



The Art Institute of Salt Lake City

Catalog 2011 – 2012

See www.aiprograms.info for program duration, tuition, fees, and other costs, median debt, federal salary data, alumni success, and other important information.

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ABOUT THE ART INSTITUTE OF SALT LAKE CITY

Introduction

The Art Institute of Salt Lake City is conveniently located right off I-15 in Draper, Utah, roughly 16 miles south of Downtown Salt Lake City. Known as “Crossroads of the West” for its central geography of the western United States and the fact that the first intercontinental railroad went through the Salt Lake Valley, Salt Lake City is the most populous city in the State of Utah and is the State’s political, economic, and cultural center. The city is internationally well-known for hosting the 2002 Winter Olympics. Additionally, the City is known for its namesake, the Great Salt Lake. This “inland sea” with salinity levels of up to 27% is six times saltier than any of the world’s oceans.

The climate of Salt Lake City is characterized by four distinct seasons, with summer and winter being long, and spring and fall serving as brief, comfortable transitions. All year round, the Salt Lake City area is full of outdoor recreational opportunities; visitors and residents explore the beauties of the mountain ranges surrounding the Great Salt Lake Valley. In the long winter season, residents as well as visitors from all over the country and the world enjoy the fun on the numerous slopes of the many nearby ski resorts. In other seasons, climbing, hiking, and biking are but a few of the popular recreational activities in the picturesque mountains.

The modern economy of Salt Lake City is service-oriented. The major industries today include government, trade, transportation, tourism, utilities, and professional and business services. In recent years, the city has developed a strong recreational industry and become the industrial banking center of the U.S.

Mission Statement

We are Professional Educators, Educating Creative Professionals.

The goal of The Art Institute of Salt Lake City is to be a leader in providing professional education. This goal must be achieved in accordance with our philosophy: Everything done at The Art Institute of Salt Lake City is based on quality service to students; development, growth, involvement, and recognition of employees; and sound economic principles. The Art Institute of Salt Lake City educates and prepares students using quality design-related educational programs created to instruct students in skills useful in everyday performance in the workplace. The Art Institute of Salt Lake City faculty achieve this purpose by bringing professional knowledge to their instruction. Students graduating from The Art Institute of Salt Lake City are prepared to seek entry-level positions in their chosen fields.

Each program is offered on a year-round basis, allowing students to work continuously toward their degrees. An impressive faculty, many of whom are working professionals, strive to strengthen students’ skills and cultivate their talents through well-designed curricula. Programs are carefully defined with the support and contributions of leading members of the professional community. Curricula are reviewed periodically to ensure they meet the needs of a changing marketplace and prepare graduates to seek entry-level positions in their chosen fields.

Each student is expected to gain an understanding of a body of theoretical and practical knowledge appropriate to his or her degree objective. This understanding is demonstrated through measurable student-learning outcomes specified in the outline of each course for each program. In The Art Institute of Salt Lake City programs, students are expected to complete specific courses and develop critical and analytical learning abilities along with educational values that contribute to lifelong learning.

The faculty and staff of The Art Institute of Salt Lake City believe our value system is the foundation of our business. Our vision emerges from these values and ultimately influences our mission.

- We believe excellence in education requires competency based outcomes and assessment; enhances the lives of students, faculty, staff, and alumni; embraces diversity; contributes positively to the workplace and the larger community; and is industry relevant.
- We believe in the importance of developing personal values, ethical practices, and social responsibility.
- We believe in encouraging creativity, critical thinking, and independent, lifelong learning.

- We believe in the positive impact of art and design individuals, the business community, and society.
- We believe the foundation of success is built upon respect for one another and active participation in a collaborative environment.
- We believe that the education we provide has its foundation in voluntary participation, mutual respect, collaborative spirit, and critical reflection.
- We are committed to fulfilling our mission with academic integrity and prudent business practices.

Accreditation and Licensing

Accreditation

The Art Institute of Salt Lake City is accredited by the Accrediting Council for Independent Colleges and Schools to award diplomas, associate's degrees, and bachelor's degrees. The Accrediting Council for Independent Colleges and Schools is listed as a nationally recognized accrediting agency by the United States Department of Education and is recognized by the Council for Higher Education Accreditation. ACICS can be contacted at 750 First Street NE, Suite 980, Washington, D.C. 20002. Telephone: 1.202.336.6780.

The Art Institute of Salt Lake City is a branch of The Art Institute of Phoenix located in Phoenix, AZ.

State Licensing

The Art Institute of Salt Lake City is exempt from registration pursuant to the Utah Postsecondary Proprietary School Act. Any questions should be directed to the Utah Division of Consumer Protection (UDCP) (160 East 300 South, Second Floor, Salt Lake City, UT 84114, 1.801.530.6601).

Administrators

Ronald Moss
PhD, Utah State University
MBA, University of Utah
BA, University of Utah
President

Dan Taylor
EdD, Nova Southeastern University
MA, University of Pheonix
BS, University of Pheonix
Dean of Academic Affairs

Frank Krause
MSM, Argosy University
BSBA, University of Phoenix
AAS, Salt Lake Community College
Academic Director of Culinary

Todd Maetani
MFA, The American Film Institute
BA, Brigham Young University
Academic Director of Media

Alan Murdock
MBA, Western Governors University
MFA, University of Iowa
MA, University of Iowa
BA, University of Iowa
Academic Director of Design

Merle (Val) Custer
MAAC, Brigham Young University
BS, Brigham Young University
Director of Administrative and Financial Services

Carolyn Eagen
MBA, University of Phoenix
BS, University of Phoenix Business Marketing
Senior Director of Admissions

Sophia Andali
MA, Barry University
MBA, Saint Leo University
BS, Ferris State University
Director of Student Affairs

Kim Gordon
BS, University of The District of Columbia
Director of Student Financial Services

Sonny Dulfo
BA, Brigham Young University, Hawaii
MLBS, University of North Texas
Librarian

Ivonne Petersen
AS, Clarke College
Registrar

Statement of Ownership

The Art Institute of Salt Lake City is owned by The Art Institute of Salt Lake City, Inc. The Art Institute of Salt Lake City, Inc. is a wholly owned subsidiary of The Institute of Post-Secondary Education, Inc., which through a series of intermediary limited liability companies, is a subsidiary of Education Management Corporation.

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PROGRAM OFFERINGS

Baking & Pastry

Diploma: 55 credits; 12 months if 12 credits per quarter

The Baking & Pastry diploma program offers the student an opportunity of studying in a very specialized profession. The first quarter is devoted to basic culinary skills development that changes to Basic Pastry and dessert fabrication. The program continues with the finer arts and skills of making Artisan breads and baked goods, European cakes and tortes. It finishes with advanced patisserie, display cakes and restaurant desserts. The student is exposed to four basic management functions of sanitation and safety, purchasing and product identification, management by menu and planning and cost control.

Diploma in Baking & Pastry		
Core Curriculum Requirements		
Course Code	Course Title	Credits
CUL110	Fundamentals of Classical Techniques	6
CUL107	Concepts & Theories of Culinary Techniques	3
CUL115	American Regional Cuisine	6
CUL116	Purchasing & Product Identification	3
CUL128	Introduction to Pastry Techniques & Dessert Artistry	6
CUL214	Nutrition	4
CUL218	Management, Supervision, & Career Development	3
CUL222	Latin Cuisine	3
CUL241	Artisan Breads & Baking Production	6
CUL242	European Cakes & Tortes	3
CUL251	Advanced Patisserie & Display Cakes	6
CUL271	Chocolate, Confections & Centerpieces	6
	Total Required Core Curriculum Credits	55
	Total Credits Required for Graduation	55

Students in diploma programs are expected to have additional skillsets in advance of beginning the program. These skillsets remove the prerequisite requirement when a prerequisite is not built into the program curriculum.

Baking & Pastry

Associate of Science: 90 credits; 21 months if 16 credits per quarter

The Baking & Pastry Associate of Science degree program offers a student the opportunity to study in a very specialized profession.

The first quarter is devoted to basic culinary skills development that evolves to basic pastry and dessert foundations. The program continues to the finer arts and skills of making Artisan breads and baked goods, and European cakes and tortes. In subsequent quarters, the student will complete courses in advanced patisserie and display cakes.

The student is exposed to four basic management functions of sanitation and safety, purchasing and product identification, management by menu, and planning and cost control. The program also includes advanced courses in portfolio presentation and internships.

Graduates of the program are prepared for entry-level jobs within their field, to include but not limited to assistant baker, assistant pastry chef, baker, pastry cook, and cake decorator.

Associate of Science Degree in Baking & Pastry		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
CUL107	Concepts & Theories of Culinary Techniques	3
CUL110	Fundamentals of Classical Techniques	6
CUL115	American Regional Cuisine	6
CUL116	Purchasing & Product Identification	3
CUL127	Introduction to Baking Science & Theory	3
CUL128	Introduction to Pastry Techniques & Dessert Artistry	6
CUL129	Management by Menu	3
CUL227	À la Carte Kitchen & Dining Room Service	9
CUL233	Capstone/Portfolio	3
CUL241	Artisan Breads & Baking Production	6
CUL242	European Cakes & Tortes	3
CUL251	Advanced Patisserie & Display Cakes	6
CUL261	Advanced Restaurant Desserts	3
CUL271	Chocolate, Confections & Centerpieces	6
	Total Required Core Curriculum Credits	67
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	7
	Total Required General Education Credits	23
	Total Credits Required for Graduation	90

*** Any General Education Courses numbered 100 or higher not specified above equal to 7 credits.**

Culinary Arts

Diploma: 55 credits; 12 months if 12 credits per quarter

The Culinary Arts diploma program covers the basic skill requirements, in depth knowledge of American regional, Hispanic, and Asian cuisine, basic skills in baking, pastry and dessert fabrication. In addition the student is exposed to four basic management functions of sanitation and safety, purchasing and product identification, management by menu and planning and cost control.

Diploma in Culinary Arts		
Core Curriculum Requirements		
Course Code	Course Title	Credits
CUL110	Fundamentals of Classical Techniques	6
CUL107	Concepts & Theories of Culinary Techniques	3
CUL115	American Regional Cuisine	6
CUL116	Purchasing & Product Identification	3
CUL128	Introduction to Pastry Techniques & Dessert Artistry	6
CUL214	Nutrition	4
CUL205	Garde Manger	6
CUL218	Management Supervision & Career Development	3
CUL219	Food & Beverage Operations Management	3
CUL221	World Cuisines	3
CUL222	Latin Cuisine	3
CUL227	A la Carte Kitchen & Dining Room Service	9
	Total Required Core Curriculum Credits	55
	Total Credits Required for Graduation	55

Students in diploma programs are expected to have additional skillsets in advance of beginning the program. These skillsets remove the prerequisite requirement when a prerequisite is not built into the program curriculum.

Culinary Arts

Associate of Science: 90 credits; 21 months if 16 credits per quarter

America's interest in culinary arts is growing and prospering as never before. Few occupations can offer the creativity, excitement, and growth found in the culinary arts. Restaurants, hotels, clubs, resorts, convention centers, retirement homes, hospitals, and entertainment facilities all offer career opportunities for the culinary professional. The Culinary Arts Associate of Science degree program consists of courses covering basic skills and techniques, including purchasing and cost control, human relations, kitchen management, international cuisine, nutrition, dining room procedures, garde manger, baking and pastries, a la carte kitchen, and an internship with a quality food service operation in the greater Salt Lake City area.

The curriculum for The International Culinary School at The Art Institute of Salt Lake City is based on the classical principles of Escoffier, emphasizing progressive techniques and trends. Students are taught in modern kitchens and receive practical experience.

Graduates of The International Culinary School at The Art Institute of Salt Lake City will be prepared to seek entry level positions in the culinary arts such as broiler cook, line cook, pantry cook, prep cook or assistant saucier.

Associate of Science Degree in Culinary Arts		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
CUL110	Fundamentals of Classical Techniques	6
CUL107	Concepts & Theories of Culinary Techniques	3
CUL115	American Regional Cuisine	6
CUL116	Purchasing & Product Identification	3
CUL127	Introduction to Baking Science & Theory	3
CUL128	Introduction to Pastry Techniques & Dessert Artistry	6
CUL129	Management by Menu	3
CUL205	Garde Manger	6
CUL216	Asian Cuisine	3
CUL220	Classic European Cuisines	3
CUL221	World Cuisines	3
CUL222	Latin Cuisine	3
CUL227	À la Carte Kitchen & Dining Room Service	9
CUL229	Art Culinaire	6
CUL233	Capstone/Portfolio	3
	Total Required Core Curriculum Credits	67
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	7
	Total Required General Education Credits	23
	Total Credits Required for Graduation	90

*** Any General Education Courses numbered 100 or higher not specified above equal to 7 credits.**

Culinary Management

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

Today's fast-paced world has resulted in a change in the way we eat. The demand for more and more foodservice outlets has resulted in a high demand of employees with culinary training. The ability not only to cook, but also to manage personnel and develop items of varied appeal is valued in the hospitality field.

Students in the Culinary Management Bachelor of Science degree program integrate culinary technique, entrepreneurial business skills, general education and hands-on technical skills classes that introduce international cuisine in a curriculum designed to foster their culinary leadership ability. They explore factors affecting the foodservice industry in a global marketplace and develop proficiency in industry technology through advanced training. Students practice classical French cooking techniques and their application in a variety of cuisines. Once grounded in the basics, students have the opportunity to develop skills in ethnic cuisines, food and wine pairing, and food styling. Cooking classes are complemented with hospitality-related coursework in management, menu design, restaurant design, and wine and spirits.

Graduates leave the school with a comprehensive portfolio of their work and are prepared to seek entry-level positions with restaurants, hotels, food service institutions, catering and other culinary or hospitality related business in positions such as assistant banquet manager, catering manager, inventory control specialist, kitchen manager, management trainee, sous chef and quality assurance manager.

Bachelor of Science Degree in Culinary Management		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
CM302	Leadership & Organizational Development	3
CM303	Quality Customer Service Management	3
CM311	Human Resource Management	3
CM312	Hospitality Marketing	3
CM313	Catering & Events Management	3
CM321	Legal Issues & Ethics for Culinarians	3
CM322	Exploring Wines & the Culinary Arts	3
CM323	Facilities Management & Design	3
CM325	Foodservice Technology & Information	3
CM330	Introduction to Accounting	3
CM402	Management Internship	3
CM404	Innovation & Entrepreneurship	3
CM411	Senior Culinary Practicum	6
CM412	Global Management & Operations in the Hospitality Industry	3
CM413	Foodservice Financial Management	3
CM430	Senior Capstone	3
CUL107	Concepts & Theories of Culinary Techniques	3
CUL110	Fundamentals of Classical Techniques	6
CUL115	American Regional Cuisine	6
CUL116	Purchasing & Product Identification	3
CUL128	Introduction to Pastry Techniques & Dessert Artistry	6
CUL129	Management by Menu	3
CUL205	Garde Manger	6
CUL216	Asian Cuisine	3
CUL218	Management, Supervision & Career Development	3
CUL219	Food & Beverage Operations Management	3
CUL 220	Classical European Cuisines	3
CUL 221	World Cuisines	3
CUL 222	Latin Cuisine	3

CUL227	Á la Carte Kitchen & Dining Room Service	9
CUL229	Art Culinaire	6
CUL233	Capstone/Portfolio	3
	• Electives **	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

* Any General Education Courses numbered 100 or higher not specified above equal to 40 credits.

** Electives Students may take any course meeting a requirement for any major at the college for which the student has met or can show proficiency in the prerequisite requirements.

Digital Filmmaking & Video Production

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

New tools for video content creation are continually rising on the digital landscape. Today's video content developer must be able to navigate this world with confidence. The evolution of mass communication as related to advances in broadband television, the Internet and other converging technologies offers content artists, designers, storytellers, and managers new avenues to express their ideas. The Digital Filmmaking & Video Production program addresses the needs of corporate, television, e-business, and other media distribution outlets for existing markets and prepares the student for the next generation of digital production and delivery. It enables students to have the opportunity to create compelling and accessible media content to be delivered on CD, DVD, videotape, broadband Internet, or with other emerging distribution methods.

Digital Filmmaking & Video Production is a program that will attract students with interest in video production for new media communication like broadband Internet, the World Wide Web, and broadband cable, along with those interested in traditional mass communication media. Faculty members are industry professionals committed to helping students combine their creative abilities with technical skills. Students who will succeed in the Digital Filmmaking & Video Production program are students who are artistically oriented, have aptitude for learning various technologies, are familiar with computers, the Internet and the World Wide Web, are interested in mass communication and in media arts, have good interpersonal skills, have a desire for life-long learning, have an aptitude for analysis and organization, and demonstrate aptitude for academic achievement in secondary education.

Graduates of the Bachelor of Science degree program will have obtained the tools for producing a portfolio and are prepared to seek entry-level positions such as assistant camera operator, key grip, master control operator, production assistant, tape librarian, or video editor.

Bachelor of Science Degree in Digital Filmmaking & Video Production		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
DFVP121	Media Concept Development	3
DFVP125	Fundamentals of Scriptwriting	3
DFVP131	Introduction to Video	3
DFVP132	Introduction to Audio	3
DFVP201	History of Motion Media & Mass Communication	3
DFVP204	Sound Design	3
DFVP213	Fundamentals of Lighting	3
DFVP214	Advanced Sound Design	3
DFVP220	Fundamentals of Editing	3
DFVP221	Intermediate Editing	3
DFVP222	Media Interpretation & Adaptation	3
DFVP223	Advanced Camera & Lighting	3
DFVP301	Advanced Editing	3
DFVP305	Acting & Directing	3
DFVP311	Short Form Media Production	3
DFVP312	Digital Marketing Strategies	3
DFVP321	Media Delivery Systems & Distribution	3
DFVP323	Multi-Camera Production	3
DFVP329	Senior Project Preparation	3
DFVP401	Digital Media Production	3
DFVP402	Media Compositing	3
DFVP411	Portfolio Preparation	3
DFVP412	Media Design Workshop	3

DFVP414	Senior Project Production	3
DFVP420	Senior Project Post Production	3
DFVP421	Senior Portfolio & Defense	3
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS106	Typography – Traditional	3
FS107	Digital Imaging	3
IMD121	Web Scripting	3
IMD122	Introduction to Authoring	3
IMD230	Concepts in Motion Design	3
IMD240	Interactive Motion Graphics	3
MMA123	Storyboarding	3
MMA126	Conceptual Storytelling	3
PHG110	Principles of Photography	3
RS121	Fundamentals of Marketing	3
RS251	Project Management	3
VEMG222	Intermediate Broadcast Graphics	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

***Any General Education courses not specified above equal to 40 credits.**

Digital Image Management

Diploma: 48 Credits; 24 months if 12 credits per quarter

Graduates of the Digital Image Management diploma program will be prepared to seek positions such as an assistant for a professional photographer. Students are primarily focused on the creation of digital photography and videos, the development of websites, publishing electronic images for print and the web, and basic business principles.

Students will have the opportunity to gain knowledge in the key functions of digital photography and video; this involves the basics of how to produce digital photographs and videos that effectively communicate their ideas, the techniques of digital editing, asset management, and publishing and printing of digital files. Students will be taught business principles including how to keep financial records, market their work, and the basic knowledge of licensing, copyright laws, contracts, and negotiation. Student will develop an online portfolio that demonstrates their skills learned to effectively transition them into the workplace.

The general objectives for the program are:

- Demonstrate knowledge and control of the photographic process, including image manipulation, photo retouching, color management, printing, network use and digital asset management
- Demonstrate knowledge of the workings of a large, multi-functional commercial photographic studio, its business and operations, including key concepts of business plans, competitive business strategies, human resources, database management, and financial principles
- Create advanced market research including branding, competitive analysis, and direct marketing

Diploma in Digital Image Management		
Core Curriculum Requirements		
Course Code	Course Title	Credits
FS103	Color Theory	3
FS107	Digital Imaging	3
GD202	Electronic Design	3
GD411	Advanced Digital Imaging	3
GD413	Digital Portfolio	3
DFVP131	Introduction to Video	3
PHG110	Principles of Photography	3
PHG140	Large Format Photography	3
PHG150	Photographic Design	3
PHG230	Editorial Photography	3
PHG260	Business of Photography	3
PHG330	Studio Photography	3
PHG360	Marketing & Promotions	3
PHG450	Exhibition Printing	3
RS201	Portfolio Preparation	3
RS202	Portfolio Presentation	3
	Total Required Core Curriculum Credits	48
	General Education Credits	0
	Total Credits	48

Digital Photography

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

Photographers shoot from the hip, with a combination of artistry and technical skills. Photography is all about combining the artistry and the expertise needed to present the images we see in catalogs and newspapers and on websites. Photographs also capture personal memories in portraiture, wedding, and life's milestone moments. It involves composition and light, plus a wide array of technical skills, including utilizing digital imaging software. It all comes together in the areas of commercial photography, electronic imaging, and photojournalism. Whether the work is done in a studio or on the street, the range of photography jobs and venues is impressive. Wherever you land, you'll have the opportunity to communicate without saying a word.

At The Art Institute of Salt Lake City, you will get your start with the basics: composition, lighting, and the appropriate equipment. From there, you'll learn about color and design, take pictures on location and in a studio, immerse yourself in portraits and advertising projects, as well as editorial and digital-imaging software programs. You will develop your business skills, along with your résumé and interviewing technique. You will also examine legal concerns and gain an understanding of small business accounting. Learn the fundamentals of web-page design, and then construct your own personal website. You'll produce an advertising campaign, convention services, wedding chapels, portrait studios, a photographic essay, and shoot an individual project. Then, finish up with a comprehensive portfolio that shows prospective employers exactly what you do best.

After graduating, students can take their skills wherever they want to go with freelance work or owning their own studio. They can specialize in news, sports, product, portrait, or fashion, and work in a studio, or at advertising agencies, publishing houses, photo labs, production companies, or at a newspaper or magazine. With a degree in Digital Photography from The Art Institute of Salt Lake City, you'll be prepared for entry-level positions such as assistant studio manager, photographer's assistant, production assistant, digital re-toucher, digital prepress operator, freelance photographer, photographic lab operator, portrait photographer, or wedding photographer.

Bachelor of Science Degree in Digital Photography		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
DFVP131	Introduction to Video	3
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS107	Digital Imaging	3
GD121	Design Layout	3
GD202	Electronic Design	3
GD211	Digital Illustration	3
GD223	Digital Pre-Press	3
GD411	Advanced Digital Imaging	3
GD413	Digital Portfolio	3
IMD201	Web Authoring	3
PHG110	Principles of Photography	3
PHG120	Lighting	3
PHG130	Survey of Photography	3
PHG140	Large Format Photography	3
PHG150	Photographic Design	3
PHG160	History of Photography I	3
PHG220	Advanced Lighting	3
PHG230	Editorial Photography	3

PHG240	Photo Criticism	3
PHG260	Business of Photography	3
PHG310	Advertising/Art Direction	3
PHG320	History of Photography II	3
PHG330	Studio Photography	3
PHG340	Location Photography	3
PHG350	Portraiture Photography	3
PHG360	Marketing & Promotions	3
PHG370	Photo Essay I	3
PHG380	Photojournalism	3
PHG390	Creative Concepts	3
PHG410	Corporate/Industrial Photography	3
PHG420	Fashion Photography	3
PHG430	Photo Essay II	3
PHG440	Architectural Photography	3
PHG450	Exhibition Printing	3
PHG470	Business Operations & Management	3
RS121	Fundamentals of Marketing	3
RS201	Portfolio Preparation	3
RS202	Portfolio Presentation	3
RS299	Externship	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

***Any General Education courses not specified above equal to 40 credits.**

Fashion Retailing

Diploma: 48 Credits; 12 months if 12 credits per quarter

The Fashion Retailing Diploma program teaches students how to use their combined creative and business skills to display, market, and sell fashion merchandise. The trained student will be able to effectively understand and meet the customer's needs, and ultimately encourage sales. This is accomplished by having a keen awareness to the changing needs of the consumer, learning how to identify and predict new style trends, and by being able to conceptualize and promote fashion displays and sales campaigns. Individuals in the Fashion Retailing Diploma program will have the opportunity to learn how to evaluate apparel construction, identify appropriate characteristics and uses of different textiles. They will also gain knowledge of consumer behavior, retail operations, visual merchandising, the larger marketplace, and business skills.

The general objectives for the program are:

- Define retailing, to include “bricks-and-mortar”, “clicks-and-mortar”, direct marketers with clicks-and-mortar retailing operations, and bricks-and-mortar retailers, relate them to the marketing concept with an emphasis on the total retail experience.
- Discuss why customer and channel relationships must be nurtured in today's highly competitive marketplace.
- Explain the steps in strategic planning for retailers, to include: situation analysis, objectives, and identification of consumers, overall strategy, specific activities, control and feedback.

Diploma in Fashion Retailing		
Core Curriculum Requirements		
Course Code	Course Title	Credits
FRM141	Business Ownership I	3
FRM232	Sales & Event Promotion	3
FRM140	Apparel Evaluation & Construction	3
FRM131	Elements of Retail Operations & Technology	3
HFM120	Visual Merchandising	3
FRM331	Merchandise Management	3
FRM220	Production Processes	3
FRM325	Brand Marketing	3
HFM220	Consumer Behavior	3
FRM223	Trends & Concepts in Apparel	3
FRM337	Current Designers	3
FRM234	Professional Selling	3
FRM221	Public Relations & Promotion	3
HFM110	Introduction to Retailing	3
ID123	Textile Science	3
RS121	Fundamentals of Marketing	3
	Total Required Core Curriculum Credits	48
	General Education Credits	0
	Total Credits	48

Fashion & Retail Management

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

Fashion and Retail Management is the business that sets the trends and moves the world's fashion and merchandise from the designer's mind to the show room and department store floors and into the hands of consumers. This fast-paced industry requires talented, creative professionals who have a strong business sense and an eye for style. The fashion and retail industry demands people who have knowledge and training in marketing and design. The Bachelor of Science degree program in Fashion and Retail Management at The Art Institute of Salt Lake City prepares students to have the opportunity to succeed in today's challenging market. Courses are designed to develop a student's passion for the fashion and retail industry through training in business, sales, and marketing. Students learn how to develop effective sales strategies. Working with designers, managing fashion events, and influencing trends are an important element of the curriculum. Internet and international components of the program give students a competing edge in the changing world of retail. Graduates of the Bachelor of Science degree program are prepared to respond to the industry's growing need for entry-level, professional positions such as assistant buyer, assistant retail store manager fashion coordinator, marketing assistant, product and sales developer, sales associate, assistant visual merchandiser, or window trimmer.

Bachelor of Science Degree in Fashion & Retail Management		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
FRM101	Survey of the Fashion Industry	3
FRM111	Fashion History I	3
FRM125	Fashion Sketching & Illustration	3
FRM131	Elements of Retail Operations & Technology	3
FRM140	Apparel Evaluation & Construction	3
FRM141	Business Ownership I	3
FRM204	Media Planning & Buying	3
FRM211	Fashion History II	3
FRM220	Production Processes	3
FRM221	Public Relations & Promotion	3
FRM223	Trends & Concepts in Apparel	3
FRM225	Brand Strategy	3
FRM232	Sales & Event Promotion	3
FRM234	Professional Selling	3
FRM287	Event & Fashion Show Production	3
FRM303	Concept & Line Development	3
FRM321	Store Planning & Lease Management	3
FRM323	International Marketing & Buying	3
FRM325	Brand Marketing	3
FRM331	Merchandise Management	3
FRM337	Current Designers	3
FRM402	Product Development	3
FRM441	Business Ownership II	3
FRM489	Portfolio Preparation	3
FRM499	Portfolio Presentation	3
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS107	Digital Imaging	3
HFM110	Introduction to Retailing	3
HFM120	Visual Merchandising	3
HFM220	Consumer Behavior	3

HFM225	Retail Math	3
ID123	Textile Science	3
RS111	Business Law	3
RS121	Fundamentals of Marketing	3
RS125	Fundamentals of Advertising	3
RS200	Career Development	3
RS221	Introduction to Accounting Principles	3
RS299	Externship	3
RS321	Principles of Marketing Research	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

***Any General Education courses not specified above equal to 40 credits.**

Game Art & Design

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

The process of designing and producing computer video games and other types of interactive multimedia involves a variety of people utilizing specialized skills. Some of these skills are conceptual: designing game concepts and interactions or creating stories. Some of these skills are artistic: creating 3D models, 3D animation, and texturing mapping for 3D using industry-related software, and photo manipulation and original creation of 2D art for backgrounds and characters using image editing and painting software. Some of these skills are managerial: determining budgets and schedules for project completion and assembling the right group of designers who may be specialists in one or two aspects of the total design process, but their value as participants in that process is enhanced by a comprehensive knowledge of the entire operation.

In pursuing the Bachelor of Science degree in Game Art & Design, students are first introduced to hands on skills through a rich variety of fundamental art courses. They then have the opportunity to learn to use 2D and 3D design tools to create characters, backgrounds, animations and textures used in producing computer video games and multimedia. In addition, they acquire a level of knowledge in programming and scripting to be able to intelligently converse with programmers.

Graduates of the Game Art & Design program are prepared for entry-level jobs such as game designer, level designer, texture artist, cinematic artist, 2D artist, or 3D artist.

Bachelor of Science Degree in Game Art & Design		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS104	Observational Drawing	3
FS105	Life Drawing	3
FS106	Typography – Traditional	3
FS107	Digital Imaging	3
GAD101	Introduction to Game Development	3
GAD201	Sculpture	3
GAD202	Texture Mapping for Games	3
GAD211	Game Design & Game Play	3
GAD213	Material & Lighting	3
GAD214	Game Modeling	3
GAD216	Background Design & Layout	3
GAD217	Interior Spaces & Worlds	3
GAD218	Hard Surface & Organic Modeling	3
GAD240	2D Digital Authoring	3
GAD305	Level Design	3
GAD306	Lighting and Texture	3
GAD307	Programming for Artists	3
GAD308	Character Modeling	3
GAD310	Advanced Level Design	3
GAD311	Game Prototyping	3
GAD313	3D Scripting	3
GAD314	3D Character Rigging	3
GAD390	Team Production Planning	3
GAD402	Advanced Game Prototyping	3
GAD404	Interface Design	3
GAD405	Advanced 3D Animation	3

GAD406	Sound Design for Games	3
GAD413	Game Production Team	3
GAD414	Portfolio Preparation	3
GAD422	Advanced Game Production Team	3
GAD423	Portfolio Presentation	3
IMD202	Scriptwriting for Interactive Media	3
MMA121	Character & Object Design	3
MMA122	Introduction to 2D Animation	3
MMA123	Storyboarding	3
MMA201	3D Modeling	3
MMA211	3D Animation	3
MMA213	Advanced Life Drawing	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

***Any General Education courses not specified above equal to 40 credits.**

Graphic Design

Associate of Science: 90 credits; 21 months if 16 credits per quarter

The Art Institute of Salt Lake City is the first step toward a career in graphic design. Initially, students develop basic skills in design, illustration, painting and typography, and are trained in creative problem solving and the ability to offer solutions that are successful in the business of commercial graphics. Emphasis is placed on learning the skills and techniques of both computer graphics and traditional design and production tools, such as the drawing board and drawing instruments.

Graduates of the Associate of Science program are prepared to seek entry-level positions such as junior graphic designer, layout artist, pre-press technician, or production designer.

Associate of Science Degree in Graphic Design		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS104	Observational Drawing	3
FS106	Typography – Traditional	3
FS107	Digital Imaging	3
GD121	Design Layout	3
GD123	Design Concepts	3
GD201	Illustration	3
GD202	Electronic Design	3
GD203	3D Design	3
GD204	Media Design	3
GD205	Conceptual Imagery	3
GD211	Digital Illustration	3
GD213	Marketing Design	3
GD214	Corporate Identity	3
GD215	Typography – Hierarchy	3
GD221	Print Production	3
GD302	Design Production Team	3
GD314	Collateral Design	3
GD489	Portfolio Preparation	3
GD499	Portfolio Presentation	3
	Total Required Core Curriculum Credits	67
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	7
	Total Required General Education Credits	23
	Total Credits Required for Graduation	90

*** Any General Education courses not specified above equal to 7 credits.**

Graphic Design

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

Some of today's most dynamic industries are based on graphic design. The fields of advertising, publishing, television, and graphic design offer great opportunities for trained visual communicators, especially designers and artists. Advertising agencies require the talents of many professionals. Art directors work with writers to develop original concepts. They also supervise a creative process that relies on the expertise of layout artists, production artists, illustrators, photographers, and printers. In the field of publishing, art directors and designers work with editors and journalists to design and produce magazines, books, and newspapers.

Graphic designers create a vast range of visual communications, including corporate identity programs, consumer package designs, annual reports, exhibit materials, direct mail, brochures, and multimedia presentations. The television industry now employs hundreds of trained visual artists who use conventional and computer technology to create innovative television commercials, sophisticated titling, and graphics.

The Art Institute of Salt Lake City is the first step toward a career in graphic design. Initially, students develop basic skills in design, illustration, painting and typography, and are trained in creative problem solving and the ability to offer solutions that are successful in the business of commercial graphics. Emphasis is placed on learning the skills and techniques of both computer graphics and traditional design and production tools, such as the drawing board and drawing instruments. Advanced training includes the execution of assignments encountered by professionals in the field.

The Graphic Design programs provide a foundation of knowledge and skills together with training in industry-related practices. Students engage in both conceptual and applied coursework, as well as in hands-on technological applications. The mission of the Graphic Design program is to deliver a market-driven curriculum in a learner-centered environment. The curriculum develops a broad foundation in advertising design, graphic design, and illustration, and teaches the production skills that are needed to pursue careers in design. The goal is to guide and enhance a student's creative and professional development by providing the skills and basis for lifelong learning.

Graduates of the Bachelor of Science degree program are prepared to seek entry-level employment in the profession, including positions such as advertising designer, freelance artist, and graphic designer.

Bachelor of Science Degree in Graphic Design		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS104	Observation Drawing	3
FS106	Typography – Traditional	3
FS107	Digital Imaging	3
GD121	Design Layout	3
GD123	Design Concepts	3
GD124	Design History	3
GD201	Illustration	3
GD202	Electronic Design	3
GD203	3D Design	3
GD204	Media Design	3
GD205	Conceptual Imagery	3
GD211	Digital Illustration	3

GD213	Marketing Design	3
GD214	Corporate Identity	3
GD215	Typography – Hierarchy	3
GD221	Print Production	3
GD223	Digital Pre-press	3
GD302	Design Production Team	3
GD311	Advertising Design	3
GD313	Publication Design	3
GD314	Collateral Design	3
GD315	Typography – Expressive & Experimental	3
GD316	Copywriting	3
GD321	Package Design	3
GD330	Environmental Design	3
GD402	Art Direction	3
GD411	Advanced Digital Imaging	3
GD412	Advanced Design	3
GD413	Digital Portfolio	3
GD415	Graphic Design Capstone	3
GD489	Portfolio Preparation	3
GD499	Portfolio Presentation	3
IMD121	Web Scripting	3
IMD201	Web Authoring	3
IMD230	Concepts in Motion Graphics	3
PHG110	Principles of Photography	3
RS299	Externship	3
VEMG201	Graphic Symbolism	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

* Any General Education courses not specified above equal to 40 credits.

Interior Design

Bachelor of Arts: 180 credits; 36 months if 16 credits per quarter

Interior designers often change the world around them by creating well-designed environments that affect where we live, work and play. Interior design students will study various aspects of architecture, furnishings, textiles, and areas of specialty in both residential and commercial interior spaces. They blend artistic and technical skills in the process of creating pleasant spaces that contribute to the overall well-being of individuals.

Interior design students need to have great attention to detail, an ability to work in teams, enjoy business and project management, and be enthusiastic. Being open-minded and ready to explore many possibilities with regard to an environment are also qualities of a successful interior designer.

The Bachelor of Arts degree program utilize industry-related technology, affording the student the opportunity to get a foundation of design skills. These skills prepare graduates to seek entry-level positions such as assistant designer, CAD technician, facility and space planner, interior designer, junior designer, kitchen and bath designer, project designer, or showroom manager.

The Bachelor of Arts degree program is the first step in becoming a NCIDQ certified interior designer. The National Council for Interior Design Qualification (NCIDQ) is a nationally recognized examination for interior designers.*

** The Art Institute of Salt Lake City does not guarantee third-party certification/ licensure. Outside agencies control the requirements for taking and passing certification/licensing exams and are subject to change without notice to The Art Institute of Salt Lake City.*

Bachelor of Arts Degree in Interior Design		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS104	Observational Drawing	3
ID116	Drafting I	3
ID117	Introduction to Interior Design	3
ID125	Drafting II	3
ID132	Programming & Space Planning I	3
ID133	Design Basics 3D	3
ID134	Sketching & Rendering	3
ID135	History of Architecture, Interiors & Furniture I	3
ID208	Human Factors	3
ID209	CAD I	3
ID215	Residential Design I	3
ID217	Textiles	3
ID219	CAD II	3
ID225	Presentation Techniques	3
ID234	Kitchen & Bath Design	3
ID240	Commercial Design I	3
ID241	Materials & Specifications	3
ID242	Codes & Regulations	3
ID244	Lighting Design	3
ID307	History of Architecture, Interiors & Furniture II	3
ID308	Construction Drawings & Contract Documents	3

ID315	Residential Design II	3
ID317	3D Digital Modeling	3
ID325	Environmental & Sustainable Design	3
ID327	Furniture Design	3
ID328	3D Digital Rendering	3
ID340	Commercial Design II	3
ID405	Interior Detailing	3
ID407	Building & Mechanical Systems	3
ID408	Professional Practices	3
ID409	Hospitality Design I	3
ID410	Hospitality Design II	3
ID422	NCIDQ	3
ID430	Portfolio Preparation	3
ID431	Portfolio Presentation	3
ID434	Graduate Project I	3
ID444	Graduate Project II	3
RS299	Externship	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

***Any General Education courses not specified above equal to 40 credits.**

Media Arts & Animation

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

Television, both network and cable, major corporations, commercial postproduction facilities, and film production companies are among the industries that make use of skills developed by graduates of The Art Institute of Salt Lake City.

Exciting entry-level opportunities such as 2D animator, 3D animator, 3D modeler, assistant animator, 3D modeler, assistant animator, compositor, environmental modeler, graphics animator, graphic artist, graphic designer, illustrator, organic modeler, production assistant, and texture artist are at the forefront of an industry that is repackaging information in creative new ways.

Students begin with a substantial foundation in drawing, color design, video production, and computer applications. From this foundation, students develop advanced skills in various aspects of computer graphics and animation. Students have the opportunity to learn to use the tools of the computer animation profession, ranging from computer operating systems to 3D modeling and desktop enhance students' flexibility and creativity, and enable them to produce individualized digital portfolios that demonstrate their practical and technical abilities to potential employers.

The objective of the program is to provide the opportunity for the student to attain a fundamental grounding in Media Arts & Animation, including an introduction to theory and practice of characterization, scriptwriting and storyboarding, animation and 3D modeling, computer graphics, and multimedia.

Graduates will be prepared with focused, entry-level skills to enter this fast-paced, high-tech, and rewarding field.

Bachelor of Science Degree in Media Arts & Animation		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
DFVP131	Introduction to Video	3
DFVP132	Introduction to Audio	3
DFVP220	Fundamentals of Editing	3
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS104	Observational Drawing	3
FS105	Life Drawing	3
FS106	Typography – Traditional	3
FS107	Digital Imaging	3
GAD201	Sculpture	3
GD211	Digital Illustration	3
IMD230	Concepts in Motion Design	3
MMA121	Character & Object Design	3
MMA122	Introduction to 2D Animation	3
MMA123	Storyboarding	3
MMA126	Conceptual Storytelling	3
MMA201	3D Modeling	3
MMA202	Computer Paint	3
MMA203	Intermediate 2D Animation	3
MMA211	3D Animation	3
MMA212	Camera & Lighting Techniques	3
MMA214	Background Design & Layout	3
MMA225	Hard Surface & Organic Modeling	3
MMA305	Background Design & Layout	3

MMA306	Character Modeling	3
MMA307	Materials & Lighting	3
MMA308	Advanced Drawing for Animation	3
MMA316	Character Animation	3
MMA321	Compositing	3
MMA325	Pre-Production Team	3
MMA326	Motion Graphics	3
MMA327	Intermediate 3D Animation	3
MMA328	Advanced Lighting & Texturing	3
MMA329	Character Rigging	3
MMA411	Traditional Animation Studio	3
MMA412	Animation Production Team	3
MMA414	Portfolio Production	3
MMA416	Computer Animation Studio	3
MMA425	Animation Portfolio	3
RS251	Project Development	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

***Any General Education courses not specified above equal to 40 credits.**

Web Design & Development

Diploma: 48 credits; 12 months if 12 credits per quarter

The Art Institute of Salt Lake City offers a Web Design diploma program for students interested in the design and development of online media. This Web Design program approaches Web design as a creative discipline. Students pursuing a Web design diploma have the opportunity to learn visual design and functionality. As they progress through the Web Design program, students have the opportunity to learn how to create Web content, utilize user-friendly design, produce high-quality programs that are functional and interactive, and work with clients. Students in the Web Design program are given the opportunity to learn hands on, using industry-related technology and equipment. Course topics in the Web Design programs include scripting languages, animation, and user-centered design. Upon completion of this Web Design program, graduates are prepared to seek entry-level jobs within the multimedia industry.

Diploma in Web Design & Development		
Core Curriculum Requirements		
Course Code	Course Title	Credits
DFVP132	Introduction to Audio	3
FS107	Digital Imaging	3
GAD404	Interface Design	3
GD121	Design Layout	3
GD211	Digital Illustration	3
GD215	Typography Hierarchy	3
IMD121	Web Scripting	3
IMD122	Introduction to Authoring	3
IMD201	Web Authoring	3
IMD211	Desktop Video**	3
IMD213	Intermediate Scripting Languages	3
IMD223	Advanced Scripting Languages	3
IMD240	Interactive Motion Graphics	3
IMD303	Design for Mobile Devices	3
IMD325	Introduction to User Centered Design	3
IMD420	Professional Portfolio	3
	Total Required Core Curriculum Credits	48
	Total Required General Education Credits	0
	Total Credits Required for Graduation	48

****Course may be substituted for:**

DFVP220 Fundamentals of Editing 3 credits

Students in diploma programs are expected to have additional skillsets in advance of beginning the program. These skillsets remove the prerequisite requirement when a prerequisite is not built into the program curriculum.

Web Design & Interactive Communications

Diploma: 48 Credits, 12 months if 12 credits per quarter

The Web Design & Interactive Communications diploma program is designed to give students the opportunity to learn how to create the look, feel and functionality of World Wide Web pages for client Web sites with a specific emphasis on professional standards and practical deployment. This course of study extends foundation principles in visual communications and interactive media as related to dynamic delivery through multiple channels including mobile technologies. Students will have the opportunity to develop abilities in computer languages, usability principles and information architecture in a team oriented environment that prepares them for the professional world. The Web Design & Interactive Communications diploma program provides training in current web technologies and in project management on assignments that will enhance their personal portfolio. The general objectives for the program are:

- Demonstrate the use of appropriate visual elements and visual communication skills for interactive media.
- Create applications that solve specified problems through a variety of scripting techniques.
- Critique and evaluate appropriate design solutions.
- Design and develop media marketing and business plans.

Diploma in Web Design & Interactive Communications		
Core Curriculum Requirements		
Course Code	Course Title	Credits
DFVP131	Introduction to Video	3
DFVP132	Introduction to Audio	3
GD202	Electronic Design	3
GD211	Digital Illustration	3
IMD122	Introduction to Authoring	3
IMD201	Web Authoring	3
IMD213	Intermediate Scripting Languages	3
IMD223	Advanced Scripting Languages	3
IMD230	Concepts in Motion Design	3
IMD240	Interactive Motion Graphics	3
IMD322	Designing for Dynamic Websites	3
IMD335	User Centered Design – Usability Testing	3
IMD401	E-Learning Design	3
IMD402	Designing for Server Side Technology	3
IMD411	E-Learning Applications	3
IMD420	Professional Portfolio	3
	Total Required Core Curriculum Courses	48
	Total required General Education Courses	0
	Total	48

Students in diploma programs are expected to have additional skillsets in advance of beginning the program. These skillsets remove the prerequisite requirement when a prerequisite is not built into the program curriculum.

Web Design & Interactive Media

Bachelor of Science: 180 credits; 36 months if 16 credits per quarter

Web Design & Interactive Media is a growing field of integrated electronic communications that is becoming an essential part of the business, education, and entertainment industries. The advent of multimedia has led to the creation of employment opportunities that require an individual who can combine sound, graphic arts, text, and video or film to improve communications.

By working in classrooms and computer labs, students of this program develop a strong foundation in drawing and design, digital image manipulation, multimedia system design, web site design, scriptwriting, sound, video, and animation. In later quarters, students become involved in more complex coursework in software applications to integrate text, sound, images, animation, and video to complete a project. Students also have the opportunity to learn about the structure of electronic games, information design, interactive authoring, computers in animation, and video/teleconferencing.

Faculty members at The Art Institute of Salt Lake City are industry professionals committed to helping students combine their creative abilities with technical skills for entry-level employment as interface designers, graphic artists, digital media producers, web designers and project coordinators in fields such as law, medicine, casino gaming, education, corporate communications, film, and advertising.

Graduates of the Web Design & Interactive Media Bachelor of Science degree program should be able to identify the requirements of effective interactive design, solve problems in 2D and 3D design, apply interface design principles, identify how businesses use multimedia design, capture and compress video, develop and maintain a website, write HTML code and utilize various other scripting languages, and discriminate between effective and ineffective animation sequences.

Bachelor of Science Degree in Web Design & Interactive Media		
Core Curriculum Requirements		
Course Code	Course Title	Credits
COL100	Portfolio & Career Success	1
DFVP131	Introduction to Video	3
DFVP132	Introduction to Audio	3
FS101	Drawing & Perspective	3
FS102	Fundamentals of Design	3
FS103	Color Theory	3
FS106	Typography – Traditional	3
FS107	Digital Imaging	3
GD123	Design Concepts	3
GD202	Electronic Design	3
GD211	Digital Illustration	3
GD214	Corporate Identity	3
GD411	Advanced Digital Imaging	3
IMD121	Web Scripting	3
IMD122	Introduction to Authoring	3
IMD123	Program Logic	3
IMD201	Web Authoring	3
IMD202	Scriptwriting for Interactive Media	3
IMD203	Introduction to Scripting Languages	3
IMD211	Desktop Video**	3
IMD213	Intermediate Scripting Languages	3
IMD223	Advanced Scripting Languages	3
IMD230	Concepts in Motion Design	3
IMD240	Interactive Motion Graphics	3

IMD250	Interactive Motion Scripting	3
IMD302	Net Broadcasting	3
IMD322	Designing for Dynamic Web Sites	3
IMD323	Web Marketing	3
IMD325	Introduction to User Centered Design	3
IMD335	User Centered Design – Usability Testing	3
IMD345	User Centered Design – Integrated Information	3
IMD401	E-Learning Design	3
IMD402	Designing for Server Side Technology	3
IMD403	Senior Project-Research	3
IMD404	Professional Practice	3
IMD411	E-Learning Applications	3
IMD412	Senior Project Application & Defense	3
IMD420	Professional Portfolio	3
RS121	Fundamentals of Marketing	3
RS251	Project Management	3
RS299	Externship	3
VEMG211	Intermediate Visual Effects I	3
	Total Required Core Curriculum Credits	124
General Education Requirements		
Course Code	Course Title	Credits
GE105	College Algebra	4
GE110	English Composition	4
GE140	Speech & Communication	4
GE201	Historical & Political Issues	4
	*Elective General Education Courses	40
	Total Required General Education Credits	56
	Total Credits Required for Graduation	180

*Any General Education courses not specified above equal to 40 credits.

**Course may be substituted for:

- DFVP220 Fundamentals of Editing 3 credits

COURSE WORK

Course Numbering System

Courses with 100- or 200- level course numbers are considered lower level and are typically taken in the first two years of academic study. Courses with 300- or 400- level course numbers are considered upper level and typically taken in the third and fourth academic years of study.

Transitional Studies courses are coded as MTH085, MTH095, and ENG091. These courses are only taken by students in need of transitional studies courses prior to taking 100- level mathematics and/or English courses. All courses beginning with AP, AUD, FBM, and WSBM are offered at the main campus only.

Course Descriptions

Course descriptions describe the learning opportunities that are provided through the classroom and coursework. It is each student's responsibility to participate in the activities that will lead to successfully meeting the learning outcomes.

CM302 Leadership & Organizational Development

3 quarter credits

Prerequisites: CUL218

This class covers leadership, organizational management and culture, and the relationship to current organizations. Operating businesses in today's market means possessing the skills to communicate, critically analyze, and grow beyond the management role in order to bring an operation to its highest level of success. Examination of leadership styles, development of strategic plans, and critical problem solving in the hospitality industry are hallmarks of the course.

CM303 Quality Customer Service Management

3 quarter credits

Prerequisites: CUL218

This class will examine the role of service in the foodservice industry and explore how to give quality customer service. Service systems and training programs in quality operations will be examined through the use of case studies and hypothetical scenarios. The class will culminate by examining service standards in best-rated restaurants in the United States or minimum standards of leading U.S. hotel chains or companies.

CM311 Human Resource Management

3 quarter credits

Prerequisites: CUL218

This course covers the wide spectrum of Human Resources in which foodservice professionals interact. The class includes examinations of employment laws, recruitment and selection, compensation, evaluation, training, labor issues, retention, employee safety, diversity and ethics. Students will have an understanding of how to create an environment where employees can thrive and advance in their skills and add productivity to hospitality operations.

CM312 Hospitality Marketing

3 quarter credits

Prerequisites: None

This course is an introduction to service marketing as applied to the hospitality industry. This course will cover application of basic marketing concepts and research methods. Design and delivery of marketing components for a hospitality business will be covered. Topics included but not limited to: unique attributes of service marketing, consumer orientation, consumer behavior, market segmentation principles, target marketing, product planning, promotion planning, market research, and competitor analysis.

CM313 Catering & Events Management

3 quarter credits

Prerequisites: CUL218

This course introduces students to the fundamentals of catering, special events, and sales in the hospitality industry. The course focuses on understanding the caterer's role within the hospitality industry and the various catering disciplines. Students also discuss topics such as contracts, checklists, legal considerations, staffing and training, food production, and sanitation. This course is project-driven, which requires significant creative and independent work.

CM321 Legal Issues & Ethics for Culinarians

3 quarter credits

Prerequisites: CUL218

Students in this course study the regulations and statutes governing the foodservice industry. The course is designed to give the student an overview of legal issues arising in the foodservice environment, using both a historical perspective and present-day applications. Students will analyze foodservice cases and use problem-solving techniques to determine possible outcomes.

CM322 Exploring Wines & the Culinary Arts

3 quarter credits

Prerequisites: CUL129 and CUL219

In this course, students have the opportunity to learn about opportunities in beverage management and emerging trends and challenges in managing a bar, lounge, or foodservice establishment. Discussion will be given to advanced concepts in wine storage, purchasing, and wine as investments. Students study the science of wine making, including cultivation, harvesting, fermenting, aging, bottling, shipping, and marketing of wine and other distillates. Through research and tasting, students will develop an appreciation of the different types of wine and learn the common criteria by which wines in the different regions of the world are evaluated.

CM323 Facilities Management & Design

3 quarter credits

Prerequisites: CUL218 and CUL219

This course provides students with information related to hospitality facility design and maintenance. Foodservice layout and design is related to operating issues, new building construction, and renovations. Planning and design of facilities, including equipment, space and functional relationships, cost and operating efficiencies, as well as emphasis on maintenance programs, safety regulations, building code requirements and energy conservation are addressed.

CM325 Foodservice Technology & Information

3 quarter credits

Prerequisites: CUL218 and CUL219

This course is a survey course in foodservice Information Systems and Technology (IS&T) designed to introduce students to the many diverse facets of IS&T in the foodservice industry. Current systems and issues of major importance in the field of IS&T will be considered as they relate to the foodservice industry. Emphasis will be placed on the managerial and business aspects of IS&T, rather than the technical perspectives. Core topics will include key foodservice systems (e.g., accounting and property management systems, point-of-sale, sales and catering, etc.), guest service and Customer Relationship Management (CRM), knowledge management, and IS&T strategy.

CM326 Etiquette for Today's Professional

3 quarter credits

Prerequisites: CUL218 and CUL219

This course presents the fundamentals of business and hospitality etiquette as they are applied to the modern multicultural and global business environments. The importance of the first impression, polite conversation, personal appearance, office politics, diplomacy, telephone and cell phone etiquette, proper oral and written communications, and the protocol of meetings. Students will participate in a formal dining experience.

CM330 Introduction to Accounting**3 quarter credits****Prerequisites: CUL218 and CUL219**

This course introduces the basic concepts of financial accounting, including the principles upon which the determination of a company's net income and financial position are based. The course presents the accounting cycle, recording process, financial statements, budgetary planning, and performance evaluation. Basic financial statements are introduced, the items included in these reports and the economic events and accounting related to them. The course provides information on how to use and interpret accounting information.

CM402 Management Internship**3 quarter credits****Prerequisites: CUL218 and Academic Approval Required**

This course is designed to allow students to observe and participate in the supervisory operation of a successful foodservice business. Students apply their professional skills in an effort to gain experience to enter and become successful in the foodservice business. Emphasis is placed on developing hospitality management skills.

CM404 Innovation & Entrepreneurship**3 quarter credits****Prerequisites: CUL233**

This course provides students with an understanding of entrepreneurial foodservice management. Emphasis is placed on management theory, controlling costs, time management, diversity, and managing change for entrepreneurs. The course will compare and contrast entrepreneurial and large corporate management principles and theory. The entrepreneurial process is explored from critical factors for starting a new hospitality enterprise to ingredients for success as an entrepreneur.

CM411 Senior Culinary Practicum**6 quarter credits****Prerequisites: CUL218 and Academic Approval Required**

This is a practical capstone course in which students demonstrate Culinary Arts skills and the management theories of Culinary Arts Management. Students will collaborate on a theme, menu, staffing schedule, marketing plan, budget and procurement schedule, and prepare and serve a multi-course à la carte dinner served to the public in the dining lab at the end of each quarter. This is the final project of the bachelor program in Culinary Arts Management.

CM412 Global Management & Operating in the Hospitality Industry**3 quarter credits****Prerequisites: CUL233**

This course is designed to review the previous Culinary Arts Management courses, and apply principles and theories to the global marketplace. The globalization of the hospitality industry has created an increasing need for competent and qualified managers of international hospitality operations. The class will examine the social, cultural, political, and economic environment within which international hospitality operators compete for survival and growth.

CM413 Foodservice Financial Management**3 quarter credits****Prerequisites: None**

In this course, the students develop a working knowledge of the current theories, issues and challenges involved with financial management. Students are introduced to the tools and skills that financial managers use in effective decision making. Topics include budgeting, cash management, cost concepts and behavior, investment analysis, borrowing funds, and financial forecasting.

CM430 Senior Capstone

3 quarter credits

Prerequisites: CUL233

In this course, students will take menu-driven concepts and derive a business plan that outlines the acquisition of a foodservice property by analyzing demographics, location, marketing, and financial requirements for such a venture and its overall feasibility in the marketplace. Trends, lifestyle shifts, and psychographic analysis will be addressed while analyzing successful restaurant concepts via case studies. The capstone project culminates in a complete business plan ready for market entry.

COL100 Portfolio & Career Success

1 quarter credit

Prerequisites: None

This course is an introduction to portfolio and College success and motivation. This course will prepare the student in the orientation and preparation of student skills for the portfolio review requirement for graduation. This work will begin in the first quarter and end the last quarter prior to graduation. The portfolio is a crucial part of student success and will be presented as part of the class in the graduation portfolio review with employers. The course also covers the motivation, planning, and organizing skills needed to succeed in College.

CUL104 Sanitation & Safety

3 quarter credits

Prerequisites: None

This course is an introduction to food environmental sanitation and safety in a food production area. Attention is focused on food-borne illness and their origins, and on basic safety procedures followed in the foodservice industry. This course was approved by the Federal Food and Drug Administration (FDA) and is recognized by 95% of State and local jurisdictions that require training or certification. Emphasis will be given to food service in all areas of the facility, maintenance costs, flow, and production.

CUL107 Concepts & Theories of Culinary Techniques

3 quarter credits

Prerequisites: None

The fundamental concepts, skills, and techniques involved in basic cookery are covered in this course. Special emphasis is given to the study of ingredients, cooking theories, and the preparation of stocks, broth, glazes, soups, thickening agents, the grand sauces, and emulsion sauces. Lectures teach organization skills in the kitchen and work coordination. The basics of stocks, soups, sauces, vegetable cookery, starch cookery, meat, and poultry are covered. Emphasis is given to basic cooking techniques such as sautéing, roasting, poaching, braising, and frying.

CUL110 Fundamentals of Classical Techniques

6 quarter credits

Prerequisites: None

The fundamental concepts, skills, and techniques involved in basic cookery are covered in the course. Special emphasis is given to the study of ingredients, cooking theories, and the preparation of stocks, broths, glazes, soups, thickening agents, and the grand sauces and emulsion sauces. Lectures and demonstration teach organization skills in the kitchen, work-coordination, and knife skills. The basics of vegetable, starch, meat, fish, and poultry cookery are covered. Emphasis is given to basic cooking techniques such as sautéing, roasting, poaching, braising, and frying. Students must successfully pass a practical cooking examination covering a variety of cooking techniques.

CUL115 American Regional Cuisine

6 quarter credits

Prerequisites: CUL110 and CUL107

This course is an in-depth study of the regional cuisine of the United States. Advanced hands-on techniques will be utilized in the production of regional menus. Studies will be required for products and ingredients that are indigenous to regions of the United States. An historical approach with hands-on application will be emphasized and cultural implications in the preparation of foods and the selection of menus will be stressed. The skills of plate and buffet presentation, mise en place, organization, and utilizing the fundamental techniques of cooking will be reinforced at all times.

CUL116 Purchasing & Product Identification

3 quarter credits

Prerequisite: None

This course teaches students the basic principles of purchasing food, beverage, equipment, contract services, and supplies. Primary focus is on product identification, specifications, inventory control, supplier selection, ordering, receiving, storing and issuing process of food.

CUL127 Introduction to Baking Science & Theory

3 quarter credits

Prerequisites: None

This course will focus on the large range of baking ingredients, as well as the theory and operation of large and small equipment used in bakeries and pastry shops. Through lecture, demonstrations, tasting, and testing, students have the opportunity to learn to identify and select quality grains, dairy products, baking spices, flours, chocolates, fats, and oils used in the baking field. The costs, advantages, disadvantages, and operational requirements of professional baking equipment will also be covered. Baking Science and Theory will also introduce students to the functions of baking ingredients (such as yeast, flour, and shortening) and mixing methods for dough's, fermentation techniques, and an introduction to Artisan bread baking. Special emphasis will be placed on lean dough production and ways to enrich a dough (laminating, rubbing, and cut-in).

CUL128 Introduction to Pastry Techniques & Dessert Artistry

6 quarter Credits

Prerequisites: None

This course is an introduction of creaming, foaming, and blending techniques with an emphasis on preparing unfilled cakes, filled cakes, and tortes. Topics to be covered include comparison of classical and modern preparations, classical cakes; glazed, iced, molded, and cream-filled cakes, tortes, and bombes. The course includes an introduction to a variety of dough, batters, fillings, and glazes, with an emphasis on the formulas and skills involved in preparing unfilled and filled cookies, mignardises, and tarts. Topics to be covered include methods of mixing, shaping, piping, baking, filling, finishing, storing, pricing, and distributing products. Students will prepare sliced, dropped, piped, rolled, and bar cookies; fruit, nut, and chocolate tarts; a variety of petits fours; and other one-bite items.

CUL129 Management by Menu

3 quarter credits

Prerequisites: None

This course introduces a variety of menu concepts and the fundamentals of menu design and layout. Emphasis is on the application of menu mix, inventory efficiency, seasonality, and the merchandising of foodservice operations. Also included is menu writing and developing multiple course menus around the classical menu skeleton structure. Students will evaluate festive menus for many diverse occasions and participate in recipe research and development. A menu layout and a facility design rendering are required to complete the course. Students will develop facilities planning, which includes basic square footage requirements, design and ambience elements, and synergistic relationships between restaurant concept and menu design. Students present a final project, which should be saved on a disc or jump drive for part of the capstone portfolio.

CUL205 Garde Manger

6 quarter credits

Prerequisites: CUL110 and CUL107

The student is introduced to the basic function and structure of the cold kitchen, pantry, reception foods, to á la carte appetizers, and grand buffet arrangements. Students have the opportunity to learn how to prepare sandwiches, salads, dressings, cold sauces, canapés, hot and cold hors d'oeuvres, appetizers, basic patés, gelatins, and terrines. Student will apply techniques of pickling, brining, curing and smoking, and the preparation of forcemeats and mousses. Modern ways of designing, arranging and decorating food platters for practical and show purposes are emphasized and practiced as is the preparation of gelées, aspics, and chaud-froids. The student will also be introduced to the artistry of show pieces—vegetable carvings, food sculpturing, and ice carving.

CUL206 Planning & Controlling Costs

3 quarter credits

Prerequisites: None

This course helps the student appreciate the planning and control process in the restaurant service industry. This course will introduce the tools required to maintain sales and cost histories, develop systems for monitoring current activities, and teach the techniques required to anticipate what is to come. The student will have the opportunity to learn about pricing support systems, including food-cost breakdown. The fundamentals of purchasing, receiving, storing, issuing, and production are covered. The importance of budgeting and an accurate profit and loss statement are emphasized. Forms and suggestions for implementing effective cost-control procedures are given, and the menu's effect on planning and control is covered.

CUL214 Nutrition

4 quarter credits

Prerequisites: None

This course centers on an explanation of the basic principles of nutrition and their relationship to health. The structure, functions, and source of nutrients – including proteins, carbohydrates, fats, vitamins, minerals, and water – are discussed. Current issues in nutrition are reviewed, including dietary guidelines, energy balance, vitamin supplements, and food fads.

CUL216 Asian Cuisine

3 quarter credits

Prerequisites: CUL107

This class takes the student on a culinary tour of the Southeast Asian countries, China, and Japan. Cultural differences, religion, and philosophy will be studied. Students will learn how to work with culinary tools and utensils that are appropriate for this type of cuisine. Exploration of markets and Asian ingredients will be identified and used appropriately in conjunction with a meal prepared weekly. Students will be expected to identify Asian food ingredients as they apply to specific areas of Asia.

CUL218 Management, Supervision & Career Development

3 quarter credits

Prerequisites: None

This course focuses on managing people from the hospitality supervisor's viewpoint. The emphasis is on techniques for increasing productivity, controlling labor costs, time management, and managing change. It also stresses effective communication and explains the responsibilities of a supervisor in the foodservice operation. How to motivate employees and resolve conflicts with staff, guests, and other departments is addressed. Students will develop personal career goals and objectives, self-promotional skills, and strategies for conducting an effective job search in the foodservice industry. Students will also strive to improve listening, decision-making, and presentation skills through group communication and problem-solving activities involving teamwork. Emphasis will be placed on résumés, cover letters, interviewing skills, networking, and conducting company research. The course will provide students with a foundation in the many skills needed to manage people. Providing leadership, communicating well, planning, and decision making are essential to successful hiring, training, evaluation, delegation, motivation, discipline, and development.

CUL219 Food & Beverage Operations Management

3 quarter credits

Prerequisites: None

Topics covered in this course include the psychology of service, professional standards of performance for dining room personnel, the fundamental skills required for service-ware handling, the service sequence, order taking, guest relations, and the liability and consumer dimensions of alcohol service. This course also highlights the specific management opportunities and challenges in managing a bar, lounge, or foodservice establishment serving alcoholic beverages. Significant product knowledge orientation, as well as cost control and purchasing, production, and service issues are addressed. The students will produce their own complete dining room and bar operation manual. This project should be saved on disk or jump drive, as it will be used during capstone or the development of a business plan.

CUL220 Classical European Cuisines

3 quarter credits

Prerequisites: CUL110 and CUL107

This is an in-depth study of the cuisine of the European continent. Advanced hands-on techniques will be utilized in the production of classical cuisine menus. Studies will be required on the foundation of cooking and the chefs associated with the development of Classical Cuisine as we know it today. An historical, hands-on application will be emphasized in the cuisines of Escoffier, Careme, Verge, Bocuse, and others. Cultural implications in the preparation of foods and the selection of menus will be emphasized. Plate presentation, mise en place, organization, and utilizing the fundamental techniques of cooking will be reinforced at all times.

CUL221 World Cuisines

3 quarter credit

Prerequisites: CUL110 and CUL107

This course provides an in-depth study of the cuisine of South America, Australia, Africa, the Middle East, Scandinavia, Eastern Europe, and Asia. Advanced hands-on techniques will be utilized in the production of international cuisine menus. Studies will be required for products and ingredients that are indigenous to the various regions. Cultural implications in the preparation of foods and the selection of menus will be emphasized. Plate presentation, mise en place, organization, and utilizing the fundamental techniques of cooking will be reinforced at all times.

CUL222 Latin Cuisine

3 quarter credits

Prerequisites: CUL110 and CUL107

This class pays tribute to one of the most interesting and versatile cuisines of this planet. Students explore the Iberian Peninsula with the Spanish and Portuguese culture and its unlimited splendor of food products. Students compare the historic and global imprint of these two nations which stretches over all the Americas, Africa, and Asia. Food preparation methods and product identification and the knowledge of many national and regional dishes are required to complete this class.

CUL227 Á la Carte Kitchen & Dining Room Service

9 quarter credits

Prerequisites: CUL110, CUL107, and CUL115

The students prepare modern and regional American cuisine in a public restaurant. This course will reinforce all previous learned competencies as well as introduce new ones with emphasis on quality food preparation and timing. Through lectures, demonstrations and hands-on cooking, students are introduced to the techniques, ingredients, and spices unique to a variety of cuisines. Timing, organization, and mise en place are stressed. This lab is a simulation of real restaurant situations in which students assume various roles of foodservice employment: dining room manager, chef, line cook, baker, server, steward, etc. Students are expected to accept responsibility for all phases of assigned stations, from ordering to closing inventory, as they begin to prepare for their future. Communication and group effort is essential for this course to be fully experienced. By keeping eyes and ears open while working, the student may gain insight into much more than just his/her own assignments. The students should take advantage of after-class hours to discuss what other students have done and learned that day. Correct application of culinary skills, plate presentation, organization, and timing in producing items off both a fixed-price menu and an á la carte menu are stressed. The principles of dining room service and the philosophy of food are further explored and examined in light of today's understanding of food, nutrition, and presentation. Emphasis will be on the basic serving techniques and on customer satisfaction. A tracking system is set up in order to afford each student the opportunity to be assigned to each station. Each student will generally spend a minimum of 3 (three) instructional days in each station while progressing through á la carte kitchen and the front-of-the-house restaurant. The final project for this class is the planning, preparation, and service of the quarter's graduation dinner.

CUL229 Art Culinaire

6 quarter credits

Prerequisites: Academic Approval Required

This course will examine the avant-garde and the success of current culinary trends and styles of leading chefs, restaurateurs, and gastronomes. Those in the spotlight deserve a respectful analysis of their style, substance, and product. This analysis will be accomplished in roundtable discussions and detailed examinations of new preparation techniques, flavor combinations, fusions, and presentations. During the hands-on production aspects of the class, students will have the opportunity to be exposed to cutting-edge cuisine, specialty produce and products. Students will have the opportunity to enhance and polish skills in food preparation techniques and stunning presentations.

CUL233 Capstone/Portfolio

3 quarter credits

Prerequisite: Academic Approval Required

In this course, students will take menu-driven concepts and derive a business plan that outlines the acquisition of a foodservice property by analyzing demographics, location, marketing, and financial requirements for such a venture and its overall feasibility in the marketplace. Trends, lifestyle shifts, and psychographic analysis will be addressed while analyzing successful restaurant concepts via case studies. The capstone project culminates in a complete business plan ready for market entry.

CUL241 Artisan Breads & Baking Production

6 quarter credits

Prerequisites: CUL110, CUL107, and CUL128

Students are introduced to the fundamental concepts, skills, and techniques of hearth breads and the production of a working bakery. Special significance is placed on the study of ingredient functions, product identification, and weights and measures as applied to Artisan breads. Lectures and demonstrations teach yeast-raised dough mixing methods, pre-fermentation, sponges, and sourdoughs. Students will learn to produce and deliver various bread products to the school's various food outlets on a daily basis, much like a true working bakeshop.

CUL242 European Cakes & Tortes

3 quarter credits

Prerequisites: CUL110, CUL107, and CUL128

Students are introduced to the fundamental concepts, skills, and techniques of European cakes and tortes. Special significance is placed on the study of ingredient functions, product identification, and weights and measures as applied to pastry. Lectures and demonstrations teach cake-mixing methods, filling, and techniques for finishing classical tortes with various ingredients such as marzipan, ganache, and glazes.

CUL251 Advanced Patisserie & Display Cakes

6 quarter credits

Prerequisites: CUL110, CUL107, and CUL128

Students will explore the techniques of plated desserts and the theory behind building edible art for à la carte service, competition, and banquet functions. Students will have the opportunity to also learn decorating techniques to produce a variety of specialty-decorated cakes. The proper use of a pastry bag with various shape tips to produce shells, stars, rosettes, and butter cream roses will be taught, as well as the design, assembly, and decorating of wedding cakes.

CUL261 Advanced Restaurant Desserts

3 quarter credits

Prerequisites: CUL107 and CUL127

Students will have the opportunity to learn the skills and techniques to prepare a variety of elevated desserts sophisticated diners would expect in trendy, white-tablecloth restaurants today. Individual plate styling and buffet presentations are emphasized. The variations are far reaching and include mousses, crème bavaois, meringue, puddings, trifles, crepes, soufflés, hot and glacée, ice cream, parfaits, sorbets, etc. Aspects of advanced desserts are examined, from the traditional, classical structure of international and national dessert preparation to the ultramodern artistry of combining chocolate and sugar works with delicate dessert components.

CUL271 Chocolate, Confections & Centerpieces

6 quarter credit

Prerequisites: Academic Approval Required

Students are introduced to the fundamental concepts, skills, and techniques of chocolates and confections. Special significance is placed on the study of ingredient functions, product identification, and weights and measures as applied to confections. Lectures and demonstrations teach chocolate tempering, candy production, and the rules that apply when creating centerpieces. The student's final project is the creation of a 3-food artistic centerpiece with an artful display of confections. These are 12 X12 varieties of the ACF competition standards.

CUL299 Externship

3 quarter credits

Prerequisites: Academic Approval Required

Students complete a work study project in a commercial foodservice and hospitality establishment approved by The Culinary Institute of Salt Lake City. Students are responsible for securing an externship and may seek assistance through The Culinary Institute of Salt Lake City. Through a field study externship experience, students will be able to apply acquired subject matter and career/professional skills in a real and practical situation. The main objectives of the internship are to allow students the opportunity to observe and participate in the operation of successful businesses relating to their fields of study. The project is completed upon submission of a workplace evaluation/analysis and interviews of two key managers as outlined in the course syllabus. The students will gain experience needed to enter the field upon graduation.

DFVP121 Media Concept Development**3 quarter credits****Prerequisites: None**

Media design and production start with concept development. This course covers the fundamentals of media script writing, development of visual elements, and the whole process of creating, designing, and producing media content for targeted audiences and intended delivery systems.

DFVP125 Fundamentals of Scriptwriting**3 quarter credits****Prerequisites: MMA126**

Students explore the writing and creative elements needed to create scripts. Emphasis is on format, structure, and character development. They will also have the opportunity to acquire knowledge of all elements from research to proposal to treatment to script.

DFVP131 Introduction to Video**3 quarter credits****Prerequisites: None**

Technical terms of video production and industry uses of basic video production equipment and techniques are presented in this course.

DFVP132 Introduction to Audio**3 quarter credits****Prerequisites: None**

This course investigates the principles of recording sound. Introduction to Audio includes the study of sound characteristics, basic acoustics, ergonomics, and basic techniques for field recording. Waveform physics and psychoacoustics are also covered. The role of sound in video production is explained and exemplified.

DFVP201 History of Motion Media & Mass Communication**3 quarter credits****Prerequisites: None**

This course presents a survey of major events and development in the history of motion media and mass communication. The survey focuses on the relationship between technology and media development and explores the impact motion media and mass communication have on society and economy.

DFVP204 Sound Design**3 quarter credits****Prerequisites: DFVP132**

This course explores the various methods and techniques for digital sound composition and design. Students will focus on using digital sound systems and manipulating sound elements for intended effects in media content.

DFVP213 Fundamentals of Lighting**3 quarter credits****Prerequisites: DFVP131**

In this introductory lighting class, students are introduced to basic lighting concepts and terminology and how they specifically relate to media productions. Students will also have the opportunity to learn to identify and use various types of lighting instruments and applications.

DFVP214 Advanced Sound Design**3 quarter credits****Prerequisites: DFVP204**

This course explores the methods and techniques adopted by motion picture and television production professionals in the final design and multi-track mixing process. Students will focus on the automated dialogue replacement, sound effects creation, and the final layering and mixing process.

DFVP220 Fundamentals of Editing**3 quarter credits****Prerequisites: DFVP131**

This course introduces the student to the editing of visuals and sound. The course covers the use of video recorders and players and the techniques of dubbing, assembling and inserting visuals from source to record.

DFVP221 Intermediate Editing**3 quarter credits****Prerequisites: DFVP220**

This course will focus on the postproduction experience using non-linear editing software. Students will learn to utilize creative problem-solving skills through editing. Approach, pace, tone, and rhythm of sequences are explored.

DFVP222 Media Interpretation & Adaptation**3 quarter credits****Prerequisites: DFVP125**

This course focuses on interpreting media content and adapting original literary and non-fiction work for media production. Students employ their critical thinking, problem-solving, research, and organizational skills to create or recreate scripts for media production.

DFVP223 Advanced Camera & Lighting**3 quarter credits****Prerequisites: DFVP213**

This course explores the various camera and lighting techniques used in digital video production. Discussions will cover the general concepts and principles of camera moves and lighting techniques. Focus will be placed on applying lighting techniques to create the desired visual effects.

DFVP250 DVD Authoring**3 quarter credits****Prerequisites: FS107**

An introduction to creating interactive DVD titles. This course will focus on production techniques of DVD authoring, proofing, and premastering.

DFVP301 Advanced Editing**3 quarter credits****Prerequisites: DFVP221**

Focused on advanced editing systems and methods, this course enables students to process audio and video elements in media content and organize such content for total effect and final delivery. Students apply a comprehensive set of critical and evaluative skills to make sound judgment calls and sophisticated editing decisions.

DFVP305 Acting & Directing**3 quarter credits****Prerequisite: DFVP125**

This course exposes students to the role and responsibilities of a director in helping actors bring their characters to life. Acting fundamentals will be studied through classroom exercises, assignments, observations and critiques. In addition, this course helps students understand the process of reading a script, conceiving a vision and communicating it to cast members to enhance performance.

DFVP311 Short Form Media Production**3 quarter credits****Prerequisites: DFVP223**

This course discusses short form as a genre of media production and its features in subject matter and style. Students have the opportunity to learn to produce short-form news, information, and dramatic content for broadband delivery.

DFVP312 Digital Marketing Strategies**3 quarter credits****Prerequisites: DFVP121 and RS121**

This is a marketing course for digital media. Students have the opportunity to learn to conduct demographic analysis for customer needs and expectations and develop marketing strategies to effectively market value-added media products.

DFVP321 Media Delivery Systems & Distribution**3 quarter credits****Prerequisites: DFVP312**

This course addresses the end part of media production—delivery and distribution. Students will study a variety of media delivery methods and systems and determine the advantages and limitations of each. They will also examine the relationship between delivery systems and distribution methods and evaluate the relative efficiency, cost, and effectiveness of each.

DFVP323 Multi-Camera Production**3 quarter credits****Prerequisites: DFVP223**

Synchronizing multiple cameras and equipment, students work in teams to execute a production, typically of a live performance or function. Emphasis is placed on operating multiple pieces of equipment simultaneously and working as a production team.

DFVP329 Senior Project Preparation**3 quarter credits****Prerequisites: Academic Approval Required**

This course initiates a three quarter long comprehensive project which will be integral to students' final portfolios. Students will employ their cumulative skills to pre-produce a significant, sophisticated, digital film in a chosen genre. Committee and/or faculty will approve the project content and genre of the digital film. Projects will be carried out individually or in groups based on the needs of the class as determined by the instructor.

DFVP401 Digital Media Production**3 quarter credits****Prerequisites: DFVP311**

Working in production teams, students conceptualize, design, and execute a digital media production project on a chosen topic for a targeted audience over a selected delivery system or several systems. Students will use three or more different types of media for production and integrate the content elements in postproduction. Students may choose to use one or more delivery systems for the final product.

DFVP402 Media Compositing**3 quarter credits****Prerequisites: DFVP301**

Focused on concepts and techniques of compositing and integration, this course enables students to assemble media content elements for overall design and prepare the final product for delivery. Students will have the opportunity to learn to manage various digital media files and process them to finalize the media content design.

DFVP411 Portfolio Preparation**3 quarter credits****Prerequisites: DFVP401**

In this first portfolio course, students will assess personal strengths to establish a career goal and decide how to organize their media design and production work in a graduation portfolio. Guided by a faculty member or a team of faculty members, each student assembles a preliminary portfolio and identifies areas for more work and/or content enhancement.

DFVP412 Media Design Workshop**3 quarter credits****Prerequisites: DFVP401**

Working in production teams, students in this workshop class will deal with real clients, typically representatives of non-profit organizations. Guided by a faculty, students interview the client to determine expectations and work in a team to design and produce media content for the intended delivery system.

DFVP414 Senior Project Production**3 quarter Credits****Prerequisites: DFVP329**

This course continues the three-quarter long comprehensive project begun in *Senior Project Preparation*. Students will employ cumulative skills to produce a significant, sophisticated, digital film in a chosen genre. Projects will be carried out individually or in groups based on the needs of the class as determined by the instructor.

DFVP420 Senior Project Post Production**3 quarter credits****Prerequisites DFVP414**

This course concludes the three-quarter long comprehensive project begun in *Senior Project Preparation* and created in *Senior Project Production*. Students will employ cumulative skills to post-produce a significant, sophisticated digital film in a chosen genre.

DFVP421 Senior Portfolio & Defense**3 quarter credits****Prerequisites: DFVP411**

Built on the preliminary collection of work from Portfolio Preparation, this course allows each student to determine and design the final organization and presentation of the graduation portfolio. Each student is expected to verbally present the portfolio and address audience questions as a format of defense.

FRM101 Survey of the Fashion Industry**3 quarter credits****Prerequisites: None**

An overview of the fashion industry, including design, production and marketing of women's men's and children's fashions, from the development of fibers and fabrics to the strategies of fashion merchandisers and retailers.

FRM111 Fashion History I**3 quarter credits****Prerequisites: None**

Students study the development of clothing from the earliest time to the Renaissance, and the silhouette reflected through the eyes of the designer.

FRM125 Fashion Sketching & Illustration**3 quarter credits****Prerequisites: FS101**

The goal of this course is to provide fashion drawing experience to Fashion & Retail Management students. The students will experiment with different mediums and techniques. This will enable the student to express fashion ideas in a professional way.

FRM131 Elements of Retail Operations & Technology**3 quarter credits****Prerequisites: None**

Develops the student's understanding of operational objectives in a retail structure. Emphasis is placed on planning, control, profitability, and staffing in a retail environment. The use of technology in the industry and the responsibilities of retail executives will be examined as well. Also, career opportunities and ethical behavior of those individuals who choose to enter the retail arena will be discussed. Articles pertaining to current issues (found in trade publications and newspapers) will be reviewed and discussed, in order to understand methods that have been created to expedite and increase profitability for the retailer.

FRM140 Apparel Evaluation & Construction**3 quarter credits****Prerequisites: None**

This course is designed for fashion management students to evaluate the equation between quality and cost in garments. Students will be able to identify and analyze quality of trims, fabrics, and construction in relationship to price point. Included will be women's sportswear, children's wear, and menswear in a range of price points from high-end to discounted lines.

FRM141 Business Ownership I**3 quarter credits****Prerequisites: FRM131**

Students plan the foundations for opening and management of a small store: sales, budgets, market research, and staffing. This course is a workshop in which students design and prepare the beginning business plans necessary to open a retail store. The instructor acts as facilitator and advisor to the student, but all decisions and choices will be made solely by the student. Upon completion of the course, the student will have a foundation for a business plan that can be developed into a model for actually opening a business. Final preparation of the plan will be completed in Business Ownership II.

FRM204 Media Planning & Buying**3 quarter credits****Prerequisites: None**

Media as part of a delivery channel for a marketing message will be the focus of this course. Topics include media as critical to the fulfillment of the overall marketing strategy, cost effectiveness, and new media.

FRM211 Fashion History II**3 quarter credits****Prerequisites: FRM111**

An in-depth continuation of Fashion History I, from the Renaissance to Modern era. Additional work is done in the exploration of contributions to the modern field of study.

FRM220 Production Processes**3 quarter credits****Prerequisites: None**

This course presents an in-depth study of apparel production processes from design concept to finished product. Includes an overview of the fashion industries, including the terminology of fashion and an explanation of the three levels of the industry: design, production, and sales. Careers and the organization, structure, and problems of the garment industry are studied.

FRM221 Public Relations & Promotion**3 quarter credits****Prerequisites: None**

This course examines the historical development of public relations, showing the principles, methods, and means of influencing public opinion.

FRM223 Trends & Concepts in Apparel**3 quarter credits****Prerequisites: None**

A comprehensive study of cultural and social issues that affect fashion and the emergence of trends. Students will analyze the meanings and importance of clothing and apply these concepts to contemporary society.

FRM225 Brand Strategy**3 quarter credits****Prerequisites: FRM101**

Although good brands are easy to identify, they are hard to create. This course addresses the factors which make a brand successful, and then approaches the factors—like price pressure, fragmented markets and media and proliferating competition—that businesses must control to build a strong, successful brand.

FRM232 Sales & Event Promotion**3 quarter credits****Prerequisites: None**

This course is a workshop in which students design and prepare a sales and promotion package. The instructor acts as a facilitator and guide to ensure that upon completion of this course students will have thoroughly explored the process of crafting a marketing and sales promotion that is carefully targeted and positioned to reach the goal of generating sales.

FRM234 Professional Selling**3 quarter credits****Prerequisites: HFM110**

An understanding of the sales process and the steps to sell a product or service is essential for a student who works in any area of business. Selling is an essential skill for the sales function of a business, but is also part of the job for many other employees. This course focuses on the essential skills and knowledge one needs to affect a sale, as well as the ways that the sales pitch can be focused to solve customer problems.

FRM287 Event & Fashion Show Production**3 quarter credits****Prerequisites: FRM140**

The student will be introduced to a range of skills needed to produce a successful store event or fashion show. During this course, the student will gain insight into the role of creative and technical experts involved with the runway, backdrop, special effects and lighting, music, models and choreography, hair and make up, and video teams.

FRM303 Concept & Line Development**3 quarter credits****Prerequisites: FRM140 and FRM101**

This course explores how fashion professionals analyze, plan, and project fashion trends. Students learn forecasting and complete an analysis of its importance and how it relates to all fashion industries. Students also examine current trends in both domestic and foreign markets.

FRM321 Store Planning & Lease Management**3 quarter credits****Prerequisites: HFM110, FRM131, HFM120, and ID123**

This course is a workshop in which students design and prepare a visual presentation of a store concept/plan. Students will also begin formulating a written business plan. Upon completion of this course, students will have generated a portfolio-quality piece. The instructor acts as a facilitator and guide to allow the student to explore the creative aspects of the project to the fullest. Students will explore and learn the elements that combine to make a successful store layout, traffic patterns, furnishings, fixtures, and security.

FRM323 International Marketing & Buying**3 quarter credits****Prerequisites: RS121 and FRM204**

Students will gain an understanding of global marketing opportunities, problems and strategies that impact the international environment. In addition, students will become knowledgeable about international marketing concepts, cross-cultural sensitivities, political and legal influences, and economic considerations, and how these concepts relate to decision making in an international environment.

FRM325 Brand Marketing**3 quarter credits****Prerequisites: HFM110 and RS121**

Branding became a buzz word in 1990s advertising and marketing, but this process has evolved into a powerful way to organize and utilize an understanding of consumer needs and motivations in a changing marketplace. As the retail environment changes, marketing people can rely less on the traditional tools of print and broadcast media. Marketing strategists need to learn how to create an identity for their products and services and how to use that identity to support sales. This course is an introduction to the essential concepts and skills of brand marketing.

FRM331 Merchandise Management**3 quarter credits****Prerequisites: FRM140, HFM110, FRM131**

Students study the categorizations of stores, organizational components, and the characteristics of various wholesale and retail markets. They will explore the Private Label and Brand Name businesses, develop customer profiles and look at franchising as a means of entering the retail world. Students will become familiar with merchandise accounting as it relates to the various retail formats.

FRM337 Current Designers**3 quarter credits****Prerequisites: None**

Analyzing the dynamics of world-famous designers. Additional work will be performed to explore the contribution of these designers to the modern body of learning.

FRM402 Product Development**3 quarter credits****Prerequisites: FRM140, HFM110, FRM131, HFM120, and HFM220**

In this course, students will review design concepts and technology and the development of merchandising in the modern market, analyze target markets and source, cost, and develop a product for that market in presentation form, including a prototype.

FRM441 Business Ownership II**3 quarter credits****Prerequisites: FRM141**

Students complete the planning of a small retail store: financing, budgets, market research, and inventory. This course is a final workshop in which students design and prepare all business plans necessary to open a retail store. Students will base all plans for this course on initial sales plans completed in Business Ownership I. The instructor acts as facilitator and advisor to the student, but all decisions and choices will be made solely by the student. Upon completion of the course, the student will have a comprehensive business plan that can be used as a model for actually opening a business sometime in the future and can be used as a portfolio piece to show prospective employers.

FRM489 Portfolio Preparation**3 quarter credits****Prerequisites: Academic Approval Required**

This course will prepare students for job interviews by helping them compile a portfolio. Students will demonstrate their conceptual, design, craftsmanship, and other skills as they assemble and refine their portfolio pieces. Working individually with an instructor, each student will select representative pieces, showcasing work that reflects a unique style.

FRM499 Portfolio Presentation**3 quarter credits****Prerequisites: Academic Approval Required**

This course will guide students through the process of compiling their work into a final interactive portfolio. Students will apply techniques and strategies to market themselves in their chosen fields. Emphasis will be placed on students assessing their most marketable skills and designing résumés and printed material to support their portfolios.

FS100 Computer Literacy**3 quarter credits****Prerequisites: None**

This course introduces students to the basic operation of computer hardware on both Mac and PC platforms. File management and storage, basic word processing, spreadsheet and database techniques are explored. The use of peripherals and network operations will be examined. Students will also be introduced to the Internet as a research and networking tool.

FS101 Drawing & Perspective**3 quarter credits****Prerequisites: None**

This is a fundamental drawing course in which students will have the opportunity to explore various art and media, learn to use a variety of drawing tools, draw three-dimensional objects in one-, two-, and three-point perspective, and generate drawings that demonstrate correct proportions of models.

FS102 Fundamentals of Design**3 quarter credits****Prerequisites: None**

Students develop the foundation to apply basic design principles to a variety of visual effects. The students will have the opportunity to develop a firm, workable foundation to lay out and organize design elements for a variety of visual effects.

FS103 Color Theory**3 quarter credits****Prerequisites: None**

In this course, color theory, including additive and subtractive color will be explored. Discussion of color and its relationship to composition through harmony and contrast in a variety of formats and media is also stressed.

FS104 Observational Drawing**3 quarter credits****Prerequisites: None**

This course involves the observation and translation of three-dimensional form into two-dimensional drawings. Starting with simple shapes and progressing to more complex organic forms, students will build skill levels in composition and line quality, through the use of tone light and shadow.

FS105 Life Drawing**3 quarter credits****Prerequisites: FS101**

Continuing to develop the various drawing skills from the first drawing course, students will focus on depicting gesture and motion, capturing the essence of movement and form in space, and creating compositions based on the four basic lighting situations.

FS106 Typography – Traditional**3 quarter credits****Prerequisites: FS102**

This course is an introduction to lettering skills and the history and foundation of letterforms. Also studied is the placement of display and text type in a formatted space, and the relationships between the appearance and readability of letterforms. Students will work in a traditional context of hand rendering type and also be introduced to contemporary typesetting technology.

FS107 Digital Imaging**3 quarter credits****Prerequisites: None**

Students have the opportunity to develop basic image manipulation skills in a raster-based computer environment. Emphasis is on mastering the fundamentals of scanning, color management, photo retouching, imaging, special effects, and filters and masks.

FS250 Special Topics for Educational Travel**3 quarter credits****Prerequisites: Academic Approval Required**

This course is a combination of travel experience and methodology-based practicum, designed to allow students to experience other cultures and then to record, analyze and distill those experiences as visually expressive projects. The actual types of projects may include but are not limited to: video, interactive media, animation, illustration, painting, drawing, research, and assemblage. The student will work in conjunction with a faculty advisor and develop a project specific to the student's interests and experiences, and representative of his or her major.

GAD101 Introduction to Game Development**3 quarter credits****Prerequisites: None**

This course introduces students to the game industries. Specifically, it will focus on entry-level employment opportunities and responsibilities, career paths, industry products, and their characteristics. The course will also expose students to the processes through which games are developed.

GAD201 Sculpture**3 quarter credits****Prerequisites: MMA121**

Basic principles of design, such as balance, rhythm, contrast, and harmony are covered in this course. Students develop three-dimensional designs and sculptures from paper, found materials, and clay. Three-dimensional forms, compositions, and aesthetics are discussed and applied. The course also emphasizes character development.

GAD202 Texture Mapping for Games**3 quarter credits****Prerequisites: FS107**

In this class, students will be introduced to the process of creating and working with textures for the game genre. Advanced image manipulation techniques will be learned and applied here. Introduction to a shading network as it applies in a 3D Software package will be explored.

GAD203 3D Modeling**3 quarter credits****Prerequisites: FS107**

Through critical analysis, the student will apply basic design principles to the solution of visual problems using elements of 3D design. The student will conceptualize 3D coordinate systems, construct 3D models, and perform as they apply to geometric construction.

GAD211 Game Design & Game Play

3 quarter credits

Prerequisites: GAD101

A well-designed game is an integration of artistic and technological components that must have a clearly defined goal, set of game criteria, and rules for game play. Students learn the fundamentals of what makes a game enjoyable, playable, challenging, and marketable by creating a game document.

GAD213 Material & Lighting

3 quarter credits

Prerequisites: MMA201 or GAD203

In this class, students will further explore materials, textures, and lighting strategies to add detail and realism to objects. Students will simulate real-world surfaces containing reflection radiosity and other effects.

GAD214 Game Modeling

3 quarter credits

Prerequisites: MMA201 or GAD203

Real time 3D animation requires a thorough understanding and ability to create scenes and characters in such a way as to minimize the time it takes for a computer to redraw the scene as it moves in a game. Students will learn level detail creation techniques using industry-standard 3D modeling software and computers.

GAD215 3D Animation

3 quarter credits

Prerequisites: MMA201 or GAD203

Students are introduced to basic 3D animation techniques. Topics to be covered include hierarchical linking, key-framing, function curves, animated modifiers, basic morphing, animated cameras, and an introduction to character animation.

GAD216 Background Design & Layout

3 quarter credits

Prerequisites: MMA201 or GAD203

This course focuses on the fundamentals of background layout with an emphasis on perspective, composition, design basics, staging, mood, texture, and lighting. Students will also learn the basics of using props as background and foreground design elements.

GAD217 Interior Spaces & Worlds

3 quarter credits

Prerequisites: GAD213

Most levels of popular games are designed as building interiors and contain characteristics common to interior design layouts. This course provides the opportunity for students to create architectural interiors representing houses, buildings, and entire worlds in which to place animation and game characters.

GAD218 Hard Surface & Organic Modeling

3 quarter credits

Prerequisites: GAD213

This course covers advanced modeling techniques used for building organic and hard surface objects and environments.

GAD240 2D Digital Authoring

3 quarter credits

Prerequisites: FS107

This course incorporates various media elements into a demonstrative work. It incorporates elements of video, audio, animations, user interface design, CD/DVD authoring, and web page authoring to produce an effective final product.

GAD302 Advanced Animation Drawing

3 quarter credits

Prerequisites: MMA213

Building on basic skills, this course will begin to explore advanced techniques for life drawing, both human and animal. Characterization will be revisited. The principles of mime and choreography will be employed as character studies, and character model sheets will be developed. Students will work with a variety of media, backgrounds, special effects, and other drawings for animation.

GAD305 Level Design

3 quarter credits

Prerequisites: GAD217 and GAD218

Using learned concepts from the game design and game play course, students analyze and extract level design needs. Students begin the process of determining the basic design elements and assets necessary to create a level.

GAD306 Lighting & Texture

3 quarter credits

Prerequisites: GAD213

In this course, students will continue to develop lighting and texturing skills and carry out professional quality lighting and texturing projects to be used for their portfolio.

GAD307 Programming for Artists

3 quarter credits

Prerequisites: MMA 201 or GAD203

This course introduces basic scripting to extend the capabilities of the artist working in media applications. Students will be introduced to data structures, constructs, classes, and high-level scripting languages. A functional application relating to their field of study will be produced utilizing a scripting language.

GAD308 Character Modeling

3 quarter credits

Prerequisites: GAD218

This course covers advanced modeling techniques used for building a 3D character. Students will explore techniques of character modeling to include various approaches to figure construction.

GAD310 Advanced Level Design

3 quarter credits

Prerequisites: GAD305

In this course, students will create playable levels using an industry-standard level editor and tools. Emphasis is on implementation of the design and assets. Building on abilities gained in the Level Design course, students will create more intricate design elements.

GAD311 Game Prototyping

3 quarter credits

Prerequisites: GAD305

In this course, students will perform as members of a pre-determined team to create a game level within an existing engine. Students will implement a pre-existing design determined by the teacher to create the game environment.

GAD313 3D Scripting

3 quarter credits

Prerequisites: GAD307

This course applies scripting skills to a 3D engine in order to extend the capabilities of the artist in creating a prototype game or demonstration. Students will implement scripts to incorporate interface elements, alter in-game assets, and manipulate the in-game camera.

GAD314 3D Character Rigging**3 quarter credits****Prerequisites: GAD308**

This course is to introduce the student to fundamentals of character setup. The character setup will be tested by animation assignments. During the course, each student will create, set up, and test a character model.

GAD331 Introduction to the Casino Gaming Industry**3 quarter credits****Prerequisites: GAD305**

This course is an overview of game production in the casino gaming industry. Students are introduced to the specifics of creating games of chance and the application of game theory in the sphere of commercial entertainment.

GAD332 Casino Game Development**3 quarter credits****Prerequisites: GAD331**

Casino games have a short development cycle and often an even shorter life on the casino floor. Students will focus on the design and technical problems faced by casino game developers while working in teams to develop their own casino game prototypes.

GAD390 Team Production Planning**3 quarter credits****Prerequisites: GAD310**

During the course, students research a Game Art & Design topic and begin the preproduction process for their team projects. The emphasis is on quantitative and qualitative research, scheduling of the project, methods of presentation, and qualitative results.

GAD402 Advanced Game Prototyping**3 quarter credits****Prerequisites: GAD311**

In this course, students will perform as members of a predetermined team to create a game level within an existing engine. Students will continue to develop a project that began in the Game Prototyping class by a different team of students. The final will be complete delivery of the project through a presentation and use of marketing materials.

GAD404 Interface Design**3 quarter credits****Prerequisites: GAD311, Excludes the Diploma Programs**

This course focuses on the nature and principles of interface design. Students will learn the functions of flowcharting, linking, branching, and the basic principles of interactivities between action and response. Students will develop a concept, produce a flowchart, and complete the design of an interface using principles of design aesthetics and usability.

GAD405 Advanced 3D Animation**3 quarter credits****Prerequisites: GAD314**

This course is the culmination of all modeling and animation courses. Students will create work based on understanding of modeling, animation, and rigging.

GAD406 Sound Design for Games**3 quarter credits****Prerequisites: GAD311**

In this course, the student studies sound characteristics of digital games and explores the various methods for creating and adapting audio effects. Basic principles of acoustics, voice recording, music selection and editing, and digital audio processes will be covered. Various sound design techniques within a gaming context and principles of audio fidelity, format conversion, and compression will be introduced. The student will create and assemble audio assets for a targeted project.

GAD413 Game Production Team**3 quarter credits****Prerequisites: GAD390**

This course will build upon the Team Project Plan course. Students will either select or accept a specific role on the production team and, acting in a timely and professional capacity, ensure that the game project is completed. Students will create and refine the game production document, level designs, basic 2D art and 3D models to be combined into a playable game demo in GAD422 Advanced Game Production Team.

GAD414 Portfolio Preparation**3 quarter credits****Prerequisites: GAD413**

This course will focus on the refinement of previous work into a comprehensive collection representative of Game Art & Design skills. Emphasis will be on development, design, craftsmanship, and presentation. This course begins the process of examining the student's strengths and building upon them to produce a marketable portfolio.

GAD422 Advanced Game Production Team**3 quarter credits****Prerequisites: GAD413**

This is a team production course. Under the guidance of an instructor, students will continue to work in teams and complete the game project started in GAD413 Game Production Team.

GAD423 Portfolio Presentation**3 quarter credits****Prerequisites: GAD414**

This course focuses on the completion of a student's portfolio and enables the student to begin their career search. Students will present work for the portfolio and will review and determine the quality of the work and make any enhancements necessary. The student will also complete several targeted, professional résumés and an extensive job search.

GAD430 Casino Game Advanced Project**3 quarter credits****Prerequisites: GAD332**

Building on the concepts and skills learned in previous courses, students will work individually to create original casino game concept documents. These concept documents will then be developed into playable prototypes.

GAD499 Special Projects**3 quarter credits****Prerequisites: Academic Approval Required**

This course allows the student to select special topics in game production and produce an advanced project under the guidance of an instructor. The student will be exposed to various high-level applications and techniques and learn to apply their skills to chosen topics.

GD121 Design Layout**3 quarter credits****Prerequisites: Academic Approval Required**

This course enables the student to better design with type and visuals, and utilizes technology in problem solving. Emphasis will be on the process of design development from roughs to comprehensives, layout and marker techniques, and the use of a grid system for multi-component layouts.

GD123 Design Concepts**3 quarter credits****Prerequisites: FS102**

This course identifies the components of the design process and explores research methods. Design solutions appropriate to a targeted market will be emphasized. Exercises in creative problem solving will strengthen and expand the student's concept-generation skills. Critical analysis, problem identification, and idea refinement will be the focus in producing portfolio-quality projects.

GD124 Design History**3 quarter credits****Prerequisites: None**

This course examines the influences of societal trends, historical events, technological developments, and the fine arts on contemporary graphic design, illustration, typographic design, architectural design, photography, and fashionable design trends in general. Through lectures, supplied visual examples, independent research, and design assignments, the student will gain insight into a variety of major design influences. The student will have the opportunity to learn how to research and utilize a wide variety of design styles.

GD201 Illustration**3 quarter credits****Prerequisites: FS101, FS102, and FS103**

This course is an introduction to the philosophy behind illustration and its use in the industry. Assignments will focus on black-and-white and color techniques, using contrast, values, composition, and function.

GD202 Electronic Design**3 quarter credits****Prerequisites: FS107, Excludes the Diploma Programs**

This course explores various means of indicating, placing and manipulating visual elements in page design, systematically developing strong and creative layout solutions by means of a cumulative, conceptual design process. The ability to effectively integrate photographs, illustrations, and display and text type will be developed using page composition software.

GD203 3D Design**3 quarter credits****Prerequisites: GD211**

In this course, design principles will be applied to the development of three-dimensional product graphics. This course will explore materials, processes and industry guidelines for surface treatments including products, packages, and exhibits.

GD204 Media Design**3 quarter credits****Prerequisites: GD211**

Students examine the structures and communications skills used by various members of a creative team. The processes of concept development, media application, and design creation are emphasized. The variety of media used by graphic designers and their suppliers are examined.

GD205 Conceptual Imagery**3 quarter credits****Prerequisites: GD121, FS101, FS102, FS103, FS107**

This course focuses on how messages can be constructed through images using subject matter, context juxtaposition, editing, scale, color, and composition. Materials and technologies will be explored.

GD211 Digital Illustration**3 quarter credits****Prerequisites: Academic Approval Required**

This course helps students communicate and design with the computer as a professional tool. Using different software applications, students will demonstrate an understanding of electronic illustration. The course will explore vector-based graphic applications that are considered to be industry standard.

GD213 Marketing Design**3 quarter credits****Prerequisites: GD211**

This course is a review of popular culture as it relates to social, informational, economic, political, and educational current events. A special emphasis will be placed on trends and pop topics as they relate to advertising. Current media, including literature, books, television, movies, telecommunications media, online communications, marketing trends, and strategies are reviewed.

GD214 Corporate Identity**3 quarter credits****Prerequisites: GD211**

This course focuses on the role of design in a corporate identity program. An analysis of corporate objectives and practical applications will be the basis for developing a structured corporate image system, including logo design and other business communication applications.

GD215 Typography – Hierarchy**3 quarter credits****Prerequisites: FS107**

This course is a continuation of the study of traditional typography. Exercises and projects focus on the hierarchical qualities of typography. The development of marketable, original, and creative problem-solving solutions will also be examined with an emphasis on creative techniques. Industry-standard software will be used in the development of digital typography and hierarchal skills.

GD221 Print Production**3 quarter credits****Prerequisites: GD211**

Traditional print production techniques are employed in the preparation of camera-ready art. Production of single- and multi-color mechanicals and discussion of various printing processes are covered.

GD223 Digital Pre-Press**3 quarter credits****Prerequisites: GD202**

Students complete multiple-page electronic pre-press documents that include scanned and edited images, object-defined graphics, and text through the integration of a variety of file types. The place of electronic page make up in modern print production is studied.

GD301 Professional Practice**3 quarter credits****Prerequisites: Academic Approval Required**

This course will introduce students to business functions, operations, and structures, and explore the role of graphic design in business. Finance, business ethics, labor-management relations, organizational behavior, and marketing are among the topics to be covered. In addition, guidelines and expectations for professional behavior will be addressed.

GD302 Design Production Team**3 quarter credits****Prerequisites: GD221**

This is a special projects course in which students utilize their knowledge of design, typography, production techniques, video, and audio to execute a team project. Students also apply communications, teamwork, and organizational skills. Students work cooperatively to achieve a common goal, similar to industry experience.

GD311 Advertising Design**3 quarter credits****Prerequisites: GD213 and GD214**

This course will further define the role of graphic design in an advertising context. Students will be introduced to informational and administrative approaches to the development of advertising. Campaign strategies, based on media and marketing realities, will also be defined and applied.

GD312 Painting**3 quarter credits****Prerequisites: FS103 and FS104**

An in-depth study of the development of paintings and various painting techniques. Emphasis will be placed on the application of value and tonal studies, using a variety of wet and dry media.

GD313 Publication Design**3 quarter credits****Prerequisites: GD211 and GD215**

Students will prepare scanned and object-oriented graphics files and integrate them with text in a multiple-page composition file. File transfer and document printing is covered. The place of electronic page make up in modern print production will be studied.

GD314 Collateral Design**3 quarter credits****Prerequisites: GD213 and GD214**

The role of graphic design in collateral materials will be introduced and explored with a focus on brochures, billboards, posters, transit cards, point-of-sale materials, direct mail pieces, sales promotion materials, etc. The process of developing unified advertising collateral materials involving multiple presentations will be emphasized.

GD315 Typography – Expressive & Experimental**3 quarter credits****Prerequisites: GD211**

Emphasis is placed on the expressive potential of typography. How the form of the written word affects meaning is studied experimentally. The emphasis is on design elements from the perspective of history, psychology, and artistic interpretation executed with digital tools.

GD316 Copywriting**3 quarter credits****Prerequisites: GE110**

Through materials presented in this course, students learn the techniques to develop effective design strategies utilizing the written words that underlie and enable creative executions, and to cultivate clear, logical, and creative copywriting skills.

GD321 Package Design**3 quarter credits****Prerequisites: GD211**

This course defines the role of packaging in product identification, presentation, and production. The course also explores the processes used in establishing a strong identity program for consumer products. The unique challenges of adapting typography, illustration, design, and materials to three-dimensional form will be explored, and students' skills in layout, design, and typography will be expanded and strengthened. Research will include marketing objectives, structural integrity, and display aesthetics.

GD330 Environmental Design**3 quarter credits****Prerequisites: GD211**

Students will study a range of examples of exhibition/ environmental design measured against conventions of 2D display/informational systems.

GD401 Advanced Illustration**3 quarter credits****Prerequisites: GD201**

This course emphasizes the importance of concept and originality of ideas in contemporary illustration.

GD402 Art Direction**3 quarter credits****Prerequisites: GD302 and GD311**

This course examines the role of the art director in producing multi-faceted graphic design projects. Working in teams, students will coordinate their creative efforts, from concept to finished output. Professional quality portfolio examples will be produced throughout the term. By encouraging a team approach, the course will further enhance students' leadership, communication, and negotiation skills.

GD411 Advanced Digital Imaging**3 quarter credits****Prerequisites: FS107**

This course emphasizes digital imaging for interactive presentations. Students will use vector- and-raster based applications for image creation and manipulation. Advanced concepts such as animation, 3D objects, layering, texture mapping, and archiving will be covered.

GD412 Advanced Design**3 quarter credits****Prerequisites: GD302 and GD311**

This advanced course enhances and builds on skills developed in fundamental design courses. Refining typographic skills and furthering design sensitivities will be emphasized. Critical analysis and evaluation will be explored in the context of goal-focused design objectives. Portfolio-quality projects will be developed.

GD413 Digital Portfolio**3 quarter credits****Prerequisites: Academic Approval Required**

This course will guide students through the process of compiling their work into a final interactive portfolio. This course will also stress the importance of professional development and help the student obtain the necessary completion of the initial job search requirements.

GD415 Graphic Design Capstone**3 quarter credits****Prerequisites: Academic Approval Required**

Students in this course present a comprehensive understanding of their academic experience. Proficiency will be demonstrated in both studio and general education courses through a written, oral, and visual presentation.

GD420 Advanced Digital Illustration

3 quarter credits

Prerequisites: GD211

With the growth of features in complex vector illustration programs, this advanced course addresses the unique role of vector illustration programs in creating advanced artwork for a variety of professional applications, including Web site development, vector-based animation, resizable, typographically rich artwork, and portable document creation.

GD489 Portfolio Preparation

3 quarter credits

Prerequisites: Academic Approval Required

This course will prepare students for job interviews by helping them compile a portfolio. Students will demonstrate their conceptual, design, craftsmanship, and other skills as they assemble and refine their portfolio pieces. Working individually with an instructor, each student will select representative pieces, showcasing work that reflects a unique style. Particular emphasis is placed on identifying short- and long-term professional employment goals, as well as related strategies and resources.

GD499 Portfolio Presentation

3 quarter credits

Course Prerequisites: Academic Approval Required

This course will guide students through the process of compiling their work into a final interactive portfolio. Students will apply techniques and strategies to market themselves in their chosen fields. Emphasis will be placed on students assessing their most marketable skills and designing résumés and print material to support their portfolios. This class is considered a capstone class for your program, and therefore requires attendance at the quarterly portfolio show as a condition of successfully passing the class. Note: If you do not attend portfolio show, you will not pass this class.

GE085 Transitional Mathematics

3 quarter credits

Prerequisites: None

This is a transitional course, which focuses on the understanding of the operations of addition, subtraction, multiplication, and division for the sets of whole numbers, decimal numbers, and fractions. The course includes learning the use of percentages and applying critical thinking to problem-solving configurations. Students must earn a 'C' or higher to pass the course.

GE089 Ai101

0 quarter credits, 11 Lecture Hours, mandatory freshman seminar

Prerequisites: None

This course introduces students to the general academic culture of The Art Institute of Salt Lake City. It also provides students an opportunity to practice their critical-thinking skills through the analysis of case studies, discussion of issues, brainstorming of solutions, and various in-class and homework assignments. The course will also cover self-awareness, interpersonal skills, and professionalism.

GE091 Transitional English

3 quarter credits

Prerequisites: None

This is a transitional English course, which focuses on the strengthening of grammatical, mechanical and usage skills in writing. This course provides basic instruction in writing one paragraph and multi-paragraph essays. Students must earn a 'C' or higher to pass the course.

GE095 Pre-College Algebra

3 quarter credits

Prerequisites: GE085 or satisfactory score on the Accuplacer Arithmetic test

This course covers set theory, logic, numeration systems, number theory, computing, algebra, measurement, geometry, probability and statistics. The objective is for students to develop a basic understanding of the use of mathematics in the real world.

GE105 College Algebra**4 quarter credits****Prerequisites: GE095 or satisfactory score on the Accuplacer Arithmetic test**

Practical application are the focal point of this course. Topics include equations and inequalities, linear, quadratic, polynomial, exponential and logarithmic functions and their graphs, and solutions of systems of linear equations.

GE110 English Composition**4 quarter credits****Prerequisites: GE091 or satisfactory score on the Accuplacer English test**

Students are introduced to college-level writing as a process of developing and supporting a thesis in an organized essay. The use of appropriate diction and language is emphasized, along with reading and responding to the writing of others. Students will adhere to the standard conventions of written English.

GE112 US History I**4 quarter credits****Prerequisites: GE110**

This course covers the period of American history from early colonization to the end of reconstruction (1877). Primary emphasis is on the English colonies and the period of nationhood.

GE113 Economics**4 quarter credits****Prerequisites: None**

In this course, the student will have the opportunity to learn about standard microeconomic topics. Microeconomics studies the economic behavior of individuals and firms. The student will examine why firms maximize profits and consumers maximize satisfaction. Students will learn competition, efficiency, and market structure.

GE115 Critical Thinking**4 quarter credits****Prerequisites: None**

This course explores the nature of effective thinking. Topics include meaning and analysis, language and thought, understanding and communication, reason and feeling, and personal and objective perspective. Consideration will be given to the significance of the principles of logical validity, the role of care and empathy, and the nature and importance of creativity in thinking and problem-solving processes.

GE130 Art History**4 quarter credits****Prerequisites: None**

The course examines the historical development of painting, sculpture, and architecture, and compares the visual arts from different time periods and cultures. The chronological progression of techniques and the evolving styles of artistic expression are covered as well. Beginning with the art of ancient cultures, the course proceeds through early Western art to the Italian Renaissance and from the High Renaissance to contemporary twentieth-century art forms.

GE131 Modern & Contemporary Art**4 quarter credits****Prerequisites: None**

This course is a history of art from neoclassicism to contemporary art. Concepts, artists, works, and styles of the periods will be studied through the use of textbook, slides, videos and projects.

GE132 History of Popular Culture**4 quarter credits****Prerequisites: None**

The development of computer games, film, music and other forms of popular entertainment owe much to American myths, icons, heroes, and institutions as represented in American popular culture from the mid-to late-nineteenth century to the present. Students examine the history of these art forms through the examination of popular novels, films, radio programs, songs/music, and television programs — and determine the cultural contributions of particular generations at different times in history.

GE140 Speech & Communication**4 quarter credits****Prerequisites: None**

The purpose of this course is to enable students to develop and improve their abilities to present themselves in a variety of contexts. The student will have the opportunity to learn how to evaluate the nature of an audience and structure material appropriately, so that ideas and talent are conveyed in the most flattering manner possible.

GE150 Natural Science**4 quarter credits****Prerequisites: None**

This course explores environmental science as an interdisciplinary study from the natural sciences (biology, chemistry, and geology) and the social sciences (ecology, politics, ethics) to gain an understanding of how nature works and how interconnections occur. The use and abuse of the environment is also examined. Students will also explore the future of the environment and what affect they can have on it.

GE151 Chemistry**4 quarter credits****Prerequisites: GE105**

Students will have the opportunity to learn basic chemical principles. Topics discussed will include the following: classification of matter, atomic theory, stoichiometry, aqueous solutions, gases, liquids, solids, energy, electronic structure of atoms, chemical bonding, equilibrium, acid and bases, and Thermodynamics.

GE157 Ethics**4 quarter credits****Prerequisites: GE110**

Ethics is the study of the age-old question, “How ought I to live?” Historically, this question has been answered in multiple ways and it is our task to acquaint ourselves with responses generated by various thinkers. The study of ethics is one major area of philosophy. The remaining areas are: 1) What is real? (Metaphysics) and 2) What can I know? (Epistemology). The answers to these two questions are bound up with our answer to the first. Ethics, in a sense, is “first philosophy.” Our secondary task is to critically evaluate ethical theories while learning to apply them to everyday situations.

GE160 Psychology**4 quarter credits****Prerequisites: None**

This course is designed to introduce the student to the nature of psychology. Topics discussed include aspects of human development, personality theory, psychological aspects of stress, and the psychology of learning, creativity, and motivation. Students will be introduced to this material through a combination of lecture, experiential exercises, group dynamics, and interpersonal analyses. The course will provide, through both content and methodology, insight into human behavior and self-awareness.

GE170 Conversational Japanese I**4 quarter credits****Prerequisites: None**

This conversational course introduces students to Japanese sounds and characters, with emphasis placed on pronunciation, vocabulary acquisition, basic grammar concepts, and the beginnings of an understanding of the Japanese language and culture. Highly integrated sections of the program, including audio, video, and computer technology, provide many opportunities to develop listening, speaking, reading, and writing skills in situations relevant to students' lives.

GE180 Conversational French I**4 quarter credits****Prerequisites: None**

This conversational course introduces students to French sounds and letters with emphasis placed on pronunciation, vocabulary acquisition, basic grammar concepts, and the beginnings of an understanding of the French-speaking communities in Francophone countries. Highly integrated sections of the program, including audio, video, and computer technology, provide many opportunities to develop listening, speaking, reading, and writing skills in situations relevant to students' lives.

GE190 Conversational Spanish I**4 quarter credits****Prerequisites: None**

This conversational course initiates students to the association between Spanish sounds and letters, with emphasis placed on pronunciation, vocabulary acquisition, basic grammar concepts, and the beginnings of an understanding of the Spanish-speaking communities in Latin America, the United States and Spain. Highly integrated sections of the program, including audio, video, and computer technology, provide many opportunities to develop speaking and listening skills in situations relevant to students' lives.

GE200 Sociology**4 quarter credits****Prerequisites: None**

This course explores and analyzes the dynamics and structure of human society. Students examine the fundamental processes and constructs responsible for the societal organization on social behavior through observation and analysis of groups, social change, cultures, norms, institutions, social stratification, and the exploration of current issues in society.

GE201 Historical & Political Issues**4 quarter credits****Prerequisites: None**

This course is designed to create an awareness of the ideas, individual and social forces that have shaped Utah and U.S. History. The course analyzes the essentials of the Utah and United States Constitutions. Sources of study include videos on constitutional and cultural issues.

GE205 Geometry**4 quarter credits****Prerequisites: GE105**

In this course, students will discuss points that are represented in a coordinate system, formulas for figures in one-, two-, and three-dimensions, points, directions, lines, triangles, polygons, conic sections, general quadratic equations, and spheres.

GE212 US History II**4 quarter credits****Prerequisites: GE112**

This course covers the period of American history from Reconstruction (1877) to the present. Primary emphasis is on the twentieth century.

GE220 World Civilization**4 quarter credits****Prerequisites: None**

In this course, students explore the cultural, intellectual, and political trends that have shaped the historical development of the world from the Renaissance into the twenty-first century.

GE221 African American Art**3 quarter credits****Prerequisites: GE131**

This course presents selected topics on African Americans in the visual arts, including the history of African Americans' achievements and struggles in the visual arts, and varied ways of thinking and writing about African Americans, art, and culture. Topics will include but are not limited to: African American Folk Art and Slavery; African American Art After Emancipation; African American Art and the Harlem Renaissance; African American Art and the Civil Rights Movement; African American Women Artists; and collecting African American Art. This course will utilize the Blackboard system for class research links, email communications, discussions, and paper submissions.

GE250 Anthropology**4 quarter credits****Prerequisites: None**

This course introduces cultural anthropology as a sub-field of anthropology that centers on contemporary societies. It focuses on patterns of human behavior and on culture as the way people live and adapt to their various situations. Emphasis is on the diversity of cultural patterns throughout the world and the essential of humanity of all people. Examples from a wide variety of cultures are presented in written and film formats.

GE251 American Literature**4 quarter credits****Prerequisites: GE110**

This course focuses on American literary selections. Topics include the critical evaluations of the literary genres, story, poetry, and drama.

GE252 World Literature**4 quarter credits****Prerequisites: GE110**

This courses focuses on world literary selections. Topics include the critical evaluation of the literary genres, story, poetry, and drama.

GE261 Cross-Cultural Psychology**4 quarter credits****Prerequisites: GE110 and GE160**

This course will draw upon a growing body of cross-cultural research to examine complex and subtle ways in which biological and cultural factors interact to influence such things as personality, identity, emotions, intelligence, gender, abnormality, etc. We will explore child-rearing methods, world views, values, relationships, artistic expression, abnormality, healing, and other topics in an effort to provide a context for understanding the radical differences in behavior found in cultures around the world, and what those differences can tell us about ourselves.

GE290 Conversational Spanish II**4 quarter credits****Prerequisites: GE190**

This is the second class in Spanish and will build on the knowledge gained from Spanish I. The class will focus more on vocabulary and conversational Spanish in its everyday context. Students will be required to speak and write Spanish more spontaneously and accurately. Students will have the opportunity to work in teams speaking Spanish and building their confidence throughout the course. There will be additional activities such as realistic survival situations and group work to bring Spanish into daily use in business and in the home. Students will also spend time studying the culture and the customs of several Spanish-speaking countries.

GE301 Statistics**4 quarter credits****Prerequisites: GE105**

Statistics is a branch of applied mathematics that provides the framework for looking at uncertainty and risk in logical and systematic ways. This course introduces students to the methods in the field of applied statistics, presenting both descriptive and inferential methods, and concentrating on the applications of statistical techniques to the analysis of data. Topics include basic data characteristics, such as mean, median, mode, range, and standard deviation, probabilities, confidence intervals, and both correlation and linear regression.

GE305 Physics**4 quarter credits****Prerequisites: GE105 with a 'C' or better**

Students will learn basic motion and force laws, principles of Newton's laws of motion, motion along straight and curved paths, weight, work, energy and power, impulse, momentum and impact, squash and stretch, waves and sound, light and image formation.

GE311 Creative Writing-Fiction**4 quarter credits****Prerequisites: GE110**

This course will offer students the opportunity to explore the essential steps involved in writing, revising, and presenting their own fiction. In addition, students will be reading and critiquing the work of both their peers and professional writers.

GE320 World Civilization II**4 quarter credits****Prerequisites: GE110 and GE220**

This course covers European history from the seventeenth century through post-World War II. It includes political, economic, and cultural development, such as scientific thought, the Enlightenment, the Industrial Revolution, and World Wars I and II.

GE330 American Art History**4 quarter credits****Prerequisites: GE130 or GE131**

This course provides a comprehensive overview of the history of art in America from prior to colonization through the present. This course offers a comparative perspective to solve assigned studio problems.

GE334 Aesthetics**4 quarter credits****Prerequisites: GE110**

Aesthetics is alternately defined as philosophy of art, philosophy of beauty, and philosophy of taste. All three definitions point to the ways in which we create, experience, think and write about the fine arts. Our readings this semester will explore various mediums, philosophical issues, and the idea of taste in order to help you generate your own aesthetic theories. At semester's end you will have experienced a wide range of reactions to art and developed your own critical voice that can help you answer the questions "What is art?" in a well-reasoned fashion.

GE360 Research & Technical Writing**4 quarter credits****Prerequisites: GE110**

Fundamentals of research and technical writing are studied to assist students in information-gathering techniques and analysis that enable the student to develop a qualified, dependable thesis opinion and concept. Research materials include literature, video, Internet, and data. This course culminates in a comprehensive research project.

GE361 Cognitive Psychology**4 quarter credits****Prerequisites: GE110 and GE160**

Cognitive psychology attempts to show how we answer questions such as: How do we recognize our grandmother, a stop sign, or a giraffe? How do we remember what we learned in class last week? And how do we reason when we play games such as chess? It attempts to explain what the brain does while your mind is thinking. The goal of this class is to give you an introduction to questions, answers, and methods of cognitive psychology.

GE400 Science Fiction Literature**3 quarter credits****Prerequisite GE110**

This course is designed to examine the genre of science fiction writing. Through a varied selection of science fiction short stories, students will read and critically analyze the creative process and uses of this specialized style of writing.

GE401 Outsider Art**3 quarter credits****Prerequisites: GE110**

This course will address aesthetic, historical, cultural, and political aspects of art forms including the art of visionaries, eccentrics, psychotics, and others who do not look to the history of art as a point of reference.

GE440 Advanced Communications**4 quarter credits****Prerequisites: GE110, GE140, and Academic Approval Required**

The purpose of this course is to examine the theoretical and practical aspects involved in effective communication. The course will emphasize essential elements of communication in both personal and professional environments, as well as identify and analyze efficient oral and written delivery techniques.

GE450 Japanese Pop Culture**3 quarter credits****Prerequisites: GE110**

The development of popular entertainment owes much to Japanese myths, icons, heroes, and institutions as represented in Japanese popular culture from the late nineteenth century to the present. Students examine the history of these art forms through popular novels, films, radio programs, songs, and television.

GE461 Organizational Psychology**4 quarter credits****Prerequisites: GE110**

This course presents the study of individual and group behavior within organizations. This course also explores motivation, leadership, group dynamics, and organizational structures and processes as they relate to performance and satisfaction in work organizations. In-depth discussions of diversity in the workplace, impression management, ethics, decision-making, conflict resolution, problem solving, and understanding various leadership styles.

HFM110 Introduction to Retailing**3 quarter credits****Prerequisites: None**

Students will be introduced to all major retailing topics involving both large and small retailers, brick and mortar retailers and their combinations, and direct marketers. Topics to be discussed will include consumer behavior, information systems, store locations, operations, human resource management, customer communications, computerization, and integrating and controlling the retail strategy in the twenty-first century. Careers in retailing will also be discussed.

HFM120 Visual Merchandising**3 quarter credits****Prerequisites: HFM110 and HFM220**

Students learn the importance of eye appeal and consumer buying habits. Students create their own displays using the latest principles and techniques in the visual organization of merchandise.

HFM220 Consumer Behavior**3 quarter credits****Prerequisites: None**

This course examines the cultural, social, and individual variables involved in consumer behavior. It also reviews how they are incorporated into buyer decision processes and marketing practices.

HFM225 Retail Math**3 quarter credits****Prerequisites: GE095 or satisfactory score on the Accuplacer Arithmetic test**

This course provides an understanding of the various financial tools used by retailers to evaluate performance. Students calculate, analyze, and interpret financial concepts associated with accounting from a merchandising perspective.

ID116 Drafting I**3 quarter credits****Prerequisites: None**

An introduction to the basic drafting techniques, terminology, and symbols used on drawings, including use of drafting equipment, lettering, plan and elevation construction, with an emphasis on proper line weight, quality, and scale.

ID117 Introduction to Interior Design**3 quarter credits****Prerequisites: None**

Students are introduced to the responsibilities of today's interior design professional. Assignments require the application of the elements and principles of design for interior spaces to create aesthetic solutions. Basic lessons in ergonomics, space planning, and human factors introduce the skills used to make functional and purposeful design decisions.

ID123 Textile Science**3 quarter credits****Prerequisites: None**

Fabrics are studied from the raw stage through processing, spinning, and weaving, to finishing. This course investigates textile sources and the appropriate selection of fabrics.

ID125 Drafting II**3 quarter credits****Prerequisites: ID116**

Students will have the opportunity to develop an understanding of mechanical drawings, detailed drawings, and other components of an entire working drawing package using hand-skills introduced in Drafting I.

ID132 Programming & Space Planning I**3 quarter credits****Prerequisites: ID116, ID117, and ID208**

This course begins the design series by introducing the interior design process, including programming, schematics, design development, space planning, and alternate design solutions.

ID133 Design Basics 3D**3 quarter credits****Prerequisites: FS101, FS102, FS103, and FS104**

This course is an introduction to the basic elements and principles of three-dimensional design and exploration of the visual and structural qualities of objects. Students solve problems by organizing and constructing three-dimensional forms within spatial environments.

ID134 Sketching & Rendering**3 quarter credits****Prerequisites: FS101, FS102, FS103, and FS104**

Through a method of exploring a variety of traditional medium, the student will obtain basic presentation skills such as sketching and rendering.

ID135 History of Architecture, Interiors & Furniture I**3 quarter credits****Prerequisites: ID117**

This class acquaints students with a historical basis of furniture styles and ornamental motifs in use today. It surveys the development of ancient Egyptian through the Late Neoclassical period. The cultural, political, social, and/or economic conditions of the times are included. Assignments provide opportunities to recognize how the styles of the past continue to influence design today.

ID207 Programming & Space Planning II**3 quarter credits****Prerequisites: ID132**

This course is a continuation of the design series that advances knowledge gained in Programming & Space Planning I by applying those skills to more complex spaces and design challenges.

ID208 Human Factors**3 quarter credits****Prerequisites: ID116**

This course covers the principles and considerations related to human factors, anthropometrics, ergonomics, and the psychological response of users to interior spaces.

ID209 CAD I**3 quarter credits****Prerequisites: ID116 and ID125**

This course is an introduction to the fundamental principles and operation of computer-aided drafting sufficient to produce floor plans, elevations, and other components of a working drawing package.

ID215 Residential Design I**3 quarter credits****Prerequisites: ID117 and ID125**

This course explores the design of residential interiors as a problem-solving process, with applications to a variety of residential interiors. Areas of study include concept development, human factors, programming, and space planning, color, furniture and finish selection, as well as concepts of universal design and sustainability.

ID217 Textiles**3 quarter credits****Prerequisites: ID117**

This course explores the nature of man-made and natural materials used to produce textiles for use in interior design. Content includes discussion of fibers, yarn, fabrics, finishes, design methods, construction, and proper application of these materials from technical, environmental, and aesthetic approaches.

ID219 CAD II**3 quarter credits****Prerequisites: ID209**

Students will enhance their basic CAD skills while increasing their speed and problem-solving capabilities. Students will gain proficiency in computer-assisted drafting through progressively complex applications and 3D visualization.

ID225 Presentation Techniques**3 quarter credits****Prerequisites: ID117**

Using lectures and hands-on skills training, this class enhances student's visual, verbal and written presentation skills.

ID234 Kitchen & Bath Design**3 quarter credits****Prerequisites: ID125, ID132, and ID208**

This course addresses the fundamentals of kitchen and bath design, including universal design and accessibility in new construction and renovation. Topics include fixtures, fittings, furnishings, equipment, cabinetry and finishes, construction, electrical, and basic plumbing. Industry-relevant nomenclature and product information are used to create specifications and cabinet plans.

ID240 Commercial Design I**3 quarter credits****Prerequisites: ID219, and ID215**

This course is a study of the design process as it applies to commercial/corporate environments. Studio work includes problem solving, space planning, systems furniture application, code application, furniture, material and finish selection, and presentation. Discussions of branding and corporate identity are included.

ID241 Materials & Specifications**3 quarter credits****Prerequisites: ID117 and ID215**

This course explores materials and finishes utilized in interior applications through lecture, demonstrations, and/or field trips. Various methods of specification and estimation are covered. Students research and assess performance criteria, including aesthetics, function, and environmental factors.

ID242 Codes & Regulations**3 quarter credits****Prerequisites: ID208**

This course provides the students with instruction in the area of local, national, and international building and fire codes. Students learn to search and recognize the codes and regulations that deal with the health, welfare, and safety of the public in the building environment.

ID244 Lighting Design**3 quarter credits****Prerequisites: ID215 and ID219**

This course is the study of the principles and application of lighting design in interior design. Students explore factors that impact the design of lighting interior spaces including properties and performance criteria.

ID307 History of Architecture, Interiors & Furniture II**3 quarter credits****Prerequisites: ID117**

This course covers the development of architecture, interiors, furniture, and design from the late Neoclassical period to the present. The cultural, political, social, and/or economic conditions of the times are included. Assignments provide opportunities to recognize how the styles of the past continue to influence design today.

ID308 Construction Drawings & Contract Documents**3 quarter credits****Prerequisites: ID117 and ID125**

This course introduces students to the process of producing and using a set of contract architectural documents for interior spaces. Students focus on formatting and cross-referencing drawings and how to present floor plans, sections, elevations, details, notes, legends, and schedules.

ID315 Residential Design II**3 quarter credits****Prerequisites: ID215**

This course offers an in-depth study of concepts introduced in Residential Design I with application to specific needs in the home. Exploration may include advanced issues of human factors, universal design, and sustainability, designing from a global perspective, varying familial structures, aging in place, or specialty areas of the home such as home theater, home office and/or outdoor living spaces.

ID317 3D Digital Modeling**3 quarter credits****Prerequisites: ID219**

This course will introduce students to 3D modeling software as a communication tool. Students will realize their design solutions volumetrically, as part of the design process.

ID324 Advanced CAD II**6 quarter credits****Prerequisites: ID317 and ID328**

This course develops an understanding of detail setup for both engineering and architectural applications. Students will examine symbols for mechanical, plumbing, and electrical drawings. They will illustrate knowledge of inserting information to scale and demonstrate industry-appropriate layout compositions.

ID325 Environmental & Sustainable Design**3 quarter credits****Prerequisites: ID240**

This course covers the principles and practices of the design of environmentally sensitive interior spaces. Topics may include HVAC, electrical and plumbing, as well as sustainability, LEED and green design issues related to interior spaces.

ID327 Furniture Design**3 quarter credits****Prerequisites: ID125 and ID208**

This course explores the principles of furniture design. Students will apply knowledge learned in previous courses with ergonomic/ anthropometric standards and environmental issues to create furniture designs and present them through various media.

ID328 3D Digital Rendering**3 quarter credits****Prerequisites: ID219**

This course will introduce students to 3D rendering software as it applies to computer generated models. Students will have the opportunity to learn to communicate their design solutions by appropriately rendering interior models.

ID340 Commercial Design II**3 quarter credits****Prerequisites: ID240**

This course further develops the study of the commercial environment by synthesizing information gained in Commercial Design I with way-finding, universal design and accessibility, sustainability, and detailed specifications that are packaged into construction drawings and specification documents.

ID403 Advanced CAD III**6 quarter credits****Prerequisites: ID324**

This course will introduce students to the Building Information Model (BIM) concept and the tools for parametric building design and documentation. There will be a specific emphasis on design development tools including how to build a 3D model with walls, windows, doors, floors, roofs, stairs, creating reflected ceiling plans and furniture plans. Students will integrate their design knowledge and skills through the BIM approach beginning with preliminary design and finishing with the development of construction documents and a critical analysis of the completed model.

ID405 Interior Detailing**3 quarter credits****Prerequisites: ID117, ID215, and ID240**

Study the materials and fabrication techniques involved in the design and construction of basic interior details and how designers communicate these details in the document package. Students discuss such topics as cabinetry, ceilings, walls, and millwork.

ID407 Building & Mechanical Systems**3 quarter credits****Prerequisites: ID240, ID307, and ID315**

This course is a study of the materials and principles utilized in basic construction, building, and mechanical systems for residential and commercial interiors. Electrical and heating systems, ventilation, air conditioning, and plumbing are surveyed. This course also examines the concepts and theories behind indoor air quality, acoustics, lighting applications, and issues of sustainability.

ID408 Professional Practices**3 quarter credits****Prerequisites: ID240**

This course presents the principles governing the business, legal, and contractual aspects of the interior design profession for both commercial and residential applications. Marketing of design services, budgets, ethics, and client/designer/trade relationships are included within lessons of business administration. Current legislation, examinations, certification, and professional associations are discussed. Exercises in interviewing techniques and résumé writing strengthen job-search skills.

ID409 Hospitality Design I**3 quarter credits****Prerequisites: ID315, ID317, ID325, ID327, and ID340**

This course is an exploration of the design process as it applies to hotel environments. Studio work includes problem solving, space planning and programming, codes, FF and E, specifications, and presentation. History and corporate brands are also included.

ID410 Hospitality Design II**3 quarter credits****Prerequisites: ID409**

This course further develops the study of hotel environments by synthesizing information gained in Hospitality Design I. Studio work involves review of mixed use, boutique, gaming, restaurant, spa, and nightclub.

ID421 Facilities & Project Management**3 quarter credits****Prerequisites: ID340 and ID408**

This course examines the complexity of the facilities and project management and contract administration. Studies include the planning process, motivating, monitoring, and reporting performance, time management, scheduling, project control, and supervision.

ID422 NCIDQ**3 quarter credits****Prerequisites: ID408**

The National Council for Interior Design Qualifications (NCIDQ) certifies interior designers through testing methods. This course prepares the student to sit for this three-part, two-day exam. Currently, students can qualify to sit for this exam with a bachelor's degree in Interior Design and three years of appropriate work experience.

ID430 Portfolio Preparation**3 quarter credits****Prerequisites: Academic Approval Required**

This course prepares students for the transition to the professional world. It will assist in preparing students for job interviews by helping them compile a portfolio. Students will demonstrate their conceptual, design, craftsmanship, and other skills as they assemble and refine their portfolio pieces. Working individually with an instructor, each student will select representative pieces, showcasing work that reflects a unique style. Particular emphasis is placed on identifying short- and long-term professional employment goals, as well as related strategies and resources.

ID431 Portfolio Presentation**3 quarter credits****Prerequisites: ID430**

This course focuses on the completion of the portfolio. Your final portfolio should focus on your individual strengths. This work should reflect your uniqueness and your ability to meet demanding industry standards.

ID434 Graduate Project I**3 quarter credits****Prerequisites: Academic Approval Required**

Students select a subject based on their individual career aspirations and develop a project of a substantial scope. Emphasis is on real-world needs that could be better met through more responsible interior design and architecture. Content includes problem identification, analysis of user needs, observation, and information gathering. Ultimately, a design program and schematic solution are prepared that will be further developed into a complete design solution in Graduate Project II for an interior environment that will better support the psychological and physiological health, safety, and welfare of the public.

ID444 Graduate Project II**3 quarter credits****Prerequisites: ID434**

In this culminating studio course, students continue the development of a viable solution for the project initiated in Graduate Project I. Skills from the entire program are leveraged into a final portfolio project motivated by environmentally sound, cost-effective, and responsible design practices.

IMD121 Web Scripting**3 quarter credits****Prerequisites: None**

Students will have the opportunity to acquire the skills needed to develop, design, and produce basic Web pages.

IMD122 Introduction to Authoring**3 quarter credits****Prerequisites: None**

This course will introduce the student to concepts and designs utilized in the development of education, sales, and marketing presentations. Students will create an integrated, interactive, multimedia presentation using the basic concepts and principles of multimedia and graphic design.

IMD123 Program Logic**3 quarter credits****Prerequisites: None**

This course is an introduction to various logic statements used in all programming languages, providing the skills to convert written words into programming logic.

IMD132 Fundamentals of the World Wide Web**3 quarter credits****Prerequisites: None**

The increasing use of the Internet and the advent of the World Wide Web have created a growing market for individuals who can integrate aesthetic design principles coupled with Web page scripting skills. Students will create World Wide Web pages utilizing HTML, the basic scripting language of all Web documents, in addition to many of the other effects and extension scripts available for that medium.

IMD201 Web Authoring**3 quarter credits****Prerequisites: None**

This course is a study of interactive multimedia with an emphasis on the hardware, software peripherals, and interdisciplinary content required for the successful completion of interactive multimedia projects.

IMD202 Scriptwriting for Interactive Media**3 quarter credits****Prerequisites: GE110**

This course will focus on the planning, storyboarding, and scripting of media productions. Narrative scripting techniques will also be taught. Scripts will be developed with an emphasis on characterization, plotting, target audience, messages, and script format.

IMD203 Introduction to Scripting Languages**3 quarter credits****Prerequisites: IMD121**

Students will have the opportunity to develop and refine basic programming skills. Skills needed to design, develop, and produce practical applications with a specific scripting or programming language will be presented.

IMD211 Desktop Video**3 quarter credits****Prerequisites: None**

This course deals with the processes involved with desktop editing of audio and video for digital output. Topics include the operation of non-linear systems, compression schemes, special effects composition software, and shooting and editing for digital compression. Students will produce short videos for output to various storage formats or playback on digital media.

IMD213 Intermediate Scripting Languages**3 quarter credits****Prerequisites: Academic Approval Required**

Through this course, students refine and enhance programming skills. The student gains experience developing advanced applications using specific computer languages. Integration of application software will be emphasized.

IMD223 Advanced Scripting Languages

3 quarter credits

Prerequisites: IMD213

Students will refine dynamic scripting skills to develop complex interactively and applications (applets). The course also examines client-side forms in conjunction with server-side scripting applications.

IMD230 Concepts in Motion Design

3 quarter credits

Prerequisites: FS107

This course is an introduction to motion design, concepts, and techniques. Students create interactive motion using basic principles of design for timeline-based media.

IMD240 Interactive Motion Graphics

3 quarter credits

Prerequisites: IMD230, Excludes the Diploma Programs

This course is an intermediate-level course focusing on motion graphics as an interactive design solution. Students will have the opportunity to develop interactive motion graphics which incorporate created or imported original graphics.

IMD250 Interactive Motion Scripting

3 quarter credits

Prerequisites: IMD240

This course is an advanced course that applies motion graphics as an integrated interactive solution. Students will have the opportunity to script interaction, sequencing, and motion for interactive projects. Optimization is a critical consideration in the creation of the user-centered experience.

IMD302 Net Broadcasting

3 quarter credits

Prerequisites: IMD201

In this course, students have the opportunity to learn the basics of audio and video streaming technologies and apply them to sites and events. Additional attention is developed in the hands on use of the technology in the area of study.

IMD303 Design for Mobile Devices

3 quarter credits

Prerequisites: IMD223

Students will have the opportunity to learn to create custom solutions for content delivery on mobile devices by developing web application and device application user interface tools optimized for delivery on mobile devices. Students will work in class with mobile devices to learn needs, restrictions of designing for mobile devices as well as test student-designed interfaces.

IMD322 Designing for Dynamic Web Sites

3 quarter credits

Prerequisites: IMD201, IMD213 and IMD240

Students will apply user-centered design principles, database structures, and server-side scripting to create dynamic Web sites. Particular attention will be paid to design issues relating to the display of dynamic content on the screen and how that dynamic content will be delivered.

IMD323 Web Marketing

3 quarter credits

Prerequisites: RS121, IMD201 and IMD230

This course focuses primarily on marketing on the Web, addressing the elements and requirements of information distribution, advertising, or sales in this new medium. The content of the course includes an overview of major online services, portals, and developing content aggregators. Students have the opportunity to learn how to modify traditional marketing theories and strategies, as well as the demands and opportunities unique to the Web. One of these opportunities receives special attention: using server push or other push technologies to develop “shows” or “magazines” online.

IMD325 Introduction to User Centered Design**3 quarter credits****Prerequisites: IMD201 and IMD213**

This course introduces students to the concepts and processes of developing Web sites which have as a primary goal addressing and solving user needs. By exploring the process step-by-step, students will identify where user issues are raised and how they are answered. During the course, students either physically create a Web site or a prototype. Students present and defend their decisions.

IMD335 User Centered Design – Usability Testing**3 quarter credits****Prerequisites: IMD325, Excludes the Diploma Programs**

This course introduces students to concepts and techniques used in usability testing. Common ways to locate errors or problems with interactive products are presented through theories in this course. It will also focus on Web design usability testing.

IMD345 User Centered Design – Integrated Information**3 quarter credits****Prerequisites: IMD335**

This course allows the students to refine their skills relating information design to company objectives, both business and financial.

IMD401 E-Learning Design**3 quarter credits****Prerequisites: IMD201 and IMD213**

This course will introduce students to the principles of instructional design as applied to e-learning. Skill development will include goal analysis, performance objective writing, instructional strategies, and instructional materials creation.

IMD402 Designing for Server Side Technology**3 quarter credits****Prerequisites: IMD322**

E-Commerce requires more than simply translating the traditional retail or wholesale sales environment to the Web. In addition to reviewing the technical requirements, students need to understand how to assemble the appropriate elements into an effective design that supports and encourages commerce in an online environment. This course covers the design elements and the software support that contribute to online success.

IMD403 Senior Project-Research**3 quarter credits****Prerequisites: Academic Approval Required**

The student selects a Multimedia or Web Design topic for their graduate project. During the course, students research their topic and begin programming the application for their graduate projects. The emphasis is on quantitative and qualitative research, scheduling of the project, methods of presentation, and qualitative results. This class should be taken in the last year of student's program.

IMD404 Professional Practice**3 quarter credits****Prerequisites: IMD323**

This course will introduce students to business functions, operations, and structures, and explore the role of graphic design in business. Finance, business ethics, labor-management relations, organizational behavior, and marketing are among the topics to be covered. In addition, the guidelines and expectations of professional behavior will be addressed.

IMD411 E-Learning Applications**3 quarter credits****Prerequisites: IMD401**

Through this course, students are introduced to the design, development, and evaluation of effective e-learning programs. The course focuses on theoretical foundations of e-learning, types of authoring software, options for authoring systems, principles of effective design, instructional analysis, and production of e-learning materials. Students design, build, evaluate, and revise instructional applications using industry standard authoring systems.

IMD412 Senior Project Application & Defense**3 quarter credits****Prerequisites: IMD403**

This course is a continuation of Senior Project-Research Students prepare, present and defend a graduate project suitable for professional utilization.

IMD420 Professional Portfolio**3 quarter credits****Prerequisites: Academic Approval Required**

This course will guide students through the process of compiling their work into a final interactive portfolio. Students will apply techniques and strategies to market themselves in their chosen fields. Emphasis will be placed on students assessing their most marketable skills, designing storyboards for their interactive portfolios, creating professional design layouts, creating interfaces, backgrounds, buttons, audio/video elements, résumés, and print materials to support their interactive portfolios.

MMA121 Character & Object Design**3 quarter credits****Prerequisites: FS104 and FS105**

In this course, students will design and draw characters or objects for animation using line to accurately delineate the form. Students will have the opportunity to learn appropriate proportion and form for an animated character or object. Course assignments include gesture drawing, action poses, turnarounds, and the creation of 3D characters or objects.

MMA122 Introduction to 2D Animation**3 quarter credits****Prerequisites: FS101 and FS104**

This course is a study of 2D animation using a 2D paint and animation program as the primary tool. Students will study the basics of timing, weight, and anticipation. Use of a capture device, pencil tests, inking, and other 2D animation skills will be explored. The students will apply these skills through storyboarding and character studies.

MMA123 Storyboarding**3 quarter credits****Prerequisites: FS101 and FS102**

This course focuses on the application of industry-standard storyboarding and scripting techniques to animation. Contents to be covered include the various purposes and formats of storyboards, the basic terminology and concepts used in storyboarding, and the application of storyboarding techniques to the creation of storyboards with or without a written script.

MMA126 Conceptual Storytelling

3 quarter credits

Prerequisites: GE110

The course is an introduction to storytelling and the components of story. The goal is to develop storytelling skills, and an understanding of story form. Students will examine story art through story structure, character, and composition. Students will be presented with the tools, techniques, and understandings of what stories are and how they work. The course will comprise reading, writing, and discussion about traditional storytelling as well as the impact of technology and interactivity on storytelling. Students will learn to craft, analyze, and critique stories while working with the tools necessary to present material in digital format.

MMA201 3D Modeling

3 quarter credits

Prerequisites: None

Though critical analysis, the student will apply basic design principles to the solution of visual problems using elements of 3D design. The student will conceptualize 3D coordinate systems, construct 3D models, and perform mathematical computations as they apply to geometric construction.

MMA202 Computer Paint

3 quarter credits

Prerequisites: FS107

This course is an introduction to the computer as an illustration medium. Assignments are designed to explore "surface" qualities, texture, image layering, automatic distortions, additive color theory, color mixing with light, digitizing video camera input, resolution systems and color digitizing. This course will explore issues of hard copy and problems with reproduction.

MMA203 Intermediate 2D Animation

3 quarter credits

Prerequisites: MMA121, MMA122, and MMA123

In this course, students have the opportunity to learn and apply techniques to create ten-second animation with a purpose. Addition of multiple characters increases the level of complexity and necessitates a short story line. Use of a capture device, pencil tests, inking, and other 2D skills will be explored.

MMA211 3D Animation

3 quarter credits

Prerequisites: MMA122 and MMA201

This course explores the fundamental techniques used to create animation in a 3D environment on a computer. Specific animation features and functions of the given software will be discussed and applied to the creation of short 3D animation compositions. Emphasis will be placed on transferring basic animation techniques into a computer-generated 3D animation composition.

MMA212 Camera & Lighting Techniques

3 quarter credits

Prerequisites: MMA201

This course explores the various camera and lighting techniques as applied to computer animation. Discussions will cover the general concepts and principles of camera moves and lighting in computer animation. Focus will be placed on applying camera and lighting techniques to computer-generated animation.

MMA213 Advanced Life Drawing

3 quarter credits

Prerequisites: FS105

Continuing to develop the various drawing skills from all preceding drawing courses, students will further develop their drawing skills as applied to animation or graphic design. Emphasis will be placed on simplifying drawings through contour lines, and color generating impressions of form under time constraints, and expressing emotion through the use of abstract line, form and color.

MMA214 Background Design & Layout

3 quarter credits

Prerequisites: MMA201

This course focuses on the fundamentals of background layout with an emphasis on perspective, composition, design basics, staging, mood, texture and lighting. Students will also have the opportunity to learn the basics of using props as background and foreground design elements.

MMA222 Digital Video Editing

3 quarter credits

Prerequisites: DFVP131

In this course, students explore the features and functions of video editing systems and learn to edit video using linear and/or non-linear video editing systems. Students will also explore various media available for output of animation and use the appropriate equipment to output animation to tape.

MMA225 Hard Surface & Organic Modeling

3 quarter credits

Prerequisites: MMA201

This course covers advanced modeling techniques used for building organic and hard surface objects and environments.

MMA305 Background Design & Layout

3 quarter credits

Prerequisites: MMA225

This course focuses on the fundamentals of background layout with an emphasis on perspective, composition, design basics, staging, mood, texture, and lighting. Students will also have the opportunity to learn the basics of using props as a background and foreground design.

MMA306 Character Modeling

3 quarter credits

Prerequisites: MMA225

This course covers advanced modeling techniques used for building a 3-dimensional character. Students will explore techniques of character modeling to include various approaches to figure construction.

MMA307 Material & Lighting

3 quarter credits

Prerequisites: MMA225

In this class, students will be introduced to materials, textures and lighting strategies to add detail and realism to objects without adding complexity to the model. Students will simulate real world surfaces containing reflection, refraction and other effects.

MMA308 Advanced Drawing for Animation

3 quarter Credits

Prerequisites: FS105

Building on knowledge from preceding drawing courses, students will develop their drawing skills in the context of professional media arts and animation applications. This course will place emphasis on advanced drawing techniques and strengthening skills through real world observation.

MMA311 Special Topics for Media Arts & Animation

3 quarter credits

Prerequisites: MMA211

This course allows the student to select special topics in animation and produce such animations under the guidance of an instructor. The student will be exposed to the various applications of animation and apply their animation skills to chosen topics.

MMA316 Character Animation**3 quarter credits****Prerequisites: MMA329**

This is an advanced level 3D animation course building on techniques learned from previous modeling and animation courses. Student will learn how to apply real-life action sequences to characters.

MMA321 Compositing**3 quarter credits****Prerequisites: MMA211**

This course will continue the development of the skills used in finalizing an animation project, using various compositing software. This class will reinforce concepts, techniques, and vocabulary that students learned in previous classes. More sophisticated tools and techniques will be introduced, and each student will produce a final, edited animation, including special effects. Concepts presented will include: nonlinear digital editing, sound, composition, layering, file management, color management, and video concepts. Work will focus on students' own animations.

MMA325 Pre- Production Team**3 quarter credits****Co-requisites: MMA203 and MMA307**

This course will expose students to the preproduction processes used in the animation and related industries. The primary components of the course will be a thorough review of all preproduction activities and project management. Students will participate in production teams and will focus on planning of all aspects of an animation production.

MMA326 Motion Graphics**3 quarter credits****Prerequisites: MMA211**

This course is an introduction to the use of titling in the theatrical and broadcast graphics. Techniques for design and implementation will be covered. Students will produce title sequences and montages integrating image manipulation applications and other image processing support.

MMA327 Intermediate 3D Animation**3 quarter credits****Prerequisites: MMA211 and MMA307**

Built upon the foundation of 3D Animation, this course continues to explore the various techniques to create animation in a 3D environment on a computer. Specific animation features and functions of the given software will be discussed and applied to the production of short 3D animation projects. Emphasis will be placed on synthesized use of animation techniques in a computer-generated 3D animation.

MMA328 Advanced Lighting & Texturing**3 quarter credits****Prerequisites: MMA307**

In this course, students will continue to develop lighting and texturing skills.

MMA329 Character Rigging**3 quarter credits****Prerequisites: MMA306**

This course is to introduce the student to fundamentals of character setup. The character setup will be tested by animation assignments. During the course each student will create, set up and test a character model.

MMA405 3D Visual Effects**3 quarter credits****Prerequisites: MMA327 and MMA328**

Effects animation takes students through the basics of making special effects. Students will be using such tools as particles, soft bodies, dynamics, and expressions to create several scenes.

MMA406 Advanced 3D Animation**3 quarter credits****Prerequisites: MMA327**

This course continues to explore the various techniques to create animation in a 3D environment on a computer. Emphasis will be placed on the advancement of animation techniques as learned in Intermediate 3D Animation.

MMA411 Traditional Animation Studio**3 quarter credits****Prerequisites: MMA325**

Students work with team members on actual animation jobs from the field, or create a full-length animation with a purpose. In this advanced course, all nuances of project creation, production, and postproduction are taught.

MMA412 Animation Production Team**3 quarter credits****Prerequisites: MMA325**

This course is a special project course where students utilize their knowledge of modeling, animation, interactivity, processing, and compositing software to create a team project. The student will work cooperatively to achieve a common goal similar to industry experience. Optional internships may be available for students who qualify.

MMA414 Portfolio Production**3 quarter credits****Prerequisites: Academic Approval Required**

In this course, students will complete portfolio pieces, organize them for presentation, and focus on works that reflect and enhance their individual strengths in computer animation. This course enables students to define and pursue their career path.

MMA416 Computer Animation Studio**3 quarter credits****Prerequisites: Academic Approval Required**

Utilizing advanced computer programs, students will be able to design, produce, and edit imaginative animation sequences. Special topics in modeling and animation will be covered, such as advanced concepts, lighting, compositing, special effects, camera moves, audio and inverse kinematics.

MMA425 Animation Portfolio**3 quarter credits****Prerequisites: Academic Approval Required**

The objectives of this course are to complete the digital portion of the student's portfolio, to assess its strengths and weaknesses, to correct those weaknesses and augment the student's strengths, and to produce a professional-level presentation. This course will also stress the importance of professional development and help the student obtain the necessary completion of the initial job search requirements.

PHG110 Principles of Photography**3 quarter credits****Prerequisites: None**

In this fundamental course, students will identify basic photographic tools and their intended purposes, including the proper use of various camera systems, light meters, and film selection. Students will analyze photographs to determine their positive and negative attributes and apply these principles to produce their own visually compelling images by employing the correct photographic techniques.

PHG120 Lighting**3 quarter credits****Prerequisites: PHG110**

Introducing students to the basic concepts and principles of lighting for photography, the course emphasizes the need to recognize and to control the qualities of natural and artificial light when creating a quality photographic image. Applying the skills that they acquire, students have the opportunity to learn to light the three universal photographic surfaces.

PHG130 Survey of Photography**3 quarter credits****Prerequisites: None**

Students receive an overview of the photographic industry, including specialty fields available to professional photographers and a history of these fields. A working knowledge of these career fields is obtained through lectures presented by working professionals, along with field trips to a variety of businesses within the photographic industry.

PHG140 Large Format Photography**3 quarter credits****Prerequisites: PHG110**

Students become familiar with large format photography and the view camera. Through hands-on projects, students have the opportunity to gain an understanding of and technical proficiency with the control and operation of the view camera. Large format photography also serves as the prerequisite to all other studio-based classes.

PHG150 Photographic Design**3 quarter credits****Prerequisites: PHG110**

This course requires students to demonstrate their ability to define and solve advanced design problems. Students will analyze the characteristics and purposes of various problems and then offer clear and creative solutions for each. The students are expected to communicate ideas using symbolism appropriately.

PHG160 History of Photography I**3 quarter credits****Prerequisites: PHG130 and GE110**

This class increases the students' understanding of the history of photography through the discussion of recognized photographers and their influence on society. This course provides a framework for critically considering photographs through describing, interpreting, evaluating, and theorizing. Students are expected to write papers and review exhibitions.

PHG220 Advanced Lighting**3 quarter credits****Prerequisites: PHG120**

This course expands on the Lighting course, with an emphasis on lighting for products and people both in the studio and on location. Introduction to the necessary and correct utilization of electronic flash and lighting tools in the studio and on location are covered.

PHG230 Editorial Photography**3 quarter credits****Prerequisites: PHG110**

In this course, students will have the opportunity to learn to photograph "people" featured in advertising and editorial layouts. Specific subjects covered are the fields of fashion, advertising design, and marketing, with concentration on editorial portraits through completion of studio location projects.

PHG240 Photo Criticism**3 quarter credits****Prerequisites: PHG160**

This course will offer an in-depth study into photographic criticism. To assist students in developing a vocabulary for critically analyzing photographs, they will look carefully at contemporary critical thought. Further study will examine how personal beliefs and cultural values are expressed and represented in photography.

PHG260 Business of Photography**3 quarter credits****Prerequisites: None**

In Business of Photography, the basic concepts and principles of running a photographic-related business are presented. Emphasis is placed on the legal and pricing aspects that are specific to the photographic industry.

PHG310 Advertising/Art Direction**3 quarter credits****Prerequisites: RS121 and PHG160**

This course brings together Graphics and Photography students in collaborative exercises that give each exposure to some of the dynamics and complexities each will experience when involved on real-world creative teams in which the art director is responsible for the final outcome of the assigned imagery. Students will also become familiar with the basic terminology associated with the other discipline.

PHG320 History of Photography II**3 quarter credits****Prerequisites: PHG160**

This course will examine the emerging photographic styles and perspectives of a new generation of photographers reacting to the cultural revolution of the 60's and 70's; the eruption in the 80's of Post-Modernism and Critical Theory; and the digital revolution of the 90's. Students will further examine contemporary issues focusing on the theoretical swing from Post-Modernism back to Modernist practices. Students will also look at the popular trend of using alternative processes from the nineteenth century.

PHG330 Studio Photography**3 quarter credits****Prerequisites: PHG140**

The challenges of studio photography are studied via a variety of assignments that require students to photographically render various subjects with the appropriate clarity and artistry dictated by the assignment criteria.

PHG340 Location Photography**3 quarter credits****Prerequisites: PHG220**

This course explores the special needs of location photography. The planning and logistics of shooting on location are covered, including transportation, scouting, permits, and billing. In addition to lighting, metering, and other photographic controls will be demonstrated in a variety of assignments related to fashion, portraiture, still life, product, stock, and architectural photography. Students work alone and in teams, thus sharing a number of photographic and support roles.

PHG350 Portraiture Photography**3 quarter credits****Prerequisites: PHG220**

Workshops and critiques enable the student to have the opportunity to learn basic portrait techniques applicable to general portraiture and consumer, corporate, advertising, and editorial photography. Course emphasis is on classical portraiture with attention given to the use of lighting, posing, and facial view to create a flattering portrait.

PHG360 Marketing & Promotions**3 quarter credits****Prerequisites: PHG260**

This course explores professional development tools, including résumés, cover letters, networking, and interviewing. Students develop individual plans to market their talents to assist in finding work after graduation, with emphasis on targeting markets to suit their personal goals.

PHG370 Photo Essay I**3 quarter credits****Prerequisites: PHG220**

In this course, the student will develop extended photographic narratives. This course will carry the student through the process of producing sets of imagery that conveys a story or ideas that have little written narrative support. Photographs will be analyzed not only for their stand-alone creative content, but for their ability to introduce transition and conclude a picture story with maximum visual effect. The success of the essay will be through historical and cultural context, in-depth research, and methods of project development.

PHG380 Photojournalism**3 quarter credits****Prerequisites: PHG220**

In this course, students will obtain an accurate picture of photojournalism as presented by seasoned professionals. Emphasis is placed on creativity, content, gathering of information, and layout. Students will learn that this field is one that requires dedication and drive. They will be shown examples of photojournalism and will be required to produce their own renditions of the picture study, magazine covers, and page layouts for all types of print media.

PHG390 Creative Concepts**3 quarter credits****Prerequisites: PHG320 and PHG330**

This course concentrates on the exploration of image concepts, content, symbolism, and narrative potential of photography. Emphasis will be placed on experimenting with alternatives to the single “documentary-style” traditional approach to photography. Students will be challenged to develop a wider understanding of possible photographic solutions to problems of communication and self-expression.

PHG410 Corporate/Industrial Photography**3 quarter credits****Prerequisites: PHG390**

Students explore the special needs and challenges of the corporate and industrial photographer through a wide variety of assignments that these photographers are called on to execute. Students will shoot and produce assignments related to annual reports that will include executive portraiture, corporate events, architectural and product photography.

PHG420 Fashion Photography**3 quarter credits****Prerequisites: PHG390**

Through visual examples, assignments, and critiques, this course introduces students to the field of fashion photography. With the use of location and studio assignments, students develop a basic understanding of the photographic techniques required in the fashion photography industry.

PHG430 Photo Essay II**3 quarter credits****Prerequisites: PHG370 and PHG390**

In this course, the student will be involved in advanced visual production. The class will explore and communicate current opinions, trends and newsworthy events. Single and multiple narratives, editorial portraiture and illustration will be developed for the purpose of producing a prototype publication.

PHG 440 Architectural Photography**3 quarter credits****Prerequisites: PHG390**

In this course, students examine architectural photography, including the planning, lighting, and photographing of interiors and exteriors. Students use cameras and software to control perspective and mixed lighting conditions.

PHG450 Exhibition Printing**3 quarter credits****Prerequisites: Academic Approval Required**

In this laboratory class, participants will produce final portfolio prints, as well as final exhibition prints of gallery quality. Special attention will be paid to quality control as demonstrated in effective dust- and artifact-aberration control, tonal and color control, archival preparation, and gallery-quality presentation.

PHG470 Business Operations & Management**3 quarter credits****Prerequisites: PHG360**

Important business management skills and a range of practical, legal, and ethical issues for the self-employed professional photographer form the basis of this course. Students have the opportunity to learn how to set up a business, research potential clients and contacts, put together price lists and invoices, and gain a general recognition of client needs. Course material includes promotion, pricing, accounting, studio overhead, and the development of a business plan.

RS100 Survey of Media & Design**3 quarter credits****Prerequisites: None**

This course will present a survey of the design fields. Specifically, it will focus on entry-level jobs and responsibilities, career paths, characteristics and necessary skills for success, regional differences in employment, types of projects and products, and an introduction of the path from concept to product in each of the industries.

RS110 Business Fundamentals**3 quarter credits****Prerequisites: None**

This course is designed to examine entrepreneurial enterprises as a means of self-employment. The course provides a detailed view of the concepts, practices, strategies, legalities, and decisions involved in successfully establishing and operating one's own business. The basic structure of this course will guide the student in developing a strong working knowledge of creating business credit and banking relations.

RS111 Business Law**3 quarter credits****Prerequisites: None**

This course includes the study of basic legal principles related to the conduct of business. Specifically, this course includes an overview of the legal system, contracts, personal property, intellectual property, real property, law of sales, agency and employment law, business organizations, insurance, security devices, bankruptcy, and alternative dispute resolution.

RS121 Fundamentals of Marketing**3 quarter credits****Prerequisites: None**

This course addresses the fundamental concepts and principles of marketing. The overview of marketing provided here will help place knowledge in a framework and understand how each component contributes to the strength and utility of a marketing plan. Students will also have the opportunity to learn how to identify the ways in which world events and cultural assumptions influence marketing.

RS125 Fundamentals of Advertising**3 quarter credits****Prerequisites: None**

This course is a basic introduction to advertising, its history, potential and limitations. We will examine various definitions of advertising and different methods of communication, as well as the advertising spiral, advertising objectives, advertising copy, and federal regulations. In addition, we will look at how advertising has changed over the years and been affected by the culture that has produced it. Learning about the major events, trends, and influences on advertising will help the student place current events in context and help nourish the student's understanding of the possibilities of various types of ads and advertising campaigns. The course will also help the student recognize and capitalize on emerging trends.

RS200 Career Development**3 quarter credits****Prerequisites: Academic Approval Required**

This course is a study of how to present oneself successfully as a self-marketing venture. Students focus on the mechanics of the job search process (networking, résumé, interview, generating positive impressions, and cover letters) and the development of the oral communication skills needed in all aspects of professional life. Particular emphasis is placed on identifying short- and long-term professional employment goals, as well as related strategies and resources.

RS201 Portfolio Preparation**3 quarter credits****Prerequisites: Academic Approval Required**

This course will prepare students for job interviews by helping them compile a portfolio. Students will demonstrate their conceptual, design, craftsmanship, and other skills as they assemble and refine their portfolio pieces. Working individually with an instructor, each student will select representative pieces, showcasing work that reflects a unique style.

RS202 Portfolio Presentation**3 quarter credits****Prerequisites: Academic Approval Required**

This course will guide students through the process of compiling their work into a final interactive portfolio. Students will apply techniques and strategies to market themselves in their chosen fields. Emphasis will be placed on students assessing their most marketable skills and designing résumés and printed material to support their portfolios.

RS221 Introduction to Accounting Principles**3 quarter credits****Prerequisites: GE105**

This course introduces the basic concepts of financial accounting, including the principles upon which the determination of a company's net income and financial position are based. The course presents the accounting cycle, recording process, financial statements, budgetary planning, and performance evaluation. Basic financial statements are introduced, the items included in these reports and the economic events and accounting related to them. The course provides information to facilitate how to use and interpret accounting information.

RS225 Copyright Law**3 quarter credits****Prerequisites: None**

Copyright Law provides an in-depth exploration of competitive business practices with emphasis on the protection of intellectual property, including copyright, trademark, business and service marks.

RS251 Project Management**3 quarter credits****Prerequisites: Academic Approval Required**

This course focuses on the multimedia project management process and development of the project team as key to the successful achievement of multimedia project goals. The process examines the main elements required in every proposal/plan, time frame, and budget. Key areas of multimedia project teams serve to support the fundamental approach that every project team is tailored to achieve project results efficiently and effectively.

RS299 Externship**3 quarter credits****Prerequisites: Academic Approval Required**

Through a field internship experience, students will be able to apply acquired subject matter and career/professional skills in a real and practical situation. The main objectives of the internship are to allow students the opportunity to observe and participate in the operation of successful businesses relating to their fields of study. The students will gain experience needed to enter the field upon graduation.

RS300 Educational Travel**3 quarter credits****Prerequisites: Academic Approval Required**

This course is a combination travel experience and methodology-based practicum designed to allow students to experience other cultures and then to record, analyze, and distill those experiences as visually expressive projects. The student will work in conjunction with a Faculty Advisor and develop a project specific to the student's interests and experiences, and representative of his or her major.

RS321 Principles of Marketing Research**3 quarter credits****Prerequisites: RS121**

The use of the marketing research process as a tool for solving management problems is a focus of this course. The source of data, sampling procedures, questionnaire design, data collection, and analysis will be covered.

RS341 Human Resource Management**3 quarter credits****Prerequisites: None**

This course is designed to provide an overview and foundation for all facets of human resource management. Topics will include job design, labor relations, recruitment, selection, and development of employees, compensation administration, employee appraisal, and government regulations involved with equal employment opportunity, affirmative action, accommodations, Fair Labor Standards Act, and workplace safety. The strategic aspect of human resource management will be explored in depth.

VEMG201 Graphic Symbolism**3 quarter credits****Prerequisites: FS106**

This course examines the importance of graphic symbols in design. Logos and other symbolic images will be examined in historic and contemporary contexts. Graphic elements, including typography, simplified imagery, and abstract shapes, will then be utilized to create individual symbolic designs and compositions.

VEMG211 Intermediate Visual Effects I**3 quarter credits****Prerequisites: None**

This course will explore various techniques to create and implement CGI into live action. The course will also explore various methods of compositing and compositing concepts to enhance and expand productivity. Specific animation features and functions of the given software will be discussed and applied to the production of short 3D animation projects. Emphasis will be placed on creating CG environments and integrating elements into live action.

VEMG222 Intermediate Broadcast Graphics**3 quarter credits****Prerequisites: None**

This course will expose students to the disciplines used in finalizing a video or animation project using compositing software. The class will reinforce compositing concepts, techniques, and vocabulary that students have learned in previous classes. More sophisticated tools and techniques will be introduced. Each student should produce a final edited project utilizing these skills.

ADMISSIONS INFORMATION

High School Proof of Graduation (POG)

In order to matriculate at The Art Institute of Salt Lake City, a student must provide proof of graduation (POG) from high school that is acceptable to The Art Institute of Salt Lake City in the form of one of the following:

- a) An official high-school transcript from a high school whose accreditation is recognized by the U.S. Department of Education;
- b) General Educational Development (GED) test scores;
- c) An official transcript from a postsecondary school whose accreditation is recognized by the U. S. Department of Education—that demonstrates completion of a bachelor's, master's, or higher degree;
- d) In lieu of the GED, an equivalent exam approved in the laws or regulation of a specific state (such as the California High School Proficiency Exam—CHSPE).

Other admissions requirements follow. Please note that a certificate of attendance or completion, or a diploma based on the passing of a series of tests other than the GED (with the exception of item d. above), is not acceptable. Under certain conditions, a student may begin classes on a conditional basis with a less formal proof of graduation. The student will have 90 days from the first day of scheduled classes to produce the documentation noted above. If the POG is not received, the student may be terminated from school.

Admissions Procedures

All individuals seeking admission to The Art Institute of Salt Lake City will be interviewed in person or by phone by an Assistant Director of Admissions. The purposes of this interview is as follows:

- To explore the prospective student's background, interests, and career goals as they relate to the programs offered by The Art Institute of Salt Lake City;
- To assist the prospective student in identifying the appropriate area of study, based upon background, interests, and career goals;
- To provide information concerning curriculum offerings and support services available at The Art Institute of Salt Lake City;
- To assess whether or not the prospective student has a reasonable chance of successfully completing the program of study.

Each applicant must :

- create an original essay of at least 150 words stating how an education at The Art Institute of Salt Lake City will help in attaining career goals.
- submit a personal portfolio (Game Art & Design only).
- provide official transcripts for high school, GED, and/or college.
- take the Accuplacer or provide satisfactory SAT or ACT scores to determine their preparedness for college-level English and/or mathematics. (Those applicants who have already taken college level mathematics and/or English, and have received a C or better, will be eligible for transfer credit in these subjects and will be excused from the tests in which they will receive transfer credit.)

An admissions application with completed essay must be completed and signed by the applicant (and parent or legal guardian if the applicant is under 18 years of age) and submitted to The Art Institute of Salt Lake City with a application and administrative fees totaling \$150. After all admissions materials are received, applicants are evaluated by the Admissions Committee. The Admissions Committee is comprised of faculty and staff who are committed to student success. Once a student has applied for admission to The Art Institute of Salt Lake City, they must complete and sign an enrollment agreement and conditional class start agreement and return to the school prior to matriculation.

The goals of the admissions process are to determine if applicants have a reasonable chance of success, based upon past academic records, and that the chosen program of study is appropriate based upon the applicant's stated career goals. In some cases, the applicant may be asked to provide additional

information, or to meet with the Academic Department Director to assist in the assessment of the applicant. Applicants still in high school may be conditionally accepted until proof of graduation is obtained. Applicants will be notified in writing of The Admissions Committee's decision. Any applicant who is denied acceptance may file an appeal in writing to the Dean of Academic Affairs within three days of notice of denial.

The Art Institute of Salt Lake City is in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act. The Art Institute of Salt Lake City does not discriminate against its employees or applicants because of race, ancestry, color, creed, religion, sex, sexual orientation, age, national origin, disability, genetic marker or any other characteristic protected by state, local, or federal law. Applicants requiring additional educational or tuition assistance will be referred to appropriate government agencies or other special educational institutions equipped to handle such situations. For information, please contact the Director of Admissions. The Art Institute of Salt Lake City reserves the right to request any additional information deemed necessary to evaluate an applicant's potential for academic success.

A student must be accepted before starting class.

Orientation

An orientation program is held for all new students. Parents are welcome to attend. Students will be advised of the date and time.

TRANSFER CREDIT

Contact the office of The Dean of Academic Affairs for all matters related to Transfer Credit and Program Change.

TRANSFER OF CREDIT BETWEEN ART INSTITUTES SCHOOLS

Associate's Degree Graduates to Bachelor's Degree Program:

A serious attempt will be made to insure that all Associate Degree credits earned by graduates of an Art Institutes school will transfer to the same program at all Bachelor's Degree Art Institutes within the system. Such graduates will attain upper division status. However, differing state and accrediting regulations may require additional courses at the Associate's Degree level. If the Associate Degree transferred by the graduate has been updated with the addition of new competencies, the Dean of Academic Affairs has the discretionary authority to add a course(s) at the Associate's Degree level.

Associate's Degree credits earned by graduates of an Art Institutes school for which there is no corresponding Bachelor's Degree, will be evaluated on a course-by-course basis for applicability to the new program of study. Only those courses and credits required for graduation in the new program of study will be accepted. All conditions in the following Associate's Degree credits to Associate's/Bachelor's Degree Program procedure apply.

Transcripts

Official transcripts must be sent to the Admissions Office of the admitting Art Institutes school prior to the class start. Transcripts submitted after the student's first quarter of attendance at The Art Institutes school may be considered for transfer credit, at the discretion of the Dean of Academic Affairs.

Associate's Degree Credits to Associate's/Bachelor's Degree Program:

Associate's Degree credits, with a grade of "C" or better, from an Art Institutes school, earned by students who do not hold an Associate's Degree, will transfer to the same program at the Associate's Degree or Bachelor's Degree level. Differing state and accrediting regulations may require additional courses at the Associate's Degree level. If the Associate Degree transferred by the student has been updated with the addition of new competencies, the Dean of Academic Affairs has the discretionary authority to add a course(s) at the Associate's Degree level and/or Bachelor's Degree level.

Transcripts

Official transcripts must be sent to the Admissions Office of the admitting Art Institutes school prior to the class start. Transcripts submitted after the student's first quarter of attendance at an Art Institutes school may be considered for transfer credit, at the discretion of the Dean of Academic Affairs.

Course Descriptions

The official descriptions of the courses submitted for transfer credit must be comparable to the coursework at an Art Institutes school. Official course descriptions from the sending college or a college catalog will be used to determine comparability and must be received prior to the class start.

Level of Transfer Credits

Only college-level credits (100 level course or equivalent) taken at an accredited institution of higher education will be considered for transfer. No remedial courses will be considered.

Grades of Transfer Credits

Courses with earned graded of "C" (2.0) or better will be considered for transfer credit.

Course Prerequisites and Sequence of Courses

Course prerequisites and course sequences are to be observed to assure appropriate student skill development.

Proficiency Credit

Official documents (CLEP or AP scores) related to transfer or proficiency credit must be received by an Art Institutes school prior to the class start. No more than 25 percent of program credits will be considered for any type of proficiency credit.

Class Proficiency Test

Requests for testing out of specific classes approved by the Institute must be made through the Department Director prior to the class start. No more than 25 percent of program credits will be considered for any type of proficiency credit.

Portfolio Review. Requests for portfolio review, and/or relevant work experience documented by appropriate samples of work outcomes, references, and verification of employment must be received prior to the class start.

Allowable Total Transfer of Credit

Students may be granted as much as 75 percent of the total program credits required for graduation. Students must earn in residency a minimum of 25 percent of the total program credits required for graduation. Due to regulatory considerations, at some Art Institutes schools, the minimum percentage of total program credits that must be earned in residency may vary from the standard above.

TRANSFER OF DEGREES AND COURSE CREDIT FROM COLLEGES AND UNIVERSITIES BEFORE MATRICULATION AT AN ART INSTITUTE SCHOOL**Transcripts**

Official transcripts must be sent to the Admissions Office of the admitting Art Institutes school prior to the class start. Transcripts submitted after the student's first quarter of attendance at an Art Institutes school may be considered for transfer credit, at the discretion of the Dean of Academic Affairs.

Course Descriptions

The official descriptions of the courses submitted for transfer credit must be comparable to the coursework at an Art Institutes school. Official course descriptions from the sending college or a college catalog will be used to determine comparability and must be received prior to the class start.

Level of Transfer Credits

Only college-level credits (100 level course or equivalent) taken at an accredited institution of higher education will be considered for transfer. No remedial courses will be considered.

Grades of Transfer Credits

Courses with earned graded of "C" (2.0) or better will be considered for transfer credit.

Course Prerequisites and Sequence of Courses

Course prerequisites and course sequences are to be observed to assure appropriate student skill development.

Proficiency Credit

Official documents (CLEP or AP scores) related to transfer or proficiency credit must be received by an Art Institutes school prior to the class start. No more than 25 percent of program credits will be considered for any type of proficiency credit.

Class Proficiency Test

Requests for testing out of specific classes approved by the Institute must be made through the Department Director prior to the class start. No more than 25 percent of program credits will be considered for any type of proficiency credit.

Allowable Total Transfer of Credit

Students may be granted as much as 75 percent of the total program credits required for graduation. Students must earn in residency a minimum of 25 percent of the total program credits required for graduation. Due to regulatory considerations, at some Art Institutes schools, the minimum percentage of total program credits that must be earned in residency may vary from the standard above.

Portfolio Review

Requests for portfolio review, and/or relevant work experience documented by appropriate samples of work outcomes, references, and verification of employment must be received prior to the class start.

TRANSFER CREDIT AFTER MATRICULATION (CONCURRENT ENROLLMENT OR RE-ENTRY TO THE INSTITUTION) AT AN ART INSTITUTES SCHOOL

NOTE: Transfer credit after matriculation must be completed prior to the student's final term of study.

CONCURRENT ENROLLMENT: Requests for transfer of credit from accredited institutions of higher education, for a course taken concurrently with an Art Institutes school full-time schedule, after a student's matriculation at an Art Institutes school may be made to the Dean of Academic Affairs. Transfer Credit may be awarded if all other criteria for transfer of credit are met, and if the institution permits concurrent enrollment.

Approval Needed

Requests for concurrent enrollment in a course at another college or university while the student is on full-time status at an Art Institutes school (according to the US Department of Education's definition of the term) must be approved by the General Education Director, the Department Director, or the Dean of Academic Affairs prior to enrollment in the course.

Full-time Status

The student must be enrolled full-time at an Art Institutes school at all times during the concurrent enrollment at another college or university.

One Course Limit

Only one course per quarter in concurrent enrollment will be accepted.

Grading

The concurrent enrollment course must be passed with a grade of "C" or better. The student's record at the Art Institute will reflect a "TR" grade. The grade will not be factored into the GPA or the CGPA.

Completion Deadline

Credit will awarded for the course when documentation is produced that the course was successfully completed.

Delay of Graduation

Concurrent enrollment course taken during the last quarter of an Art Institutes school enrollment will in all probability delay graduation by one quarter.

Transcripts

Official transcripts must be sent to the Dean of Academic Affairs upon successful completion of the concurrent enrollment course.

TRANSFER CREDIT UPON RE-ENTRY TO THE INSTITUTION: Requests for transfer of credit from accredited institutions of higher education, for a course taken while a student was not in attendance at an Art Institutes school, but after a student's initial matriculation at the school may be made to the Dean of Academic Affairs. Transfer Credit may be awarded if all other criteria for transfer of credit are met.

Grading

The course(s) must be passed with a grade of "C" or better. The student's record at an Art Institutes school will reflect a "TR" grade. The grade will not be factored into the GPA or the CGPA.

Timeliness of Coursework

Certain courses are time-sensitive with respect to the technology used in the course. Evaluation of the appropriateness of transfer for these types of courses will be at the discretion of the Dean of Academic Affairs.

CHANGE OF PROGRAM WITHIN AN ART INSTITUTE SCHOOL

A student petitioning to transfer from one program to another within the Institute must obtain approval from the Department Director of the department from which the student is transferring. The student's coursework and earned credits will be reviewed for applicability to the new major. Only those credits required for graduation in the new major will be transferred to the new program and counted toward graduation. Only one change of major is allowed per student.

TRANSFER OF CREDIT TO OTHER INSTITUTIONS

Art Institutes schools do not imply or guarantee that credits completed will be accepted by or transfer into any other college, university, or institution. Each institution sets its own policies regarding the acceptance of credit from other institutions. Students interested in transferring credit earned at the Institute to another institution should contact the institution and request their policies on credit transfer.

The Art Institute of Salt Lake City is accredited by the the Accrediting Council for Independent Colleges and Schools (ACICS), an accrediting agency recognized by the United States Department of Education to confer the Bachelor of Science, Bachelor of Arts, Associate of Science and Diploma. However, the fact that a school is licensed and accredited is not necessarily an indication that credits earned at that school will be accepted by another school. In the U. S. higher education system, transferability of credit is determined by the receiving institution taking into account such factors as course content, grades, accreditation and licensing. The Art Institute of Salt Lake City is exempt from registration pursuant to the Utah Postsecondary Proprietary School Act.

The mission of The Art Institute of Salt Lake City is to help you to prepare for entry-level employment in your chosen field of study. The value of degree programs like those offered by The Art Institute of Salt Lake City is their deliberate focus on marketable skills. The credits earned are not intended as a stepping

stone for transfer to another institution. For this reason, it is unlikely that the academic credits you earn at The Art Institute of Salt Lake City will transfer to another school.

Programs offered by one school within The Art Institutes system may be similar to but not identical to programs offered at another school within the system. This is due to differences imposed by state law, use of different instructional models, and local employer needs. Therefore, if you decide to transfer to another school within The Art Institutes system, not all of the credits you earn at The Art Institute of Salt Lake City may be transferable into that school's program.

If you are considering transferring to either another Art Institute or an unaffiliated school, it is your responsibility to determine whether that school will accept your Art Institute credits. We encourage you to make this determination as early as possible. The Art Institute of Salt Lake City does not imply, promise, or guarantee transferability of its credits to any other institution.

Credit for Advanced Placement (AP) and International Baccalaureate (IB) Courses

Students who have participated in AP or IB programs during their secondary school careers, and who have taken the applicable examinations, are eligible for credit for equivalent courses at The Art Institute of Salt Lake City. Students must earn a score of 3 or higher on an AP exam, or a score of 4 or higher on an IB exam. Copies of AP or IB score reports must be submitted to the Admissions Office as part of the application process. Advanced placement credit will be recorded on the student's transcript as "P" credit. While the credit will count toward the required number of hours of credit toward the student's program, no grades will be assigned. This credit will not be computed in the student's GPA or CGPA and will not count as credit attempted.

Credit for Secondary School Articulation Agreements

The Art Institute of Salt Lake City has established articulation agreements for certain high school programs. Students eligible for advanced standing credit resulting from such an articulation agreement should submit an articulated credit application and any required documentation to the credit transfer evaluator as part of the application process. Articulated credit will be recorded on the student's transcript as "P" credit. While the credit will count toward the required number of hours of credit toward the student's program, no grades will be assigned. This credit will not be computed in the student's GPA or CGPA and will not count as credit attempted.

Credit for College Level Examination Program (CLEP) Tests

Students may earn advanced standing credit for Art Institute courses based on equivalent CLEP examinations provided they score in the fiftieth (50th) percentile or higher. CLEP examination score reports should be submitted to the Admissions Office prior to enrollment at The Art Institute. In some cases, currently enrolled students just beginning a program may be allowed to take a CLEP exam for credit. Those students must meet with the credit transfer evaluator prior to registering for any CLEP exam and CLEP scores must be received no later than 90 days after the student's start in a program. More information about the CLEP program may be obtained from the credit transfer evaluator in the Academic Affairs Office. CLEP credit will be recorded on the student's transcript as "P" credit. While the credit will count toward the required number of hours of credit toward the student's program, no grades will be assigned. This credit will not be computed in the student's GPA or CGPA and will not count as credit attempted.

Credit for Military Training and/or Experience

Students with prior training and/or education received as part of their military experience may be eligible for advanced standing credit based on the results of DANTES or DSST examination scores, or as recommended in the American Council on Education's (ACE) Guide to Educational Credit by Examination, or in the ACE Guide to the Evaluation of Educational Experiences in the Armed Services. Military credit will be recorded on the student's transcript as "P" credit. While the credit will count toward the required number of hours of credit toward the student's program, no grades will be assigned. This credit will not be computed in the student's GPA or CGPA and will not count as credit attempted.

Limitations on the Award of Credit

Students may earn up to 25% of the required amount of credit toward their The Art Institute of Salt Lake City degree as the result of testing, high school articulation agreements, or prior work experience ("P"

credit). Students may earn up to 50% of the required amount of credit toward their The Art Institute of Salt Lake City degree as the result of coursework completed at other accredited postsecondary institutions (“TR” credit), or in combination with credit received as the result of a transfer agreement The Art Institute may have with that postsecondary institution, as well as any testing or prior work experience credit mentioned above (“P” and “TR” credit combined).

Students may earn up to 75% of the required amount of credit toward their The Art Institute of Salt Lake City degree as the result of coursework completed at another Art Institute (“TR” credit), or in combination with credit from coursework completed at other accredited postsecondary institutions (“TR” credit), or received as the result of a transfer agreement The Art Institute may have with that postsecondary institution, as well as any testing or prior work experience credit mentioned above (“P” and “TR” credit combined).

Deadline for Advance Credit

All advance credit, regardless of its source, must be awarded no later than the end of the student’s first quarter of study in any program at The Art Institute. It is the student’s responsibility to follow up on the award of advance credit. If a student changes majors and therefore might be eligible for additional advance credit, it is the student’s responsibility to request a new review of all transcripts, portfolios, etc., no later than the end of the student’s first quarter in the new major.

International Admissions Policy

All international (nonimmigrant) applicants to The Art Institute of Salt Lake City must meet the same admissions standards as all other students (Please refer to Admissions Requirements for all students in The Art Institute of Salt Lake City Catalog).

English Language Proficiency Policy

The following chart is used for the English Language Proficiency Policy, which states that regardless of country of birth or citizenship, immigrant or nonimmigrant status, all applicants to any EDMC school whose first language is not English must demonstrate competence in the English language before admission to or enrollment in any course or program of study, excepting for admission and enrollment to an approved English as a Second Language (ESL) program or by special agreement between an EDMC and a partner institution relating to collaborative studies. Any such agreement must be approved by the appropriate Academic Affairs office in the EDMC education system. Demonstration that English is an applicant’s first language can be satisfied if the applicant submits a diploma from a secondary school or post-secondary school in a system in which English is the official language of instruction. If English is not the applicant’s native or first language, the applicant must demonstrate sufficient command of the English Language by providing evidence that he or she meets one of the English language proficiency standards listed below.

Minimum Acceptable Proof of English Language Proficiency Standard

TOEFL	<u>Diploma</u>	<u>AS/BS</u>	<u>Grad.</u>
Paper	480	500	550
i-BT (internet based test)	54-55	61	79-80

TOEFL Equivalent/Alternative English Language Programs/Test

American College Testing (ACT) English	17	19	21
EF International Language Schools	C1	C1	C2
ELS Language Schools	Level 108	Level 109	Level 112

iTEP	4.0	4.5	5
Michigan English Language Assessment (Also known as the MELAB or Michigan Test)	73	80	85
Pearson	42	44	53
Scholastic Aptitude Test (SAT) Verbal Score**	420	526	572
Students from Puerto Rico: Prueba Aptitud Academica (PAA) English Proficiency Section	453*	526	572
TOEIC (Academic Test)	650	700	750

I.E.L.T.S. (A Cambridge University Exam) Level 5.5 Level 6 Level 6.5

* The scale for The Prueba Aptitud Academica has changed and now closely reflects the SAT. ** As of April 2005, the SAT verbal test is replaced with the SAT critical reading test. 2005, the SAT verbal test is replaced with the SAT critical reading test.

Undergraduate (diploma, associate and bachelor level) applicants may also satisfy the minimum standard of English language proficiency by submitting official documentation of one of the following:

- Successful completion of a minimum of two semesters or quarters of post-secondary course work at a regionally accredited college or university or a college or university accredited by an approved national accrediting body in which English is the language of instruction. Successful completion is defined as passing all courses for which the student was registered during the two semesters;
- U.S. High School Diploma or GED administered in English;
- Equivalent of a U.S. High School Diploma from a country in which English is the official language (equivalency must be verified by a recognized evaluator of international credits);
- Satisfactory completion of English 101 or 102 at an English speaking college or university within the U.S., achieving a grade of “C” or higher.

The above stated English language proficiency requirements are effective October 1, 2011...

Admissions Requirements for Nonimmigrant Students

Applicants seeking to enroll in valid student nonimmigrant status must submit each of the following items:

- A completed and signed Application for Admission Form including required essay;
- A completed and signed Enrollment Agreement;

- Original or official copies of all educational transcripts (secondary school and, if applicable, university- level academic records) and diplomas. These educational transcripts and diplomas must be prepared in English or include a complete and official English translation;
- Official credential evaluation of non-American educational credentials, if applicable; please note that official credential evaluations must be prepared and submitted by a member organization of the National Association of Credential Evaluation Services (NACES); see www.naces.org
- Proof of English language proficiency (see English language proficiency policy);
- A completed and signed Sponsor's Statement of Financial Support; (This statement is not required if the student is self-sponsored);
- Official Financial Statements. Financial statements (typically provided by a bank) must verify sufficient funds to cover the cost of the educational program as well as all living expenses;
- A U.S. \$50 non-refundable application fee and a U.S. \$100 refundable tuition deposit;
- A photocopy of the student's passport to provide proof of birth date and citizenship (Students outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate);
- For all nonimmigrant applicants residing in the United States at the time of application: a photocopy of the visa page contained within the student's passport as well as a photocopy of the student's I/94 arrival departure record (both sides);
- For all nonimmigrant applicants residing in the United States at the time of application in either F, M, or J non-immigrant classification: written confirmation of nonimmigrant status at previous school attended before transferring to The Art Institute of Salt Lake City;
- Proof of Health Insurance. Students who do not possess health insurance upon applying to The Art Institute of Salt Lake City must be prepared to purchase health insurance through an approved provider upon commencement of studies.

If an applicant, seeking to enroll in valid student nonimmigrant status, is transferring from a college or university in the United States, the International Student Transfer Clearance Form is also required.

If the applicant is accepted, he/she will be sent additional information regarding the student visa application process.

The Art Institute of Salt Lake City is authorized under federal law to admit nonimmigrant students.

FINANCIAL PLANNING

The Art Institute of Salt Lake City provides financial planning for its students. After completion of the application forms, a Financial Aid Officer (FAO) will review them to determine eligibility for financial aid based on federal guidelines. The FAO will then work with the student and the student's family to devise a Student Financial Plan for the first academic year (typically 3 quarters) to help cover educational expenses, based on financial aid eligibility and family circumstances.

Students are required to reapply for financial aid (a process known as repackaging) every academic year through graduation. Students will be requested to complete a Free Application for Federal Student Financial Aid (FAFSA) every February. They will be notified by their FAO when the repackaging process needs to be completed. The repackaging process allows students to budget for their entire program.

The Art Institute of Salt Lake City participates in a variety of financial aid programs available for those who qualify. Financial aid programs are administered in accordance with prevailing state and federal laws and The Art Institute of Salt Lake City's institutional policies. Students are responsible for providing all requested documentation in a timely manner. Failure to do so could jeopardize the student's financial aid eligibility.

In order to remain eligible for financial aid, a student must maintain satisfactory academic progress as defined in this catalog in addition to any criteria as specified under the conditions of the particular aid the student is receiving.

The Free Application for Federal Student Aid (FAFSA) Form

The FAFSA form is a standard document used to determine eligibility for federal and some state aid including Federal Pell Grant, Federal SEOG (Supplemental Educational Opportunity Grant), Federal Stafford Loan, Federal Parent Loan for Undergraduate Students (PLUS), Federal Work-Study, Perkins Loans, and State Grants. Most students complete the FAFSA online at fafsa.ed.gov.

Federal Student Financial Aid

The purpose of federal student financial aid programs is to provide students with an opportunity to obtain a college education. Central to the purpose of financial aid is the belief that students and their families, to the extent possible, have the primary responsibility to pay for the student's college education. Financial aid is made available to assist students when family resources are not sufficient to meet college costs. All students are to be treated fairly and equitably by applying policies and procedures for determining eligibility consistently. Though applicants are encouraged to seek financial aid, students should not rely solely on these monies to support themselves throughout the academic year. Students receiving any form of financial aid are required to meet standards for academic progress and attendance. Proof of such progress on a periodic basis is verified prior to any disbursements of financial aid. Failure to make satisfactory academic progress or meet satisfactory attendance requirements may result in the termination or reduction of financial aid.

Though the financial aid staff of The Art Institute of Salt Lake City is responsible for accurate distribution, explanation, documentation, and validation of financial aid requirements, it is the student's responsibility to comply with all requests in a timely fashion if the student wishes to continue receiving benefits. Federal aid grants are awarded on a fiscal year basis, beginning July 1 and ending June 30, so some applicants may need to complete the application process twice during an academic or calendar year.

Status Definitions

Full-time: enrolled in 12 credit hours or more in an academic quarter

Three-quarter time: enrolled in 9-11 credit hours in an academic quarter

Half time: enrolled in 6-8 credit hours in an academic quarter

Less than half time: enrolled in 1-5 credit hours in an academic quarter

Academic year: three full quarters and 36-quarter credit hours.

Note: These status definitions are for Student Financial Aid purposes only. Students (other than those who are in a diploma program) who enroll for fewer than 16 credits per quarter will extend the time required to complete their degrees.

Tuition and Fees

Because of the many changes that may occur, in both business and education, it is impossible to guarantee long-standing tuition and fee charges. The Art Institute of Salt Lake City, therefore, reserves the right to modify tuition and other charges upon sufficient notice to students and appropriate agencies. **It is the responsibility of the student to remain apprised of the status of his or her account.**

A listing of the school's tuition and fees is published in the Addendum identified as a part of this Catalog.

Book Process

Students in need of purchasing books for their classes will need to sign an authorization form either approving or not approving the use of excess Title IV funds, if applicable, to cover the cost of books and supplies. If the purchase of books and supplies should exceed the amount of the student's credit balance after all aid pays in, the remaining amount due will be posted to the student's account and the student will be responsible for making alternative payment arrangements.

Students who do not authorize and who have excess Title IV funding due to receiving funds from a Pell Grant will receive the lesser amount of either the amount of their Pell Grant excess or their full credit balance amount, for the term in question, within seven days of the start of the term. Students who do not authorize and who are receiving excess Title IV funds but do not have a Pell Grant will receive a stipend within the later of the term begin date or 14 days of the date of their credit balance on their ledger card.

Financial Aid Programs

Federal Pell Grant

This grant program is designed to assist undergraduate students with exceptional financial need who wish to pursue a college education. Eligibility is determined by a standard U.S. Department of Education formula, which uses family size, income and resources to determine need. The actual amount of the award is determined by such factors as: the amount of money appropriated by Congress to fund the program, the cost of attendance, and the student's enrollment status.

Federal Supplemental Educational Opportunity Grant (FSEOG)

This program is meant for undergraduate students with exceptional need with priority given to students with Federal Pell Grant eligibility. The federal government allocates this limited pool of funds to participating schools and the school determines to whom and how much it will award based on federal guidelines. Often, due to limited funding, FSEOG award resources are exhausted early in the year.

Federal Stafford

Federal Stafford loans are low-interest loans that are made to the student by a lender and must be used to pay for direct and/or indirect educational expenses. Subsidized loans are need based while unsubsidized loans are not. Repayment begins six months after the student graduates, withdraws from school, or falls below half-time enrollment status.

Federal Parent -PLUS

The Federal Parent -PLUS loan is made available to eligible parents of dependent undergraduate students. These loans, when combined with other resources, cannot exceed the student's cost of education. Either or both parents may borrow through this program and a credit check is required for anyone applying for these loans. Repayment begins within 60 days of final disbursement of the loan within a loan period.

Academic Competitiveness Grant (ACG)

The Academic Competitiveness Grant (ACG) provides funds for the first and second academic year of undergraduate study and is available to students who have successfully completed a rigorous High School program (as defined by the Secretary of Education). Students must be U.S citizens, enrolled full-time, and receiving a Federal Pell Grant. A cumulative grade point average (GPA) of at least 3.0 on a 4.0 scale is required for all second year students to remain eligible for this grant.

The National Science and Mathematics Access to Retain Talent Grant (SMART)

The SMART Grant will provide funds for each of the third and fourth years of undergraduate study and is available to full-time students who are U.S. citizens, and eligible for a Federal Pell Grant. Eligible students must be enrolled in programs in physical, life or computer sciences, mathematics, technology, engineering or in a foreign language determined critical to national security (as defined by the Secretary of Education). A cumulative grade point average (GPA) of at least 3.0 on a 4.0 scale must be maintained in order to remain eligible.

Federal Work Study (FWS)

The Federal Work Study financial aid program is designed to assist students with their financial obligations by working part-time while attending school. Depending on the institution's annual funding allocated by the federal government, the number of positions available may be limited.

Scholarships

CYBER National Kitchen and Bath Association Scholarship

This scholarship is provided for NKBA student members enrolled in a college or university on the date of postmark. Art Institute students enrolled in the Interior Design program are eligible to apply. The first place winner receives a \$2,500 scholarship. Second place receives a \$1,500 scholarship and third place receives a \$1,000 scholarship.

Evelyn Keedy Memorial Scholarship

High school seniors who show dedication to their education and a desire for a creative career may apply for the Evelyn Keedy Memorial Scholarship through The Art Institutes. This is a \$30,000 tuition scholarship.

National Art Honor Society Scholarship

High school seniors who also belong to the National Art Honor Society may apply for The Art Institutes National Art Honor Society Scholarship. Senior class members of the National Art Honor Society are eligible to compete for these tuition scholarships: First Place: \$20,000, Second Place: \$10,000, Third Place: \$5,000, Fourth Place: \$3,000, Fifth Place: \$2,000.

ProStart

The ProStart Student Invitational, attracts top high school students from around the state that are enrolled in the ProStart restaurant and foodservice management program. These students have proven their skill and commitment to the industry through vigorous coursework and on-the-job training. Winning students are awarded scholarships from the Restaurant Association Foundation and The Art Institute of Salt Lake City supplements those scholarships with school tuition funds in amounts up to \$2,000 per student for their efforts. First place winners of the National ProStart Invitational Culinary Competition and Management Competition will be awarded a \$3,000 tuition scholarship to attend The Art Institutes.

The Art Institute of Salt Lake City Match Scholarship

This award is provided specifically for students at The Art Institute of Salt Lake City who were awarded scholarships for public institutions an opportunity to attend The Art Institute of Salt Lake City without compromising the funds they've received towards their education. The program awards qualified students educational funds in equal amount to those awarded by any public or private agency that cannot otherwise be redeemed at The Art Institute of Salt Lake City, totaling up to \$10,000 towards a bachelor's degree program and \$5,000 towards an associate's degree program.

The Art Institute Merit Award Program

This award is provided to Art Institute students who show evidence of merit and the motivation to successfully complete the program, but who are unable to enter classes or continue in the program without additional financial assistance. To be considered for a Merit Award, the student must have a final cumulative high school GPA of at least 3.0 if he/she has less than one year of postsecondary education, or have at least a 3.0 GPA if he/she does have one year of postsecondary education at another institution, or maintain a minimum 3.0 GPA if presently attending an Art Institute school, or have a minimum score of 50 on the GED test for GED recipients, and have financial need as demonstrated by completing the required

financial aid forms and acceptance of all aid offered. The Award ranges from \$100.00 - \$500.00 per quarter based on your FAFSA results.

The Art Institutes and Americans for the Arts Poster Design Competition

The Americans for the Arts/Art Institutes Poster Design Competition is aimed at high school students and High School Graduates interested in a design career. These students will have a unique opportunity to put their artistic talents to the test by entering the Poster Design Scholarship Competition, sponsored by The Art Institutes and Americans for the Arts. Students will create original poster artwork that expresses the slogan, "You Can Create Tomorrow." The first place prize-winning High School national winner receives a full-tuition scholarship, the second place national winner receives a ½ tuition scholarship, and the third place national winner receives a ¼ tuition scholarship to study design at one of the over 40 Art Institutes locations throughout North America. The local first place High School Senior local winner will receive a \$3000 tuition scholarship, the second place High School Senior local winner will receive a \$1000 tuition scholarship. The national High School graduate first place winner will receive a \$10,000 tuition scholarship. The local High School Graduate first place winner will receive a \$1,000 tuition scholarship.

The Art Institutes Best Teen Chef Competition

The Art Institutes Best Teen Chef Competition is open to high school seniors in the U.S. and Canada, the Best Teen Chef competition was created to encourage and recognize young culinary talent. There are two categories of winners: High School Seniors and High School Graduates. The first place local winner in the High School Seniors category receives a scholarship of \$4,000. The second place winner receives a scholarship of \$1,000. In the High School Graduate category the first place winner receives a scholarship of \$1,500. Each scholarship is applied to the campus at which it was won.

The Art Institutes Passion for Fashion Competition

How do you define your fashion sense? Maybe you dream of creating the hottest trends or imagine creating displays for a fashionable boutique. If you have a true passion for fashion, your big ideas could earn you a ½-tuition scholarship to a fashion program at one of The Art Institutes locations. Submit your designs or marketing plans to The Art Institutes Passion for Fashion Competition - it could be your ticket to New York Fashion Week, a "meet and greet" at Seventeen Magazine, and a 1/2-tuition scholarship to any of the 25 Art Institutes locations across North America that offer fashion programs. High School seniors are eligible for this opportunity. The local winner receives a scholarship of \$3,000 applied to the campus at which he or she won.

The Art Institutes Storytellers Photography Competition

The Art Institute's Storytellers Photography Competition can inspire you to share your vision and your passion with the world. Several categories of prospective students may enter. The national first place High School Senior will win a scholarship up to \$40,000. The second place High School Senior national winner will receive a scholarship up to \$20,000, and the third place national High School Senior winner will receive a tuition scholarship up to \$10,000. The first place national High School Graduate will win a tuition scholarship of \$10,000. The first place local High School Senior will win a tuition scholarship of \$3,000. The local High School Graduate winner will receive a tuition scholarship of \$1,000.

The Art Institute Community College Scholarship

Community College students who are completing an associates degree have the opportunity to apply for an annual scholarship to transfer to The Art Institute of Salt Lake City to complete a Bachelor's degree. The winner earns a \$5,000 tuition scholarship and each entrant receives a recurring tuition scholarship of \$1,000 upon acceptance and a second \$1,000 after they complete their first year. For more details contact an admissions representative for more details about the scholarship.

The Education Foundation Scholarship

This scholarship is provided annually through The Education Foundation for students attending schools in The Art Institutes system. Award amounts vary, based on availability of funds, and are determined by a Scholarship Committee established at each campus. Recipients will be chosen by the committee from applications submitted by eligible students who demonstrate financial need and academic performance.

The Scholastic Art & Writing Awards

Four \$10,000 scholarships will be awarded by The Art Institutes to the Scholastic National Award Recipients on a first come-first-serve basis.

USA FUNDS Access to Education Scholarships

Student loan guarantor, USA Funds, offers a total of \$3 million in scholarships to assist students who demonstrate financial need. Each scholarship award is \$1,500 for qualified full-time undergraduate students, and \$750 to qualified half time undergraduates. Applicants must be enrolled in coursework at a two- or four-year college. For complete eligibility information, to apply online, or to download an application, candidates may visit www.usafunds.org, and select "Scholarship Information" from the Express Links menu.

Suspension and Reinstatement of Financial Assistance

The Art Institute of Salt Lake City is approved as an eligible Title IV funding institution. All students who receive federal or state sponsored financial assistance must maintain satisfactory academic progress for financial assistance eligibility. Students who are suspended from a program of study or terminated from The Art Institute of Salt Lake City are ineligible for financial assistance until they regain admission and comply with satisfactory academic progress requirements.

Financial Assistance Appeal

Students who are denied or suspended from financial assistance may file with the Student Financial Assistance Review Committee of The Art Institute of Salt Lake City an appeal under appropriate federal and state guidelines with the Student Financial Assistance Review Committee of The Art Institute of Salt Lake City. This committee consists of the President, Director of Administrative and Financial Services, and Director of Student Financial Services. The committee is responsible for the review of all student financial aid awards when there is a question regarding a student's eligibility for such awards.

Return of Federal Title IV Aid:

In compliance with Federal regulations, the school will determine how much Federal student financial assistance the student has earned or not earned when a student withdraws from school.

The school will calculate the percentage and amount of awarded Federal student financial assistance that the student has earned if the student withdraws up through the 60 percent point of the term. If the student has completed more than 60 percent of the term, the student earns 100 percent of the Federal student financial assistance.

The amount earned will be based on the percentage of the term that was completed in days up to and including the last date of attendance. To calculate the amount earned, the school will determine the percentage by dividing the number of calendar days completed in the term up to and including the Last date of attendance by the total number of calendar days in the term.

If the student received more than the amount of Federal student financial assistance earned, the difference will be returned to the Federal student financial assistance programs from which funds were received in the following order: Unsubsidized Stafford Loan, Unsubsidized Direct Loan, Subsidized Stafford Loan, Subsidized Direct Loan, Perkins Loan, PLUS Loan, Pell Grant, ACG, SMART, SEOG. Funds will be returned to the aid source within 45 days of the date that the school determines that the student has withdrawn.

If more Federal student financial assistance has been earned than has been received, the student may be eligible for a post-withdrawal disbursement. The school will notify the student of any post-withdrawal disbursement for which the student may be eligible and what steps need to be taken for the Federal financial assistance funds to be received.

If Federal student financial assistance funds need to be returned, the institution must return a portion or all of the unearned funds equal to the lesser of:

- The institutional charges multiplied by the percentage of the unearned Federal student financial assistance funds; or

- The entire amount of unearned funds.

If there are remaining unearned Federal financial aid funds to be returned, the student must return any loan funds that remain to be returned in accordance with the terms and conditions of the promissory note. If the remaining amount of funds to be returned include grant funds, the student must return any amount of the overpayment that is more than half of the grant funds received. The school will notify the student as to the amount owed and how and where it should be returned.

Withdrawal Policy

For the purpose of determining a refund, a student is deemed to have withdrawn from a course of instruction when any of the following occur:

- The student notifies The Art Institute of withdrawal or of the date of withdrawal;
- The Art Institute terminates the student's enrollment as provided in the Enrollment Agreement;
- The student exceeds the number of absences allowed and must be withdrawn from the last class remaining on his/her program of study. The date of withdrawal shall be deemed the last date of recorded attendance; All refunds and return of funds will be made within 30 days of the date of withdrawal.
- Students are required to interview with the Dean of Academic Affairs for approval to re-matriculate once a program withdrawal has taken place. This approval will generally be granted after the first occurrence. However, the Art Institute reserves the right to refuse reentry after the second withdrawal from the Art Institute. The student may appeal the decision to the President within 10 days of receipt of a readmission denial from the Dean of Academic Affairs.

Applicant Rejected

The Art Institute will notify an applicant in writing of his/her acceptance/rejection. If an applicant is rejected all monies paid by the student, minus the \$50 nonrefundable fee, will be refunded.

Student's Right to Cancel Prior to Matriculation

Applicants who have not visited the school prior to enrollment will have the opportunity to withdraw without penalty within three business days following either the regularly scheduled orientation procedures or following a tour of the school facilities and inspection of equipment where training and services are provided.

Applicants may cancel their enrollment in writing before the beginning of classes. All monies, minus the \$50 nonrefundable fee, will be refunded. However, students who submit a written request to be withdrawn within three days of signing the enrollment agreement will receive a refund of all monies. An applicant not requesting cancellation in writing before the starting date indicated on the Enrollment Agreement will be considered a student. Refunds will be made within 30 calendar days after the applicant's/student's request or within 30 calendar days after his/her first scheduled class day.

Culinary uniforms are nonreturnable if sizing has occurred. Applicant is responsible for the cost of the uniforms.

Refund Policy After Matriculation

In accordance with school policy, the school will earn tuition and fees per quarter plus 10% of the tuition agreed upon in the Enrollment Agreement or \$100, whichever is less. Refunds will be based on the students recorded attendance, calculated on a pro-rata basis up to 60%, at which time The Art Institute will earn 100%.

Adjustment of Charges

The Art Institute will first calculate how much needs to be returned under the federal return of Title IV Aid Policy. The amount will then be subtracted from the amount that was paid for the quarter of withdrawal to get the adjusted amount paid. The Art Institute will then calculate how much of the charges can be retained based on the school policy. The amount that can be retained will be subtracted from the adjusted amount paid.

If there is additional money to be refunded from Federal funds after calculating the Return of Title IV formula and the refund policy, the refund will be made to the student, or, with the student's authorization, to the Federal loan programs(s) in the following order, up to the amount received, for the term of withdrawal: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Perkins Loan, PLUS Loan, Pell Grant. If there is an additional credit balance made up of non-Title IV funds, it will be refunded in the following order, up to the amount received for the term of withdrawal: Unsubsidized Stafford Loan, Subsidized Stafford Loan, Perkins Loan, PLUS Loan, Pell Grants, other loans, other aid (if required), and student.

All refunds and return of funds will be made within 15 days of the date of withdrawal.

Examples of the calculations for these refund/return of funds policies are available in the Student Accounting office.

Interest on Outstanding Balances

The student understands and agrees that he/she will be liable for interest charges that will be assessed on his/her account balance until the balance is paid in full. Interest will be charged at 12% per annum on the student's adjusted outstanding balance at the end of each month. The adjusted outstanding balance is defined as all charges incurred by the student for attendance at the school at the end of the prior month, including but not limited to tuition, fees, registration fees, fines, damages, etc., less the total amount paid to the student's account at the end of the current month, including financial aid that the student has been awarded but has not been paid for the quarter provided that the student and/or the student's parent(s) have completed all of the requirements for the award. The student understands and agrees that his/her adjusted outstanding balance is different from his/ her payment plan and that the student's financial aid award may be reduced or eliminated if the student does not complete all of the requirements for financial aid.

Release of Documents

No transcripts, certificates, diplomas or other documents will be released for any student who has an outstanding debt.

EDUCATION POLICIES AND PROCEDURES

Grade Scale

Letter Grade	Percentage Grade	Grade Points
A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.4
B	84-86	3.0
B-	80-83	2.7
C+	77-79	2.4
C	74-76	2.0
C-	70-73	1.7
D+	67-69	1.4
D	60-66	1.0
F	<60	0.0

Letter Codes

CR - Credit

NR - No Credit

TR - Transfer Credit

IP - In Progress

P - Proficiency Credit

I - Incomplete

W - Withdraw

WF - Withdraw Fail

Note: For transitional courses (MTH085, ENG091 and MTH095) anything less than C (74%) = F

Academic Performance Measurements

Student academic performance is recorded, reported, and monitored by the Registrar each quarter.

Grade Point Computation

The grade point for an individual course is computed using the equivalent grade points shown. The total grade points for the individual course are determined by multiplying the letter grade equivalent grade points by the credit hours for the course. It is the practice of The Art Institute of Salt Lake City to round to the nearest tenth percent GPA and CGPA calculations for the purpose of determining academic honors, academic progress and continued financial aid eligibility.

Grade Availability

Students are empowered to access and print out their grades online as soon as the grades have been posted by the Registrar.

Grade Changes

When a final course grade has been established and recorded in the student's record, the grade may not be changed without approval of the Academic Department Director and the Dean of Academic Affairs. Students are encouraged to access their grades in a timely manner. In the event that a student disputes a grade in a class, that dispute must be resolved no later than Thursday of Week 1 of the quarter immediately following the quarter in which the grade was originally earned, unless an extension has been granted by the Dean of Academic Affairs or the President. No grade changes other than those due to instructor or clerical error will be made after that time.

Quarterly Grade Point Average (QGPA)

The quarterly GPA is computed by dividing the total grade points earned for all courses attempted in the quarter by the total credits attempted for that quarter.

Cumulative Grade Point Average (CGPA)

The cumulative grade point average is computed by dividing the total grade points earned for all courses attempted at The Art Institute of Salt Lake City by the total credits attempted. The resulting CGPA is expressed as a whole number and a tenth, i.e. 2.5, 3.2. The CGPA is calculated by rounding to the nearest tenth. Examples: 3.64 = 3.6, 3.65 = 3.7, 3.66 = 3.7.

Definition of Quarter Credits

All course work at The Art Institute of Salt Lake City is measured in quarter credits.

Quarter Credit Hour Definition

A quarter credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

- (1) One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for 10-12 weeks, or the equivalent amount of work over a different amount of time; or
- (2) At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, studio work, and other academic work leading to the award of credit hours.

Independent Study

With the approval of the student's Academic Department Director and the Dean of Academic Affairs, a student may take courses described in this catalog as independent study, an arrangement whereby the student meets in a non-classroom setting with an assigned instructor on a mutually agreed upon schedule and thereby fulfills the requirements of a specific course.

Approval is usually granted only to students in their final quarters before graduation. No more than 10% of the credits required for the degree may be taken by independent study. In order to be approved for an independent study course, EACH of the following criteria must be met:

- Student is entering graduation quarter, or quarter prior to graduation quarter;
- Student has adhered to state and national accreditation regulations regarding independent study, which state that the student may only attempt 10% of their degree credits as independent study courses;
- Student maintains a cumulative Grade Point Average of 2.8 and an Incremental Completion Rate of 80%;
- Requested independent study class is not offered on campus or through The Art Institute Online, or class is offered simultaneously with another required class.
- Requested class is a 300 level or 400 level class.

If all criteria are met, the request for independent study will be submitted to the Dean of Academic Affairs.

Internships

Internships are short-term, supervised work experiences related to a student's program of study, for which the student earns academic credit. The work can be full- or part-time, on- or off-campus, paid or unpaid. These are work-based learning experiences for students who have attended extensive school-based preparation relating to career objectives. Internships are usually one-time work experiences that may or may not directly lead to course credit, pay, or a full time job. The student's Academic Director must approve any internship for credit. Students can find assistance with internships with the Career Services department who collaborates with employers in all programs for students who need assistance in locating internship opportunities. Students are encouraged to work with the Career Services department prior to registering for the internship class if assistance is needed when locating an internship. Students who locate Internships on their own must inform Career Services and their Academic Director to ensure eligibility.

All students enrolled in an internship course are solely responsible for finalizing placement at the worksite, attendance, and work completed. All academic policies, including refund policies, apply to this course; therefore, students who do not fulfill the requirements of the internship will not be eligible for credit or a refund, and must repeat and repay for the internship course to satisfy the requirements of their program.

Residency Requirement

A minimum of 25% of the credits required for the degree must be taken in regular or online classroom settings at The Art Institute of Salt Lake City.

Advanced Course Credit

Course credit transferred from another accredited postsecondary institution is assigned a “TR” code. Proficiency credit awarded on the basis of exam or portfolio examination is assigned a “P” code. Such credit is applied to the total credits required for graduation but has no letter point value and is not computed in the grade point average. All advanced course credit must be applied for and recorded before the last day of the end of the student’s first quarter of attendance. All transfer credits must be approved by the Academic Affairs Department. All proficiency credit by exam must be approved by the Dean of Academic Affairs.

Incomplete (I)

A student who, due to medical or other extenuating causes, could not complete the required class work must document his or her situation and submit a written request for an incomplete grade. The Academic Department Director and Dean of Academic Affairs must approve the “I” grade and determine the deadline by which the student must turn in the completed work. All incomplete grades must be resolved before the start of the student’s next quarter of study unless an extension has been granted by the Dean of Academic Affairs or the President. If a student does not satisfactorily comply within the time allotted, an “F” grade will be entered to replace the “I.”

Withdrawal (W)

A student who withdraws or is withdrawn from a class or the program during the first nine weeks of the quarter (prorated for courses which meet for only a portion of the quarter) will be assigned a “W” code for each course. The “W” code is not used in the computation of the student’s grade point average. A “WF” is assigned when a student withdraws or is withdrawn from a class or the program after the ninth week of the quarter. A refund will not be made for courses from which a student withdraws.

Prospective VA Benefits Recipients

Any student who has served in the armed forces and hopes to receive VA benefits must request a copy of his/her military transcript (CCAF, AARTS, etc.) be sent to The Art Institute of Salt Lake City. That transcript must be official and be evaluated for possible transfer and/or proficiency credit. As is the case for all advanced standing, the military transcript must be in the student’s file by the end of the student’s first quarter. The student will not be certified to the Veterans Affairs Administration by The Art Institute of Salt Lake City Certifying Official beyond the first quarter of attendance unless the military transcript has been received. Perspective VA benefits recipients must also provide to the VA certifying official a copy of their VA benefits letter of eligibility and for veterans a copy of the form DD-214. Additionally, any student who has already been awarded VA benefits from another institution must submit a copy of VA Form 1995 Change of Program to The Art Institute of Salt Lake City Certifying Official before that individual can certify the student to the Veterans Affairs Administration.

Repeating Courses

Every course for which a student received an “F,” “W,” or “WF” grade, if required for graduation, must be repeated and completed with a passing grade, prior to the final quarter of study, in order to graduate. The original grade/code and the subsequent passing grade(s) will remain on the record for reference purposes; however, when a course is successfully repeated, only the passing grade (not the original grade) will be computed in the quality point average. (Tuition is charged for repeated courses.)

Graduation Requirements

To receive an associate’s degree, a student must complete a minimum of 90 quarter credits, with 23 quarter-credits in general education courses and 67 quarter-credits as specified by the curriculum.

To receive a bachelor’s degree, a student must complete a minimum of 180 quarter credits, with 56 quarter-credits in general education courses and 124 quarter-credits as specified in the curriculum.

For both the associate’s and bachelor’s degrees, the student must achieve a cumulative GPA of 2.0 or higher. Also, the student must receive a passing grade or credit for all required course work, meet portfolio or other requirements, meet with a Career Services advisor, and satisfy all financial obligations to The Art Institute of Salt Lake City. All students must complete COL100 prior to graduation.

Students must complete a Graduation Clearance Form with the Student Affairs office during their final quarter of attendance prior to completion of their course of study. The form must be submitted by the tenth week of the quarter.

Portfolio Requirements

Students graduating with an associate's or bachelor's degree from all departments must pass a required course where a portfolio is produced and fulfill the course requirements for COL100 prior to graduation. The portfolio must demonstrate entry-level employment competencies appropriate to the specific program. Faculty committees evaluate portfolios. In addition, the portfolio must be presented during a Portfolio Show.

Portfolio requirements and competency standards for each program are available from the Academic Affairs Department or appropriate Academic Department Director. The portfolio requirements and program competencies are reviewed periodically to ensure industry currency. The Art Institute of Salt Lake City reserves the right to alter or modify the portfolio requirements at any time it is deemed in the best interest of graduating students to enhance their career employment potential.

The portfolio class may only be attempted (3) three times. If a student fails to earn a passing grade in any respective portfolio class, it is at the discretion of the student's Academic Director if the class may be attempted after the third time.

The following classes are considered the capstone classes for their respective programs, and therefore require attendance at the quarterly Portfolio Show as a condition of successfully passing the class:

- CUL233 Capstone/Portfolio
- DFVP421 Senior Portfolio & Defense
- GAD423 Portfolio Presentation
- GD415 Graphic Design Capstone
- IMD420 Professional Portfolio
- MMA425 Animation Portfolio
- RS202 Portfolio Presentation
- VEMG421 Portfolio Presentation

Failure to show at the Portfolio Show will result in a failing grade in the class, thereby postponing graduation. Written approval must be obtained from the Dean of Academic Affairs and the Academic Director of the student's program to take any portfolio class off-campus at The Art Institute of Salt Lake City.

Portfolio Show

Portfolio Show is a celebration of the work and accomplishments of the graduating class. It also serves to showcase student work to prospective employers, the community, family, and friends.

Undergraduate Satisfactory Academic Progress (SAP) Policy Effective SU11

The Satisfactory Academic Progress Policy ensures that all students are maintaining satisfactory academic progress towards successful completion of their academic programs. The evaluation points and milestones contained in the policy are meant to identify problems for which actions of early intervention and/or remediation can be taken. Most critical to this policy is a student's ability to enroll in and complete courses on a consistent and successful manner. This ability is measured in three ways: cumulative grade-point-average (CGPA); and incremental completion rate (ICR) within a maximum time frame (MTF). **Failure to complete courses successfully for any reason may negatively affect satisfactory academic progress. Failing courses or withdrawing from courses could result in the loss of Financial aid and Academic termination.** In order for a student to graduate, the minimum requirements are a CGPA of 2.0, 66.67% ICR, and completion of the program in no more than 150% of total program credits.

Periods of attendance when a student does not receive Title IV aid are included in determining Satisfactory Academic Progress. Periods of Non-Attendance are not included in determining SAP. While the term Academic Warning/Financial Aid Warning and Academic Probation/Financial Aid Probation are used, the status applies to all students whether receiving aid or not.

Criteria for Honors Designation

To promote academic excellence and to recognize exemplary academic achievement, the following Honors Designations will be issued on a term basis and upon graduation.

Term Honors Designation (at the completion of a quarter) – Students who enroll for and complete 12 credits or more (of courses which are not transitional studies) and meet the following criteria may receive the corresponding designation:

Term GPA Honors Designation

- 4.0 President’s Honor Roll
- 3.7-3.9 Dean’s Honor Roll
- 3.5-3.6 Honor Roll

Honor Designation at Graduation – Students who achieve a CGPA of 3.5 or better are designated as Honor Graduates.

Transitional studies classes are not considered when evaluating Honors Designations.

Milestones and Evaluation Points for Satisfactory Academic Progress

Compliance with SAP is reviewed every quarter for Certificate, Diploma, and Degree Programs. A student who starts or re-enters at a MID session will have that session count as an entire quarter for SAP purposes.

Certificate/Diploma	Evaluation Point	Milestones(CGPA and ICR)	Required Action
	End of First Quarter	< 1.0 and/or 33.33%	Warning
	End of Second Quarter	< 1.5 and/or 50.00%	Warning (if 1st time)/ Dismissal (if on Warning)
	End of Third Quarter And every quarter thereafter	< 2.0 and 66.67% and	Warning (if 1st time)/ Dismissal (if on Warning)
		Anything in excess of 150% MTF	Dismissal
Degree	End of First Quarter	< 1.0 and/or 33.33%	Warning
	End of Second Quarter	< 1.0 and/or 33.33%	Warning (if 1st time)/ Dismissal (if on Warning)
	End of Third Quarter	< 1.25 and 50%	Warning (if 1st time)/ Dismissal (if on Warning)
	End of the Fourth and Fifth Quarter	< 1.50 and 50%	Warning (if 1st time)/ Dismissal (if on Warning)
	End of Sixth Quarter* And every quarter thereafter	< 2.0 and 66.67%	Warning (if 1st time)/ Dismissal (if on Warning)
		Anything in excess of 150% MTF	Dismissal

*If a student’s CGPA falls below 2.0, but is at least 1.8 and/or the ICR is below 66.67% but at least 60%, the student may be placed on probation one time after he or she has moved beyond this or her sixth quarter. The student would then need to achieve the 2.0 and 66.67% milestones at the next evaluation point or be dismissed.

Explanations of Related Issues

A. Transitional Studies Courses

Based on the results of the academic placement test, students may be required to take transitional studies courses. Students must complete such courses with a grade of 'C' or better in order to progress in the program. Additional charges apply. Transitional studies course credits do not count towards the total number of credits for graduation nor do they count in the CGPA; however, they do count in determining the maximum number of attempted credits and the incremental completion rate. A required transitional studies courses may be attempted no more than 3 times. Failure to pass with at least a grade of 'C' after three attempts will result in termination.

B. Repeated Courses, Grades and Incompletes

Grades achieved in repeated classes will replace the "F," "W," or "WF." Grades of "F," "W," or "WF" are included in the maximum allowable number of attempted credits and incremental completion rate requirements in attempted hours. The grade "I" indicates Incomplete and is calculated as if it is an "F" until it is changed to another grade. Students may also retake a class in which they received a passing grade in order to improve their CGPA.

C. Remediation of Academic Deficiencies

It is strongly recommended that any student with "W" or "F" grades register for the same courses in the subsequent quarter to improve academic achievement.

D. Transfer Credits

Credits from transfer courses are not calculated in the maximum allowable credits or incremental completion rate requirements; however, transfer credits do reduce the total number of credits that may be attempted within the program. Therefore, the maximum attempted credits for a student granted transfer credit is one and one-half times the number of credits required to complete the program of enrollment. Grades for credits transferred from any postsecondary institution will be recorded as "TR" and will not affect the student's CGPA. Grades from courses taken in a program at the same Art Institute, if applicable to a new program after the student has changed majors, will be recorded and will affect the student's CGPA. In cases in which a student has graduated from The Art Institutes in one major, then subsequently begins work in a different major, grades used in the CGPA of the previous program will not be applied to the student's new program CGPA calculation.

E. Change of Major

Students will be allowed only one change of major. Students must be in satisfactory academic standing (a CGPA of 2.0 or higher) to change their major. Changing from an associate program to a bachelor's program for the same major is not considered a change of major. All program changes require a new enrollment agreement signed prior to the effective date of the new program matriculation.

F. Transfers

A student must be in satisfactory academic standing to be allowed the opportunity of transferring from one of The Art Institutes schools to another.

G. The Art Institutes Merit Scholarship

Students who earn a CGPA of 3.0 or greater are eligible to apply for a Merit Scholarship

H. Full Load Equivalent

The Art Institute of Salt Lake City takes an immersive approach to education, the philosophy being that when a student takes a full course load each quarter they attend the school, they are fully immersed in their program of study. We take this approach to better ensure the success of our students as studies have demonstrated that students who take a full course load are more likely to graduate than those who take fewer classes. The full load equivalent for students attending The Art Institute is five classes or 16 credits. It is strongly suggested that students take five classes or 16 credits in order to better ensure the completion of their program. If a student has mitigating circumstances (as defined in the Satisfactory Academic Progress Policy) and wishes to take less than a full course load, they may appeal by completing an Altered Schedule Request Form and submitting it to the Academic Affairs office. In addition, if a student wishes to take more than 17 credits, they must also fill out an Altered Schedule Request Form and receive Academic Affairs approval before they can modify their schedule.

I. Add/Drop Period

The Add/Drop period begins the first day of the quarter and ends the first class day of Week 2 at the close of business. (The Add/ Drop period for Mid-Quarter Sessions is limited to the first two days of the Mid-Quarter Session.) Students are solely responsible for their scheduled courses. Those who would like to change their schedule must do so in person with an Academic Advisor or their Academic Director. Emails or phone messages will not be accepted as an official Add/ Drop request. The student will be charged for any class remaining on his or her schedule when the Add/Drop period ends; however, a student may withdraw from a course at any point during the quarter and will be charged in accordance to the Refund Policies. A student who withdraws from a course after the Add/Drop period ends, but prior to the end of Week 9 will receive a 'W' in the class. The 'W' will not be included in GPA calculations but will be included in ICR calculations. After Week 9, a student who withdraws from a course will receive a 'WF' which will be included in calculations for both the GPA and the ICR.

J. Course Substitutions

Occasionally, when a course required for a particular degree has not been offered at all or has not been offered at a time when a student has been able to take the course, the student's Academic Department Director may substitute another course which, in the judgment of the Academic Department Director, provides substantially the same learning outcomes as the original course without sacrificing the integrity of the student's degree. Courses also can be substituted when a program is being taught out and will no longer be offered or when changes have been made to the program upon the recommendation of the Program Advisory Committee.

Class Schedule

The length of instruction is 20 hours per week for a full-time student (16 credits). The Art Institute of Salt Lake City reserves the right to modify the school calendar, curriculum, and class schedules as it deems necessary to ensure that student and institutional goals are met. When size and curriculum permit, classes may be combined to contribute to the level of interaction among students. Therefore, certain class schedules may vary. The Art Institute of Salt Lake City makes no guarantee that all classes required for graduation will be offered in the same time period (morning, afternoon, or evening).

Student Instructor Ratio

The normal student to instructor ratio is 20 to 1. The maximum number of students in a typical classroom is 75. The maximum number of students in a laboratory is 40.

Attendance Policy

The Art Institute of Salt Lake City is required by federal, state, and accreditation regulations to maintain and enforce an attendance policy. A student is expected to attend all classes as scheduled, on time, and to remain in the classes for the full duration. Outside employment is not to be scheduled during class hours. The Art Institute of Salt Lake City reserves the right to schedule or reschedule classes at any time necessary to accommodate classroom and facility usage needs. There are no excused absences. Make up time outside of class will not subtract from time missed during the scheduled class period. Instructors will take attendance at least once during the class. Absences are recorded from the first day of the quarter regardless of the reason for absence. Unless a student notifies the Registrar or the Academic Affairs office, that student will be terminated from the school if he/she is absent from all classes for a period of 14 consecutive

calendar days. The Registrar at that point will issue an administrative termination form. In the event that a student had already completed one or more courses prior to being absent for 14 consecutive calendar days, the student will be permitted to receive credit (if earned) for the courses already completed. A student who is terminated from The Art Institute of Salt Lake City for attendance reasons must apply for readmission, and, if readmitted, may have to pay the tuition in effect at the time of readmission.

Procedure for Questioning an Attendance Termination

A student wishing to question the accuracy of the attendance resulting in an attendance termination may do so in the following manner:

- The student must abide by the terms of the termination pending the answers to the questions.
- The student should request that the Registrar recount the number of consecutive calendar days absent. If the recount confirms that the number of days absent is equal to or greater than 14 consecutive calendar days, and the student disagrees with the attendance as entered on the roster, the student should discuss the situation with his or her instructor(s). If the instructor(s) agree that the attendance was inaccurately recorded, the instructor(s) will fill out a Change of Attendance form, which must be signed by both the instructor and the Academic Department Director and submit it to the Registrar. The Registrar will then reverse the absence(s) and re-enter the student in his or her classes. If the instructor(s) reaffirm that the roster is accurate, the termination stands.

Procedure for Appealing an Attendance Termination During the Quarter in Which It Occurred

A student who has been terminated from the program as a result of being absent 21 or more consecutive calendar days may appeal by completing an appeals form which can be found in the Academic Affairs office no later than seven (7) days after the date on the letter informing the student of the termination. If the appeal is granted, the Registrar will re-enter the student in his or her classes.

Procedure for Re-entry following an Attendance Termination

A student who has been terminated from The Art Institute of Salt Lake City as a result of violation of the attendance policy must appeal for re-entry in a future quarter by completing an appeals form, which can be found in the Academic Affairs office. A student who is granted an appeal may re-enter and, if otherwise eligible, receive financial aid; however, the student may be placed on probation for that quarter. The student may also be required to pay the tuition in effect at the time of reinstatement. As is the case with every policy of The Art Institute of Salt Lake City, a student whose appeal to the Appeals Committee has been denied may appeal to the President in writing. The President will render a decision and notification will be made to the student. The decision from the President's Office will be final.

Retention

According to regulations published by the Department of Education the retention rate of certificate or degree seeking first time, full time undergraduate students is 42 %. These rates combine the retention rates from the main school campus and all its branch campuses. The retention rate for first-time, full-time students at this location is 57 %.

STUDENT SERVICES

The Art Institute of Salt Lake City provides a wide variety of support services to students in order to help them complete their educational programs and reach their career goals. Every student is encouraged to take advantage of these support services.

Advising Services

Professional services are available to advise students in personal and other nonacademic areas to help students deal with concerns or problems so that they may maximize their school experience.

Study Groups

Students are encouraged to participate in ad hoc study groups for joint study and research. During orientation and the first day of classes for each course, instructors will encourage students to form study groups.

Tutoring Services

Students who are in need of tutorial assistance in any course may be required to participate in computer-based, peer, or faculty-assisted tutorial programs. This form of tutorial assistance is provided at no additional charge.

Housing Services

The Art Institute of Salt Lake City offers housing assistance to all enrolled students. Living in school-sponsored housing is an excellent way to get acquainted with other Art Institute students and become involved in student activities. A Resident Advisor (RA) lives in school-sponsored housing and assists students in coordinating activities, becoming acquainted with each other and The Art Institute, and managing conflict. Apartment information and roommate referrals may be available to students who choose to live in independent housing. For more information on housing options, please contact the Student Affairs Department.

Disability Services

The Art Institute of Salt Lake City provides accommodations to qualified students with disabilities. The Disability Services office assists qualified students with disabilities in acquiring reasonable and appropriate accommodations and in supporting equal access to services, programs and activities at The Art Institute of Salt Lake City.

Students who seek reasonable accommodations should notify the Director of Student Affairs, of their specific limitations and, if known, their specific requested accommodations. Students will be asked to supply medical documentation of the need for accommodation. Classroom accommodations are not retroactive, but are effective only upon the student sharing approved accommodations with the instructor. Therefore, students are encouraged to request accommodations as early as feasible with the Disability Services Coordinator to allow for time to gather necessary documentation. If you have a concern or complaint in this regard, please contact the Campus President, Dr. Ron Moss, telephone number 801-601-4701. Complaints will be handled in accordance with the school's Internal Grievance Procedure for Complaints of Discrimination and Harassment.

Service Bureau/Print Bureau

The Service and Print Bureau (Equipment Check Out Cage) is located on the first floor. The Print Bureau offers a full range of printing services. All equipment checked out requires a valid Art Institute of Salt Lake City Student Identification Card, plus one additional form of ID. Students must abide by the Service Bureau/Print Bureau posted rules regarding equipment responsibilities.

Supply Store

The Supply Store is located on the first floor near the student lounge. Students can purchase all of their needed textbooks and supplies and choose from a variety of apparel and promotional merchandise.

Learning Resource Center (LRC)

The Learning Resource Center, located on the first floor of the East Building, enhances The Art Institute of Salt Lake City's career-focused education by acquiring and providing access to contemporary information. The collection includes books, magazines, non-print resources and electronic databases. Internet access, the online catalog and instructional applications are available on the Learning Resource Center's computers. LRC hours are posted quarterly. The center has been set up to meet students' needs for the programs taught.

It is regularly updated and supplemented with new acquisitions. Instructors are encouraged to look for upcoming books and to advise administration of any books that may prove useful to their students. Students also have access to the public libraries and the University of Utah - Salt Lake City campus library.

Career Services

As students approach graduation, they will work directly with a Career Services Advisor to review career goals, job search strategies, interview techniques, and résumé development. In addition to the one-on-one advising provided by Career Services advisors, the school's career development courses, which are required of all students, provide extensive career preparation training. (See course descriptions for content and exemption information.)

The Career Services department coordinates portfolio shows, internship fairs and part-time job fairs for all programs. These special events bring together industry professionals and soon-to-be graduates. The Career Services department continuously seeks new job leads and business contacts to assist graduates in matching their skills to employers' needs. Memberships in professional organizations, attendance at trade shows, and on-site visits to area businesses help keep Career Services advisors up to date with industry trends as well as develop relationships with employers. On-going communication with employers through mail and phone contact keeps employers current with the programs and the pool of talented graduates available to them from The Art Institute of Salt Lake City.

The degree programs at The Art Institute of Salt Lake City are designed to prepare students to seek entry-level positions in their chosen fields. The Art Institute of Salt Lake City does not guarantee employment or any particular level of compensation following graduation. Students who confine their job searches to the Salt Lake City metropolitan area may limit the particular employment opportunities available to them. Graduates need to be prepared for a competitive marketplace, which may require relocating in order to enhance their career endeavors. Although The Art Institute of Salt Lake City does not offer any guarantee of employment, the Career Services department works hard to cultivate employment opportunities and to match job leads with qualified graduates.

Graduate Employment Rates

Complete graduate employment statistics for each program are available in the Admissions and Career Services Offices.

Part-Time Employment Opportunities

Many students find that part-time employment is an excellent way to help meet the financial obligations of a college education and maintain a flexible schedule which allows for class time and study time. The Career Services department aids students in finding suitable employment, posting a weekly listing of part-time job opportunities for students. In addition, the department sponsors quarterly job fairs and on-campus recruiting events.

Alumni Services and Benefits

For graduates and alumni anticipating employment changes or for those who may have become unemployed, the Alumni Connections Online Community offers a Career Center where alumni can post their résumés and search job opportunities throughout the United States. This site also offers an online directory, permanent e-mail address, a calendar of events, a virtual marketplace with alumni discounts, and more. The Career Services department can conduct an evaluation of career experience for alumni and give professional direction to career endeavors. The department is also in contact with other Art Institutes and can give feedback on markets throughout the country. The Art Institute of Salt Lake City believes that

continued contact with its alumni is important and maintains a relationship with alumni through periodic events, mailings, newsletters, e-mail, and exhibitions.

The Art Institute of Salt Lake City Anti-hazing Policy

Hazing involving Art Institute of Salt Lake City students or student groups is strictly prohibited. Hazing is defined as any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any club or organization operating under the sanction of an institution of higher education.

For purposes of this definition, any activity as described in this definition that the initiation or admission into or affiliation with a club or organization is directly or indirectly conditioned shall be presumed to be “forced” activity, the willingness of an individual to participate in such activity notwithstanding. This policy is applicable to all students and members of a student club or organization at The Art Institute of Salt Lake City. Every student and member of a student club or organization is responsible for complying with this policy.

Individuals and/or student clubs that force, require, and/or endorse violations will be held directly responsible through the College’s student conduct process and if appropriate, through local authorities, which may pursue criminal action. Students who wish to make a complaint under this policy should contact the Director of Student Affairs by calling 801.601.4723 or by visiting the Student Affairs office in the bookstore. The negligence or consent of a student or any assumption of risk by the student is not a defense to an action brought pursuant to this policy. Student club activities or programs must not interfere with the rights and activities of others and should always reflect the best interests of the members of the organization it represents and the College community as a whole. In all cases of alleged violations of this policy, faculty and staff advisors and the national/international headquarters, if applicable, of any organization will be notified.

Drug-Free Workplace and Campus

The use of illegal drugs and the abuse of alcohol on the campus of [school name] or in facilities controlled by the [school name] are prohibited by college regulations and are incompatible with the [school name] goal of providing a healthy educational environment for students, faculty, staff and guests. The following information is provided in compliance with the Drug-Free Schools and Communities Act Amendments of 1989.

Effects of Drugs and Alcohol

Although individuals often use drugs and alcohol to achieve a variety of effects on mind and body that are found to be temporarily useful or pleasurable, drugs can be highly addictive and injurious. A person can pay a price in terms of his or her physical, emotional, and social health.

This price can be paid in a number of ways. The risk of contracting sexually transmitted diseases, including AIDS, is increased through unwanted or unprotected sex when one is under the influence of drugs or alcohol. Drugs can be the trigger for violent crime. Economic and legal problems usually follow directly when one tries to support a drug habit by resorting to crime. The dependence, illness, loss of job, and loss of family or friends that can result from drug or alcohol use and abuse can be tragic.

In keeping with the mission of [school name] and the requirements of state and federal law, [school name] has adopted this program to ensure a drug-free campus and workplace and to prevent the use of controlled substances and the abuse of alcohol.

Health Risks Associated with the Use of Alcohol

Short Term Risks

- Increased risks of accidents and injuries
- Alcohol-related traffic accidents (the leading cause of death for teens)
- Alcohol slows reaction time, decreases muscle coordination, and impairs vision
- Fatal overdose
- Unconsciousness or blackout
- Death by aspiration of vomit
- Nausea
- Gastritis

Long-Term Risks

- Increased blood pressure
- Increased risk of heart attack
- Brain damage resulting in permanent psychosis
- Cancer of the mouth, esophagus or stomach
- Liver damage (cirrhosis, alcohol hepatitis, cancer)
- Ulcers and Gastritis
- Pancreatitis
- Birth defects
- In males--testicular atrophy and breast enlargement
- In females--increased risk of breast cancer
- Prolonged, excessive drinking can shorten life span by ten to twelve years.

Health Risks Associated with the Use of Drugs

Amphetamines (Speed, Uppers)

- Malnutrition
- Hallucinations
- Dependence, psychological and sometimes physical

Deliriants (Aerosols, Lighter Fluid, Paint Thinner)

- Permanent damage to lungs, brain, liver, bone marrow
- Loss of coordination, confusion, hallucinations
- Overdose causing convulsions, death

Depressants (Barbiturates, Tranquilizers, Methaqualone)

- Confusion, depression, loss of coordination
- Dependence, physical and psychological
- Coma, death (caused by overdose)
- Can be lethal when combined with alcohol

Hallucinogens (LSD, PCP, DMT, STP, Mescaline)

- Hallucinations, panic, irrational behaviors (which can lead to increased risk of accidents, injuries)

- Tolerance overdose leading to convulsions, coma, death
- Possible birth defects in children of LSD users

Intravenous Drug Use

- Places one at risk for HIV infection (the virus causing AIDS) when needles are shared

Marijuana and Hashish

- Chronic bronchitis
- Decreased vital capacity
- Increased risk of lung cancer
- In men lower levels of testosterone and increase in abnormal sperm count

Stimulants (Cocaine)

- Painful nosebleeds and nasal erosion
- Intense "downs" that result in physical and/or emotional discomfort
- Tolerance and physical dependence can develop

Narcotics (Heroin, Morphine, Codeine, Opium)

- Malnutrition
- Hepatitis
- Loss of judgment and self-control leading to increased risk of accidents, injuries
- Dependence
- Overdose leading to convulsions, coma, death

Sanctions

The Art Institute of Salt Lake City Sanctions

The Art Institute of Salt Lake City, in all of its actions, seeks to uphold local, state and federal laws. Insofar as permitted by these laws, the The Art Institute of Salt Lake City will apply sanctions that could lead to a student being fined, suspended or expelled or an employee being disciplined, suspended or dismissed for violation of The Art Institute of Salt Lake City standards of conduct. Students and employees may also be referred for prosecution. Disciplinary sanctions may include the completion of an appropriate rehabilitation program, at the student's or employee's expense, if necessary.

Penalties and Sanctions for Drug and Alcohol Violations

Federal penalties and sanctions for illegal possession of a controlled substance include the following:

First conviction: up to 1 year in prison, fine of \$1,000 to \$100,000, or both

Second conviction: at least 15 days and up to 2 years imprisonment, \$5,000 to \$250,000 fine, or both

After two drug convictions: at least 90 days and up to 3 years in prison, \$5,000 to \$250,000 fine, or both. Special federal sentencing provisions for possession of crack cocaine include a mandatory prison term of at least 5 years and up to 20 years, fine of up to \$250,000, or both, for a first conviction if the amount of crack exceeds 5 grams, for a second conviction if amount exceeds 3 grams, and for a third or subsequent conviction if the amount exceeds 1 gram.

Additional federal sanctions may also apply including forfeiture of vehicles used to transport controlled substances, denial of federal benefits including student loans, grants, and contracts and denial or revocation of certain federal licenses and benefits.

State Sanctions include but are not limited to the following

Utah Controlled Substances Act

58-37-8. Prohibited acts -- Penalties.

(1) Prohibited acts A -- Penalties:

(a) Except as authorized by this chapter, it is unlawful for any person to knowingly and intentionally:

- (i) produce, manufacture, or dispense, or to possess with intent to produce, manufacture, or dispense, a controlled or counterfeit substance;**
- (ii) distribute a controlled or counterfeit substance, or to agree, consent, offer, or arrange to distribute a controlled or counterfeit substance;**
- (iii) possess a controlled or counterfeit substance with intent to distribute; or**
- (iv) engage in a continuing criminal enterprise where:**
 - (A) the person participates, directs, or engages in conduct which results in any violation of any provision of Title 58, Chapters 37, 37a, 37b, 37c, or 37d that is a felony; and**
 - (B) the violation is a part of a continuing series of two or more violations of Title 58, Chapters 37, 37a, 37b, 37c, or 37d on separate occasions that are undertaken in concert with five or more persons with respect to whom the person occupies a position of organizer, supervisor, or any other position of management.**

(b) Any person convicted of violating Subsection (1)(a) with respect to:

- (i) a substance or a counterfeit of a substance classified in Schedule I or II, a controlled substance analog, or gammahydroxybutyric acid as listed in Schedule III is guilty of a second degree felony and upon a second or subsequent conviction is guilty of a first degree felony;**
- (ii) a substance or a counterfeit of a substance classified in Schedule III or IV, or marijuana, or a substance listed in Section 58-37-4.2 is guilty of a third degree felony, and upon a second or subsequent conviction is guilty of a second degree felony; or**
- (iii) a substance or a counterfeit of a substance classified in Schedule V is guilty of a class A misdemeanor and upon a second or subsequent conviction is guilty of a third degree felony.**

(c) Any person who has been convicted of a violation of Subsection (1)(a)(ii) or (iii) may be sentenced to imprisonment for an indeterminate term as provided by law, but if the trier of fact finds a firearm as defined in Section 76-10-501 was used, carried, or possessed on his person or in his immediate possession during the commission or in furtherance of the offense, the court shall additionally sentence the person convicted for a term of one year to run consecutively and not concurrently; and the court may additionally sentence the person convicted for an indeterminate term not to exceed five years to run consecutively and not concurrently.

(d) Any person convicted of violating Subsection (1)(a)(iv) is guilty of a first degree felony punishable by imprisonment for an indeterminate term of not less than seven years and which may be for life. Imposition or execution of the sentence may not be suspended, and the person is not eligible for probation.

(2) Prohibited acts B -- Penalties:

(a) It is unlawful:

- (i) for any person knowingly and intentionally to possess or use a controlled substance analog or a controlled substance, unless it was obtained under a valid prescription or order, directly from a practitioner while acting in the course of the person's professional practice, or as otherwise authorized by this chapter;**
- (ii) for any owner, tenant, licensee, or person in control of any building, room, tenement, vehicle, boat, aircraft, or other place knowingly and intentionally to permit them to be occupied by persons unlawfully possessing, using, or distributing controlled substances in any of those locations; or**
- (iii) for any person knowingly and intentionally to possess an altered or forged prescription or written order for a controlled substance.**

- (b) Any person convicted of violating Subsection (2)(a)(i) with respect to:
- (i) marijuana, if the amount is 100 pounds or more, is guilty of a second degree felony;
 - (ii) a substance classified in Schedule I or II, marijuana, if the amount is more than 16 ounces, but less than 100 pounds, or a controlled substance analog, is guilty of a third degree felony; or
 - (iii) marijuana, if the marijuana is not in the form of an extracted resin from any part of the plant, and the amount is more than one ounce but less than 16 ounces, is guilty of a class A misdemeanor.
- (c) Upon a person's conviction of a violation of this Subsection (2) subsequent to a conviction under Subsection (1)(a), that person shall be sentenced to a one degree greater penalty than provided in this Subsection (2).
- (d) Any person who violates Subsection (2)(a)(i) with respect to all other controlled substances not included in Subsection (2)(b)(i), (ii), or (iii), including a substance listed in Section 58-37-4.2, or less than one ounce of marijuana, is guilty of a class B misdemeanor. Upon a second conviction the person is guilty of a class A misdemeanor, and upon a third or subsequent conviction the person is guilty of a third degree felony.
- (e) Any person convicted of violating Subsection (2)(a)(i) while inside the exterior boundaries of property occupied by any correctional facility as defined in Section 64-13-1 or any public jail or other place of confinement shall be sentenced to a penalty one degree greater than provided in Subsection (2)(b), and if the conviction is with respect to controlled substances as listed in:
- (i) Subsection (2)(b), the person may be sentenced to imprisonment for an indeterminate term as provided by law, and:
 - (A) the court shall additionally sentence the person convicted to a term of one year to run consecutively and not concurrently; and
 - (B) the court may additionally sentence the person convicted for an indeterminate term not to exceed five years to run consecutively and not concurrently; and
 - (ii) Subsection (2)(d), the person may be sentenced to imprisonment for an indeterminate term as provided by law, and the court shall additionally sentence the person convicted to a term of six months to run consecutively and not concurrently.
- (f) Any person convicted of violating Subsection (2)(a)(ii) or (iii) is:
- (i) on a first conviction, guilty of a class B misdemeanor;
 - (ii) on a second conviction, guilty of a class A misdemeanor; and
 - (iii) on a third or subsequent conviction, guilty of a third degree felony.
- (g) A person is subject to the penalties under Subsection (2)(h) who, in an offense not amounting to a violation of Section 76-5-207:
- (i) violates Subsection (2)(a)(i) by knowingly and intentionally having in the person's body any measurable amount of a controlled substance; and
 - (ii) operates a motor vehicle as defined in Section 76-5-207 in a negligent manner, causing serious bodily injury as defined in Section 76-1-601 or the death of another.
- (h) A person who violates Subsection (2)(g) by having in the person's body:
- (i) a controlled substance classified under Schedule I, other than those described in Subsection (2)(h)(ii), or a controlled substance classified under Schedule II is guilty of a second degree felony;
 - (ii) marijuana, tetrahydrocannabinols, or equivalents described in Subsection 58-37-4(2)(a)(iii)(S) or (AA), or a substance listed in Section 58-37-4.2 is guilty of a third degree felony; or
 - (iii) any controlled substance classified under Schedules III, IV, or V is guilty of a class A misdemeanor.
- (i) A person is guilty of a separate offense for each victim suffering serious bodily injury or death as a result of the person's negligent driving in violation of Subsection 58-37-8(2)(g) whether or not the injuries arise from the same episode of driving.

(3) Prohibited acts C -- Penalties:

(a) It is unlawful for any person knowingly and intentionally:

(i) to use in the course of the manufacture or distribution of a controlled substance a license number which is fictitious, revoked, suspended, or issued to another person or, for the purpose of obtaining a controlled substance, to assume the title of, or represent oneself to be, a manufacturer, wholesaler, apothecary, physician, dentist, veterinarian, or other authorized person;

(ii) to acquire or obtain possession of, to procure or attempt to procure the administration of, to obtain a prescription for, to prescribe or dispense to any person known to be attempting to acquire or obtain possession of, or to procure the administration of any controlled substance by misrepresentation or failure by the person to disclose receiving any controlled substance from another source, fraud, forgery, deception, subterfuge, alteration of a prescription or written order for a controlled substance, or the use of a false name or address;

(iii) to make any false or forged prescription or written order for a controlled substance, or to utter the same, or to alter any prescription or written order issued or written under the terms of this chapter; or

(iv) to make, distribute, or possess any punch, die, plate, stone, or other thing designed to print, imprint, or reproduce the trademark, trade name, or other identifying mark, imprint, or device of another or any likeness of any of the foregoing upon any drug or container or labeling so as to render any drug a counterfeit controlled substance.

(b) Any person convicted of violating Subsection (3)(a) is guilty of a third degree felony.

(4) Prohibited acts D -- Penalties:

(a) Notwithstanding other provisions of this section, a person not authorized under this chapter who commits any act declared to be unlawful under this section, Title 58, Chapter 37a, Utah Drug Paraphernalia Act, or under Title 58, Chapter 37b, Imitation Controlled Substances Act, is upon conviction subject to the penalties and classifications under this Subsection (4) if the trier of fact finds the act is committed:

(i) in a public or private elementary or secondary school or on the grounds of any of those schools;

(ii) in a public or private vocational school or postsecondary institution or on the grounds of any of those schools or institutions;

(iii) in those portions of any building, park, stadium, or other structure or grounds which are, at the time of the act, being used for an activity sponsored by or through a school or institution under Subsections (4)(a)(i) and (ii);

(iv) in or on the grounds of a preschool or child-care facility;

(v) in a public park, amusement park, arcade, or recreation center;

(vi) in or on the grounds of a house of worship as defined in Section 76-10-501;

(vii) in a shopping mall, sports facility, stadium, arena, theater, movie house, playhouse, or parking lot or structure adjacent thereto;

(viii) in or on the grounds of a library;

(ix) within any area that is within 1,000 feet of any structure, facility, or grounds included in Subsections (4)(a)(i), (ii), (iv), (vi), and (vii);

(x) in the presence of a person younger than 18 years of age, regardless of where the act occurs; or

(xi) for the purpose of facilitating, arranging, or causing the transport, delivery, or distribution of a substance in violation of this section to an inmate or on the grounds of any correctional facility as defined in Section 76-8-311.3.

(b) (i) A person convicted under this Subsection (4) is guilty of a first degree felony and shall be imprisoned for a term of not less than five years if the penalty that would otherwise have been established but for this Subsection (4) would have been a first degree felony.

(ii) Imposition or execution of the sentence may not be suspended, and the person is not eligible for probation.

(c) If the classification that would otherwise have been established would have been less than a first degree felony but for this Subsection (4), a person convicted under this Subsection (4) is guilty of one degree more than the maximum penalty prescribed for that offense. This Subsection (4)(c) does not apply to a violation of Subsection (2)(g).

(d) (i) If the violation is of Subsection (4)(a)(xi):

(A) the person may be sentenced to imprisonment for an indeterminate term as provided by law, and the court shall additionally sentence the person convicted for a term of one year to run consecutively and not concurrently; and

(B) the court may additionally sentence the person convicted for an indeterminate term not to exceed five years to run consecutively and not concurrently; and

(ii) the penalties under this Subsection (4)(d) apply also to any person who, acting with the mental state required for the commission of an offense, directly or indirectly solicits, requests, commands, coerces, encourages, or intentionally aids another person to commit a violation of Subsection (4)(a)(xi).

(e) It is not a defense to a prosecution under this Subsection (4) that the actor mistakenly believed the individual to be 18 years of age or older at the time of the offense or was unaware of the individual's true age; nor that the actor mistakenly believed that the location where the act occurred was not as described in Subsection (4)(a) or was unaware that the location where the act occurred was as described in Subsection (4)(a).

(5) Any violation of this chapter for which no penalty is specified is a class B misdemeanor.

(6) For purposes of penalty enhancement under Subsections (1)(b) and (2)(c), a plea of guilty or no contest to a violation of this section which is held in abeyance under Title 77, Chapter 2a, Pleas in Abeyance, is the equivalent of a conviction, even if the charge has been subsequently reduced or dismissed in accordance with the plea in abeyance agreement.

(7) A person may be charged and sentenced for a violation of this section, notwithstanding a charge and sentence for a violation of any other section of this chapter.

(8) (a) Any penalty imposed for violation of this section is in addition to, and not in lieu of, any civil or administrative penalty or sanction authorized by law.

(b) Where violation of this chapter violates a federal law or the law of another state, conviction or acquittal under federal law or the law of another state for the same act is a bar to prosecution in this state.

(9) In any prosecution for a violation of this chapter, evidence or proof which shows a person or persons produced, manufactured, possessed, distributed, or dispensed a controlled substance or substances, is prima facie evidence that the person or persons did so with knowledge of the character of the substance or substances.

(10) This section does not prohibit a veterinarian, in good faith and in the course of the veterinarian's professional practice only and not for humans, from prescribing, dispensing, or administering controlled substances or from causing the substances to be administered by an assistant or orderly under the veterinarian's direction and supervision.

(11) Civil or criminal liability may not be imposed under this section on:

(a) any person registered under this chapter who manufactures, distributes, or possesses an imitation controlled substance for use as a placebo or investigational new drug by a registered practitioner in the ordinary course of professional practice or research; or

(b) any law enforcement officer acting in the course and legitimate scope of the officer's employment.

(12) (a) Civil or criminal liability may not be imposed under this section on any Indian, as defined in Subsection 58-37-2(1)(v), who uses, possesses, or transports peyote for bona fide traditional ceremonial purposes in connection with the practice of a traditional Indian religion as defined in Subsection 58-37-2(1)(w).

(b) In a prosecution alleging violation of this section regarding peyote as defined in Subsection 58-37-4(2)(a)(iii)(V), it is an affirmative defense that the peyote was used, possessed, or transported by an Indian for bona fide traditional ceremonial purposes in connection with the practice of a traditional Indian religion.

(c) (i) The defendant shall provide written notice of intent to claim an affirmative defense under this Subsection (12) as soon as practicable, but not later than 10 days prior to trial.

(ii) The notice shall include the specific claims of the affirmative defense.

(iii) The court may waive the notice requirement in the interest of justice for good cause shown, if the prosecutor is not unfairly prejudiced by the lack of timely notice.

(d) The defendant shall establish the affirmative defense under this Subsection (12) by a preponderance of the evidence. If the defense is established, it is a complete defense to the charges.

(13) (a) It is an affirmative defense that the person produced, possessed, or administered a controlled substance listed in Section 58-37-4.2 if the person:

(i) was engaged in medical research; and

(ii) was a holder of a valid license to possess controlled substances under Section 58-37-6.

(b) It is not a defense under Subsection (13)(a) that the person prescribed or dispensed a controlled substance listed in Section 58-37-4.2.

(14) It is an affirmative defense that the person possessed, in the person's body, a controlled substance listed in Section 58-37-4.2 if:

(a) the person was the subject of medical research conducted by a holder of a valid license to possess controlled substances under Section 58-37-6; and

(b) the substance was administered to the person by the medical researcher.

(15) If any provision of this chapter, or the application of any provision to any person or circumstances, is held invalid, the remainder of this chapter shall be given effect without the invalid provision or application.

(16) A legislative body of a political subdivision may not enact an ordinance that is less restrictive than any provision of this chapter.

76-10-104. Providing a cigar, cigarette, electronic cigarette, or tobacco to a minor -- Penalties.

(1) Any person who knowingly, intentionally, recklessly, or with criminal negligence provides any cigar, cigarette, electronic cigarette, or tobacco in any form, to any person under 19 years of age, is guilty of a class C misdemeanor on the first offense, a class B misdemeanor on the second offense, and a class A misdemeanor on subsequent offenses.

(2) For purposes of this section "provides":

(a) includes selling, giving, furnishing, sending, or causing to be sent; and

(b) does not include the acts of the United States Postal Service or other common carrier when engaged in the business of transporting and delivering packages for others or the acts of a person, whether compensated or not, who transports or delivers a package for another person without any reason to know of the package's content.

76-10-104.1. Providing tobacco paraphernalia to minors -- Penalties.

(1) For purposes of this section:

(a) "Provides":

(i) includes selling, giving, furnishing, sending, or causing to be sent; and

(ii) does not include the acts of the United States Postal Service or other common carrier when engaged in the business of transporting and delivering packages for others or the acts of a person, whether compensated or not, who transports or delivers a package for another person without any reason to know of the package's content.

(b) "Tobacco paraphernalia":

(i) means any equipment, product, or material used, or intended for use to package, repackage, store, contain, conceal, ingest, inhale, or otherwise introduce a cigar, cigarette, or tobacco in any form into the human body, including:

- (A) metal, wooden, acrylic, glass, stone, plastic, or ceramic pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls;
 - (B) water pipes;
 - (C) carburetion tubes and devices;
 - (D) smoking and carburetion masks;
 - (E) roach clips: meaning objects used to hold burning material, such as a cigarette, that has become too small or too short to be held in the hand;
 - (F) chamber pipes;
 - (G) carburetor pipes;
 - (H) electric pipes;
 - (I) air-driven pipes;
 - (J) chillums;
 - (K) bongs; and
 - (L) ice pipes or chillers; and
- (ii) does not include matches or lighters.

(2) Any person who knowingly, intentionally, recklessly, or with criminal negligence provides any tobacco paraphernalia to any person under 19 years of age, is guilty of a class C misdemeanor on the first offense and a class B misdemeanor on subsequent offenses.

76-10-105. Buying or possessing a cigar, cigarette, electronic cigarette, or tobacco by a minor -- Penalty -- Compliance officer authority -- Juvenile court jurisdiction.

(1) Any 18 year old person who buys or attempts to buy, accepts, or has in the person's possession any cigar, cigarette, electronic cigarette, or tobacco in any form is guilty of a class C misdemeanor and subject to:

- (a) a minimum fine or penalty of \$60; and
- (b) participation in a court-approved tobacco education program, which may include a participation fee.

(2) Any person under the age of 18 who buys or attempts to buy, accepts, or has in the person's possession any cigar, cigarette, electronic cigarette, or tobacco in any form is subject to the jurisdiction of the Juvenile Court and:

- (a) a minimum fine or penalty of \$60; and
- (b) participation in a court-approved tobacco education program, which may include a participation fee.

(3) A compliance officer appointed by a board of education under Section 53A-3-402 may issue citations for violations of this section committed on school property. Cited violations shall be reported to the appropriate juvenile court.

76-10-105.3. Prohibition of sale or gift of clove cigarettes.

It is unlawful for any person to knowingly sell, offer for sale, give or furnish any clove cigarette in this state. For purposes of this section "clove cigarette" means any cigarette which contains more than 10%, by weight, of raw eugenia caryophyllata or caryophyllus, commonly known as clove. Any person who violates this section is guilty of a class B misdemeanor.

76-10-107. Abuse of psychotoxic chemical solvents.

(1) A person is guilty of abuse of psychotoxic chemical solvents if:

- (a) for the purpose of causing a condition of intoxication, inebriation, excitement, stupefaction, or the dulling of his brain or nervous system, he intentionally:
 - (i) smells or inhales the fumes of any psychotoxic chemical solvent; or
 - (ii) possesses, purchases, or attempts to possess or purchase any psychotoxic chemical solvent; or
- (b) the person offers, sells, or provides a psychotoxic chemical solvent to another person, knowing that other person or a third party intends to possess or use that psychotoxic chemical solvent in violation of Subsection (1)(a).

(2) This section does not apply to the prescribed use, distribution, or sale of those substances for medical or dental purposes.

(3) Abuse of psychotoxic chemical solvents is a class B misdemeanor.

(4) As used in this section, psychotoxic chemical solvent includes any glue, cement, or other substance containing one or more of the following chemical compounds: acetone and acetate, amyl nitrite or amyl nitrate or their isomers, benzene, butyl alcohol, butyl nitrite, butyl nitrate, or their isomers, ethyl alcohol, ethyl nitrite or ethyl nitrate, ethylene dichloride, isobutyl alcohol, methyl alcohol, methyl ethyl ketone, n-propyl alcohol, pentachlorophenol, petroleum ether, propyl nitrite or propyl nitrate or their isomers, toluene or xylene, or other chemical substance capable of causing a condition of intoxication, inebriation, excitement, stupefaction, or the dulling of the brain or nervous system as a result of the inhalation of the fumes or vapors of such chemical substance. Nothing in this section shall be construed to include any controlled substance regulated by the provisions of Title 58, Chapter 37, Utah Controlled Substances Act.

76-10-107.5. Abuse of nitrous oxide -- Penalty.

- (1) As used in this section, "nitrous oxide" means:
 - (a) N₂O, a colorless gas or liquid that is also referred to as dinitrogen monoxide, nitrogen oxide, or laughing gas; and
 - (b) any substance containing nitrous oxide.
- (2) A person is guilty of abuse of nitrous oxide who:
 - (a) possesses nitrous oxide with the intent to breathe, inhale, or ingest it for the purpose of:
 - (i) causing a condition of intoxication, elation, euphoria, dizziness, stupefaction, or dulling of the senses;
 - (ii) in any manner changing, distorting, or disturbing the audio, visual, or mental processes;
 - (b) knowingly and intentionally is under the influence of nitrous oxide; or
 - (c) offers, sells, or provides nitrous oxide to another person, knowing that other person or a third party intends to possess or use the nitrous oxide in violation of Subsection (2)(a) or (b).
- (3) Subsection (2)(b) does not apply to any person who is under the influence of nitrous oxide pursuant to an administration for the purpose of medical, surgical, or dental care by a person holding a license under state law that authorizes the administration of nitrous oxide.
- (4) Subsection (2)(c) does not apply to any person who administers nitrous oxide for the purpose of medical, surgical, or dental care and who holds a license under state law that authorizes the administration of nitrous oxide.
- (5) A violation of this section is a class A misdemeanor.

Convictions for Drug-Related Offenses

Any student convicted of any drug-related criminal statute must notify the Director of Student Affairs, in writing, no later than five (5) days after such conviction regardless of where the offense occurred. This is because under federal and state laws, any student convicted of a drug-related felony offense must be denied all federal and state assistance, including Pell Grants. However, a criminal conviction shall not be necessary to find that a student has violated these standards of conduct, and the The Art Institute of Salt Lake City need not, and ordinarily will not, defer its own actions and sanctions pending the outcome of any criminal proceeding.

Danger Signals Indicating a Drug or Alcohol Problem

Following is a listing of classic danger signals that may indicate the presence of a drug or alcohol problem:

- abrupt changes in mood or attitude
- decreased efficiency at work or at school
- frequent absences, tardiness, and/or early departures
- relationship problems with family, friends, and co-workers
- unusual outbursts of anger and hostility
- social withdrawal

Counseling

If you observe any of these changes in yourself or another student, you are encouraged to talk with The Director of Student Affairs.

Abuse of alcohol or drugs can lead to dependency and addiction, with serious consequences for personal health and overall quality of life. There are drug and alcohol counseling, treatment, and rehabilitation facilities available in our area where students and employees may seek advice and treatment. The Director of Student Affairs can refer you to one that meets your needs.

Salt Lake City Area Resources

There are also organizations that may be contacted for help. The Alcoholism and Drug Abuse Hotline (1-800-252-6465) and the Cocaine Hotline (1-800-444-9999) are open 24 hours a day. The National Institute on Drug Abuse Hotline (1-800-662-4357) is available from 8:00 a.m. to 2:00 a.m., Monday through Friday and from 11:00 a.m. to 2:00 a.m. on weekends. A list of emergency and sliding-fee scale resources is available in the Student Affairs Office.

A list of emergency and sliding-fee scale resources is available from The Director of Student Affairs.

Notice of EDMC Policies to Comply with the Higher Education Opportunity Act of 2008

The unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students and individuals to civil and criminal liabilities. Almost all of the music, movies, television shows, software, games and images found on the Internet are protected by federal copyright law. The owner of the copyright in these works has the right to control their distribution, modification, reproduction, public display and public performance. It is generally illegal therefore to use file sharing networks to download and share copyrighted works without the copyright owner's permission unless "fair use" or another exemption under copyright law applies.

Fair use under the federal Copyright Act allows the use without permission of copyrighted material for the purpose of criticism, comment, news reporting or teaching under certain limited circumstances. There is no blanket exception from liability for students or employees of educational institutions, however, and whether the use of copyrighted material without permission falls within "fair use" or one of the other exceptions in the Act depends on a very detailed, case-by-case analysis of various factors. Students should be aware that sharing music, videos, software and other copyrighted materials is very likely not to be considered a "fair use" and therefore may be a violation of the law.

A violation of the institution's policy for use of its information technology system can result in termination of network access for the student and/or other disciplinary action including removal of the student from the institution. Moreover, there are severe civil and criminal penalties for copyright infringement under federal law. A copyright owner is entitled to recover actual damages and profits resulting from an infringement, but also may recover statutory damages ranging from \$750 to \$30,000 per work for a non-willful infringement and up to \$150,000 for a willful infringement, even if there is no proof of actual damages, in addition to court costs and reasonable attorneys' fees. The government also can file criminal charges that can result in fines and imprisonment.

EDMC's policies in regard to copyright infringement via the Internet prohibit the illegal downloading or unauthorized distribution of copyrighted materials using the institution's information technology system. EDMC's policies prohibit use of the EDMC computer network to engage in illegal copying or distribution of copyrighted works such as by unauthorized peer-to-peer file sharing (i.e., the sharing of copyrighted works, typically in digital or electronic files, without permission.

General Information

The Art Institute Culture

An impressive faculty of working professionals instructs students through a well-designed curriculum. The programs are thoroughly planned to prepare graduates to seek entry-level positions in their chosen fields. Curricula are periodically reviewed to ensure they meet the needs of a changing marketplace. Students come to The Art Institutes locations from all over the United States and abroad. The student body at The Art Institute is made up of men and women who have either enrolled directly after completing high school, transferred from colleges and universities, or who have left employment situations to prepare for new careers. Although a visit is not a condition for submitting the application for admission and enrollment agreement, prospective students are encouraged to visit The Art Institute of Salt Lake City.

Online Courses

Students have the option of taking a limited number of courses online. There is an additional fee of \$100 per course if this option is selected. Any student who has questions about online courses or wishes to register for online courses must contact the Online Advocate in the Academic Affairs Office. Prior to taking the first online course, each student must successfully participate in an Online Orientation. Failure to do so will result in being withdrawn from the online class(es). Online courses may not be taken during the second session of the student's final quarter if the student wishes to participate in graduation ceremonies. Students who begin their studies at The Art Institute of Salt Lake City by taking only online courses must sit in an on-ground class no later than the end of Week 1 of their second quarter or they will be terminated from The Art Institute of Salt Lake City. In no event may a student take only online courses for more than one consecutive quarter unless the student has requested permission in writing and received permission in writing from the Dean of Academic Affairs.

Method of Instruction

Instructional methods at The Art Institute of Salt Lake City include lecture, demonstrations, labs, one-on-one tutorial, and periodic examinations. Except for internships, field trips, online courses, and very occasional independent studies, all instruction is conducted in classroom or laboratory settings.

Facilities and Equipment

The Art Institute of Salt Lake City 38,000 square feet at 121 Election Rd, Suite #100 Draper, UT 84020, encompassing classrooms, studios, print and service bureaus, a photography lab, offices, a student lounge, a supply store, a dining lab, and a learning resource center. Equipment provided at The Art Institute of Salt Lake City is specific to the program of study. This includes, but is not limited to, projectors, editing decks, camcorders, PC and Macintosh computers, printers, drafting tables, and kitchen appliances. The Art Institute of Salt Lake City is not responsible for loss or damage of student property, including artwork or tapes.

Appropriate Attire

While attending The Art Institute of Salt Lake City, students are requested to dress in the manner appropriate for their professions.

Smoking Policy

The Art Institute of Salt Lake City provides a smoke-free environment in compliance with state, federal, and local laws. This policy is strictly enforced. Smoking is not permitted anywhere in the building or immediately outside the front entrance. Smoking is only permitted in the outside, designated smoking area.

Student Conduct

Students of The Art Institute of Salt Lake City are preparing for career employment. An integral part of their career and professional development is the expectation that they will conduct themselves during the educational process in the same manner as will be expected in an employment situation. The Art Institute of Salt Lake City reserves the right to suspend or terminate any student whose conduct is detrimental to the training environment within the classrooms, to the well-being of fellow students and/or faculty and staff members within The Art Institute of Salt Lake City or at any Institute-sponsored activity or facility, or who

causes damage to the appearance or structure of The Art Institute of Salt Lake City or housing facilities and/or equipment therein. Additionally, any student who copies or otherwise plagiarizes the artwork or assignments/ projects of other students or professionals, or who otherwise displays conduct detrimental to his or her own academic progress, is subject to disciplinary action.

Students are prohibited from the unlawful manufacture, distribution, possession or use of illicit drugs or alcohol. This prohibition applies while on the property of the school, in school sponsored housing facilities, or when participating in any institutional activity. Students who violate this policy will be subject to disciplinary action up to and including expulsion from school. The Art Institute of Salt Lake City has established a drug and alcohol awareness program.

The Art Institute of Salt Lake City informs all students through the Student Handbook of the detailed requirements of the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226, and what The Art Institute of Salt Lake City requires of all staff and students.

The complete student conduct policy is published in the student handbook.

Student Artwork

Student artwork is important to The Art Institute. It is of great benefit in teaching other students and in demonstrating the nature and value of the programs. Artwork is used by admissions representatives to show prospective students and counselors what The Art Institute of Salt Lake City students have achieved. Student artwork also is or will be a basic part of the catalog and other publications and exhibitions illustrating the programs at The Art Institute of Salt Lake City. The Art Institute of Salt Lake City reserves the right to make use of the artwork of its students, with student permission, for such purposes. The Art Institute of Salt Lake City also reserves the right to select artwork that is appropriate to a given circumstance and may choose not to display work that might be viewed as objectionable by some audiences. If your work is not on display, you must pick it up by the end of Week 3 of the quarter following submission. After this time, all DVDs and digital prints will be thrown away under the assumption that the designer has the digital files and wants us to toss it. Unclaimed/abandoned artwork originals will be discarded by the end of Week 10 of the quarter following submission. In submitting your work for display you acknowledge that you have read about the pickup deadlines above and that you will personally pick up any work that you care about keeping.

Study Trips

The Art Institute of Salt Lake City arranges study trips to local cultural and commercial sites. These visits are an integral part of each student's training and offer a chance for valuable exposure to places and events relating to the student's field of study.

In addition to local study trips to support the curriculum, out-of town seminars and visits are planned in individual programs. The costs related to optional study trips are not included in regular tuition or fees.

Start of Quarter

Students must sit in class and be marked present no later than the first scheduled class day of the second week of each quarter. Students who wish to begin study for the quarter after this deadline must submit written requests to the Dean of Academic Affairs, detailing the mitigating circumstances preventing them from starting sooner. Basing his decision on the mitigating circumstances, the Dean will decide whether the student may begin study after the first day of the second week of the quarter. Students who do not meet this requirement will be withdrawn from The Art Institute of Salt Lake City and must wait until the next quarter to begin/ continue their education at The Art Institute of Salt Lake City.

Release of Documents

No transcripts, certificates, diplomas or other documents will be released for any student who has an outstanding debt.

Student Complaint/Grievance Procedures

If you have a complaint or problem you are encouraged to follow the Student Complaint Procedure.

1. You should discuss complaints with the individual(s) within the appropriate department. Initial discussion should be with the person most knowledgeable of the issues involved or with immediate decision-making responsibility. For example, a complaint with a class should begin by meeting with your instructor.
2. Should meeting with the primary party not result in a win-win, schedule a meeting with that person's supervisor to assist you in resolving your concern. In this example you would meet with your academic director.
3. If you feel that the complaint has not been fully addressed, a written account should be submitted to the Director of Student Affairs if related to non-academic issues or to the Dean of Academic Affairs for academic issues. The written account should indicate your name, phone number, and ID# and discuss the steps you have taken to remedy the situation.
4. The Director of Student Affairs or Dean will be notified of the complaint. A follow-up meeting with you and the Director of Student Affairs and/or the Dean of Academic Affairs will be held within ten school days of the date of the written complaint in an effort to resolve the issue.
5. If you are not satisfied with the results, you may file an appeal with the President's Office. The appeal should be in writing and contain your name and phone number. You should summarize the steps you have taken to remedy the situation and indicate why the results are not satisfactory. You will hear the results of the appeal within ten class days from the date the appeal is received.

If you follow this complaint procedure and still feel dissatisfied with the results you may send a written copy of the complaint to:

The Utah Division of Consumer Protection (UDCP)
160 East 300 South, Second Floor,
Salt Lake City, UT 84114.
801.530.6601

If the student has exhausted the above procedure and has still not received a satisfactory response or feels that The Art Institute of Salt Lake City has not adequately addressed the complaint or concern, the student may submit a written complaint to Accrediting Council for Independent Colleges and Schools (ACICS):
ACICS
750 First Street N.E., Suite 980
Washington DC 20002-4241
202. 336.6780

Please refer to the school's Arbitration Policy for additional information regarding disputes or claims.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974, as amended ("FERPA") sets out requirements designed to afford students certain rights with respect to their education records. In addition, it puts limits on what information The Art Institute of Salt Lake City may disclose to third parties without receiving prior written consent from the student.

I. Procedure to Inspect Education Records

Students have the right under FERPA to inspect and review their education records. A student who wishes to inspect and review his/her records should submit a written request to the Registrar. The request should

identify as precisely as possible the records the student wishes to inspect. If the requested records are subject to inspection and review by the student, arrangements for access will be made within a reasonable period of time but in no case more than 45 days after the request was made, and the student will be notified of the time and place where the records may be inspected. The school may require the presence of a school official during the inspection and review of a student's records.

Certain limitations exist on a student's right to inspect and review their own education records. Those limitations include, for example, the following: (i) financial information submitted by parents; (ii) confidential letters and recommendations placed in their files prior to January 1, 1975; (iii) confidential letters and recommendations placed in their files after January 1, 1975 to which the student has waived his or her right to inspect and review and that are related to the student's admission, application for employment or job placement, or receipt of honors. In addition, the term "education record" does not include certain types of records such as, by way of example, records of instructional, supervisory, administrative, and certain educational personnel that are in the sole possession of the maker thereof, and are not accessible or revealed to any other individual except a substitute.

When a record contains personally identifiable information about more than one student, the student may inspect and review only the information that relates to him/her personally.

II. Disclosure of Educational Records

The Art Institute of Salt Lake City generally will not permit disclosure of personally identifiable information from the records of a student without prior written consent of the student. Personally identifiable information is disclosed (some items are mandatory, some discretionary) from the records of a student without that student's prior written consent to the following individuals or institutions or in the following circumstances:

1. To The Art Institute of Salt Lake City officials who have been determined by the school to have legitimate educational interests in the records. A school official is
 - a. a person employed by the school or its corporate parent in an administrative, supervisory, academic or research, or support staff position. This includes, but is not limited to human resources and accounting staff for purposes of the tuition reimbursement plan; or
 - b. a person employed by or under contract to the school to perform specific tasks, such as an auditor, consultant, or attorney, a person on the Board of Trustees, or a student serving on an official committee or assisting another school official.

Any school official who needs information about a student in the course of performing instructional, supervisory, advisory, or administrative duties for The Art Institute of Salt Lake City has a legitimate educational interest.

2. To certain officials of the United States Department of Education, the Comptroller General of the United States, the Attorney General of the United States, and state and local educational authorities in connection with state or federally supported educational programs.
3. In connection with the student's request for, or receipt of, financial aid necessary to determine the eligibility, amounts or conditions of financial aid, or to enforce the terms and conditions of the aid.
4. To organizations conducting certain studies for or on behalf of the school.
5. To accrediting commissions or state licensing or regulatory bodies to carry out their functions.
6. To parents of a dependent student, as defined in Section 152 of the Internal Revenue Code.
7. To comply with a judicial order or lawfully issued subpoena.
8. To appropriate parties in health or safety emergencies.
9. To officials of another school in which a student seeks or intends to enroll.

10.To an alleged victim of a crime of violence or a nonforcible sexual offense, the final results of the disciplinary proceedings conducted by the school against the alleged perpetrator of that crime or offense with respect to that crime or offense.

11.To persons in addition to the victim of a crime of violence or nonforcible sexual offense, the final results of the disciplinary proceedings described in paragraph 10 above but only if the school has determined that a student is the perpetrator of a crime of violence or nonforcible sexual offense, and with respect to the allegation made against him or her, the student has committed a violation of the institution's rules or policies. (The school, in such instances, may only disclose the name of the perpetrator not the name of any other student, including a victim or witness without the prior written consent of the other student(s)).

12.To a parent regarding the student's violation of any federal, state, or local law or of any rules or policy of the school governing the use or possession of alcohol or a controlled substance if the school determines that the student has committed a disciplinary violation with respect to that use or possession, and the student is under 21 at the time of the disclosure to the parent.

13.Directory information (see Section IV below).

14.Student Recruiting Information as requested by the U.S. Military. Student recruiting information includes ONLY: name, address, telephone listing, age or date of birth, class level, academic major, place of birth, degrees received and most recent educational institution attended. It does not include and The Art Institute of Salt Lake City will not provide: social security numbers, race, ethnicity, nationality, GPA, grades, low performing student lists, religious affiliation, students with loans in default, veteran's status, students no longer enrolled. Students who opt out of the directory also opt out of student recruiting information.

III. Record of Requests for Disclosure

Except with respect to those requests made by the student themselves, those disclosures made with the written consent of the student, or to requests by or disclosures to The Art Institute of Salt Lake City officials with legitimate educational interests and disclosures of directory information (or other exceptions described in the applicable regulations), The Art Institute of Salt Lake City will maintain a record indicating the parties who have requested or obtained personally identifiable information from a student's education records and the legitimate interests those parties had in requesting or obtaining the information. This record may be inspected by the student.

IV. Directory Information

The Art Institute of Salt Lake City designates the following information as directory information. (Directory information is personally identifiable information which may be disclosed without the student's consent):

1. Student's name
2. Address: Local, email and website
3. Telephone number (local)
4. Date and place of birth
5. Program of study
6. Participation in officially recognized activities
7. Dates of attendance
8. Degrees and certificates awarded
9. Most recent previously attended school
10. Photograph of the student, if available
11. Enrollment status (i.e., enrolled, continuing, future enrolled student, reentry, leave of absence, etc.)
12. Student honors and awards received.
13. The height and weight of athletic team members

Notice of these categories and of the right of an individual in attendance at The Art Institute of Salt Lake City to request that his/her directory information be kept confidential will be given to the student annually. Students may request nondisclosure of student directory information by specifying nondisclosure, in

writing, to the Office of the Registrar, The Art Institute of Salt Lake City, 3500 Depauw Blvd., Salt Lake City, IN, 46268. Failure to request nondisclosure of directory information will result in routine disclosure of one or more of the above designated categories of personally identifiable directory information.

V. Correction of Educational Records

Students have the right under FERPA to ask to have records corrected which they believe are inaccurate, misleading, or in violation of their privacy rights. The following are the procedures for the correction of records:

1. A student must ask the Registrar to amend a record. As part of the request, the student should identify the part of the record they want to have changed and specify why they believe it to be inaccurate, misleading, or in violation of his/her privacy rights.
2. The Art Institute of Salt Lake City may either amend the record or decide not to amend the record. If it decides not to amend the record, it will notify the student of its decision and advise the student of the right to a hearing to challenge the information believed to be inaccurate, misleading, or in violation of the student's privacy rights.
3. Upon request, The Art Institute of Salt Lake City will arrange for a hearing and notify the student reasonably in advance of the date, place, and time of the hearing. The hearing will be conducted by an individual who does not have a direct interest in the outcome of the hearing. That individual may be an official of The Art Institute of Salt Lake City. The student shall be afforded a forum for the opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by other people, including an attorney.
4. The Art Institute of Salt Lake City will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence, and the reasons for the decision.
5. If, as a result of the hearing, The Art Institute of Salt Lake City decides that the information is inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it will (a) amend the record accordingly; and (b) inform the student of the amendment in writing.
6. If, as a result of the hearing, The Art Institute of Salt Lake City decides that the information in the education record is not inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it shall inform the student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school.
7. If a statement is placed in the education records of a student under paragraph 6 above, The Art Institute of Salt Lake City will: (a) maintain the statement with the contested part of the record for as long as the record is maintained; and (b) disclose the statement whenever it discloses the portion of the record to which the statement relates.

VI. Student Right to File Complaint

A student has the right to file a complaint with the United States Department of Education concerning alleged failures by The Art Institute of Salt Lake City to comply with the requirements of FERPA. The name and address of the governmental office that administers FERPA is:

Family Policy Compliance Office
United States Department of Education
400 Maryland Avenue, S.W.
Washington, DC 20202-4605

Arbitration of Disputes

Every student and The Art Institute of Salt Lake City agrees that any dispute or claim between the student and The Art Institute of Salt Lake City (or any company affiliated with The Art Institute of Salt Lake City, or any of its officers, directors, trustees, employees or agents) arising out of or relating to a student's enrollment or attendance at The Art Institute of Salt Lake City whether such dispute arises before, during, or after the student's attendance and whether the dispute is based on contract, tort, statute, or otherwise, shall be, at the student's or The Art Institute of Salt Lake City's election, submitted to and resolved by

individual binding arbitration pursuant to the terms described herein. This policy, however, is not intended to modify a student's right, if any, to file a grievance with any state educational licensing agency.

If a student decides to initiate arbitration, the student may select either, JAMS or the National Arbitration Forum ("NAF") to serve as the arbitration administrator pursuant to its rules of procedure. If The Art Institute of Salt Lake City intends to initiate arbitration, it will notify the student in writing by regular mail at the student's latest address on file with The Art Institute of Salt Lake City, and the student will have 20 days from the date of the letter to select one of these organizations as the administrator. If the student fails to select an administrator within that 20day period, The Art Institute of Salt Lake City will select one.

The Art Institute of Salt Lake City agrees that it will not elect to arbitrate any undividable claim of less than the relevant jurisdictional threshold that a student may bring in small claims court (or in a similar court of limited jurisdiction subject to expedited procedures). If that claim is transferred or appealed to a different court, however, or if a student's claim exceeds than the relevant jurisdictional threshold The Art Institute of Salt Lake City reserves the right to elect arbitration and, if it does so, each student agrees that the matter will be resolved by binding arbitration pursuant to the terms of this Section.

IF EITHER A STUDENT OR The Art Institute of Salt Lake City CHOOSES ARBITRATION, NEITHER PARTY WILL HAVE THE RIGHT TO A JURY TRIAL, TO ENGAGE IN DISCOVERY, EXCEPT AS PROVIDED IN THE APPLICABLE ARBITRATION RULES, OR OTHERWISE TO LITIGATE THE DISPUTE OR CLAIM IN ANY COURT (OTHER THAN IN SMALL CLAIMS OR SIMILAR COURT, AS SET FORTH IN THE PRECEDING PARAGRAPH, OR IN AN ACTION TO ENFORCE THE ARBITRATOR'S AWARD). FURTHER, A STUDENT WILL NOT HAVE THE RIGHT TO PARTICIPATE AS A REPRESENTATIVE OR MEMBER OF ANY CLASS OF CLAIMANTS PERTAINING TO ANY CLAIM SUBJECT TO ARBITRATION. THE ARBITRATOR'S DECISION WILL BE FINAL AND BINDING. OTHER RIGHTS THAT A STUDENT OR The Art Institute of Salt Lake City WOULD HAVE IN COURT ALSO MAY NOT BE AVAILABLE IN ARBITRATION.

The arbitrator shall have no authority to arbitrate claims on a class action basis, and claims brought by or against a student may not be joined or consolidated with claims brought by or against any other person. Any arbitration hearing shall take place in the federal judicial district in which the student resides. Upon a student's written request, The Art Institute of Salt Lake City will pay the filing fees charged by the arbitration administrator, up to a maximum of \$3,500 per claim. Each party will bear the expense of its own attorneys, experts and witnesses, regardless of which party prevails, unless applicable law gives a right to recover any of those fees from the other party. If the arbitrator determines that any claim or defense is frivolous or wrongfully intended to oppress the other party, the arbitrator may award sanctions in the form of fees and expenses reasonably incurred by the other party (including arbitration administration fees, arbitrators' fees, and attorney, expert and witness fees), to the extent such fees and expenses could be imposed under Rule 11 of the Federal Rules of Civil Procedure.

The Federal Arbitration Act (FAA), 9 U.S.C. §§ 1, et seq., shall govern this arbitration provision. This arbitration provision shall survive the termination of a student's relationship with The Art Institute of Salt Lake City. If a student has a question about the arbitration administrator mentioned above, the student can contact them as follows: JAMS, 45 Broadway, 28th Floor, New York, NY, 10006, www.jamsadr.com, 8003525267; National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, www.arbforum.com, 800-474-2371.

Hours of Operation and Classes

Admissions Office:

M-Th 8am to 8pm

F 8am to 5pm

Sa 9am to 1pm

Registrar's Office:

M-F 8am to 8pm

Supply Store:

M-F 8am to 8pm

School Hours:

M-F 6:30am to 11pm

Sa 7am to 1pm

Class Times:

M-F 6:30am to 11pm

Sa 8am to 6pm

Hours of operation are subject to change.

Catalog Addendum

See the catalog addendum for current information related to the academic calendar, tuition and fees, listing of faculty, and other updates.