL 420 / 3.0 credits

Students will immerse themselves in the fundamentals of sequential illustration that can be applied to comics, graphic novels, zines, children's books, animatics, and/or commercials and film. Discussions on

mass market publication, indie production, and self publishing will be incorporated.

ILLUSTRATED WORD

ILCN 310 / 3.0 credits

Creating exquisite typography, students concentrate on the power of words by utilizing their knowledge of dynamic composition, message hierarchy, hand lettering, and ability to create mood and story from text.

DESIGN IN ILLUSTRATION

ILCN 321 / 3.0 credits

Illustration and design is a marriage that exists in everything from self-promotion to packaging and product creation. This course introduces illustrators to illustrative typography, pattern creation, illustration prototypes and product design while touching on licensing industry standards. Students will leave the course with a well-rounded knowledge of both illustration and design focusing on shape language and trending themes.

THEMATIC CREATION

ILCN 410 / 3.0 credits

The creation of collections of themed illustrative works is the focus of this class. Through prompts relating to the industries of surface design, patterns, licensing, and commercial illustration, students will explore a variety of assignments that utilize both drawing and design skills.

LIBERAL ARTS

LIBERAL ARTS: ART HISTORY & VISUAL CULTURE DISTRIBUTION AREA

INTRODUCTION TO THE HISTORY OF ART & VISUAL CULTURE

AH 110 / 3.0 credits

Art History and Visual Culture Studies are disciplines that examine works of art and design in their historical and social contexts. This course introduces students to the foundational questions and practices that are the primary focus of art history and visual culture studies. Drawing from the history of the College's major disciplines, students will explore the significance of art and design through an examination of their social roles, foundations in aesthetics, and importance as historical documents or artifacts as a way of interpreting reality. Students will develop historical literacy, learn key terms and concepts, review methods of analysis, and practice techniques used to analyze visual images, objects, and spaces. At the conclusion of the course students will demonstrate critical seeing, reading, reading, and thinking by analyzing art, media, design, and text through writing and discussion.

THE COMIC BOOK: A HISTORY OF SEQUENTIAL ART

AH 201 / 3.0 credits

Students will familiarize themselves with various styles, terminology, and major examples of sequential art beginning with the cave paintings of Lascaux and ending with the more popular and critically-acclaimed comic books and graphic novels of recent years. Students will not only learn about and appreciate sequential art, but they will also understand how deeply and significantly these works have melded into various aspects of our culture and society.

Prerequisite: AH 110

AMERICAN ART

AH 203 / 3.0 credits

This course is a survey of major developments in American art from the colonial period to the present. It examines the important artists, movements, and works of art within the historical context of the United States. Students will be asked to demonstrate research and written communication skills within the context of the course.

NON-WESTERN ART & ARCHITECTURE

AH 204 / 3.0 credits

This survey introduces students to the major artistic and architectural monuments created in the non-Western cultures of Asia, Africa, Oceania, and the Americas. It investigates how visual culture relates to religion, social practices, historical events, and contact with foreign influences. [Note: This course is a requirement for those who took the AH 105 and AH 106 sequence prior to AY 22-23].

INTRODUCTION TO AFRICAN-AMERICAN ART

AH 205 / 3.0 credits

Artistic contributions by African Americans are a significant part of American visual culture. This course provides students with a survey of the major monuments produced by African-American artists from the colonial period to the present as well as an understanding of the history that affected those works of art. Students will be asked to demonstrate research and written communication skills within the context of the course.

HISTORY OF CHICANO/A PROTEST ART

AH 206 / 3.0 credits

This course examines the visual and historical context of Chicano/a art from the 1960s to today and delves into institutional critiques of exhibition and exclusion. In this course, we will look at protest art created by Mexican-American activists and their allies for community organization and fighting against social inequalities based on racial, ethnic, and cultural prejudice. The course will also look at how contemporary artists challenge and redefine the boundaries of cultural identity through feminist and queer reinterpretations providing critical practices of social activism.

MEDIEVAL ART

AH 211 / 3.0 credits

This course investigates the artistic achievements of the medieval world in Western Europe, the Byzantine Empire, and Islamic Spain from the beginnings of Christian art to 1400. The course emphasizes the religious, historical, and cultural context as students study the styles and processes of medieval art and architecture. Students will be asked to demonstrate research and written communication skills within the context of the course.

RENAISSANCE ART

AH 212 / 3.0 credits

This course offers a comprehensive survey of the painting, sculpture and architecture of Italy from the 13th through the 15th centuries, focusing on major works and artists. It examines how this period has shaped how many view the development of Western Art, and how the historical, cultural and religious changes of the time affected the development of art during this period. Students will be asked to demonstrate research and written communication skills within the context of the course.

BAROQUE ART

AH 213 / 3.0 credits

This course provides students with an introduction to the major artistic monuments and artists of the Baroque style in the seventeenth century. The course emphasizes art and architecture produced in Europe and its colonial outposts in Asia, Africa, the Americas and investigates how economic, religious, and social shifts helped to create a vibrant visual culture. Students will be asked to demonstrate research and written communication skills within the context of the course.

NINETEENTH CENTURY

AH 214 / 3.0 credits

The nineteenth century was a period of great change in all aspects of life. This course provides a survey of the art and architecture produced in the nineteenth century. It examines the impact of social, economic, political, scientific, and technological change on style, technique and materials, and the art world itself. Students will be asked to demonstrate research and written communication skills within the context of the course.

ART IN THE TWENTIETH CENTURY & BEYOND

AH 215 / 3.0 credits

This course provides students with a comprehensive yet critical understanding of art from the late 19th century to the present. It examines how artists broke free from the limits of "academic art" and analyzes the contradictions and parallels in the successive avant-garde movements and artistic trends within its larger sociocultural and historical context. Students will be asked to demonstrate research and written communication skills within the context of the course.

DESIGN & VISUAL CULTURE

AH 216 / 3.0 credits

This course is an introduction to the major artistic monuments that contribute to the history of modern design from 1700 to the present. It examines architecture, advertising, fashion, sculpture, painting, metalwork, and the decorative arts with a consideration of the historical and cultural contexts as well as an in-depth investigation of the styles and processes of modern design aesthetics. Students will be asked to demonstrate research and written communication skills within the context of the course.

INTRODUCTION TO FILM STUDIES

AH 220 / 3.0 credits

This course introduces students to the fundamentals of film study with the analysis of film narrative and cinematic techniques, a survey of film genres, and a basic overview of aesthetically and/or historically significant films. Students will be asked to demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

COMICS IN FILM

AH 221 / 3.0 credits

Visual art and cinematography have combined to create a new and exciting sub-genre: the comic book movie. This course will trace the roots of these films to the Golden Age of comics with Dick Tracy, The Shadow, and The Rocketeer to the contemporary explosions in the Marvel and DC universe movies, and into the meta-cinema of American Splendor and Deadpool. This survey will take an in-depth look into the relationship between comic books and cinema, giving students opportunities to respond creatively while demonstrating critical thinking, research, and communication skills within the context of the course.

WORLD ART SURVEY: CULTURAL CONTACTS - PREHISTORY TO 1650

AH 222 / 3.0 credits

This global art survey examines a broad selection of images, objects, and monuments from across time periods, geographic locations, and cultures spanning the ancient world to 1650 making some connections to modern and contemporary art. Students will analyze works of art in their original contexts, considering issues of patronage, gender, politics, religion, ethnicity, and economics. Interpreting intended use, audience, and the societal role of the artist, students will explore art and artifacts from the North and South Americas, Europe, Africa, Near East, Middle East, Asia, and Oceania. Departing from traditional art history studies that focus on canonical works, World Art Survey: Cultural Contacts studies artworks thematically through an investigative and decolonizing lens.

Prerequisite: AH 110

THE ANCIENT WORLD

AH 300 / 3.0 credits

The study of ancient art reveals a great amount to modern historians about the culture, values and beliefs of these early civilizations and their presence in our own time. At a time when few people could read and write, art was an important means of communication, and a critical way to record important events. This course is a survey of major works of ancient art, dating from approximately 30,000 BCE to 400 CE, and will include all forms of art, with a focus on architecture, painting, and sculpture spanning across cultures. As a foundation for interpreting these works, emphasis will be placed on examining primary texts and the social, religious/spiritual/mythological, and political contexts in which artists worked and various stylistic vocabularies were developed. By studying the art of ancient civilizations, students can learn about the history and traditions of different cultures.

Prerequisite: Successful completion of any 200 level AH course.

MEMORIALS, MONUMENTS, AND MUSEUMS

AH 301 / 3.0 credits

This course investigates the role of the public display of art in visual culture from the Enlightenment to the present-day. It explores the memorials, monuments, and museums of modern societies as well as the critical theory related to display and public art. The course presents topics through an analysis of scholarly writings and primary source documents with an emphasis on demonstrating research and communication skills.

Field trips and on-site lectures will be an important component of this course.

HISTORY OF CHILDREN'S TV

AH 302 / 3.0 credits

This course will survey the history of children's television from the invention of television through the present, with an emphasis on series development and production, artistry, and the colorful personalities who built this industry. We'll consider important figures including Fred Rogers, Bill Hanna and Joe Barbera, Joan Ganz Cooney, Jim Henson and Walt Disney. We will discuss the history of animated cartoons that were made specifically for television, Saturday morning production, the rise of Japanese cartoons from the 1960s through Pokemon, and the growth of children's cable channels in the 90s, as well as other landmark moments. We'll also assess the impact of streaming platforms on television and the future of children's media.

Prerequisite: Successful completion of any 200 level AH course.

DAVID LYNCH

AH 304 / 3.0 credits

This course will thoroughly explore the cinematic art of David Lynch, from his iconic debut Eraserhead (1977) to the labyrinthine Inland Empire (2006), as well as his wide array of short films. Students will examine Lynch's personal inspirations, creative processes, and artistic execution in film and in his drawings, paintings, and sculptures.

GENDER, SEXUALITY, AND IDENTITY IN VISUAL CULTURE

AH 305 / 3.0 credits

This course examines media and art through the lens of gender and sexuality studies. It asks how gender identities and sexuality have been constructed in visual culture. Students will investigate topics through the critical analysis of scholarly works and the research of works of art and/or artists with an emphasis on demonstrating communication skills.

MEDIA LITERACY & VISUAL CULTURE

AH 306 / 3.0 credits

Media literacy is the ability to access, analyze, evaluate, and create media. This course deconstructs visual media in order to examine both how and why media messages are constructed. It explores how individuals interpret messages differently, how values and points of view are included or excluded, and how media can influence identity, values and beliefs. The course will emphasize research, the analysis of scholarly writing, and communication skills.

CULTURAL CONTACTS IN THE MIDDLE AGES

AH 311 / 3.0 credits

This course explores areas of cultural contact and the resulting art created during the medieval period (450–1300). Although the course will follow artistic development chronologically, this is not a general survey. It investigates the period thematically with a focus on research, analyzing art historical writings, and discussing primary source material as well as the demonstration of communication skills.

RENAISSANCE IN NORTHERN EUROPE

AH 312 / 3.0 credits

Notable social, economic, religious, and technological changes developed north of the Alps during the

fifteenth and sixteenth centuries. This course examines how historical context affected the construction of the artist in the Northern Renaissance with an emphasis placed on the function of the workshop in terms of business and artistic practices through discussion, research, and reading art historical writings.

CINEMA AS ART

AH 320 / 3.0 credits

This course is an in-depth investigation of contemporary films with an emphasis on foreign, independent, and art-house cinema as well as the auteur filmmaker. It examines the roots of today's contemporary cinema, analyzes film narrative, explores different schools of avant-garde filmmaking, and examines the impact of new technologies with a focus on the elements that make film an art form. Students will be asked to demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

CULT CINEMA

AH 321 / 3.0 credits

Why are some film masterpieces buried alive? Why do some B-movies refuse to die? This course explores the good, bad, and ugly celluloid of cult cinema. The course investigates a variety of aesthetic sensibilities from Midnight and B-Movie genres to art-house films with an emphasis on the critical analysis of both films and the theory surrounding them. Students will be asked to also demonstrate research and communication skills within the context of this course.

PAINTING WITH LIGHT: CINEMA AND THE VISUAL ARTS

AH 322 / 3.0 credits

Beginning with present-day artists, like the British street artist Banksy, and moving backward in time from Pop Art through 400 years of art history, this course investigates how the moving image has illuminated some of the most famous images in the history of art and the lives of the artists who created them. This course examines both documentary films and fictionalized film accounts of art movements, artists, and specific works of art. Students will be asked to demonstrate the ability to analyze scholarly writings as well as both research and communication skills.

THE QUAY BROTHERS

AH 323 / 3.0 credits

Students are invited to explore the intricate film worlds of the twin directors and animators Stephen & Timothy Quay. This course will trace the inspiration for each film to their sources in literature, poetry, painting, music, and opera. Everything in the Quays' oeuvre, from abandoned projects and music videos to feature length films, will be examined, including films not available to the general public. Students will be asked to demonstrate research, analysis, and communication skills within the context of this course.

SPECIAL TOPICS IN ART HISTORY

AH 400 / 3.0 credits

This course explores a significant movement and current issues and themes within art history. Topics vary: The focus of the special topics course is determined by the teaching faculty. May be repeated for credit when the topic is different.

Prerequisite: Successful completion of any 300 level AH course or two 200 level AH courses.

CONTEMPORARY ART

AH 401 / 3.0 credits

This course will examine contemporary art, including performance, video,

installation and digital/internet art as well as painting and sculpture, in its social, political and theoretical contexts. Beginning with the European and U.S. avant-garde, the course will geographically expand to include artistic production in all corners of the globe, and will cover dominant themes including the body, identity, globalization, ecology and the impact of new technologies on art practice. Important to this course are developments in critical/literary theory, including post-structuralism, postmodernism, and theories of race, gender & sexuality which have radically altered the perception and practice of art over the past five decades. Prerequisite: Successful completion of any 300 level AH course or two 200 level AH courses.

Please note: The content of some works shown in this course may be disturbing. Graphic violence, alternate life-styles, and explicit sexuality are themes investigated by some contemporary artists. By enrolling and remaining in this course you will be obligated to view and discuss and view such works.

LIBERAL ARTS: VERBAL COMMUNICATIONS DISTRIBUTION AREA

FOUNDATIONS OF VERBAL COMMUNICATION I
FVC 101 / 3.0 credits
Offered in the fall semester, this is a first-year requirement focusing on the fundamentals of oral and written communication such as the planning, writing, and revising of a thesis-driven essay following guidelines and standards of the Modern Language Association (MLA), information literacy skills, and extemporaneous discussion and public speaking skills. Students will demonstrate college-level critical thinking and analysis skills through the close examination of and response to selected works of nonfiction, literature, and poetry.

FOUNDATIONS OF VERBAL COMMUNICATION II
FVC 102 / 3.0 credits
Offered in the spring semester, this required course continues to focus on building oral and written communication skills and to expand upon critical thinking and analysis skills introduced in FVC 101. Students will demonstrate their acquired skills through oral and written communication assignments as well as the close examination of and response to literature and nonfiction, including current affairs topics.

COMMUNICATING THROUGH THE ARTS
FVC 201 / 3.0 credits
The technical training of FVC 101-102 is continued in this course with a focus on communicating through the arts. This course is designed to strengthen core oral and written communication and composition skills through the analysis of verbal and visual texts in multiple media and genres.

FUNDAMENTALS OF PUBLIC SPEAKING
FVC 202 / 3.0 credits
In Fundamentals of Public Speaking, students will have the opportunity to learn the basics of voice, gesture, and delivery of reflective, narrative, informative, and persuasive speeches. This course, which builds on the oral communication skills practiced in FVC 101-102, will explore various communication theories and models and prepare students to create, organize, and present material to diverse audiences. These lifelong skills are

designed to enable students to examine, analyze, and evaluate public discourse and rhetoric and to develop and deliver their own memorable and meaningful speeches in professional and community settings.

PROFESSIONAL WRITING FOR THE ARTS
FVC 203 / 3.0 credits
Students will develop technical communication skills based on professional principles for the writing and presentation of reports, instructions, proposals, statements, grants, application documents, and marketing materials. Creating clear, concise, and effective business appropriate writing is central to the course, as well as research relevant to one's field. This class is designed to elaborate upon the best practices of professionals in the arts and helps students to prepare for joining organizations and businesses in a communicative capacity.

LIBERAL ARTS: LIFE & PHYSICAL SCIENCES AND MATHEMATICS DISTRIBUTION AREA (3 credits)

FOUNDATIONS OF MATHEMATICS
MAT 101 / 3.0 credits
This course explores the theoretical basis and history of mathematics with a focus on the connection between mathematics and the visual world, both man-made and natural.

BUSINESS MATHEMATICS
MAT 102 / 3.0 credits
An artist or designer must understand the fundamentals of business-related mathematics in order to successfully function after college. This course introduces the basic calculations and procedures related to accounting, interest, payroll and taxes, insurance and loans, and other real-world applications.

EARTH SCIENCE
NAS 102 / 3.0 credits
How does the physical earth shape our understanding of the world? This course introduces important concepts and principles in the fields of geology, geography, paleontology, anthropology, meteorology, oceanography, and astronomy. The course will incorporate direct field observation, assigned readings, and classroom discussion.

BIOLOGICAL SCIENCE
NAS 103 / 3.0 credits
We are surrounded by all types of living creatures. This course investigates the living world and introduces important principles and theories in the fields of biology, botany, zoology, paleontology, and genetics. Assignments will include field studies, readings, and classroom discussions.

LIBERAL ARTS: BEHAVIORAL AND SOCIAL SCIENCES DISTRIBUTION AREA

INTRODUCTION TO PSYCHOLOGY
PSY 101 / 3.0 credits
This course presents an overview of the key topics in psychology including learning, motivation, perception, social psychology, systems and personality theory with the goal of understanding human behavior. This course provides a general knowledge base of psychological insights and research while further preparing the student with successful research, communication and study skills.

ABNORMAL PSYCHOLOGY
PSY 201 / 3.0 credits

This course explores historical and current research-based theories of mental health with a focus on the evolving classification structures and treatment approaches to dysfunction. The course investigates models of abnormal behaviors, ways in which biological and social factors can affect behavior, and how abnormal behaviors are evaluated and treated in American society. Students will demonstrate research and communication skills within the context of the course.

DEVELOPMENTAL PSYCHOLOGY
PSY 202 / 3.0 credits
This course examines the physical, emotional, social, and cognitive changes that occur throughout the lifespan. Students will learn to evaluate the major theories and methods of study inherent to developmental psychology, to identify the opportunities and vulnerabilities of each phase of life, and to understand the key factors that influence the developmental process. Students will demonstrate research and communication skills within the context of the course.

FOUNDATIONS OF SOCIOLOGY
SOC 101 / 3.0 credits
Does identity shape society or society shape identity? This course examines the social structures and institutions that provide the foundation for modern life. The course investigates the modes of interpreting social conditions in the field of sociology. Students will demonstrate research and communication skills within the context of the course.

WORLD REGIONAL GEOGRAPHY
SOC 102 / 3.0 credits
This course introduces students to the basic physical and human geography of the world. By focusing on specific world regions and employing geographic concepts, the course examines spatial patterns of uneven development and cultural diversity in a globalizing world. We move beyond memorizing geographic facts and place names. Instead, this course encourages thinking critically about the structural forces that are actively reshaping today's world regions, thus providing a framework to better understand contemporary world events. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

GENDER AND SEXUALITY
SOC 201 / 3.0 credits
Gender and sexuality define every aspect of identity from behavior and self-expression to social interactions. This course examines the history of gender and sexuality as well as how gender and sexuality have interacted with socioeconomic, racial, age-related, and political situations in contemporary cultures. Students will demonstrate the ability to analyze scholarly writing as well as research and communication skills in the context of this course.

CONTEMPORARY TRENDS IN SOCIOLOGY
SOC 202 / 3.0 credits
This course investigates the impact of contemporary social issues through the perspective of sociology as well as current trends in the discipline itself. Topics may vary from semester to semester to reflect shifts in current events. Students will demonstrate the ability to analyze scholarly writings and primary documents as well as demonstrate research and communication skills in the context of this course.
LIBERAL ARTS: HUMANITIES DISTRIBUTION AREA (ELECTIVES) (12 credits)

LIBERAL ARTS: HUMANITIES ELECTIVES DISTRIBUTION AREA

INTRODUCTION TO FOLKLORE

AMS 201 / 3.0 credits

From myth to music, we are the product of rich tradition. This course explores the many ways cultures maintain these traditions through fairy tales, urban legends, ghost stories, food ways, and other verbal and nonverbal methods. Students will learn the history of folklore and, through ethnographic research, understand their own folk experience.

AMERICAN POPULAR CULTURE

AMS 302 / 3.0 credits

Using a thematic and multidisciplinary approach, this course explores how activities and artifacts produced for mass consumption express Americans' convictions, values, and beliefs throughout recent centuries. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of the course.

HEROES & VILLAINS IN AMERICAN CULTURE

AMS 401 / 3.0 credits

From allegory to epic, folklore to film, American culture is riddled with notable "good guys" and "bad guys." This course bravely journeys into the world of heroes and superheroes, villains and super villains and investigates how they were created and why they matter so much. Red capes not required. Students will demonstrate the ability to analyze critical theory and primary texts as well as demonstrate research and communication skills within the context of the course.

LANCASTER COUNTY

AMS 402 / 3.0 credits

This course explores Lancaster County, Pennsylvania with its rich history of First Nations tribes and European colonial settlers to the present. The course investigates the impact of religion, food and cultural practices, historical events, and the land itself in the construction of Lancaster, as we know it today. Students will demonstrate primary and secondary research, critical thinking, analysis, and communication skills within the context of the course. Field trips, guest speakers, and on-site lectures will be important components of this course.

FAMILY FOLKLORE

AMS 403 / 3.0 credits

This course consists of the material artifacts and verbal stories that unify an individual family group. As a singular topic for this seminar course, family folklore will encompass the entire collection of creative expression that grows from a shared past. The specifics of "family" have changed in recent years; so too have the types of tradition, ritual, and cultural expression. We will delve into documentation, such as photographs, certificates, and memorabilia, in addition to the genealogy of the family. Cultural identity ethnographic research may include interviews, transcription, and preservation as students collect stories, songs, recipes, vacations, games, jokes, and customs specific to their family. As a final component to the course, students will create an exhibit piece about their family from their collection of fieldwork. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

INTRODUCTION TO FANTASY LITERATURE

ENG 203 / 3.0 credits

This course introduces works of literature in the fantasy and magic realism genres, focusing on the fantasy world building of utopias and dystopias. The course focuses primarily on the analysis of selected novels and short stories with texts considered within their cultural and historical contexts. Students will demonstrate analysis and communication skills within the context of this course.

INTRODUCTION TO SCIENCE FICTION AND HORROR LITERATURE
ENG 204 / 3.0 credits
This course introduces works of literature in science fiction, horror, mystery, suspense, young adult, and other genres with a focus on the analysis of selected novels and short stories. The course investigates these texts within their cultural and historical contexts. Students will demonstrate analysis and communication skills within the context of this course.

DIVERSE VOICES IN LITERATURE
ENG 205 / 3.0 credits
This course provides students with an introduction to notable works of literature written by authors outside of the traditional Western literary canon. The focus will be on writers who have been notably underrepresented in traditional literary genres because of their ethnic, religious, or gender identities. Students will demonstrate analysis and communication skills within the context of this course.

YOUNG ADULT LITERATURE
ENG 206 / 3.0 credits
Students will read and respond to works of literature classified as Young Adult Fiction by publishing industry standards. Considering the age specific demographic targeted by these works, the course will explore what makes YA literature appealing to readers. The course considers the values and interests of teens while exploring the use of common themes and tropes deemed appropriate for the genre. Students will discuss and analyze YA literature and report on current trends in publishing.

JOURNALISM
ENG 301 / 3.0 credits
Reliable, accurate, well-researched reporting is invaluable in this era of mass information distribution. Journalistic writing establishes standards under which quality media can be distributed in print and broadcast. Students will learn news literacy in a historical context and produce their own original works which meet journalistic standards and follow appropriate style guides.
Reliable, accurate, well-researched reporting is invaluable in this era of mass information distribution. Journalistic writing establishes standards under which quality media can be distributed in print and broadcast. Students will learn news literacy in a historical context and produce their own original works which meet journalistic standards and follow appropriate style guides.

NONFICTION WRITING
ENG 303 / 3.0 credits
This course examines self-expression in the form of nonfiction writing such as essays, memoirs, journalism, and creative nonfiction. The course will investigate key texts from the Enlightenment to the modern era in order to understand the philosophy and practices of expository writing. Students will demonstrate critical thinking and analysis skills and will be expected to produce their own works of nonfiction writing.

INTRODUCTION TO CHILDREN'S LITERATURE
ENG 304 / 3.0 credits

From chapbooks and school primers to contemporary picture books, literature written for children has changed dramatically over time. This course explores current and historical practice in the major genres of children's literature, focusing primarily on the traditions in English. Students will engage in the close reading and analysis of notable works of children's fiction, nonfiction, drama, and verse. Students will also demonstrate research and communication skills within the context of the course.

SHAKESPEARE FROM STAGE TO SCREEN
ENG 305 / 3.0 credits

The plays of William Shakespeare have been performed almost continuously for the last 400 years. No medium has had more impact on their reach and popularity than film. This course examines Shakespeare's best (and least) known works as they are translated by actors, directors, and artists into cinematic versions of the Bard's vast legacy with an emphasis on the transformation of narrative from this visual art form. Students will read original texts and scholarly writings as well as demonstrate research and communication skills.

BOOK TO SCREEN: ADAPTING LITERATURE
ENG 306 / 3.0 credits

The art of adapting a piece of literature into a successful screenplay is often the starting point from which great productions arise. Students will read examples of literature and the corresponding screenplays which make film adaptations possible. Additionally, storyboards and production documentaries will support the students' understanding of the work that goes into an adaptation. Students have the opportunity to adapt their own passages from works of literature into scenes using proper screenplay writing techniques and formatting.

CREATIVE WRITING
ENG 310 / 3.0 credits

This course explores creative and fiction writing as a means of artistic expression through multiple styles and genres. The course examines approaches to the composition of short stories, poetry, spoken word, and other forms of fiction writing. Students will demonstrate critical analysis skills and be expected to produce their own works of creative writing.

THE SHORT STORY
ENG 401 / 3.0 credits

Crafting short fiction requires a precise understanding of the relationship between the length of a piece of writing and how effectively it conveys meaning to a reader. Short stories should not be underestimated, as evidenced by the significance of the form in the field of literature. In this craft class students will read widely and produce original works of short fiction. Fiction writing skills and techniques will be employed to produce narratives capable of impacting readers. Short fiction includes microfiction, flash fiction, short stories, and any form of fiction demonstrating constrained length.

POETRY
ENG 402 / 3.0 credits

This course analyzes the important 20th and 21st century poetry and poetic movements in order to recognize and employ techniques for writing compelling contemporary poetry. Exploring varying approaches to composition, students will produce an anthology of original, finished work. Students will demonstrate critical, thinking, analysis, research, and communication skills within the context of this course.

LONGFORM AND WRITING AT LENGTH
ENG 420 / 3.0 credits

Writing an original story takes time, and this class affords students the opportunity to work on developing a singular work of considerable length over the course of the semester. Any genre or style of work is welcome, including novellas and epic poems, but the course begins with the study of longform essays. Students will workshop and produce a finished draft by the end of the term.

INTRODUCTION TO THEATRE
MDS 201 / 3.0 credits
Introduction to Theatre is a survey course designed to increase students' understanding, appreciation, and critical perceptions of the theatrical event as an art form and a social phenomenon. Readings, lectures, and interactive activities will focus on the history of world theatre, the journey from script to stage, and the elements of practice. Students will demonstrate analysis and communication skills within the context of this course.

ACTING AND PLAY PRODUCTION
MDS 202 / 3.0 credits
This course will take the students deeper into the crafts of acting and play production. The course explores script analysis, monologue, scene work, improvisation, direction, and script writing. Focusing on the value of process, not product, students will perform or present their creations for the class to experience the importance of the audience in the artistic equation. Students will demonstrate analysis and communication skills within the context of this course.

FILM SURVEY: FOLK HORROR
MDS 203 / 3.0 credits
We will spend the semester exploring the dark underbelly of cinema embodied in the realm of folk horror. Through an international film survey and supplementary texts, we will investigate the roots of folk horror in "The Unholy Trinity" and continue into the contemporary mutations of Robert Eggers and Ben Wheatley.

THE GOTHIC IN LITERATURE AND CINEMA
MDS 204 / 3.0 credits
We will examine the aesthetics of Gothic storytelling, beginning with "the Castle of Otranto," continuing through classic offerings, and delving into the modern works of Angela Carter and her contemporaries. Specific film adaptations will provide counterpoints and illustrations.

THE GRAPHIC NOVEL
MDS 205 / 3.0 credits
This course explores the history, development and innovation of the graphic novel. Learning how to critically read this unique medium, which is simultaneously verbal and visual, students will read and discuss a wide variety of graphic novels, from the medium's beginning in obscure, underground works to mainstream, contemporary examples. Students will produce collaborative or solo projects in text and image and will demonstrate analysis and communication skills within the context of this course.

INTRODUCTION TO PERFORMANCE STUDIES
MDS 206 / 3.0 credits
This course offers an introduction to performance studies as a multidisciplinary field, giving context to the act of performance. Students will engage with texts drawing from theatre studies, anthropology, sociology, art history, and cultural studies. They will then apply these readings to a range of "performances," such as performance art, storytelling, ritual, celebrations, political speeches, concerts, protests, and everyday encounters.

Throughout the course, students will gain a deeper understanding of performance and reception theory, performance as lived experience, and the symbiotic relationship between culture and performance. Students will demonstrate critical thinking, analysis, and communication skills within the context of this course.

STORYTELLING

MDS 303 / 3.0 credits

The art of storytelling began with the dawn of civilization. The ability to tell a good story is prized across all cultures worldwide. Communicating with skill in order to impart the significance of a story is a touchstone of social connectedness. In this class students will experience storytelling techniques, learn cultural practices, and read stories from across the ages and around the planet. Students will contribute their own stories to the class and gain an appreciation for the wide reach of storytelling.

MYTHOLOGY

MDS 305 / 3.0 credits

This course approaches the study of myth in a systematic way, attempting to define myth—its origins and uses—and determine whether or not myths are still a part of our everyday lives. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of the course.

LINGUISTICS

MDS 306 / 3.0 credits

Language is central to defining both individuals and societies. This course explores the ways in which speech and sound patterns are made, how words are formed and organized, and how language is understood, changed, and learned. Students will demonstrate the ability to analyze critical theory as well as demonstrate research and communication skills. Students will demonstrate analysis and communication skills within the context of this course.

SPECIAL TOPICS IN HUMANITIES

MDS 400 / 3.0 credits

Using an interdisciplinary lens, this course encourages students to explore genres across the humanities to make cultural connections and reflect upon the social contributions of certain movements throughout history. The focus of the special topics course is determined by the teaching faculty.

CONSTRUCTING SECONDARY WORLDS

MDS 403 / 3.0 credits

This course challenges students to create unique and original secondary worlds. Readings, assignments, and class discussions provide students with models found in artistic and popular culture as well as a survey of esoteric speculative and fantasy literature in order to prepare students for the creation of their own detailed world or culture. Group critiques, workshops, and other participatory activities are critical to the course. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of the course.

SURVEY OF WESTERN MUSIC

MUS 201 / 3.0 credits

This course is a survey of the great composers and their major compositions from the Renaissance to the present. Students will learn to analyze the music listened to in class. Students will demonstrate research and communication skills within the context of the class.

POPULAR MUSIC

MUS 202 / 3.0 credits

This course provides a broad informational, cultural, and theoretical basis for the study of popular music. It includes a survey of popular music genres, while also examining central approaches to the study of popular music from both historical and ethnographic perspectives. Students will engage with theoretical texts exploring race, gender, class, and age in music, and they will examine the music industry, music videos, popular music in film, and issues related to world music and globalization. Students will demonstrate critical thinking, analysis, and communication skills within the context of this course.

GLOBAL MUSICS

MUS 204 / 3.0 credits

This survey course explores music from around the world and the cultures and traditions from which they arise. This class will examine representative examples of music from non-Western and Western cultures. Through an engagement with primary and secondary texts, audio, and video examples, students will learn about music from a global perspective, situated within the larger context of its creation. This course will emphasize identification of style characteristics, structural components, instruments, ensemble types, and dance forms from each culture, as well as social structures, politics, ritual, globalization, history, and identity. No previous musical experience or knowledge is necessary. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

HISTORY OF ROCK & ROLL

MUS 301 / 3.0 credits

This course traces the development of rock music from its roots in the 1940s through the present. It examines both the musical and cultural contributions of this influential and popular genre. The course explores subgenres, their development, instruments, and representative artists in their geographical, social, and cultural contexts. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of the course.

HISTORY OF JAZZ

MUS 302 / 3.0 credits

This course traces this history of Jazz from its roots in the Blues to the present. Students will not only examine the major periods, players, and pieces of Jazz history; they will also delve into the shifting cultural, social, and political contexts that shaped the development of Jazz as an art form and as a mode of expression. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

MUSIC IN THE CINEMA

MUS 305 / 3.0 credits

This course investigates the history and aesthetics of the music-cinema relationship from its origins in the late nineteenth century to the present. The course explores the role of music in early cinema, musicals, the use of the soundtrack, and more. Students will demonstrate critical thinking, analysis, research, and communication skills within the context of this course.

OVERVIEW OF PHILOSOPHY

PHL 201 / 3.0 credits

This course introduces the main branches of philosophy as well as examines classic arguments and their contemporary applications to fundamental philosophical questions. Students will demonstrate critical thinking and communication skills within the context of this course.

CONTEMPORARY ISSUES IN ETHICS AND MORALITY

PHL 204 / 3.0 credits

Modern society is consumed with the idea of right vs. wrong. This course investigates the issues that touch on questions of morality and ethics in our culture through careful research and balanced discussion. Students will demonstrate critical thinking and communication skills within the context of this course.

AESTHETIC THEORIES

PHL 206 / 3.0 credits

"What is art? What is beauty? What is the role of the artist?" In this course students will examine and critique famous theoretical answers to these questions. Throughout the history of philosophy, major writers have assumed that art must be defined in order for us to justifiably evaluate and appreciate it. We will explore how philosophers have contributed to our thinking about the concept of art as well as the relationship between aesthetics and ethics. Students will demonstrate critical thinking, research, and communication skills within the context of this course.

OVERVIEW OF WORLD RELIGIONS

REL 201 / 3.0 credits

This course investigates the central beliefs of the world's major religions while considering their common and divergent myths, symbols, rituals, ideas, and ethical beliefs. The course examines how religion has affected culture. Students will demonstrate critical thinking, research, and communication skills within the context of this course.

THE STORY OF GOD

REL 202 / 3.0 credits

The growth and development of monotheistic religion and the relationships between human beings and the divine depends upon the power of storytelling. This course seeks to reveal the main messages of the world's three major monotheistic religions by studying their foundation stories. It begins with a study of the earliest expressions of attempts to connect with the divine and then investigates the origins of Judaism, Christianity and Islam, all of which share a core idea that continually changes and adapts according to the shifting realities of the world they inhabit. Students will demonstrate critical thinking, research, and communication skills within the context of this course.

LIVE EXPERIENCE DESIGN & PRODUCTION

THE BUSINESS OF LIVE EVENTS: IMPLEMENTATION

BUSX 225 / 3.0 credits

Planning and implementing live events and experiences is a complex enterprise, and BUSX courses provide students with a comprehensive overview of the business of the industry. This course focuses on implementation. Students will learn about fundraising, marketing, logistics, event production management, and other areas and topics related to implementation. Current industry issues related to implementation of live events and experiences will be discussed.

THE BUSINESS OF LIVE EVENTS: PLANNING

BUSX 226 / 3.0 credits

Planning and implementing live events and experiences is a complex enterprise, and BUSX courses provide students with a comprehensive overview of the business of the industry. This course focuses on

implementation. Students will learn about fundraising, marketing, logistics, event production management, and other areas and topics related to implementation. Current industry issues related to implementation of live events and experiences will be discussed.

INTRODUCTION TO LIVE EXPERIENCE DESIGN
LEX 101 / 3.0 credits
This course introduces students to the LEX major and the live entertainment, event, and experience industries, especially through an overview of design, technology, and production skills (especially those dealing with visual elements but also with sound and staging) and professional practices (including understanding industry roles, effective communication and collaboration, entrepreneurship, and project management). Standard resources related to planning and operations as well as those related to academic approaches to theory and creativity will be introduced. Students will also begin to engage with current events and issues, such as sustainability and representation, and how creativity is harnessed to address them.

INTRODUCTION TO PERFORMANCE STUDIES
LEX/MDS 206 / 3.0 credits
This course offers an introduction to performance studies as a multidisciplinary field, giving context to the act of performance. Students will engage with texts drawing from theatre studies, anthropology, sociology, art history, and cultural studies. They will then apply these readings to a range of "performances," such as performance art, storytelling, ritual, celebrations, political speeches, concerts, protests, and everyday encounters. Throughout the course, students will gain a deeper understanding of performance and reception theory, performance as lived experience, and the symbiotic relationship between culture and performance. Students will demonstrate critical thinking, analysis, and communication skills within the context of this course.

STAGING DESIGN & PRODUCTION 1
LEX 221 / 3.0 credits
The first of a three-course sequence, this course introduces students to design principles, theory, and practices related to staging with a focus on application to live events and experiences. Students will learn about the fundamental components of staging systems and equipment, including modular staging systems, truss systems, hoists, and motor controls as tools for realizing designed spaces through staging. Industry-standard software will be introduced as students create stage plans and layouts in preparation of client briefs.

VISUAL DESIGN & PRODUCTION 1
LEX 222 / 3.0 credits
The first of a three-course sequence, this course introduces students to visual design and production with a focus on application to live entertainment events and experiences. Students will gain familiarity designing for, planning, connecting, and operating visual production equipment and technology. Investigation of industry-standard software and systems of aesthetic visualization and data manipulation are introduced as students create content for different kinds of projection technology and work with visual media systems.

SOUND DESIGN & PRODUCTION 1
LEX 223 / 3.0 credits
The first of a three-course sequence, this course introduces students to sound design and production with a focus on application to live events and experiences. Students will study sound principles such as physics, theory, signal chain, and basic hardware operation and setup. Students will learn about live sound systems and equipment, including microphones, preamplifiers, compressors, equalizers, mixing consoles, cabling, speakers, and amplifiers and how to intentionally engage these elements in the signal chain for live sound capture and

processing. Industry-standard software will also be introduced as students create sound systems and learn both pre- and post- processing of capture methods. Students will also consider the role of sound as a component of designed experiences in different kinds of spaces, events, and immersive experiences.

LIGHTING DESIGN & PRODUCTION 1
LEX 224 / 3.0 credits
The first of a three-course sequence, this course introduces students to lighting design and production with a focus on application to live events and experiences. Students will study fundamental lighting concepts, fixture benefits, basic electronic principles that include hardware networking and infrastructure setup, and design implementation through DMX programming and console operation as well as practical light rigging and safety. Students will also consider the psychology of light and the role of light as a component of designed experiences. Industry-standard software will be introduced as students create lighting systems and show sequences.

RESEARCH METHODS & PROFESSIONAL PRACTICES
LEX 225 / 3.0 credits
This course develops research skills and professional practices introduced during the Foundation year. Students will study bibliographies and research methodologies from experience design, contemporary visual culture and design, live events production and other related fields. Industry documentation and reports will be surveyed, including client and project briefs, concept design presentations, technical reports, and regulatory statutes. Students will review competence with essential software, technology, and safety before more advanced work begins in the Junior year.

EXPERIENTIAL STUDIO 1
LEX 304 / 3.0 credits
Working as a team, students will design and produce a small-scale event or experience. Emphasis will especially be placed on the practice of event implementation, which includes successful client relations, research, effective planning, event marketing, documentation, and project and operations management for implementation. Students propose a project with clearly-defined learning objectives, roles, and responsibilities, and students execute the project. When opportunities are available, projects may serve community and industry partners.
Prerequisite: LEX 221-225

STAGING DESIGN & PRODUCTION 2
LEX 321 / 3.0 credits
The second of a three-course sequence, students continue their studies and practice in staging for live events and experiences at an intermediate level. Students will gain experience working with more advanced staging systems, equipment operation, and rigging technology with more challenging designs and spaces that will help them in conceptualizing and contextualizing current trends and challenges in staging & design practices. Additionally, students will explore staging design's role in realizing and enhancing a client's intended audience experience.
Prerequisite: LEX 221

VISUAL DESIGN & PRODUCTION 2
LEX 322 / 3.0 credits
The second of a three-course sequence, this course further engages students with intermediate studies and practice in visual design and production with a focus on examining and researching current practices in visual

production that contextualizes modern apparatus operation and content creation methodologies. Students will explore the complexity of adaptive and procedural generative methods as well as input initiation of optic responsive systems in a variety of genres. Students will also begin to deliver visuals in live experiential situations.
Prerequisite: LEX 222

SOUND DESIGN & PRODUCTION 2
LEX 323 / 3.0 credits
The second of a three-course sequence, students will focus on sound engineering and mixing in live event performances and immersive experiences at an intermediate level of study and practice. Students will focus on sound engineering and mixing in live event performances and develop an understanding of how sound affects emotional responses for an experiential environment through contextualized research as well as practical application of placement and processing both virtually and physically. Students will continue to consider the role of sound as a component of design experiences through the aesthetics and artistry of live sound engineering.
Prerequisite: LEX 223

LIGHTING DESIGN & PRODUCTION 2
LEX 324 / 3.0 credits
The second of a three-course sequence, this course engages students with intermediate studies and practice in lighting for live events and experiences with a focus on lighting systems and programming. Students will learn about the development of lighting design in a variety of genres and investigate the qualities and functional role of light to inform and enhance the depth, tone, atmosphere, and mood of a given scene while developing a deeper understanding of DMX practices with real time adjustments from interactive media & performance. Students will deliver more advanced lighting experiences in live performance situations with more advanced console programming and operation.
Prerequisite: LEX 22

DIGITAL FABRICATION
LEX 331 / 3.0 credits
This course provides a fundamental understanding of 2D and 3D design and the process of creating files for CNC (Computer Numerical Control) cutouts and 3D printing. Through lectures and studio projects, students will learn how to create and print files for use in a project setting.

SENSORY DESIGN
LEX 332 / 3.0 credits
This course explores psychological reactions to human sensory experiences, such as touch, vision, sound, and movement. Students will explore how each plays an important part in the process of an enriching experience, through readings, experiments, and experiences. Students will create experiences that utilize sensory design principles.
Prerequisite: LEX 221-225

EXTENDED REALITIES
LEX 333 / 3.0 credits
This course will provide the knowledge and underlying frameworks to create Extended Reality (XR) applications and will specifically focus on Augmented Reality (AR) and Mixed Realities (MR). Through lectures and studio work, students will understand appropriate use-cases for creating AR and MR applications and will be

introduced to technology used to create those applications. A focus on integrating AR and VR experiences with the physical world will also be explored.
Prerequisite: LEX 221-225

VIDEO PROJECTION MAPPING
LEX 334 / 3.0 credits
This course provides students with a fundamental understanding of video projection mapping technology and applications. Through studio projects, students will gain working knowledge of the software necessary for projection mapping and understand materials and environmental considerations—such as lighting, scale, and purpose—for creating a rich and lively experience.
Prerequisite: LEX 221-225

MULTIMEDIA INSTALLATION
LEX 335 / 3.0 credits
In this course, students will experiment with the nature of multiple media on both a visual and conceptual level. Through a series of progressive assignments and basic skill development, students learn to integrate video, still images, sound, and performance into spatial works.
Prerequisite: LEX 221-225

LIVEX CAPSTONE INTERNSHIP
LEX 399 / 3.0 credits
Students can pursue an internship experience through a College-approved internship site in the Live entertainment & Experience Design industry. An exploratory level internship, students will obtain professional and field experience. For every internship course credit hour, 40 hours of work occurs at the approved internship site. Students submit a portfolio at the conclusion of the internship that documents the 36 experiences and includes a writing assignment that evaluates industry processes and methods applied and observed.

EXPERIENTIAL STUDIO II
LEX 404 / 6 credits
Working as a team, students in this capstone experience will design and implement a live event or experience that demonstrates consolidation and mastery of the LEX curriculum. Students propose a project with clearly-defined learning objectives, roles, and responsibilities, and students execute the project. When opportunities are available, projects may serve community and industry partners.
Prerequisite: LEX 304

PROFESSIONAL PRACTICES II
LEX 406 / 3.0 credits
This course focuses on employment readiness through creating and refining job application materials, including a resume and portfolio. Students also consider their industry identity, self-promotion, and how they present themselves as professional to future employers and colleagues. Advanced health and safety training, software proficiency, and career pathway narrowing will also be covered.
Prerequisite: LEX 225

STAGING DESIGN & PRODUCTION III
LEX 421 / 3.0 credits
The third of a three-course sequence, this course provides students a platform for advanced studies to apply creative solutions to the practice of staging for live events and experiences. Students will advance their staging

experience and understanding by designing staging systems to solve client-based challenges utilizing aesthetic artistry to strengthen constructive plans. Consideration of construction, equipment operation, rigging technology, fabrication, logistics, and budget will be fully utilized as students map out their creative visions.
Prerequisite: LEX 321

VISUAL DESIGN & PRODUCTION III
LEX 422 / 3.0 credits
The third of a three-course sequence, this course expands student understanding of visual design and production for live events and experiences to an advanced level through design and practice. Students will extend critical and analytical skills in visual production through self-proposed visuals setups, solving visual changes, and adapting systems to elevate performances. Students will design, implement, and evaluate complex visuals within live event settings and immersive experiences that demonstrate technical expertise and aesthetic artistry.
Prerequisite: LEX 322

SOUND DESIGN & PRODUCTION III
LEX 423 / 3.0 credits
The third of a three-course sequence, this course engages with advanced studies and practice in sound for live events and experiences in which studies will focus on sound engineering practice through devising and operating complex live sound systems amplification and capture methods for live event settings. Furthering environmental in-depth sound studies, students will investigate construction and optimization of sound amplification systems by learning the mapping of environmental acoustics and corrective spatial sound treatment techniques. Students will then create self-proposed productions that evidence technical expertise and aesthetic artistry, exhibiting project management and leadership skills appropriate to working on a sound production team.
Prerequisite: LEX 323

LIGHTING DESIGN & PRODUCTION III
LEX 424 / 3.0 credits
The third of a three-course sequence, students will study and practice lighting design for live events and experiences at the advanced level, engaging in practical planning, construction, and operation. Students will self-propose lighting setups and performances that evidence technical expertise and aesthetic artistry in this field informed by extending critical and analytical skills and evaluation and research of complex lighting shows in their delivery within live event settings.
Prerequisite: LEX 324

PHOTOGRAPHY & VIDEO

INTRODUCTION TO LENS-BASED MOTION PRODUCTION
PHV 200 / 3.0 credits
Using digital video and still cameras, students will enter the world of Cinema. Students will learn the basic theory and techniques of working with video in addition to being introduced to the visual language that is film through an understanding of the frame image. Topics include introductory-level video techniques to control exposure, focus, F-stop, camera speed, basic camera movement, and white balance; intro-level editing using Adobe Premiere and an exploration of concepts of editing such as different types of cutting and transitioning.

Students will also learn the basics of sound, including recording sound. Students will have an introduction into screenwriting and storyboarding with an emphasis on the basic formulas of storytelling through film.

PHOTO DIALOGUES

PHV 210 / 3.0 credits

Through a series of thematic readings on photography, along with viewing and writing assignments, students will complete a series of "visual dialogue" projects in which they respond to concepts and images covered in the class. The themes covered in the class include: Society and Critique, Places and Objects, Humans and Image, If Photography is Art, Intimate Life, and Something & Nothing.

LIGHTING FOR LENS-BASED MEDIA

PHV 215 / 3.0 credits

Using digital video and still cameras, Lighting for Lens-Based Media will teach students to solve lighting problems through a series of simulated job assignments for still and motion capture solutions. Topics covered include the use of portable lighting for location and studio lighting. Motion capture techniques include lighting to anticipate movement, lighting cues with practical lights, using outdoor lighting and changing lighting within the same scene. The course emphasizes the process of collaboration from conceptualization through execution.

PHOTOGRAPHIC TECHNIQUES: COLOR CRAFT & IMAGE

PHV 223 / 3.0 credits

This introductory level class emphasizes color theory and the importance of control over materials, machines and concepts. Students will learn to work with a variety of color films and paper, creating proper exposure and color balancing prints. They will learn color theory and apply its principles to the formal and expressive content of their work. Readings on relevant critical issues in photography provide context and inspiration for image making. Visiting artists, museum visits, and group and individual critiques will provide additional direction.

DIGITAL PHOTO: WINDOWS

PHV 239 / 3 credits

Digital Photo: Windows takes the window metaphor as a starting point for understanding some of the unique representational qualities of the medium. The methodology of this class is digital photography; students will deepen their knowledge of digital imaging skills, from capture to edit to output. Image analysis, readings, writing exercises, visiting artists, and field experiences provide context for learning.

DIGITAL PHOTO: MIRRORS

PHV 240 / 3.0 credits

Digital Photo: Mirrors takes the mirror metaphor as a starting point for exploring the expressive and imaginative potential of the medium. The methodology of this class is digital photography; students will deepen their knowledge of digital imaging skills, from capture to edit to output. Image analysis, readings, writing exercises, visiting artists, and field experiences provide context for learning.

ADVANCED LENS-BASED MOTION PRODUCTION

PHV 300 / 3.0 credits

This class continues in the pathway of the Introduction to Lens-Based Motion Production course. Students will learn more advanced techniques, complimenting the foundations taught in the introductory course. We will look at working with color and topics surrounding color grading and color theory. Students will learn more advanced forms of audio capture as it relates to film, including an introduction to audio design. We will look into advanced

camera functions and advanced camera movements. Advanced storytelling techniques will include character arcs and character design. We will discuss and learn advanced editing through the study of professional editors.

ADVANCED COLOR: THEORY & PRACTICE
PHV 307 / 3.0 credits

In this course, students pursue personal image sources while expanding their technical abilities in both color analog and digital image making. The first part of the course will be devoted to building upon the aesthetic and technical color skills learned in the sophomore year. Students will experiment with a variety of color materials and techniques, including various filters, camera formats, lenses, processing options, films, papers, and software. They will move from the production of a series of short conceptual assignments that require the use of specific methods to a self-generated extended project for which they are required to select appropriate materials. Readings on relevant critical issues in photography provide context and inspiration for image making. Visiting artists, museum visits, and group and individual critiques will provide additional direction. Students will be required to write an artist's statement to accompany their extended project.

PROFESSIONAL PRACTICES I
PHV 311 / 1.5 credits

Professional Practices I begins the process of preparing students for careers in photography by teaching them about the variety of options open to them. Students research the field through participation in studio visits and interviews with professionals, including commercial and advertising photographers, picture editors, and gallery and museum curators. They compile a list of potential internship sites, learn interview skills and create cover letters, resumes, and portfolios that are appropriate to gaining an internship at one of these sites as required for graduation. Students will create their own professional websites. By the completion of the course, students will have secured an internship for the summer between their junior and senior years. Students are required to successfully pass their junior portfolio review before starting their internships.

LARGE FORMAT PHOTOGRAPHY: DESCRIPTION & CONTEMPLATION
PHV 323 / 3.0 credits

Students learn large format photography in this course, including how to operate a large format view camera, and utilize the unique image-making possibilities of 4x5 inch camera movements. Technical attention is placed on learning the Zone System method of exposure, development and printing. Assignments include problems in still life, portrait and landscape photography, and build upon skills learned in PH207 and PH221. Readings on relevant critical issues in photography, interaction with visiting artists, museum visits, and group and individual critiques provide context and inspiration for image making.

ADVANCED DIGITAL PHOTOGRAPHY
PHV 326 / 3.0 credits

This course incorporates techniques and strategies that are used by photographic artists to extend their vision within the digital photography environment. In this course students learn various techniques, including digital, for combining, manipulating and repurposing single photographs into larger pieces. Emphasis is on the formal and conceptual elements of montage while camera techniques, digital stitching, color management and other craft issues are being learned. Readings on relevant critical issues in photography provide context and inspiration for image making.

THE DOCUMENTARY: OBJECTIVITY AND INFLUENCE
PHV 327 / 1.5 credits

Documentary photographers record the sociopolitical world from their own point to view. Students in this class will study the work of contemporary and historic practitioners of the genre and explore the profound effect their work has had. Visual work for this course includes a semester-long documentary project. Visual solutions may be produced in any photographically based process including video.

MEDIA, FORM & CONCEPT
PHV 328 / 3.0 credits
Media, Form & Content, a cross-listed course in both the Fine Art and Photography & Video departments, builds on traditional two- and three-dimensional art making methods to include a range of new media and emergent strategies increasingly prevalent in contemporary art. Topics include sculptural installation, the spatial possibilities of painting and photography, sound installation, video installation, electronic media, and site-responsive work. Through critical encounters with artworks, topical readings, group discussion, and written analyses, students establish a foundational knowledge of these new media practices. Students are challenged with visual and conceptual problems that require them to choose materials and strategies that are effective vehicles for investigating given thematic propositions. Individual and group critiques, field trips, and artist visits help shape the development of this work. The independent problem-solving that this requires provides an introduction to, and a preparation for, the goals and structure of thesis development in the senior year.

SENIOR THESIS I
PHV 401 / 3.0 credits
In the first semester of the two-semester Senior Thesis sequence students begin a process of research, reading, writing, making, and critiquing, with the goal of proposing a senior exhibition and portfolio project in the spring. Each student develops a self-directed body of work through an intensive process of ideation, creation, group critique, revision, and further creation. Finally, students draft a thesis proposal document, supporting and supported by the image-making and annotated bibliography.

SENIOR THESIS II
PHV 402 / 3.0 credits
The second semester of the two-semester Senior Thesis sequence requires students to continue personal projects begun in the fall, with the goal of producing work for their senior portfolio and exhibition. The goal of this class is for students to work consistently throughout the semester on one project, which results in a professional body of work supported by a thesis paper and an artist's statement. The semester will culminate in the Senior Thesis Defense and Senior Exhibition.

LENS-BASED MOTION PROJECTS
PHV 403 / 3.0 credits
Students will work on semester-long projects that include short films and documentary work. Projects will be generated through combined collaborations amongst students, while working through each stage of production, from development, pre-production, production, photography, wrap, post-production, and distribution. Students will have the ability to try out various roles such as directing, acting, camera, grip, lighting, and design or a self-composed role based on student strengths and interests. Students will gain hands-on experience to prepare them for the film community. The work in the course follows closely with Senior Thesis projects in PHV 402 Senior Thesis II.

PROFESSIONAL PRACTICES II
PHV 407 / 1.5 credits

Professional Practices II continues the process of preparing students for careers in photography begun in Professional Practices I. Students learn how to identify their audience and effectively market their work. They create professional CD portfolio/CV, business cards, and leave-behind pieces. They learn about a wide variety of practices, including writing grants and job proposals, granting reproduction rights, approaching clients, fundraising, industry trends, and building a photography business. Students will learn about professional business practices and the guidelines established by the American Society of Media Photographers.

EMERGING LENS-BASED TECHNOLOGIES
PHV 417 / 1.5 credits
Technology is constantly changing how we relate to ourselves and the world within which we operate. With software and physical components becoming ever easier to use it is the artist's responsibility to attempt to keep up with changes within their field. This course is designed to introduce students to the many facets of emerging trends in lens-based technology and the theories that surround them. This course will survey subject matter such as projection mapping, computational photography, non-human-based photography and video practices, simple sensors, and artificial intelligence-based systems. Importantly, students will be introduced to various methods of researching new technologies, and how to analyze these trends to see where the future may take us.

WEB-ARTS: SELF-PROMOTION TO SELF-EXPRESSION
PHV 425 / 3.0 credits
In this course students will explore the internet and social media as both mediums for the dissemination of creative work, and as a technological landscape of raw material to be mined, refined and recast into the artwork of the 21st century. Students will respond to, and take advantage of, the specific nature and cultural uses of cyberspace. The idea of the democratization of information will be addressed, and students will engage in conversations about accessibility and distribution of content in print versus virtual formats. Students will study contemporary web artists and practices, and incorporate that knowledge into web-based final projects.

COURSE DESCRIPTIONS - CCE PROGRAMS

DESIGN PROFESSIONAL: PRINT

EFFECTIVE DESIGN: COLOR & TYPOGRAPHY
DES 150 / 1.0 credit
Good design typically follows a set of concepts that work behind scenes to appeal to the viewers self-conscious to make the work stable and balanced and when done well, visually appealing. Designs don't have to strictly follow all these concepts to be "good" but knowing them will open up an array of possibilities when designing. This course will cover the basic principles of using color and typography in design through lecture and hands-on projects. The goal of the course is to gain an understanding of these principles and how to use them in different design situations.

ADOBE ILLUSTRATOR
DES 151 / 1.0 credit
Adobe Illustrator is a tool for creating vector graphics for online or print design needs. The goal of this course is to familiarize all students with the basic principles of the creation tools available in Adobe Illustrator. The outcomes to be achieved will be student understanding of the bezier curve control tools, characteristics and

limitations of vector art, construction methods for creating vector based illustrations, design preparation for successful finishing techniques, complete basic vocab and familiarity with illustrator functions.

Each class will have one hour of asynchronous learning preceding a one hour lecture and one hour lab on each day. Project days will be a full session of project focus time with check ins and individual problem solving sessions.

ADOBE PHOTOSHOP
DES 152 / 1.0 credit
In this class, we will familiarize ourselves with the basic principles and possibilities available in Adobe Photoshop. Students can expect to develop an understanding of pixel-based imagery, resolution, color builds, interface tools and palettes, vocabulary, color correction and perfection, layers, layer masks, art brushes, animation, web graphics and output methods.

ADOBE INDESIGN
DES 154 / 1.0 credit
An industry-standard layout and publication program, Adobe InDesign is used primarily for creating multi-page publications, layout designs, and other print design material. In this course, you will learn to effectively use the Adobe InDesign software program while completing design projects on the computer. Basic computer skills are required to take this course. No Adobe InDesign experience necessary.

DESIGN PROFESSIONAL: WEB

EFFECTIVE DESIGN: COLOR & TYPOGRAPHY
DES 150 / 1.0 credit
Good design typically follows a set of concepts that work behind scenes to appeal to the viewers self-conscious to make the work stable and balanced and when done well, visually appealing. Designs don't have to strictly follow all these concepts to be "good" but knowing them will open up an array of possibilities when designing. This course will cover the basic principles of using color and typography in design through lecture and hands-on projects. The goal of the course is to gain an understanding of these principles and how to use them in different design situations.

ADOBE PHOTOSHOP
DES 152 / 1.0 credit
In this class, we will familiarize ourselves with the basic principles and possibilities available in Adobe Photoshop. Students can expect to develop an understanding of pixel-based imagery, resolution, color builds, interface tools and palettes, vocabulary, color correction and perfection, layers, layer masks, art brushes, animation, web graphics and output methods.

HTML & CSS
DES 155 / 1.0 credit
This course will teach you basic HTML (Hyper Text Markup Language) which is used to generate websites, landing pages, emails, and more. The emphasis of this course is on basic HTML coding, CSS (Cascading Style Sheets), and skills needed to plan a web page. You will also learn file management, formatting for web pages, basic structural elements, text editing, image use, optimal file formats, and the use of color on the web. Adobe Photoshop or equivalent photo manipulation and file management experience is required.

WORDPRESS

DES 162 / 1.0 credit

Learn to create your own website or blog using the WordPress platform. WordPress is one of the most popular and easy to use programs for blogging and website creation. You'll learn the difference between wordpress.com and .org and how to decide which is best for you. This course will teach you how to set up your account, write posts, and navigate through the WordPress dashboard. It will cover custom themes, blog design, managing posts, adding new pages and links, installing plugins, search engine optimization tips, and adding analytics. See first hand why WordPress is a valuable tool for individuals and business owners to use to create or maintain their own blog and website. You'll be able to leave the course with a new website up and running. NOTE: Previous HTML experience recommended but not required. You do not need to have an existing website to take this course.

UX/UI

DES 165 / 1.0 credit

This course will introduce the concepts around the idea that UX (User Experience) and UI (User Interface) refer to the visual components, interactions, and experience when using a product. UX refers to the overall experience of the product and how it makes the user feel. UI includes all of the visual components that bring the product to life.

Each class meeting will include one hour of lecture, one hour of synchronous work time (with instructor present), and one hour of asynchronous work time on various projects such as Test Subject/Auditing, Personal UX Thesis, and the Final project.

INTRODUCTION TO JAVASCRIPT

DES 190 / 1.0 credit

Introduction to JavaScript will give you an overview of the fundamentals of object oriented programming and syntax of JavaScript. Students should have basic computer skills and be comfortable using HTML and CSS to take this class.

DIGITAL MARKETING, SOCIAL MEDIA, AND COMMUNICATIONS

INTRODUCTION TO SOCIAL MEDIA MARKETING

SM 101 / 1.0 credit

Social media is an excellent way for businesses and brands to reach their audiences and build awareness and trust. The space can be tricky and overwhelming to navigate, but with the right plan, strategy, and tactics you can find your community. In SM 101 Introduction to Social Media Marketing, students will learn what social media means for businesses and brands in 2022, how it is used by modern marketers, and ways to develop and execute a strategic social media plan amid a complex and competitive social media environment. This course is great for those who are new to social media and social media marketing, as well as those who are looking to advance their skills in best practices, strategy, and execution.

INTRODUCTION TO DIGITAL MARKETING

SM 100 / 1.0 credit

Social media is an excellent way for businesses and brands to reach their audiences and build awareness and trust. The space can be tricky and overwhelming to navigate, but with the right plan, strategy, and tactics you can find your community. In SM 101 Introduction to Social Media Marketing, students will learn what social media means for businesses and brands in 2022, how it is used by modern marketers, and ways to develop

and execute a strategic social media plan amid a complex and competitive social media environment. This course is great for those who are new to social media and social media marketing, as well as those who are looking to advance their skills in best practices, strategy, and execution

ADVANCED SOCIAL MEDIA MARKETING
SM 102 / 1.0 credit
In this course, students will go in-depth on social media marketing strategy, including creation, planning, execution, and measurement. Students will understand how to build a strong social media presence for a brand, using both organic and paid tactics. This course will cover best practices for networks such as Facebook, Instagram, and Twitter, as well as how you can reach your target audience in the social media space.
PREREQUISITE: Completion of SM 101 Introduction to Social Media Marketing or equivalent experience.

CONTENT CREATION
SM 105 / 1.0 credit
In SM 105 Content Creation, students will learn how to create content for the social media space, including platforms such as Facebook, Twitter, and Instagram.
An emphasis will be put on the importance of reaching your target audience and building engaging content for your community. In addition, this course will explore principles of Branding, Social Media Marketing, Content Strategy, and SEO. In this class, students will dig deeper into the platforms and concepts discussed in Social Media 101 as well as cover new material designed to give a deeper understanding of online marketing and communications. This course will be taught for both brand and personal brand perspectives. Prerequisite: SM 101, Introduction to Social Media Marketing or equivalent experience.

HTML & CSS
DES 155 / 1.0 credit
This introductory course will demystify the fundamental building blocks that are behind all forms of web design and development: HTML and CSS. Through straightforward practical exercises, you will learn the essentials of website code: basic HTML to define the content, and basic CSS to define the visual layout and style. You will also learn standards and best practices for formatting and accessibility, simple techniques for an efficient development workflow, as well as proper planning and organization as they pertain to web design. Experience with basic photo manipulation (Adobe Photoshop or equivalent) and file management are required.

WORDPRESS
DES 162 / 1.0 credit
Learn to create your own website or blog using the WordPress platform. WordPress is one of the most popular and easy to use programs for blogging and website creation. You'll learn the difference between wordpress.com and .org and how to decide which is best for you. This course will teach you how to set up your account, write posts, and navigate through the WordPress dashboard. It will cover custom themes, blog design, managing posts, adding new pages and links, installing plugins, search engine optimization tips, and adding analytics. See first hand why WordPress is a valuable tool for individuals and business owners to use to create or maintain their own blog and website. You'll be able to leave the course with a new website up and running. NOTE: Previous HTML experience recommended but not required. You do not need to have an existing website to take this course.

ADOBE PHOTOSHOP
DES 152 / 1.0 credit

In this class, we will familiarize ourselves with the basic principles and possibilities available in Adobe Photoshop. Students can expect to develop an understanding of pixel-based imagery, resolution, color builds, interface tools and palettes, vocabulary, color correction and perfection, layers, layer masks, art brushes, animation, web graphics and output methods.

ENTREPRENEUR: DESIGN & DIGITAL MARKETING

BUSINESS PRACTICES FOR CREATIVES

DES 200 / 1.0 credit

This course is tailored to professionals in the creative industry including designers, illustrators, writers, artists, makers, craftspeople.The objective of this course is to help creative professionals understand the necessary steps in starting and running their business. Class lectures and discussions will include: writing and executing a business and marketing plan, branding their business, self-promotion using social media and online portfolio sites, presentation theory, types of portfolios, taxes and legal issues related to self-employment, basic business procedures (finding work, negotiating project specifications, contracts, agreements and getting paid), setting up a home studio/equipment/hardware-software, and how to interview.

DESIGN THINKING METHODOLOGY

DES 205 / 1.0 credit

Design Thinking is what we do as artists every day for every project. It's a way of thinking through problems or opportunities that taps into the human at the center. In this course, we will walk through 5 principles or phases, spending two days on each phase. The phases include the following major Design Thinking ideas: Empathize, Define, Ideate, Prototype, Test. Though this method of work is often associated with engineers, we will discuss Design Thinking as a praxis that can amplify collaborative art projects and provide a necessary foundation for artists interested in community based or socially engaged art. Students should come with open minds and a willingness to be comfortable with the unfamiliar and an openness to working with others.

EFFECTIVE DESIGN: COLOR & TYPOGRAPHY

DES 150 / 1.0 credit

Good design typically follows a set of concepts that work behind scenes to appeal to the viewers self-conscious to make the work stable and balanced and when done well, visually appealing. Designs don't have to strictly follow all these concepts to be "good" but knowing them will open up an array of possibilities when designing. This course will cover the basic principles of using color and typography in design through lecture and hands-on projects. The goal of the course is to gain an understanding of these principles and how to use them in different design situations.

ADOBE ILLUSTRATOR

DES 151 / 1.0 credit

Adobe Illustrator is a tool for creating vector graphics for online or print design needs. The goal of this course is to familiarize all students with the basic principles of the creation tools available in Adobe Illustrator. The outcomes to be achieved will be student understanding of the bezier curve control tools, characteristics and limitations of vector art, construction methods for creating vector based illustrations, design preparation for successful finishing techniques, complete basic vocab and familiarity with illustrator functions. Each class will have one hour of asynchronous learning preceding a one hour lecture and one hour lab on each day. Project days will be a full session of project focus time with check ins and individual problem solving sessions.

ADOBE PHOTOSHOP

DES 152 / 1.0 credit

In this class, we will familiarize ourselves with the basic principles and possibilities available in Adobe Photoshop. Students can expect to develop an understanding of pixel-based imagery, resolution, color builds, interface tools and palettes, vocabulary, color correction and perfection, layers, layer masks, art brushes, animation, web graphics and output methods.

ADOBE INDESIGN

DES 154 / 1.0 credit

An industry-standard layout and publication program, Adobe InDesign is used primarily for creating multi-page publications, layout designs, and other print design material. In this course, you will learn to effectively use the Adobe InDesign software program while completing design projects on the computer. Basic computer skills are required to take this course. No Adobe InDesign experience necessary.

HTML & CSS

DES 155 / 1.0 credit

This introductory course will demystify the fundamental building blocks that are behind all forms of web design and development: HTML and CSS. Through straightforward practical exercises, you will learn the essentials of website code: basic HTML to define the content, and basic CSS to define the visual layout and style. You will also learn standards and best practices for formatting and accessibility, simple techniques for an efficient development workflow, as well as proper planning and organization as they pertain to web design. Experience with basic photo manipulation (Adobe Photoshop or equivalent) and file management are required.

UX/UI

DES 165 / 1.0 credit

This course will introduce the concepts around the idea that UX (User Experience) and UI (User Interface) refer to the visual components, interactions, and experience when using a product. UX refers to the overall experience of the product and how it makes the user feel. UI includes all of the visual components that bring the product to life.

Each class meeting will include one hour of lecture, one hour of synchronous work time (with instructor present), and one hour of asynchronous work time on various projects such as Test Subject/Auditing, Personal UX Thesis, and the Final project.

WORDPRESS

DES 162 / 1.0 credit

Learn to create your own website or blog using the WordPress platform. WordPress is one of the most popular and easy to use programs for blogging and website creation. You'll learn the difference between wordpress.com and .org and how to decide which is best for you. This course will teach you how to set up your account, write posts, and navigate through the WordPress dashboard. It will cover custom themes, blog design, managing posts, adding new pages and links, installing plugins, search engine optimization tips, and adding analytics. See first hand why WordPress is a valuable tool for individuals and business owners to use to create or maintain their own blog and website. You'll be able to leave the course with a new website up and running. NOTE: Previous HTML experience recommended but not required. You do not need to have an existing website to take this course.

INTRODUCTION TO SOCIAL MEDIA MARKETING

SM 101 / 1.0 credit

Social media is an excellent way for businesses and brands to reach their audiences and build awareness and trust. The space can be tricky and overwhelming to navigate, but with the right plan, strategy, and tactics you can find your community. In SM 101 Introduction to Social Media Marketing, students will learn what social media means for businesses and brands in 2022, how it is used by modern marketers, and ways to develop and execute a strategic social media plan amid a complex and competitive social media environment. This course is great for those who are new to social media and social media marketing, as well as those who are looking to advance their skills in best practices, strategy, and execution.

INTRODUCTION TO DIGITAL MARKETING
SM 100 / 1.0 credit
Social media is an excellent way for businesses and brands to reach their audiences and build awareness and trust. The space can be tricky and overwhelming to navigate, but with the right plan, strategy, and tactics you can find your community. In SM 101 Introduction to Social Media Marketing, students will learn what social media means for businesses and brands in 2022, how it is used by modern marketers, and ways to develop and execute a strategic social media plan amid a complex and competitive social media environment. This course is great for those who are new to social media and social media marketing, as well as those who are looking to advance their skills in best practices, strategy, and execution

ADVANCED SOCIAL MEDIA MARKETING
SM 102 / 1.0 credit
In this course, students will go in-depth on social media marketing strategy, including creation, planning, execution, and measurement. Students will understand how to build a strong social media presence for a brand, using both organic and paid tactics. This course will cover best practices for networks such as Facebook, Instagram, and Twitter, as well as how you can reach your target audience in the social media space.
PREREQUISITE: Completion of SM 101 Introduction to Social Media Marketing or equivalent experience.

CONTENT CREATION
SM 105 / 1.0 credit
In SM 105 Content Creation, students will learn how to create content for the social media space, including platforms such as Facebook, Twitter, and Instagram.
An emphasis will be put on the importance of reaching your target audience and building engaging content for your community. In addition, this course will explore principles of Branding, Social Media Marketing, Content Strategy, and SEO. In this class, students will dig deeper into the platforms and concepts discussed in Social Media 101 as well as cover new material designed to give a deeper understanding of online marketing and communications. This course will be taught for both brand and personal brand perspectives. Prerequisite: SM 101, Introduction to Social Media Marketing or equivalent experience.

ADDITIONAL COURSES

INTERMEDIATE ADOBE ILLUSTRATOR
DES 282 / 1.0 credit
In Intermediate Illustrator we will build upon the basics learned in the introductory course and apply more complex building methods and tools to add more choices and tools to your graphic solutions when building vector illustrations. First, we will review the pen tool skills and uses to make sure that our technique is good. Then we will add construction techniques and tricks to achieve a polished outcome. We will turn over the advanced tools and combinations of tools to create professional illustration level outcomes.

Concepts to be covered:

– Review of interface and basic pen tool functions

– Tracing, layering and pen tool techniques

– Pathfinder, filters and complex objects

– Templates, layers, layout and masking

– Effects, Mesh and Transparency

Projects will include icon creation, technical illustrations, and art illustrations.

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Digital Marketing Manager

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