



MEDIATECH INSTITUTE

2018 CATALOG



Animation



Web Design



Digital Film



Recording Arts



Mobile Apps

mediatech.edu

DALLAS CAMPUS
13300 Branch View Ln.
Dallas, TX 75234
972.869.1122

HOUSTON CAMPUS
3324 Walnut Bend Ln.
Houston, TX 77042
832.242.3426



Accredited School, ACCSC



DO WHAT YOU LOVE LOVE WHAT YOU DO!

WHAT MAKES MEDIATECH DIFFERENT?

MediaTech Institute Degree and Diploma programs are designed to give you **REAL INDUSTRY EXPERIENCE**. This is more than a classroom where you just read textbooks and learn facts. You are creating videos & mixing music. You are developing applications and designing websites. You can work with real clients and real projects.



mediatech.edu



MEDIATECH INSTITUTE

ACCSC

Accrediting Commission of Career Schools and Colleges



Texas Higher Education
Coordinating Board



TEXAS VETERANS
COMMISSION

ACCREDITATION

Accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). ACCSC is a recognized accrediting agency by the U.S. Department of Education (USDE).

The MediaTech Houston Campus is a Branch Campus of the Main Campus in Dallas.

APPROVALS

Approved and regulated by the Texas Workforce Commission (TWC) Career Schools and Colleges. Authorized by the Texas Higher Education Coordinating Board (THECB).

All programs are approved for the training of veterans by the Texas Veterans Commission (TVC).

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**A Catalog Supplement will be supplied
in addition to the catalog by Admissions.**

MISSION

MediaTech Institute is committed to offering a quality education that meets the needs of our students in today's world. Our mission is to provide educational opportunities in digital technologies, multimedia productions, and entertainment industries that emphasize skills and knowledge that will allow the student to adjust through a lifetime of professional and technological change.

We provide students with a comprehensive selection of academic curricula in digital technology and media recording as well as specialized areas enriched with instruction in general multimedia production, business structures, and communications. Our educational objectives are derived from our mission statement, and the methods below will outline our overall educational purpose.

- To lead the student in the self-discovery process of clarifying and raising the individual's goals and achievements compatible with the student's potential.
- To provide a framework and atmosphere of learning which will enhance the student's ability to demonstrate ethical and moral values in professional, personal, and business situations.
- To strive for and maintain excellence in our program by systematically reviewing classroom facilities, lab equipment, curricula, faculty, and staff.
- To provide placement assistance for graduates and students through individual counseling and required coursework.
- To provide continuing education for our staff and to participate in industry awareness events.
- To work with students, through internships, to help supplement their respective studies with expert guidance from industry professionals.
- To extend our classroom walls by bringing the workplace to students through participation in a real production environment.

LETTER FROM THE PRESIDENT

As a veteran of the entertainment business for more than 40 years, I've had the opportunity to work with some great recording artists, filmmakers, and the technicians that brought their creative visions to life. As a musician and recording engineer myself, I've seen first-hand how digital technology has forced a merging of the creative and technical sides of our business.

When we opened the recording school in 1999, our basic teaching philosophy combined the creative and technical sides. In fact, the name of our school, MediaTech Institute, was derived from this philosophy.

The best paying jobs are not going to those that just know computers, audio recording, or graphic arts; it's those who have a good grasp of all media. Today it's almost impossible to create most audio, video, and print media without having both creative and technical skills. No longer is someone's job title just an artist or just a technician; their job has really become what I like to call a "MediaTech."

The career opportunities are incredible for anyone that learns how to use the various digital media creation tools. Whether it's a business operating out of a garage or an international media corporation, they all need MediaTechs. Whether they're using a website to sell shoes or one to deliver the latest movie, it's all about digital content creation and distribution. As you consider what will be the best education to prepare for your career, I hope you'll think seriously about attending MediaTech Institute.

Sincerely,

Russell Whitaker
President, MediaTech Institute

Russell Whitaker | President



In 1975, President and founder of MediaTech Institute, Russell Whitaker, turned his house into a recording studio (Ruff Cedar Studios) and worked with notable artists such as Stevie Ray Vaughan, Willie Nelson, and Asleep at the Wheel, just to name a few. In 1977, the Southwest School of Electronics certified him as an electronics technician. He was hired by Tracor and worked on many government contracts as an electronic technician while recording at night and weekends. Russell went to the University of Texas at Austin and received a Bachelor of Science in Radio, Television, and Film in 1980. He then sold Ruff Cedar Studios (still in business as Cedar Creek Studios), moved to Dallas, and built the Dallas Sound Lab. The move allowed Russell to get more involved in the TV/Film market. He was active in many major film projects such as “Born on the Fourth of July,” “TalkRadio,” “Leap of Faith,” “Titanic,” as well as several large record projects with bands like Pantera and Stevie Ray Vaughan. In 1982, he started BRP records and signed Marc Benno and Smokin’ Joe Kubek, both of whom got major distribution deals in Europe and Japan. As the President of Dallas Sound Lab and MediaTech Institute since their beginnings, Russell oversees the operations of the school.

Tracy Terrell Doyle | Vice President; Director | Dallas Campus



Tracy Terrell Doyle knows the Media and Film industries from the ground up. Starting as a teen, she quickly worked her way through the ranks of the acclaimed Levenson & Hill advertising agency in both the movie and creative departments. After the acting bug bit her, she attended KD Studios and headed off to the world of film production. While working for production houses such as Bass Communications and AMS Pictures, Tracy also found time to freelance in production for a variety of players in the sports television market. The success of her freelance career led her to form her own company in 2002, T Squared Productions, which provides producer and casting director services for film and television shoots all over the country. In 2006, Tracy joined MediaTech Institute as faculty. She served in the dual roles of teaching the Business Communications course and co-developing a new Digital Film & Video Arts Program from concept to reality. Her leadership skills became immediately clear to school owner Russell Whitaker, and she was quickly promoted to the vice-presidency she holds today. Tracy is truly dedicated to our students and she is determined to see MediaTech Institute rise beyond its immediate success by expanding its academic offerings into new areas of digital media and entertainment industry education.

Beki Peregrine | Director | Houston Campus



Beki Peregrine brings to MediaTech Institute 14 years of experience in higher education. Beki started in Higher Education with University of Phoenix in Reno, Nevada and with her leadership skills and dedication to students she was promoted several times and became Director of Operations and Finance. She also served as Finance Director, Campus Vice President, and Campus President at Everest College in Las Vegas, Nevada and Salt Lake City, Utah. Beki earned her Bachelor’s degree in Business Management and Masters in Organizational Management from University of Phoenix. Beki has a dedication to education and strives to see students meet their personal goals and succeed in their chosen profession.

SCHOOL HISTORY

The Houston campus expanded into an additional 3,400 square feet of neighboring property. The space is accommodating the school's live sound facility, as well as an additional classroom and more office space. MediaTech received ACCSC re-accreditation for 5 years.

2010

MediaTech Institute received approval from the U.S. Department of Education to participate in the Title IV funding program. Financial Aid allows qualified students to have access to government issued Pell Grants for education tuition (which do not have to be repaid), and Stafford loans, which are federally backed student loans.

2008

MediaTech received Institutional Accreditation from the Accrediting Commission of Career Schools and Colleges (ACCSC)

2007

Houston Campus was opened at the Sunshine Sound recording studios, a large facility that had been home to many platinum-selling artists such as Morrissey, and Bach.

2002

Russell used the facility to launch MediaTech Institute. MediaTech's initial program offerings began with the Audio Engineering and Studio Techniques Diploma Program, now called the Recording Arts Program. Digital technology made the tools to create music much more accessible to musicians. Russell developed a program licensed by the Texas Workforce Commission to access knowledge and experience and created a great opportunity for anyone seeking a career in music business. MediaTech also offered seminars on industry related subjects such as Producing & Songwriting, Mixing, Mastering, Post Production Audio, Live Sound Reinforcement, and the Music Business in general.

1999

After several years as a successful studio owner and operator in Austin, Russel Whitaker relocated to the Dallas area and opened the Dallas Sound Lab [DSL] studio complex. The DSL studios quickly developed a reputation as one of the premiere recording facilities in the Southwest. Artists such as Stevie Ray Vaughn, Destiny's Child, Pantera, Kirk Franklin and others all recorded at the Dallas Sound Lab. Television and Film projects from Paramount Studios and Universal Studios were also part of the studio's clients.

1980

2011

In commitment with the school's mission to offer viable training to work in the ever-increasing multimedia job market, the Digital Film & Video Arts program was launched at the Dallas campus.

2012

The Dallas Campus purchased Maximedia Studios and relocated the school. The 37,000-square-foot facility rivals any professional studio environment to learn the art of recording, filmmaking, and multimedia skill sets.

2013

MediaTech introduced new course offerings in Mobile Application Development at our Houston campus.

2014

The Animation & Visual Effects Program was launched at the Dallas campus.

2015

The Dallas campus launched the WebDesign & Development program. All five diploma programs are now offered in Dallas and Houston.

2016

The Associate of Applied Science Degree in Recording Arts is offered at the Dallas campus.

2016

The Associate of Applied Science Degree in Recording Arts is offered at the Houston campus.

2017

Associate of Applied Science Degree in Digital Film and Video Degree is approved at the Dallas and Houston campuses.

2018

Associate of Applied Science Degree in Digital Film Video is approved at the Dallas & Houston campuses.

The FUTURE!

A school with leadership so forward-thinking and with such a strong focus on technology can't sit still for very long. MediaTech Institute has expansion plans for the years ahead that include growing our existing offerings into degree programs and developing new programs in gaming, multimedia and electronics.

KEY FACULTY

Wes Martin

Director of Education | Dallas

Growing up in the recording studio, Wes Martin gained a tremendous education in many things from studio protocol and professionalism to all aspects of the recording process. His father was a veteran producer and musician who owned and operated Castle Sound Production for over 40 years. From there, he produced countless albums, jingles, and demos and worked with some of the greats such as Willie Nelson, Waylon Jennings, Step One Records, and many more. Wes quickly grew into an accomplished studio musician and guitarist in many genres including jazz, classical, country, rock, and pop.

For the next decade, Wes toured in the U.S. and overseas for over 250 dates a year. During this time, Wes took the opportunity to work with such talented songwriters, honing in on his song-writing craft. In 2009, he formed his own publishing company, and by 2010, he had his first globally released co-written song on a major label artist and had co-published with EMI. He continues to grow his publishing catalogue for artists and songwriters. Since 2008, Wes Martin has been producing, mixing, and mastering full time. In 2013, Wes joined MediaTech as an instructor and currently serves as the Director of Education at the Dallas campus.

Eric Jewell

Department Chair | Digital Film & Video | Dallas

Eric Jewell has been in the film and video production and post-production business for over 20 years. He began creating short films at the age of 13, starting with the mock horror film, "Killer Jello," which won first place in the very first contest he entered. Eric became more and more interested in a career in film and video, so he began studying and making short films throughout high school and college.

After becoming a top Dallas/Fort Worth producer, director, and videographer, Eric became a DP, Editor, and Producer at AMS Pictures. From there he moved on to producing and directing for a wide variety of media companies. He prides himself on his diverse producing skills, having produced DVD's, interactive web media, films, videos, radio, national TV spots, viral videos, and more. His work has won high praise, and eventually led to 11 Telly Awards, five Communicator Awards, a Katy Award of Excellence, a Silver Quill Award, a Bronze Quill Award, and a Radio Award of Excellence.

In 2005, Eric (and filmmaking partner Jeff Hays) released their first feature film, "Shtickmen." The film was accepted by 13 festivals around the world where it won 5 film festival awards, played theatrically in Chicago and Dallas, and was picked up by Blockbuster and Netflix video nationwide. In addition to teaching, Eric continues to work in the industry, producing commercials, television shows, corporate videos, and independent films.

Mike Musal

Department Chair | Audio Recording | Dallas

Mike is an AVID Pro Tools Certified Instructor and has a B.A. from the University of North Texas with a major in Music and a minor in Radio/TV/Film. He worked at TM Communications as a house editor, putting his touch on many custom and syndicated radio spots and ID packages produced by the company. In 1988, he accepted a teaching position with The Art Institute of Dallas as an Audio Production Instructor for their music/video program along with teaching multi-media.

Mike joined the Dallas Sound Lab in December of 2002 as an instructor for our Audio Engineering and Studio Techniques course. Mike is also a musician. He began playing drums in the 6th grade at the age of 12... and he's still doing it! He continues to record regularly with local bands and occasionally performs.

Gary Foster

Director of Education | Houston

In 1974 Gary's career began in high school as a camera operator at KFDX-TV in Wichita Falls, TX. Gary soon enrolled at Abilene Christian University, where working to pay his college tuition, he was employed as a sports journalist, FM radio dj and a tv news reporter. After graduation, Gary was hired to shoot and direct for a number of nationally syndicated shows. Living first in Washington, D.C. and then Atlanta, he traveled through Europe, Canada, Mexico and most of the continental United States before moving to Minneapolis to work at KSTP-TV.

In Minneapolis, Gary produced specials for an afternoon talk show, but more importantly, this is where he met his future wife, Stephanie. It wasn't long before the couple left for Los Angeles to pursue careers in Hollywood.

In LA, Gary discovered that his experiences positioned him to work on projects such as network variety shows, training films, short films, music videos, movie trailers, concerts and more. While working in Hollywood, Gary was nominated for five National Emmys (3/Editing & 2/Camera) and worked on unforgettable projects such as a concert tour with Liza Minnelli, Sammy Davis Jr. and Frank Sinatra.

After 20 years of field production, Gary and Stephanie decided to change direction. In 1994, Gary took a job in Houston as the Post Production Supervisor for Bill Young Productions. Throughout the next two decades Gary worked with numerous recording artists, advertising agencies, Fortune 500 companies and literally edited over 100 music videos. In 2017, he left BYP to become certified as a Texas State Teacher. Between his studies, classes and exams, he works with a few clients and is a Digital Film Production instructor at MediaTech Institute in Houston.



Digital Film & Video



Recording Arts



Animation & Visual Effects



Mobile App Development



Web Design & Development

NORMAL HOURS OF OPERATION*

Administrative Services:
9 am - 6 pm, Monday - Friday

School and Studio*:
9 am - 2 am, Monday - Sunday

*School and Studio hours differ at each campus and are subject to change.

SCHOOL CALENDER

HOLIDAYS:
Memorial Day
Independence Day
Labor Day
Thanksgiving Week
Christmas Eve
Christmas Day
New Year's Day

Enrollment Periods

Beginning and Ending Dates of Terms

Fall Session: Begins late August and Ends in mid-December

Winter Session: Begins early January and Ends late April

Summer Session: Begins mid April or early May and Ends mid-August.

Start dates are subject to change. Please call for schedule information.

Programs and courses will be extended on a day-to-day basis to make up for holidays. Under certain conditions, classes may proceed on a holiday if all students in that particular class or section are willing to attend. In the event of inclement weather, check our website at www.mediatech.edu

SCHOOL INFORMATION

Studio A | Dallas

Studio A was designed by the Russ Berger Design Group in 2002 and is anchored by an SSL 4072 G+ in an 80 channel frame configuration. The Control Room is complemented by two adjacent Cutting Rooms for tracking, with clear line of sight to the Control Room. Studio A also has mic lines connected to our live venue for recording live performances. Featuring a Pro Tools 12 HDX system and 48 tracks of analog recording, options and compatibility are the rule. The plethora of outboard gear reads like a wish list for engineers, allowing maximum creativity and control within arm's length.

Console:

Solid State Logic 4047G+
72 channels

Monitors:

George Augspurger designed Westlake Audio TM-3 Monitors. Custom 4-way active crossover system with subwoofers.

Amplification:

Bryston 4B-ST
Crown XLS 402
QSC PLX 1602

Recorders:

Pro Tools with HDX interfaces w/
48 inputs and outputs
HH8 CDR830 CD burner
Tascam 122 MKII Cassette Deck

Plugins:

Pro Tools HD plugin suite
Steven Slate plugin suite
Autotune 7

Outboard Equipment:

Lexicon 460L
Lexicon PCM 91
Lexicon PCM 81 (2)
Manley VoxBox
Avalon 737SP tube pre/EQ/compressor
Demeter VTMP-2B stereo tube mic pre
Universal LA2A tube compressor
UREI 1176 Silverface vintage compressor
(2) Amek 9098 pre-amp/EQ
Empirical Labs Distressor (2)
Focusrite Voicemaster
UREI LA-5 (2)
Neve 1272
White 4400 EQ
TL Audio 2051
Yamaha SPX 90 Effects Processor



Studio B | Dallas

Studio B's newly renovated control room and studio is a great choice for digital recording, digital audio editing, album production, and commercial production. One of the outstanding features of Studio B is the SSL Duality console 24 in / 24 out. The studio also features a main cutting room with 20-foot ceilings, a piano room, a large ISO room, and mic line access to our 5,000-square-foot soundstage.

Dimensions:

Control Room: 10' x 13'
Iso Booth: 11' x 9'

Console:

SSL Duality

Monitors:

Adam S6X
Yamaha HS-8 nearfield monitors

Recorders:

Otari MTR-90 24 Track
Pro Tools w/24
Pro Tools HDX with Pro Tools 12
Avid HD Sync I/O

Outboard Gear:

Grace preamps
Universal LA2A tube compressor
Empirical Labs Distressor
Universal Audio LA-2A (2)
Universal UREI 1176 LN (2)
DBX 165A
Lexicon PCM81
T.C. Electronics M-ONE
Yamaha R3
Yamaha Rev 500
BRICASTI Convolution reverb
Stereo UA 2-1176



Studio C | Dallas

Studio C is ideal for sound designers or the TV/Film producer who requires exceptional audio integrity and the flexibility of digital editing. Our ProTools HDX system supports interlock to picture, Dolby Digital 5.1 surround sound mixing, ADR/looping, and SFX/foley recording.

Dimensions:

Control Room: 27' x 14'
Whisper Booth

Console:

Avid S3 Control Surface
Avid iPad dock controller
Studiotech Monitor controller
5.1 surround and stereo monitoring

Monitors:

(5) Mackie HR824 Active Monitors - Mackie 18" Active Subwoofer
(2) Yamaha NS-10
Mac Pro with 40" Vizio TV Monitor

Recorders:

Pro Tools 12 HDX System
Digidesign 192 I/O Interface
Sync I/O

Outboard:

HNB Radius 10 Mic Pre (4)
UA 1176 Compressors



MediaTech Institute
is a Proud Avid Learning Partner
Academic

Studio D | Dallas

The newly renovated Studio D features our new 48 ch SSL Duality. Recently outfitted with a special selection of outboard gear, a totally redesigned recording space, and mic line access to the soundstage, this room is quickly becoming the room of choice!

Console:

SSL Duality 48 Channel

Recorders:

ProTools HDX 48 Inputs

Amplification:

Genelec 1034b Mains
Genelec 5.1 surround monitoring
KRK E8

Outboard Equipment:

(2) Mic Pre Brent Averill 1272
(2) Urei LA-3A
Drawmer DS201
Drawmer LZ20
(2) DBX 160
(2) DBX 160X
Orban 622B
AMS RMX 16 Reverb
Eventide H3000-D
Lexicon 960L
(2) UREI 1176
Line 6 Pod guitar emulator
Tube Tech PE1C Equalizer



Studio E | Dallas

Designed for music composition with today's producer in mind, Studio E will meet all your music and sound production needs. Armed with flexible digital technology, such as a Mac Pro Tower loaded with Pro Tools 12 and Logic X with plenty of plugins, including the Slate Everything Bundle, your musical possibilities become endless.

Console:

AVID Artist Mix

Monitors:

Meyer Sound HD-1
Yamaha NS-10
JBL LSR 2300 series
Subwoofer

Power Amps:

QSC
Crown

Screen:

RCA 55" display

Monitoring system:

Mackie Big Knob

Hardware:

Pro Tools HDX 16 I/O
Neutrick Patchbays (4)
DiGiX Blu-ray Disc

Outboard Gear:

Yamaha SPX 90
T.C. Electronic M3000
Rupert Neve 9098 EQ
Joe Meek VC1 preamp/compressor
HNB Radius 20 Tube Parametric EQ
DBX 160 Compressor/Limiter (2)

DBX 166 Compressor/limiter
T.c. Electronic Finalizer
Ampeg SVT-3 PRO (Bass Guitar Amp)

Instruments:

Alesis Quadrasynth

Studio F | Dallas

Studio F is equipped with specialized tools for production and editing in a 5.1 Surround Sound environment, making it perfect for both audio and video editing projects. Apple, Digidesign, M-Audio, and other programs contribute to the powerful editing ability in Studio F.

Console:

Pro Tools 12 HDX system
Avid S3 Control Surface
Avid iPad dock controller
Studiotech Monitor controller
5.1 surround and stereo monitoring

Outboard Equipment:

Avalon 737 Tube Mic Pre

Monitors:

Tannoy 12" Active Subwoofer
(5) Mackie Surround monitoring

Studio H | Dallas

Studio H is equipped with specialized tools for production and editing in a 5.1 Surround Sound environment, making it perfect for both audio and video editing projects. Apple, Digidesign, M-Audio, and other programs contribute to the powerful editing ability in Studio H.

Apple Mac Pro Computer
Pro Tools 12 HDX system with UA Apollo Interface

Console:

Avid S3 Control Surface
Avid iPad dock controller
Studiotech Monitor controller
5.1 surround and stereo monitoring

Monitors:

(3) M-Audio BX8a Active Surround
JBL 12" Active Subwoofer
Apple Mac Pro Tower with
24" Samsung HD Display
22" Secondary Monitor
Emperial Labs Distressor Compressor
Joe Meek VC1Q Chanel Strip

Studio Microphones

(4) AKG 451	(2) Audix D-3	(2) Beyer M88
(2) AKG D-112	(2) Audix D-6	(2) Beyer X1N (C)
(2) AKG C-418	(3) Audix ADX-90 AudioTechnica 3035	(2) Cascade Fathead II
AKG C-1000	(2) Apex430	(2) Crown PZM 30-D
(2) AKG C-3000	(5) Beyer 201	<i>and many more</i>
Audix D-1		
(2) Audix D-2		



Live Sound Facility | Dallas

The Live Sound Facility is a 5,000-square-foot sound stage with tie-lines to Studio A, Studio B, and Studio D. With an extensive Front-of-House mixing system, as well as powerful stage monitoring environment and an impressive lighting system, our live sound facility can showcase many different types of events. This stage makes a great place for your band to perform a live show, rehearse, or shoot a music video.

Console:

Crest Audio X-Eight 48 Ch. (FOH)
Behringer X32 32 Ch. Digital Mixer (2) MON and FOH

Monitors/Speakers:

Mackie High Definition 3-way towers
Custom Built Cabinets each with an 18", 10" and horn
(6) Sub Cabs: Custom Built Cabinets with a total of (12) 18" drivers
Mains are EAW Speakers

Outboard Gear:

Fully Programmable Lighting System

Live Sound Microphones:

(6) Shure SM-58 LC
(6) Shure SM-57
(3) Sennheiser e 604
Shure SM-81
Shure Bea 52
Crown PZM 30-R
Countryman EM-101
(5) EV RE-20 Marshall MXL-990
(3) Neumann TLM 193 Octavia MK-219
(2) Octavia MK012-01 RCA 77DX
(2) RØDE NT-5
Sennheiser 441
(3) Sennheiser 421
(3) Sennheiser E604 Shure SM-7
(7) Shure SM-57
(2) Shure Beta-57
(2) Shure Beta-58
(2) Shure SM-81
Sony ECM-560
AKG C-2000
(2) Audio Technica 4040 Blue Bluebird
RØDE NT1-A
Shure Beta 52A
(2) Sennheiser e 609
(2) Sennheiser e 906 dbx RTA Mic

DFP FACILITIES & EQUIPMENT | DALLAS

Digital Film Soundstage

Dallas' production studio features an impressive 30' x 30' x 20' hard cyc wall with corner infinity curve and a fully equipped lighting grid. The cyc can be painted white or any color your shoot requires. Virtually anything is possible shooting on Green Screen. With up to 5,000-square-foot of studio space and a 10' x 20' large rolling bay door for easy loading in & out, you can even drive a vehicle right onto the cyc wall floor!

Soundstage and Control Room:

- (1) Tricaster 855 w/ switcher, virtual set, live streaming
- (3) JVC RM-HP790DU HD CCU's
- Waveform/Vectorscope
- Broadcast Monitor
- Preview Monitor
- Program Monitor
- LCD Source Monitors

Audio Equipment:

- (6) Zoom Mobile Recorders
- (3) Zoom R16 16 track portable recorder
- (1) Shure FP-33
- (2) DV Pro-Mix 33
- (8) Shotgun Microphones with Poles
- (7) Wired Lav Microphones
- (5) Wireless Lav Microphones
- (1) Audio Technica Wireless Mic Systems
- (10) Pro Headphones

Digital Post Facility

- (36) 24" iMac Desktop Computers
- (36) Adobe Creative Cloud Bundles
- (36) Celtix Scriptwriting Software
- (10) Frame Forge 3D Software Suites
- (10) Final Cut Pro Studio Bundles
- (6) Avid Media Composer Bundles
- (4) 42" 1080p Video Monitors
- (1) Lacie BluRay Burner

Creative Cloud Editing Suite

- Mac Pro Dual Core 3.0 GHz,
- 8 GB RAM, 500 GB HD and 4 TB HD
- (2) AJA Kona 3 Card with I/O Panel
- (2) 30" Apple Cinema Display Monitor

Production Equipment:

- (2) Black Magic URSA 4k Digital Cinema Camera
- (2) Canon 5D Camera w/Prime and Zoom Lenses, (Gearing, Focus, Matte Box with Filters)
- (2) DSLR Rigs
- (4) Canon T5i
- (2) Panasonic af100 Large Sensor Digital Video Camera with zoom & wide angle lenses
- (3) JVC GY-HM790 Cameras
- (2) Sony Z1U 1080i HDV
- (10) Tripods
- (32) Mole Richardson, Arri, Lowell and LED Lights
- (3) Arri Lighting Kits
- (2) LED Lighting Kits
- (4) Lowell Lighting Kits
- (1) Fisher 11 Camera Dolly w/ track and accouterments
- (1) Slider Dolly, 10ft Boom Poles
- (1) Magic Cam Brand Steadycam Unit
- (1) Jonyjib with Varizoom unit
- (1) 9ft extendable Jib
- (2) Viltrox Preview Monitors
- (3) Marshall R70P Monitors
- (3) 4x4 Shiny boards
- (1) Smoke Machine
- (2) Panasonic HMC40P
- (15) C Stands, Baby Stands, Jr Stands
- (2) Grip Carts



AUDIO FACILITIES AND EQUIPMENT | HOUSTON

Purple Room - Houston

Welcome to the Purple Room. This room was built with pre-production in mind. Pre-production is the process in which music is created with synthesizers, samplers, drum machines, and sequencers. In modern music, pre-production is becoming a necessity more and more. The creation of sequenced music is responsible for a large percentage of pop music. Creating drum patterns and bass lines as well as keyboard parts has never been easier. Editing music arrangements down to the finest detail is effortless. A large variety of popular sound modules are available.

Console:

AVID C 24

Hard Disc Recording:

Avid HD12 with HD I/O

Recorders:

23" Samsung VGA
40" LG

Virtual Instruments:

Absynth 5
Kontakt 5
Massive
Reaktor 6
SSD Sampler

Instruments:

Roland JV-1080
Roland JD-990
Yamaha Motif
Midi Mini Moog
Eleven Rack
Korg Triton
Akai MPC4000
M-Audio Axiom Air 61



Green Room | Houston

Welcome to the Green Room, home of the AWS 900, an extremely high-quality analog console that features benchmark twin topology EQ's, compressors, gates, routing, and monitoring. It also features SSL's proprietary system, "Total Recall," which enables users, via the console's built-in computer, to recall the analog controls. A digital mode allows the user complete control of the industry standard digital audio workstation, Pro Tools. The AWS 900 combines analog and digital into a seamless package that delivers unrivaled sound quality and flexibility.

Dimensions:

Control Room: 24' x 20'
Iso Booth: 16' x 8'

Console:

Solid State Logic AWS 900

Monitors/Speakers:

(3) Genelec 1030 Monitors
(2) Genelec 1029 Surround Monitors
Yamaha NS-10s Auratone Monitors
Klipsch Subwoofer

Video Monitors:

(2) 13" Samsung Syncmaster 152N
(1) 13" 7316
Samsung 52" LCD Screen

Recorders:

HBB Burn It CD Recorder

Hard Disc Recording:

AVID Pro Tools HD

Outboard Gear:

T.C. Electronic System 6000
(with Full Mastering Software)
Grace 201 Mic Preamp
Solid State Logic X-Logic Dynamics
Processor (24)
Empirical Labs Distressor Empirical
Labs Fatso
dbx 165
Daking FET III



DAW:

AVID Pro Tools HD
(3) Digidesign HD192 Interface
Apple Mac Pro 12 Core 2.7 GHz Xeon E5
JL Cooper Surround Sound Panner

SCHOOL INFORMATION

Grey Room | Houston

When you walk into the Grey Room, the first thing you notice is the massive console at the front of this beautiful, acoustically balanced studio. The 152-input Solid State Logic G+ mixing console is responsible for over 79% of Billboard Magazine's top 100 hits. The G+ console sets the industry bar for sonic quality and routing flexibility. Every input of the G+ console features a discrete microphone amplifier, followed by a powerful compressor/limiter that also features an expander/gate. This "processing" is followed by the renowned Solid State Logic equalizer. Every other manufacturer compares their designs to Solid State Logic. Looking through the glass gives the engineer a view of the spacious tracking room, complete with a Yamaha Conservatory Collection Grand Piano sitting next to a vintage Hammond B3 Organ with twin Leslie 122 speakers. The Grey Room features digital recording via a Pro Tools HDX digital audio workstation. With over 20 platinum records recorded in this equipment-packed room, your learning possibilities can be virtually limitless.

Dimensions:

Control Room: 24' x 20'
Studio: 44' x 26', 24' x 18'
Drum Booth: 24' x 10'
Iso Booth: 16' x 8'

Console:

SSL 4000+ with Total Recall 72-Chs with complete Motionworks Filmnet Syncro System

Hard Disc Recording:

AVID Pro Tools HD (48-tracks)

Instruments:

Yamaha Conservatory Collection Grand Piano Hammond B3 Organ with 4 Extra Pads
2 Leslie 122 Speakers

Monitors/Speakers:

KRK S-12
ROK Bottom
Yamaha NS-10
22" Acer
42" Panasonic Plasma Adams S3X-H
Genelec 8040A

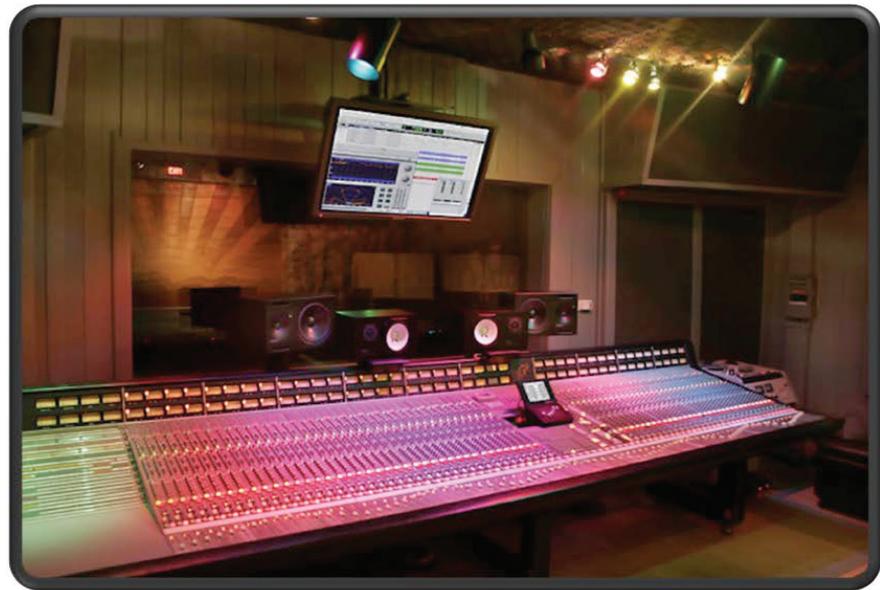
Recorders:

Tascam B12-20T 1/4" Recorder
Fostex CR200 CD Recorder

Outboard Gear:

Eventide H-910 Focusrite Red 3 Compressor / SPL Vitalizer
Night Technologies EQ-3
SPL De-Esser 6926 & Transient Designer
Pultec EQ EQP-1A3
Urei 1178
Drawmer 1961 Tube EQ
Universal Audio 2-610
GT Vipre Grace 201 Mic Preamp
Daking FET III Dynachord DRP-20
T.C. Electronic D2
T.C. Electronic M2000
Neve Portico 2
Neve 1073 Mic Pre
Lexicon Super Prime Time Delay
T.C. Electronic System 6000 (with Lucid ADA conversion)
API 3124 + MicPre

Manley Massive Passive Tube EQ
Manley Stereo Vari-Mu Tube Limiter
Tube Tech 3 Band Tube Compressor
(2) Empirical Labs Distressor
Empirical Labs FATSO Stereo
Dolby 740 Spectral Enhancer
Aphex Studio Dominator II, Stereo
Compellor & Expressor
Bricasti M7
Kush Audio UBK Clariphonic Parallel EQ
Lexicon PCM-80
Lexicon PCM-70
Lexicon 300
Eventide HD3000
AnaMod ATS-1



Gold Room | Houston

The Gold Room is centered around a 32 Fader Icon D-Control console which provides direct control over any session instantly. The session can be done in the "sweet spot," which allows engineers to better judge aspects of their work. Designed by chief engineer, Skip Burrows, this studio has a blend of absorption, bass trapping, and diffusion. "I spoke with every manufacturer in the world regarding diffusion and isolation," says Burrows, "and came up with a unique blend of products from RPG, Auralex, Pac International, and Acoustic Systems that provides a room that is both acoustically accurate and comfortable to work in." The Gold Room features two isolation booths for recording.



The Stone Room has a wonderfully warm natural reverb perfect for acoustic and electric guitars. Motorized curtains are used to dampen the reverb time and vary the acoustics. The second booth was designed to be acoustically neutral. There was great consideration put into the design of this booth to ensure that sound was reproduced without room coloration.

Dimensions:

Control Room: 23' x 20'
Iso Booth #1: "Dry" 12' x 8'
Iso Booth #2: "Stone" 10.5' x 9.5'

Console:

Digidesign 32 Fader Icon DControl

Monitors/Speakers:

Genelec 1029 (Surround Sound)
(3) Genelec 1031A Monitors
Yamaha NS-10 Monitors
Auratones Monitors
Blue Sky Subwoofer 37" Sceptre
LCD HDTV
20" Samsung Monitor

Recorders:

Tascam DV-RA1000

Hard Disc Recording:

Digidesign Icon 32 Fader D-Control
with Surround Joystick Panner SSL XL
Logic Multichannel
Apple Mac Pro 2.7GHz 12 Core AVID
Pro Tools 12 HD
(3) Digidesign HD192 Interface
Digidesign XMON
Digidesign Sync I/O
(2) Digidesign Digi Pre 8 Ch. Mic Pre

Outboard Gear:

Groove Tubes Vipre
T.C. Electronic System 6000
(2) Empirical Labs Distressor
Neve 33609 Limiter/Compressor
SSL XL Logic Multichannel Compressor
UA 2-1176 Dual 1176LN Limiting Amp

Studio Microphones | Houston

- | | | |
|---------------------------|--------------------------|---------------------|
| (1) Shure SV-100 | (2) Audio Technica MB3K | (2) M-Audio Sputnik |
| (14) Shure Beta 57 | (1) A Technica Drum Pack | (2) Karma K6 |
| (19) Shure SM57 | (1) Sterling ST55 | (2) Rode K2 |
| (1) Shure Beta 52 | (2) Sterling ST59 | (1) Rode NT4 |
| (2) Shure SM7B | (1) Sterling ST69 | |
| (1) Shure UTI-VK | (2) MXL 990 | |
| (2) Shure SM58 | (2) MXL 991 | |
| (1) Shure Beta 58 | (2) SE1 | |
| (6) Sennheiser E604 | (2) Electro-Voice RE18 | |
| (6) Sennheiser 421 | (1) Electro-Voice RE20 | |
| (1) AKG C414 B-ULS | (1) AIWA DMH200 | |
| (3) AKG D112 | (1) Groove Tubes MD2 | |
| (2) AKG C414 XLII | (1) Groove Tubes GT67 | |
| (5) AKG 451B | (2) Earthworks Z30X | |
| (1) AKG SE300B | (1) Neumann TLM149 | |
| (1) Audio Technica AT4050 | (2) Neumann U87AI | |
| (2) Audio Technica AT871R | (2) Neumann U87 | |
| (3) Audio Technica MB2K | (1) Oktava MC012-01 | |

SCHOOL INFORMATION

LIVE SOUND EQUIPMENT *May include but not limited to:

Dallas & Houston

Yamaha MG 16/6FX Mixing Board
DBX 1046 Quad Compressor Limiter
DBX 1074 Quad Gate
Behringer X-32
Crest Audio X8/ 48 ch. (FOH)
(2) DBX 231 Graphic EQ
DBX 223XL Crossover
MB6k
16X6 Whirlwind 50' Snake
SMAART Audio Measurement Software
DBX RTA-M Reference Mic
Programmable DMX Light Controller
Chauvet Obey 40"

DBX Drive rack PX
Roland SRV-2000 reverb
Roland SDE-1000 Delay
DBX 162 Stereo Compressor
DBX 223XS 3 way cross over
(2) DBX 1231 Graphic EQ
(2) Presonus ACP88 8 channel Compressor/limiter/gate
(4) Radial DI Boxes
(2) QSC HPR153i powered speakers
(5) QSC HPR 122i powered floor monitors
(3) Mackie 1530 powered speakers
(4) QSC 151i powered subwoofer

COMPUTER LABS *May include but not limited to:

Dallas & Houston

Our lab stations are designed with the ability to effectively replicate studio situations and practices that have been demonstrated in the audio classroom. Introductory students learn the basics of studio signal flow in a one-on-one environment, while more advanced students can continue to work independently on their class and personal projects. All audio students are encouraged to book practice time as there is no substitute for experience in front of the equipment. Any student enrolled in the Recording Arts Program can reserve practice time at any lab station.

Hardware:

Audio stations may include but not limited to:
Mackie 1642-VLZ Pro Mixer
Neutrik NYS-SPP-L 1/4" Patch Panel
Atlas Sound Mic Stand
Shure Beta 57 Microphone Magnavox MSD115
DVD Player Lexicon MX200 Digital Reverb Effects Processor
DBX 266XL Compressor Gate Presonus EQ3B Equalizer
Digidesign Digi002
E-MU Xboard 49 or M-Audio Oxygen 49 Midi/USB Keyboard
Apple iMac Intel

Software:

Audio stations may include but not limited to:
iLife 9
Toast 7 Titanium
Macromedia Dreamweaver 8
Final Cut Pro Studio 5 HD
Cinematize 2.0
AVID Pro Tools 12
DVD Studio Pro 4
Ableton Live 5.2.1
Live Type 2
Macromedia Contribute 3
Macromedia Fireworks 8
Macromedia Flash 8 Video Encoder
Motion 2
Reason 4
Soundtrack Pro
Aquallegro



DFP FACILITIES & EQUIPMENT | HOUSTON

Soundstage and Control Room

NewTek Tricaster Mini
Broadcast Monitor
Preview Monitor
Program Monitor
Audio Equipment
(5) Lav Mic Systems
(3) Shotgun Mics with Boom Poles
(2) Field Audio Mixers
(1) Zoom H4
(1) Zoom H5
(1) Tascam DR 60d
(8) Pro Headphones
(10) Retevis Walkie Talkie

Digital Post Facility

(11) Intel iMacs
(11) Adobe Creative Cloud
(11) Celtx Scriptwriting Software

Video Editing Suite 1

Mac Pro 2 X 2.4 GHz Quad - Core Intel Xeon
20 GB Ram, 240 GB SSD, 2 TB HD
(2) 31.5" LG TV
(5) JBL LSR 2300
(1) JBL LSR 2310SP

Video Editing Suite 2

Mac Pro 2 X 2.66 GHz 6 - Core Intel Xeon
32 GB Ram, 1TB HD
(1) 30" Samsung TV
(1) Samsung SyncMaster 2032NW
(2) Genelec 8040 Monitors
(1) Whisperbooth

Production Equipment

(2) Black Magic URSA 4K Digital Cinema Camera
(1) Canon: EOS 5D Mark III w/Prime and Zoom Lenses
(2) Canon: EOS Rebel T5i w/Prime and Zoom Lenses,
(1) Panasonic: AG-HMC40P w/zoom & wide angle lenses
(2) Panasonic: AG-AC90PJ w/zoom & wide angle lenses
(2) JVC 250
(4) JVC 700
(2) Lowell Light Kit
(3) ARRI Light Kit
(1) Cowboy Studio Light Kit
(1) Chimera Studio Light Kit
(1) ARRI DTW 2000W
(14) C-Stands, Junior Stands, and Baby Stands
(1) Pro Aim Steady Cam
(1) Fisher 9 Dolly w/ Accessories Package
including Straight & Curved Track





MEDIATECH INSTITUTE

LIBRARY

The Library/Resource Center is centrally located and is easily accessible to both students and staff. It houses reference and resource materials adequate to each of the programs offered. The library consists of numerous books on the digital media technology, film and entertainment, and recording arts industries along with subscriptions to many of the industries' most popular periodicals. Mix, Rolling Stone, Electronic Musician, Hollywood Reporter, and Digital Photo Pro are among the titles available. The library also contains many classic literature books for the students' reading pleasure. The Library/Resource Center is open and accessible during normal business hours. The school's librarian maintains and operates the library.

The Library/Resource Center houses computers to help satisfy curriculum needs and allows Internet access for research. Students may complete their Internet research projects using the library computers and workstations. MediaTech Institute is a member of and subscribes to the Library Information Resources Network, Inc. (LIRN). LIRN offers millions of full-text and peer-reviewed journal, magazine, and newspaper articles, e-books, podcasts, audio, and video resources to support student academic studies from respected resources such as ProQuest, Gale, ELibrary, and Books 24x7. LIRN is available for students twenty-four hours a day and can be accessed from home, school, the work place, or anywhere with Internet access.



The Associate of Applied Science Degree in Recording Arts

is designed to provide the student with the skills necessary for employment in the audio and recording industry. The student will get firsthand experience in the many different aspects of audio recording and engineering while learning in a professional environment. Working with modern Digital Audio Workstations, students will learn about the functionality of microphones, speakers, acoustics, and troubleshooting, and how to integrate such skills in hands-on live and studio recording, editing, and mixing. Students will also learn the role of the producer, music theory, songwriting, and a survey of the music business, including the publishing and copyrighting of music. The core classes combined with the required general education courses provide a well-rounded education. Upon successful completion of this program, students will be well equipped for entry-level employment in both live and studio applications of audio engineering as well as having a working knowledge of music production, post-production, and the music business.



Students successfully completing this curriculum will meet all requirements for the **Associate of Applied Science degree in Recording Arts**. The following is the required course sequence:

Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work /Preparation	Semester Credits
60-wk				854	346	1200	1698	64
S1	15	AUDI1341	Intro to Audio	40	20	60	80	3
S1	15	MUSB1351	Music Business I	40	20	60	80	3
S1	15	MUSP1331	Music Theory & Production	40	20	60	80	3
S1	15	AUDI1411	Intro to DAW	45	30	75	90	4
S1	15	AUDL1342	Live Sound I	40	20	60	80	3
Total				205	110	315	410	16
S2	15	ENGL1301	English Composition	45	0	45	90	3
S2	15	MUSB1352	Music Business II	40	20	60	80	3
S2	15	MUSP1332	Song Crafting	40	20	60	80	3
S2	15	AUDI1412	Studio Techniques	45	30	75	90	4
S2	15	PSYC2301	Intro to Psychology	45	0	45	90	3
Total				215	70	285	430	16
S3	15	AUDP2323	Post Production Techniques	45	30	75	90	4
S3	15	AUDP2324	Audio Post Production & Mixing	40	20	60	80	3
S3	15	AUDL2343	Live Sound II	40	20	60	80	3
S3	15	AUDI2413	Advanced DAW	40	20	60	80	3
S3	15	MUSI1306	Music Appreciation	45	0	45	90	3
Total				210	90	300	420	16
S4	15	MUSP2333	Advanced Production Techniques	40	20	60	80	3
S4	15	AUDL2344	Live Sound Mixing	40	20	60	70	3
S4	15	MUSP2334	Advanced Mixing & Mastering	40	20	60	80	3
S4	15	BUSC2164	Business Communication	14	16	30	28	1
S4	15	SPCH1311	Intro to Speech Communication	45	0	45	90	3
S4	15	MATH1332	Contemporary Mathematics	45	0	45	90	3
Total				224	76	300	438	16

64 Semester Credit Hours Program Total, 60-week Associate Degree. The scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 90 attempted semester credits (1.5 times the length of the program). Upon successful completion of all requirements of the program, the student will receive an Associate of Applied Science Degree in Recording Arts.

RECORDING ARTS

The Recording Arts Program is designed to provide the student with the skills necessary for employment in the audio and recording industry. The student will get firsthand experience in the many different aspects of audio recording and engineering while learning in a professional environment. The facility provides both digital and analog recording equipment that can be found in many professional studios around the world. Working with modern Digital Audio Workstations, students will learn about the functionality of microphones, speakers, acoustics, and troubleshooting, and how to integrate such skills in hands-on live and studio recording, editing, and mixing. Students will also learn the role of the producer, music theory, songwriting, and a survey of the music business, including the publishing and copyrighting of music. The coursework provides an effective combination of in-class lectures as well as live, hands-on training in the recording studio, bringing real world experience to the classroom. The Faculty includes seasoned professionals of the audio industry. Besides having a plethora of professional experience to share with students, the faculty continues to work in their field as well as teach, giving the student valued, up-to-date information about the in's and out's of their career. Upon successful completion of this program, students will be well equipped for entry level employment in both live and studio applications of audio engineering as well as having a working knowledge of music production, post-production, and the music business.



Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work /Preparation	Semester Credits
45 wks				670	410	1080	1350	54
S1	15	AUDL1341	Intro to Audio	40	20	60	80	3
S1	15	MUSB1351	Music Business I	40	20	60	80	3
S1	15	MUSP1331	Music Theory & Production	40	20	60	80	3
S1	15	AUDI1411	Intro to DAW	45	30	75	90	4
S1	15	AUDL1342	Live Sound I	40	20	60	80	3
S1	15	AUDV1241	AV Tech	15	30	45	40	2
Total				220	140	360	450	18
S2	15	AUDL2343	Live Sound II	40	20	60	80	3
S2	15	MUSB1352	Music Business II	40	20	60	80	3
S2	15	MUSP1332	Song Crafting	40	20	60	80	3
S2	15	AUDI1412	Studio Techniques	45	30	75	90	4
S2	15	AUDI 2413	Advanced DAW	40	20	60	80	3
S2	15	AURT1201	Aural Training	15	30	45	40	2
Total				220	140	360	450	18
S3	15	AUDP2323	Post Production Techniques	45	30	75	90	4
S3	15	AUDP2324	Audio Post Production & Mixing	40	20	60	80	3
S3	15	MUSP2334	Advanced Mixing & Mastering	40	20	60	80	3
S3	15	AUDL2344	Live Sound Mixing	40	20	60	70	3
S3	15	MUSP2333	Advanced Production Techniques	40	20	60	80	3
S3	15	IBUS2164	Interpersonal Business Comm.	25	20	45	50	2
Total				230	130	360	450	18

54 Semester Credit Hours Program Total, 45-week Diploma program. The scheduled completion time for this program is 45 weeks. Upon successfully completing all requirements of the program the student will receive a diploma. The maximum time allowed to complete this program is 81 attempted credits (1.5 times the length of the program).

MediaTech offers Recording Arts students the opportunity to pursue Avid Pro Tools certifications for an additional fee. Pro Tools certifications are not required to work in the industry. Obtaining Pro Tools certification is a personal preference in validating user skills from novice to expert. The first of these certifications is the Avid Certified User for Pro Tools, providing an industry recognized credential for both academic users and industry professionals.

Becoming an Avid Certified User for Pro Tools verifies that you possess a fundamental understanding of and the capability to use Avid Pro Tools to engineer a project through to completion, with all of the fundamental operational skills to record, edit, mix and output the finished session.

MTI offers all the coursework and exams necessary to become a Pro Tools Certified Operator.

OPTION I: BASIC PRO TOOLS TRAINING

Avid Pro Tools 101: Introduction to Pro Tools
Avid Pro Tools 110: Essentials of Pro Tools

OPTION II: CERTIFIED PRO TOOLS OPERATOR MUSIC

Avid Pro Tools 101: Introduction to Pro Tools
Avid Pro Tools 110: Essentials of Pro Tools
Avid Pro Tools 201: Pro Tools Production Essentials
Avid Pro Tools 210M: Music Production Techniques

OPTION III: CERTIFIED PRO TOOLS OPERATOR POST-PRODUCTION

Avid Pro Tools 101: Introduction to Pro Tools
Avid Pro Tools 110: Essentials of Pro Tools
Avid Pro Tools 201: Pro Tools Production Essentials
Avid Pro Tools 210P: Post Production Techniques

THE CERTIFICATION EXAM

Upon completion of practice exams and your instructor approvals, MTI will schedule your exam. The cost of the online Pro Tools exams is included with the purchase of the books.

BENEFITS

Becoming an Avid Certified User for Pro Tools allows you to:

- Demonstrate your fundamental competency in digital audio editing and mixing with Avid Pro Tools
- Provide measurable benefits to your employer
- Differentiate yourself from peers
- Make your résumé stand out and leverage the power of the Avid brand with downloadable Avid Certified User logos
- Prove your credentials with a Certificate of Achievement
- Gain recognition from your employer and peers with Avid's online Certified Professional listing

ADDITIONAL OPPORTUNITIES

Once certified, you will have the opportunity to further deepen your Pro Tools expertise and add to your credentials by pursuing one or more of the following Pro Tools certifications, such as Avid Certified Operator and Avid Certified Expert for Pro Tools | Music or Pro Tools | Post, or even an Avid Certified Support Engineer for Pro Tools.

WHAT WILL I RECEIVE IF I SUCCESSFULLY PASS THE EXAM?

Along with pride and confidence of becoming an Avid Certified User for Pro Tools you will receive:

- Official certificate available for printing or download, proving your Avid Certified User status
- Downloadable Logos, for use in your resume, business marketing materials such as business cards and websites
- Listing of your credentials on Avid.com under Find a Certified Professional (Optional with your express consent)

HOW LONG IS CERTIFICATION GOOD FOR?

Your Pro Tools certification does not expire. You become certified for a particular version of Pro Tools software. MediaTech recording arts graduates may find it beneficial to come back to update your certification to the current version from time to time.



MediaTech Institute
is a Proud Avid Learning Partner
Academic

The Associate of Applied Science Degree in Digital Film & Video Arts Program

is designed to provide students with the skills necessary for employment in the digital film & video industry. Students are trained from the basic to advanced aspects of producing music videos, documentaries, television shows, and feature films, from script to screen. The technical classes with the required general education courses provide a well-rounded education. Graduates will be well equipped for entry-level employment in the digital film & video production industry as well as have a working knowledge of digital production, post-production and the film business. Students successfully completing this curriculum will meet all requirements for the **Associate of Applied Science degree in Digital Film & Video Arts**. The following is the required course sequence:



Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work / Preparation	Semester Credits
60 wks				854	346	1200	1698	64
Q1	15	PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	4
Q1	15	PROD1351	Intro to Digital Production	45	30	75	90	3
Q1	15	POSP1331	Post Production	40	20	60	80	3
Q1	15	BUSV1411	The Business of Corporate and Industrial Video	40	20	60	80	3
Q1	15	PROL1342	Live Production	40	20	60	80	3
Total				205	110	315	410	16
Q2	15	PSYC2301	Intro to Psychology	45	0	45	90	3
Q2	15	VFX1352	Foundations of VFX	40	20	60	80	3
Q2	15	COMP2343	Commercial Directing & Production	40	20	60	80	3
Q2	15	ENGL1301	English Composition	45	0	45	90	3
Q2	15	AUDI1401	Audio for TV / Film	45	30	75	90	4
Total				215	70	285	430	16
Q3	15	MUVP2333	Music Video Production	40	20	60	80	3
Q3	15	MUSI1306	Music Appreciation	45	0	45	90	3
Q3	15	DOCF2413	Documentary & Non-Fiction Production	40	20	60	80	3
Q3	15	ADVP2312	Advanced Production & Post Production	40	20	60	80	3
Q3	15	AVEI1361	Intro to Adobe After Effects	45	30	75	90	4
Total				210	90	300	420	16
Q4	15	FILM2324	Film Master Class I- Pre Production	40	20	60	80	3
Q4	15	BUSC2164	Business Communication	14	16	30	28	1
Q4	15	FILM2334	Film Master Class II- Production	40	20	60	70	3
Q4	15	SPCH1311	Introduction to Speech	45	0	45	90	3
Q4	15	FILM2344	Film Master Class II- Post Production	40	20	60	80	3
Q4	15	MATH1332	Contemporary Mathematics I	45	0	45	90	3
Total				224	76	300	438	16

64 Semester Credit Hours Program Total, 60-week Associate Degree. The scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 90 attempted semester credits (1.5 times the length of the program). Upon successful completion of all requirements of the program, the student will receive an Associate of Applied Science Degree in Digital Film and Video Arts.

The Digital Film & Video Arts Program is a comprehensive course of study designed to teach students basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films. Graduates of this program may find entry-level crew positions on music videos, commercials, corporate videos, television, and feature film productions. Students will be qualified for employment at a production company or a post-production facility. The entrepreneurial student will have the skill sets to pitch or produce their own television show or independent film.



Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work / Preparation	Semester Credits
45 wks				670	410	1080	1350	54
S1		PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	3
S1		PROD1351	Intro to Digital Production	45	30	75	90	4
S1		POSP1331	Post Production	40	20	60	80	3
S1		BUSV1411	The Business of Corporate and Industrial Video	40	20	60	80	3
S1		PROL1342	Live Production	40	20	60	80	3
S1		SOCM1201	The Art of Social Media	15	30	45	40	2
Total				220	140	360	450	18
S2		COMP2343	Commercial Directing & Production	40	20	60	80	3
S2		VFX1352	Foundations of VFX	40	20	60	80	3
S2		ADVP2312	Advanced Production & Post Production	40	20	60	80	3
S2		AUDI1411	Intro to DAW	45	30	75	90	4
S2		MUVP2333	Music Video Production	40	20	60	80	3
S2		AUDV1241	AV Tech	15	30	45	40	2
Total				220	140	360	450	18
S3		AVEI1361	Intro to Adobe After Effects	40	20	60	80	3
S3		FILM2324	Film Master Class I - Pre-Production	40	20	60	80	3
S3		FILM2334	Film Master Class II - Production	40	20	60	80	3
S3		FILM2344	Film Master Class III - Post-Production	45	30	75	90	4
S3		DOCF2413	Documentary & Non-Fiction Production	40	20	60	80	3
S3		IBUS2164	Interpersonal Business Comm.	25	20	45	60	2
Total				230	130	360	450	18

54 Semester Credit Hours Program Total, 45-week Diploma program. The scheduled completion time for this program is 45 weeks. Upon successfully completing all requirements of the program the, student will receive a diploma. The maximum time allowed to complete this program is 81 attempted credits (1.5 times the length of the program).

The Mobile Application Development Program is a course designed to teach students the foundations of software development and apply them to creating professional apps on the iOS platform. Students do not need any previous coding experience, only a willingness to work hard and learn. While this course focuses primarily on creating apps for Apple devices, graduates will have the foundation that will allow them to progress onto other systems and coding languages as they desire, such as Android, game development, or virtual reality. While digital technologies are constantly changing, and software developers are prepared to continue learning throughout their careers, the fundamentals taught in this course rarely change. Graduates will be qualified to find entry-level employment as an app developer or in related software industries, such as games, defense systems, or web development. Other career opportunities include self-employment as a freelance app developer, creating and selling your own indie apps on the App Store, or finding a co-founder and creating a startup company based on a new and innovative idea for an app. The opportunities for the software developer in today's digital-focused society are endless!



Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work / Preparation	Semester Credits
45 wks				670	410	1080	1350	54
S1		SWIF1411	Beginning Swift Programming	45	30	75	90	4
S1		MADI1351	Intro to Mobile App Development	40	20	60	80	3
S1		USER11331	User Interface Design	40	20	60	80	3
S1		COMC1341	Computer Science Concepts	40	20	60	80	3
S1		ENGP1342	Software Engineering Practices	40	20	60	80	3
S1		ARTI1345	Intro to Artificial Intelligence	15	30	45	40	2
Total				220	140	360	450	18
S2		SWIF1452	Intermediate Swift Programming	45	30	75	90	4
S2		VIEW1332	Views & View Controllers	40	20	60	80	3
S2		DATA1352	Persistent Data Storage	40	20	60	80	3
S2		GAME2323	Game Development	40	20	60	80	3
S2		GRAS1333	Graphics & Sound	40	20	60	80	3
S2		VIRI2345	Intro to Virtual Reality	15	30	45	40	2
Total				220	140	360	450	18
S3		WEBS2413	Working with Web Services	45	30	75	90	4
S3		FRAL2343	Frameworks & Libraries	40	20	60	80	3
S3		MONM2334	Monetization Methods	40	20	60	80	3
S3		APPM2344	App Store Publishing & Marketing	40	20	60	80	3
S3		APPD2324	App Development Capstone	40	20	60	70	3
S3		IBUS2164	Interpersonal Business Comm.	25	20	45	50	2
Total				230	130	360	450	18

54 Semester Credit Hours Program Total, 45-week Diploma program. The scheduled completion time for this program is 45 weeks. Upon successfully completing all requirements of the program the student will receive a diploma. The maximum time allowed to complete this program is 81 attempted credits (1.5 times the length of the program).

The Animation & Visual Effects Program is designed for beginning artists, as well as those with animation experience. This program will help you to grow as an animator, expanding your views and skills to reach a professional level with an impressive portfolio. You will begin with the fundamentals and principles of animation, in conjunction with computer animation training. This fundamental foundation will give you the fuel to pursue a variety of jobs and careers within the animation and visual effects industry. The program permits you to discover your passion and be equipped with the ability to specialize with your artistic strengths in the animation industry, whether it be 2D or 3D animation, Visual FX, or Graphic Design. Graduates of the program may find entry-level employment at major motion picture studios, computer animation studios, visual effects houses, television production studios, advertising agencies, corporate graphic departments and game production studios.

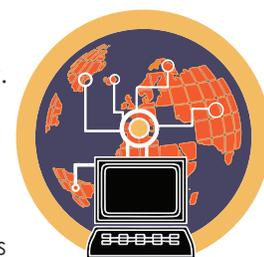


Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work / Preparation	Semester Credits
45 wks				670	410	1080	1350	54
S1		AVEI1341	Intro to Adobe Illustrator	40	20	60	80	3
S1		AVEI1351	Intro to Adobe Photoshop	40	20	60	80	3
S1		ESSD1331	Essentials of Design	40	20	60	80	3
S1		AVEI1361	Intro to Adobe After Effects	40	20	60	80	3
S1		DIGV1342	Digital Video Compositing	45	30	75	90	4
S1		VISA1201	Visual Effects Appreciation	15	30	45	40	2
Total				220	140	360	450	18
S2		AAVE2343	Advanced Adobe Illustrator	40	20	60	80	3
S2		AAPS2352	Advanced Adobe Photoshop	40	20	60	80	3
S2		ANIM2332	Intro to Adobe Animate & 2D Animation	40	20	60	80	3
S2		ANIM2312	Intro to Autodesk Maya & 3D Animation	40	20	60	80	3
S2		INTA2413	Intermediate Adobe After Effects	45	30	75	90	4
S2		PROJ1241	Personal Project	15	30	45	40	2
Total				220	140	360	450	18
S3		ADVA2423	Advanced Adobe Animate & 2D Animation	45	30	75	90	4
S3		ADVM2324	Advanced Autodesk Maya & 3D Animation	40	20	60	70	3
S3		ADVA2334	Advanced Adobe After Effects	40	20	60	80	3
S3		RENP2344	Rendering & Post Production	40	20	60	80	3
S3		FINP2333	Final Practical Project	40	20	60	80	3
S3		IBUS2164	Interpersonal Business Comm.	25	20	45	50	2
Total				230	130	360	450	18

54 Semester Credit Hours Program Total, 45-week Diploma program. The scheduled completion time for this program is 45 weeks. Upon successfully completing all requirements of the program the student will receive a diploma. The maximum time allowed to complete this program is 81 attempted credits (1.5 times the length of the program).

WEB DESIGN & DEVELOPMENT

The Web Design & Development Program is a comprehensive program of study designed to teach students the basic through advanced aspects of web design and development. Instruction in operational and basic technical concepts of web development software is provided by demonstrations, practical applications, and projects that are integral to the web design and web developer professions. A graduate of this program may find entry level employment as a Web Developer, Media Designer, Web Designer, Front-end Developer, Web Content Developer, Web Consultant, Blogger, or Social Media Manger. The creative & technical environments for this field include Software Companies, Social Media Companies, Gaming Companies, Advertising Agencies, Web Services Companies, Creative Departments, Browser Companies, Database Companies, Animation Companies, IT Companies, or Digital Technology Companies. Or you could choose to become a freelancer or entrepreneur.



Term	Weeks	Course #	Course Name	Class Hours	Lab Hours	Class & Lab Total	Outside Work / Preparation	Semester Credits
45 wks				670	410	1080	1350	54
S1		BASI1341	Basics of the Internet	40	20	60	80	3
S1		ADOB1351	Adobe Photoshop & Illustrator	40	20	60	80	3
S1		PLAT1331	HTML & CMS Platforms	40	20	60	80	3
S1		PLAT1411	CMS Platforms & Web Form Creation	45	30	75	90	4
S1		WEBF1342	Design to Live: Building the Foundation	40	20	60	80	3
S1		WEBP1352	Web Design Programs	15	30	45	40	2
Total				220	140	360	450	18
S2		ANIM1332	Animating the Web	40	20	60	80	3
S2		MEDI1412	Media Optimization for Streaming Servers	40	20	60	80	3
S2		MOBI2413	Cross-Platform Compatibility	45	30	75	90	4
S2		WEBT2333	Web Trends and Queries	40	20	60	80	3
S2		DESI2343	Designing for Various Standards	40	20	60	80	3
S2		USER2323	User Interface Design	15	30	45	40	2
Total				220	140	360	450	18
S3		SOCM2334	Search Engine Optimization	40	20	60	80	3
S3		WEBB2344	The Business of the Web	40	20	60	80	3
S3		WEBF2324	Real World Project	45	30	75	90	4
S3		WEBD1343	Final Project and Domain Registration	40	20	60	70	3
S3		TECH2343	Skills and Techniques	40	20	60	80	3
S3		IBUS2164	Interpersonal Business Comm.	25	20	45	50	2
Total				230	130	360	470	18

54 Semester Credit Hours Program Total, 45-week Diploma program. The scheduled completion time for this program is 45 weeks. Upon successfully completing all requirements of the program the, student will receive a diploma. The maximum time allowed to complete this program is 81 attempted credits (1.5 times the length of the program).

TURN101 This 6-week Class is designed to teach the fundamental principles of the art form known as turntablism. Students will receive extensive training in DJ theories such as mixing, basic scratching, and fundamentals of an effective DJ. The class will provide a novice DJ with the techniques necessary to begin DJ'ing as a hobby or for the party scene.

Subject Hours: 24 class hours

Performance Objectives:

- Equipment Setup and Breakdown
- Basic Mixing Skills, Beat Matching
- Beginner Scratching
- Fundamentals on How To Be an Effective DJ

Prerequisites: None

Instructional Methods: Lecture, Demonstration, Hands-on Lab

Maximum Student Ratio: 12:1

Materials and Media References: Rec Shop Breaks Record, ©2009.

Basis of Grading:

Attendance: 25%

Participation: 25%

Final skills exam: 50%



TURN101 Class Content Outline 6-Week Course:

CLASS 1

- Basic Setup (summary of what's being used in class)
- Learning the Turntable (i.e., components)
- Learning the Mixer (i.e., components)
- Learning the Record (i.e., grooves, order of songs, A & B sides)
- Packing the Hole
- Hand Placement on the Record
- Beats Per Minute (BPM)
- Cuing Up a Record (finding the downbeat, marking cue points)
- Playing a Record

CLASS 2

- Dragging the Platter (slow down record)
- Platter Push (speed up record)
- Spinning the Label (fast forward/rewind record)
- Tweaking the Spindle (speeding & slowing down record)
- Pitch Adjustment (speeding and slowing down record with precision)
- Fader Control (ups, normal, or reverse)
- Beat Matching Doubles Using Kicks & Snares (RecShop Breaks)

CLASS 3:

- Beat Matching Kick/Snare Doubles Using RecShop Breaks (re-cap)
- Using Headphones (cuing)
- Using Master/Cue Switch with Headphones
- Counting Beats/Bars (4/4 time, up beat [snare], down beat [kick])
- BPM & Cue Records on Down Beat [kick]
- Catching the Up Beat [snare] in the Mix

Class 4:

- Back Cuing (rewinding) with Up Fader & Headphones
- Beat Matching Different Songs with Lyrics
- How and Where to Place a Mix (length of intros, hooks, outros)
- Begin Blending/Mixing 2 Different Songs with Headphones
- Beat Matching Doubles Song Instrumentals

CLASS 5:

- How and Where to Place a Mix (length of intros, outros, choruses)
- Blending/Mixing 2 Different Songs with Headphones

CLASS 6:

- Cross Fader Control (eliminating the backscrape)
- Baby Scratch (forwards/backwards, slow, medium, fast)
- Practice Scratch with a Beat

CLASS 7:

- Drag (forwards/backwards, slow, medium, fast)
- Practice Scratch with a Beat
- Combine Scratches to Make Sentences

CLASS 8:

- Scribble (rapid baby scratches)
- Practice Scratch with a Beat
- Combine Scratches to Make Sentences

CLASS 9:

- Fades (forwards/backwards, slow, medium, fast)
- Practice Scratch with a Beat
- Combine Scratches to Make Sentences

CLASS 10:

- Stab (forwards/backwards, slow, medium, fast)
- Practice Scratch with a Beat
- Combine Scratches to Make Sentences

CLASS 11:

- Cutting [rapid back cuing] (forwards/backwards, slow, medium, fast)
- Practice Scratch with a Beat
- Combine Scratches to Make Sentences

CLASS 12:

- Written Exam
- 4-Song Mix to Include At Least 3 Scratches
- Participation In Final Scratch Session

*This class is not regulated or approved by the Texas Workforce Commission Career Schools and Colleges and is not approved by ACCSC

TURNTABLISM II

TURN201 The second part of this series focuses on advanced mixing and scratching techniques to take your skills to the next level. Students will continue to learn about the art form by building on the fundamentals taught in TURN101 and enhancing them to create an individual presence behind the decks.

Prerequisites: **TURN101**

Subject Hours: 24 class hours

Performance Objectives:

- Beat Juggling
- Advanced Mixing/Beat
- Matching/Transitioning
- Advanced Scratching

Instructional Methods: Lecture, Demonstration, Hands-on Lab

Maximum Student Ratio: 12:1

Materials and Media References: RecShop BreaksRecord, © 2009.

Basis of Grading:

Attendance: 25%

Participation: 25%

Final skills exam: 50%



TURN201 Class Content Outline 6-Week Course:

CLASS 1:

- Getting Familiar with all the Gear, Features, Setup, and Connections; Pros and Cons Of Standard and Battle Style Setups
- Preparing The Record (Advanced Marking the Record [Cue Points], Packing the Hole)

CLASS 2:

- Playing Records and Basic Mixing With and Without Headphones

CLASS 3:

- Introduction to Advanced Mixing
- Revolution Counting
- Looping Breaks Using 2 Records
- Quick Mixing and Transition Tricks

CLASS 4:

- Trick Mixing and Beat Clapping
- Basic Beat Drumming Techniques

CLASS 5:

- Basic Beat Juggle Patterns

CLASS 6:

- Advanced Beat Juggle Patterns
- How to Develop a Basic or Advanced Beat Juggle or Battle Routine

CLASS 7:

- Tears
- Transform
- Practice Scratches with a Beat

CLASS 8:

- Dicing (Transformed Tears)
- Practice Scratches with a Beat

CLASS 9:

- Chirps
- Practice Scratches with a Beat

CLASS 10:

- Crab Scratch
- Practice Scratches with a Beat

CLASS 11:

- 1 Click Flare
- Practice Scratches with a Beat

CLASS 12:

- Marches (combining scratches)
- Practice Scratches with a Beat

Course Descriptions

Credits

AAPS2352 Advanced Adobe Photoshop: Students will learn intermediate techniques in Adobe Photoshop, including Color correction, layer masking, clone stamping, and layer blending.	3
AAVE2343 Advanced Adobe Illustrator: Students will learn intermediate techniques in Adobe Illustrator, including vector point manipulation, clip masking, converting to 3D, merging shapes, mesh gradients creation, and pathfinding.	3
ADOB1351 Adobe Photoshop & Illustrator: Adobe Photoshop skills are essential in today's world. This class will walk you through the basic skills needed to operate one of the most essential graphic creation tools ever created. This class will also provide you the information and knowledge to successfully run it and its counterpart: Adobe Illustrator (a vector graphics editor).	3
ADVA2334 Advanced Adobe After Effects: Students will learn core techniques for effects compositing, including color matching, keying, rotoscoping, motion tracking, and emulating the camera. Class concludes with using expressions in After Effects that are commonly seen in films and games and the creation of a final project.	3
ADVA2423 Advanced Adobe Animate & 2D Animation: Students will learn advanced techniques in Adobe Animate, as well as Character animation techniques using Pencil & Paper, After Effects, and Animate.	4
ADVM2324 Advanced Autodesk Maya & 3D Animation: Students will learn advanced techniques in Autodesk Maya, as well as 3D Character Modeling, rigging, and texture mapping.	3
ADVP2312 Advanced Production and Post-Production: Students will explore advanced techniques in both Production and Post-Production. Lighting, Camera, and Editing styles will be covered extensively, leading up to a final project to show off the students' advanced skill sets.	3
ANIM2332 Intro to Adobe Animate & 2D Animation: This class introduces the student to Adobe Animate, and the basics of 2D animation.	3
ANIM2312 Intro to Autodesk Maya & 3D Animation: This class introduces the student to Autodesk Maya, and the basics of 3D animation .	3
ANIM1332 Animating the Web: Finding out how to create a website is only the beginning. Figuring out how to make it stand-out is more than just beneficial. Show off your creativity and individuality by skillfully mastering Gifs, Java, Flash, JQuery, and Dynamic HTML.	3
APPD2324 App Development Capstone: Students use their accumulated app development skills to develop and publish quality apps that will showcase their talents to potential employers.	3
APPM2344 App Store Publishing & Marketing: Students learn the process of archiving, beta testing, and submitting apps to the App Store. They also learn marketing and App Store Optimization (ASO) techniques to increase discoverability and downloads.	3
ARTI1345 Intro to Artificial Intelligence: Students learn current trends in the field of artificial intelligence, as well as discuss possible future trends. Students will also get an introduction to how artificial intelligence can be used in mobile apps.	2
AUDI2413 Advanced DAW: This course involves hands-on use of the studios covering hardware and I/O setup, more advanced routing such as groups, submaster, VCAs, clips groups, browser functions, loop recording, playlists, and compositing multiple tracks with the use of MIDI instrument tracks, midi real-time properties, and clip looping. Student will also continue to sharpen their studio skills by booking and managing more recording sessions and mixing sessions.	3
AUDP2324 Audio Post Production & Mixing: This course provides the student instruction for creating soundtracks (sound design) for film& video productions. Topics include editing, sound effects, dialogue, and surround sound mixing. Students will apply the process and techniques used in post-production mixing and surround sound to finalize and prepare the audio for the final film project. Students will be required to present their movie project as a final course assignment to fellow students and receive feedback from both classmates and the instructor. Students will take a written and hands-on practical exam.	3
AUDI1401 Audio for TV / Film: This audio class for TV/Film covers techniques and aesthetics for recording production sound, editing dialogue, sound effects, music , Foley and preparing for the mix.	4

Course Descriptions Continued

Credits

AUDI1341 Intro to Audio: In this course the students are introduced to basic audio terms and concepts, the differences between diverse types of microphones, live and studio console use, and processors. Students will learn how to route input and/or output signals for small PA systems and the use of audio consoles/mixers and other processors in the studio. Topics are routing, auxiliary sends and returns, and onboard processing. **3**

AUDI1411 Intro to DAW: Topics involve the interface, basic navigation, basic recording, and routing with an emphasis on how to use the midi, editing, and plug-in aspects of Pro Tools software. Assignments include recording into a DAW and sound editing in a DAW. **4**

AUDL1342 Live Sound I: This course introduces the student to audio engineering in the live setting. The course examines how live sound differs from the studio environment. Starting with electricity and power distribution, students are introduced to equipment and techniques used to professionally set up and wire a stage. Signal routing and patching in the analog world are the key focus, but an introduction into the world of digital consoles is also covered. The course wraps up with a look at stage mic'ing techniques. **3**

AUDL2343 Live Sound II: This course is the technical side of what was covered in the previous Live Sound System Application class. Students will re-visit and expand on previous electrical concepts to understand audio system troubleshooting, ground lifting, and the theory of balanced and un-balanced systems. Digital consoles are the focus in conjunction of a complete overview of system signal flow using snakes and splitters. Students will also be introduced to popular system analysis tools used when installing a larger, more complex system, such as a system that uses delay lines. A look at wireless microphone and in-ear systems and an introduction to common rigging components used for system installation is also covered. **3**

AUDL2344 Live Sound: Building upon the foundation of and using proper set-up and troubleshooting techniques learned in Live Sound I, the student will now focus on Front-of-House (FOH) and Monitor (MON) mixing. Students will explore the different approaches to 'building mixes' in different scenarios such as front-of-house and monitors. Students will work with live bands to gain experience in successfully installing and operating an audio system. Additionally, an overview of the paper trail of 'advancing' a show, preparing stage plots, and input lists will be covered. **3**

AUDP2323 Post-Production Techniques: Students will practice the process of preparing and transferring recorded audio from a source containing the final mix to data storage with synchronization of the recording and techniques of recordings produced outside of a recording studio. Students will gain hands-on experience, applying techniques for editing video and the process of Automated Dialogue Replacement (ADR), plus how to synchronize audio segments as well as prepare in the art of capturing dialog on a film/tv production set using a field mixer, shotgun mic, boom, and portable recorder. Students will be able to demonstrate the process of preparing and transferring recorded audio from the raw source material containing the production audio into a non-linear editing system/DAW. **4**

AUDI1412 Studio Techniques: In this course students will spend most of their time in the recording studio and be required to attend and manage outside-of-class recording sessions. Students will gain hands-on experience with music mixing both "in-the-box" and in the studio through analog consoles involving cues systems, DI boxes, and microphone setup techniques for various instruments like drums, guitars, bass, keyboards, and vocals. Topics include out-board signal processors and plug-ins. **4**

AURT1201 Aural Training: Through various exercises students will improve their musical ability by developing a more intuitive understanding of what they hear. Students will learn about the audio spectrum and how to identify different frequencies such as feedback (such as 2kHz) at a live sound venue or knowing exactly which frequency to add to the percussion track in a recording session. **2**

AUDV1241 AV Tech: Students will be introduced to the role of the Audio/Visual Technician, which includes the operations and maintenance of equipment used to enhance live events, such as video recorders, projectors, microphones, lighting and audio equipment. **2**

Course Descriptions Continued

Credits

AVEI1361 Intro to Adobe After Effects: This class introduces the student to Adobe After Effects from the basic level to an intermediate level.	3
AVEI 1341 Intro to Adobe Illustrator: This class introduces the student to Adobe Illustrator from the basic level to an intermediate level.	3
AVEI1351 Intro to Adobe Photoshop: This class introduces the student to Adobe Photoshop from the basic level to an intermediate level.	3
BASI1341 Basics of the Internet: How did the Internet get started? What led us to where we are now? This class will answer those questions and give an Internet primer for beginners and intermediates alike.	3
BUSC2164 BCM Career Development: The Business Communications course is designed to help students effectively communicate in today's digital media industry workplace. Students will understand how to design and create a professional resume with a cover letter. They will also learn what their qualifications are, how to impress potential employers, how to research potential employers, and how to use popular tools to create their own website, demo reels, and business cards.	1
BUSV1411 The Business of Corporate and Industrial Video: The majority of video and media jobs today are in the business-to-business sector. This class will explore what it takes to be gainfully employed in the Video and Film business outside of the entertainment-specific arena. Budgeting, invoicing, proposals, setting up a business, and many other items will be covered in this course. Working with corporate clients will be stressed in this exciting video-related course.	3
COMC1341 Computer Science Concepts: Students gain a basic understanding of how computers work. They also learn programming paradigms, such as object-oriented programming. Students will learn an introduction to algorithms and data structures.	3
COMP2343 Commercial Directing & Production: Each student will set up their own virtual ad agency and produce a television or web-based commercial. Scripting, storyboarding, animatic, production and post-production will be required to produce a complete professional commercial. Producing and directing techniques and job duties will also be covered.	3
DATA1352 Persistent Data Storage: Students learn to save their app's data in a variety of ways, both locally and in the cloud.	3
DESI2343 Designing for Various Standards: Students will learn how to apply ideas of standards-based web design, including the detachment of document structure from a web page or from the application itself.	3
DIGV1342 Digital Video compositing: Digital video compositing is the creation of a matte from blue or green screen footage. Students will receive instruction on how to utilize After Effects for DV compositing, as well utilizing lighting techniques as they apply to the digital world.	4
DOCF2413 Documentary & Non-Fiction Production: This course introduces students to the realm of non-fiction and ENG production. They will discover how to find the narrative while documenting reality and learn the proper means to conduct interviews and shoot B-roll, including interview lighting and handheld camerawork. They will also gain the experience of creating paper edits (or EDL's) to aid story flow and save post-production time and expense. The course culminates with each student producing a documentary short.	3
ENGP1342 Software Engineering Practices: Students learn common practices in software development such as developing apps using the Model-View-Controller design pattern, using version control systems (like GIT), and development methodologies such as Agile.	3
ENGL1301 English Composition: This course aims primarily at helping students develop skills and techniques necessary for writing effective expository prose. Emphasis is placed on sentence structure, word choice, paragraph development, and organization of the whole essay. Analysis of selected expository prose serves as a vehicle for learning, communicating, and critical analysis.	3

Course Descriptions Continued

Credits

ESSD1331 Essentials of Design: This course is designed to introduce students to the essential rules of design, encouraging creative decision making, the understanding of those decisions, and being able to talk about the work created.	3
FILM2324 Film Master Class I: Students will take what they have learned and use that knowledge to start a class-based production company with the goal of making a film in the intermediate class. The principles of pre-production are covered in this class, including scheduling, budgeting, casting, and production management as it applies to the student film project.	3
FILM2334 Film Master Class II: The shooting and production of the student film project are the focus of this course with cinematography, directing, set operations, image, and sound capture being covered.	3
FILM2344 Film Master Class III: Post-production and deliverables are the focus of the course, giving professional training in narrative editing, sound design, graphics, and exhibition of the student film project.	4
FINP2333 Final Practical Project: Working with the FILM2344 class, the students will be required to plan, design, storyboard, and animate an opening or closing title sequence for the FILM2344 film project.	3
FRAL2343 Frameworks & Libraries: Students learn to add and utilize popular third-party frameworks and libraries in their apps.	3
GAME 2323 Game Development: Students learn the basics of game development in iOS, using frameworks like GameKit, SpriteKit, & SceneKit. They will learn to add artificial intelligence into their games using GamePlayKit.	3
GRAP2423 VFX and Motion Graphics: Students will explore the world of special effects through the use of Adobe After Effects, mattes, greenscreen, tracking, and more.	4
GRAS1333 Graphics & Sound: Students learn to create and edit the graphics and sounds necessary to create professional apps. They will learn to animate UI elements in their apps.	3
IBUS2164 Interpersonal Business Communication: This course introduces students to the practices and principles of interpersonal communication. Emphasis is on the communication process, examining perception, listening, self-disclosure, speech apprehension, ethics, nonverbal communication, conflict, power, and dysfunctional communication. With popular tools, students will design and create their own professional resume, website, demo reel, and business cards.	2
INTA2413 Intermediate Adobe After Effects: This course covers essential VFX techniques, including camera tracking, image stabilization, chroma-keying, sky replacement, and natural effects, such as rain, fire, smoke, day-for-night, and volumetric light. The students will also learn about integrating and combining footage, effects, and grading for a finished VFX shot.	4
MADI1351 Introduction to Mobile App Development: Students are introduced to the process that takes an app from an idea to the App Store. They also learn how to prepare their computers and iOS devices for development and explore the development environment. Students are instructed in the use of Xcode tools and learn to build basic apps.	3
MATH1332 Contemporary Mathematics I: This math course covers such topics as sets, logic, number theory, geometric concepts, consumer finance, and an introduction to probability and statistics.	3
MEDI1412 Media Optimization for Streaming Servers: Learning how to utilize what you really have in your arsenal is key. Streaming servers have changed the way we share, borrow, and spread information at a rate that can keep up with the modern-day consumer. This class will give the opportunity to really get a grasp on how to maximize your information's true potential.	3
MOBI2413 Cross Platform Compatibility: When designing for the new web, it is essential to learn how to design cross-platform so that your site will reach as many people as possible.	4
MONM2334 Monetization Methods: Students learn business models to make money from their apps. They will implement in-app purchases, ads, etc.	3

Course Descriptions Continued

Credits

MUSB1351 Music Business I: This course provides students with an overview of the various aspects of the music industry and organizational charts editing the various positions and jobs involved in the music business. Students receive instruction and direction in starting a business in the recording industry with emphasis on business plans, networking, trade publications, and conferences. Students also learn the in's and out's of the songwriting profession and how to protect their creations with music copyright procedures, laws, and requirements. The students receive information on how to publish their work and the business of publishing and licensing concepts. Students are provided information on the roles and responsibilities of agents, managers, and attorneys in the music industry with an emphasis on industry professional fees and expectations.

3

MUSB1352 Music Business II: This course provides students with an overview of concert promotion, production, planning a tour, and the personnel needed to have a successful event. Students are given an in-depth introduction to record contracts, record production, and the diverse record label companies. Students receive lectures in music, radio, television, film, games, and advertising. Their learned skills enable them to work in any of these arenas. This course also provides insight on distribution and independent radio promotions.

3

MUSP2333 Advanced Production Techniques: The instructor will lecture on and demonstrate advanced production techniques, including recording and editing, while focusing on both classic and modern approaches to capturing many different popular instruments such as drums, bass, electric and acoustic guitar, keys, vocals, etc.

3

MUSP2334 Advanced Mixing and Mastering: This course covers advanced mixing and mastering techniques, incorporating both traditional and modern methods while utilizing the most popular tools in the industry.

3

MUSP1331 Music Theory and Production: This course provides the students instruction in the role of a music producer, stylistic examples of producers, and creating a productive work schedule and budget. Students will learn about elements of popular music production and develop critical listening skills. Students will gain an understanding of the basics of music theory.

3

MUSP1332 Song Crafting: Through this course, students will study and learn how to master their own creative workflow through songwriting. Students integrate music theory, audio recording basics, and producing skills with hands-on applications as they discover and practice both the art and science behind creating compelling, inspiring, and moving music.

3

MUSI1306 Music Appreciation: Understanding music through the study of cultural periods, major composers, and music elements. Illustrated with audio recordings and live performances.

3

MUVP2333 Music Video Production: This course introduces student to the realm of music videos and music video production. Students will have contact and interactions with bands and/or music labels as they develop, shoot, edit and deliver a polished music video by the end of the course.

3

PLAT1331 HTML & CMS Platforms: This is where we will differentiate between HTML & CMS platforms, which is the very important first step of starting a website from scratch with intent to advertise or market an idea.

3

PLAT1411 CMS Platforms & Web Form Creation: With the basics of CMS Platforms out of the way, it's time to go in-depth. Maneuvering around the various web platforms is an essential skill when building a site. Exploring possibilities allows you to never have to settle with just one program.

3

POSP1331 Post-Production: This course covers the basics of using digital, non-linear editing to complete a story and output a deliverable product. Using Adobe Premiere Pro CC, students will learn how to import, organize, and manipulate media to maximize brevity, story flow, and entertainment value. They will also practice basic color correction and audio sweetening to add dimension to the projects. The course culminates with the final output of the students' scene re-enactments, and a live event.

3

COURSE DESCRIPTIONS

Course Descriptions Continued

Credits

PREP1341 Screenwriting & Pre-Visualization: This course starts where every production begins, with an idea and a script. Students discover how to develop engaging stories and adapt them into sellable screenplays. They also learn how to market their stories by practicing pitches and developing support materials such as loglines and synopses. Finally, students practice the basic steps involved in the pre-production of a project, including script break down, storyboarding, scheduling, and production design. The course culminates with each student developing a short script. **3**

PROD1351 Intro to Digital Production: This course introduces students to the fundamentals of digital video production. From understanding resolution, aspect ratio, frame rate, and various recording technologies to the intricacies of manipulating the lens and lighting, students gain a foundation for using modern technologies to tell a visual narrative. They also learn the importance of working as a crew and may be presented with opportunities to provide production support on real-world projects. The course culminates with the class producing a shot-for-shot recreation of a movie scene. Students will also learn the techniques to be a Grip and a Production Assistant. **4**

PROL1342 Live Production: This course introduces multi-camera operations in covering both live events and episodic TV. For live events, students will discover how to sync multiple cameras to cover different angles, how to obtain audio from a venue's master feed, and how to shoot without distracting an audience or the performance. Students will practice live switching and streaming using a Tricaster system. They will also learn how to develop a TV show, including set design and lighting, writing a run-down, and creating graphical content to roll in. The course culminates with the students covering a live event (such as a concert) and live-recording an original, 30-minute show. **3**

PROJ1241 Personal Project: Students will design and create a personal title sequence as an opener for their final showreels. **2**

PSYC2301 General Psychology: This course is a survey of the major psychological topics, theories, and approaches to the scientific study of behavior and mental processes. Through this course, students will prepare for contemporary challenges by developing and demonstrating critical thinking skills, communication skills, social responsibility, empirical skills, and quantitative skills. **3**

REN2344 Rendering & Post-Production: Overview of software and basic post production skills and techniques using Adobe Premiere. The students will be required to produce a demo reel of their best work from the course along with any personal work they have created. The demo reel is the most important tool for landing a job in the industry. **3**

SOCM2334 Search Engine Optimization: Marketing yourself will become second-nature as you master your visibility to potential consumers by optimizing the use of various search engines. Then, take it even further by effectively utilizing social media to your advantage and allowing what you create to go viral. **3**

SOCM1201 The Art of Social Media: This course is all about the future of media. Viral Videos, Memes, memes, Facebook, and many more items are cutting edge now – but what happens next? This course will not only explore what it takes to work in a world where Youtube is the biggest 'TV' station on the planet, but it will go beyond what's hot now and help the student prepare for what's coming next in the world of social media. **2**

SPCH1311 Introduction to Speech Communication: This is a course in the basic principles of oral communication. Includes: study of the use of the body and voice, the speaker-listener relationship, interpersonal communication, oral interpretation, perceptions, self-concept, problem solving and decision making, interviewing, conversation enhancement, and preparation and delivery of platform and nonplatform speeches. **3**

Course Descriptions Continued

Credits

SWIF1411 Beginning Swift Programming: Students learn the fundamentals of programming using Apple's new programming language called Swift.	4
SWIF1452 Intermediate Swift Programming: Students build on their Swift basics and learn about more advanced features.	4
TECH2343 Skills and Techniques: It is your turn to show us your stuff! This is where you will produce your own website based upon skills and techniques that you have learned thus far.	3
USER2323 User Interface Design: Time to start smoothly transitioning into something pleasing to the eyes and completely user-friendly. We have taught you the how and the why; now, it must be translated into a language that speaks what you want to say in a way that is understandable.	2
USER11331 User Interface Design: Students learn how to create user interfaces for their apps that can adapt to various screen resolutions. User Interfaces allow the user to provide inputs to and view outputs from the app.	3
VIEW1332 Views & View Controllers: Students learn to implement some of the more advanced user interface views in iOS, such as table views and collections views.	3
VISA1201 Visual Effects Appreciation: Students will learn the art of visual effects through the eyes of Hollywood's special effects masters. Important groundbreaking visual effects from the last 120 years of moviemaking will enlighten the student to the techniques, tips, and tricks that professionals have used for decades.	2
VIRI2345 Intro to Virtual Reality: Students learn current trends in the fields of virtual and augmented reality, as well as discuss possible future trends. Students will also get an introduction to building virtual and augmented reality mobile apps.	2
VFVX1352 Foundations of VFX: Students receive lessons on the history & basic foundations of special effects through hands-on training. Matte Painting, Stop Motion, Practical & Digital effects will be covered so as to ensure a working knowledge of why effects work the way they do today, in the digital age. This class will also introduce the students to basics of Photoshop Composition by creating hands-on still frame composite designs. This Photoshop training will establish a digital basis to build upon for motion-based compositing & creating digital building blocks for use in programs such as Premiere and After Effects.	3
WEBP1342 Design to Live: Building the Foundation: This course will explore networking, computer operations, and storage options. We will provide knowledge about communications within single and multiple computers. Information is the most precious commodity and storing it as a reusable resource is essential to effectively running just about anything. Learning to manage in this segment will benefit future sites you create and allow a user to enter data that is sent to a server for processing.	3
WEBD1343 Final Project and Domain Registration: Students will create a final project, register the domain, and make it available world wide.	3
WEBF2324 Real World Project: Learning how to seamlessly bring ideas together for a project is essential. In this class you will put all your skills together to plan a project for a client that you generate while in school. We will provide you the know-how of what it takes for a successful client interaction throughout the duration of your relationship with potential clients. In this class you will deliver your final client-based project to the world!	4
WEBB2344 The Business of the Web: Now that your creative juices have created something worthwhile, it's time to hone in on your managerial talents. We help mold the business know-how to properly protect and administer to the needs of your potential clients.	3
WEBF1342 Web Design Programs: Dreamweaver is the most used HTML editor and website creator used in the world today. This class will help you learn the basics for this widely respected program. Here you will also learn specific and vital parts of what will carry your website to be functional and accessible to all potential visitors.	2
WEBT2333 Web Trends and Queries: Firmly grasping what the modern age has to offer keeps you up to speed on what and how you should evolve with the times. At this chapter of your development, you will be strengthening the way you keep your site operating so that you don't look outdated while keeping everything approachable, pleasing to the eye, and easy to operate. Now that your web page has finally started coming to life, it's time to work out all the bugs. Glitches are the fly in the ointment that can cause a visitor not to return. This class will teach you how to solve these issues long before they become a problem for the end-user.	3
WEBS2413 Working with Web Services: Students learn to connect their apps to the web. Their apps will be able to download and read JSON content from the web, as well as upload & manage user accounts and databases.	4

Recording Arts

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They Say I Say

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The school shall require, for admissions into its program, proof of one of the following:

- High school graduation
- GED certificate holder
- Successful completion or the equivalent of one full-time Academic semester or academic quarter at an accredited college, university, or other postsecondary school.

Candidates must be seriously interested in pursuing a career in the chosen field of study. Each candidate is reviewed on an individual basis. No previous experience related to the field of study is required for admission. Prospective students are welcome to enroll in person anytime during normal office hours:
Monday - Friday, 9 am - 6 pm.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. All students are encouraged to review the school's completion and employment rates.

The school shall require for admission and enrollment the following:

1) Execute an Enrollment Agreement with MediaTech Institute. If the applicant is under 18 years of age, the Enrollment Agreement must be signed by the parent, guardian, or other person with the legal authority to act on behalf of the minor applicant.

2) Provide documentation of high school graduation or equivalent (such as a GED) or successful completion or the equivalent of one full-time academic semester or academic quarter at an accredited college, university, or other post-secondary school. Additionally, before the applicant is permitted to attend classes, MediaTech Institute may verify/confirm high school graduation or equivalent (such as a GED) from a source independent of the applicant (such as the high school or GED testing center). The high school diploma or equivalent must be from a high school or GED testing center recognized by MediaTech Institute and the documentation must be in English or have been translated to English by a recognized translator or by the Admissions Department for MediaTech Institute. Satisfactory documentation includes, but is not limited to, any of the following items:

- a) Copy of the high school diploma or equivalent, such as a GED.
- b) Copy of a high school or college transcript indicating high school graduation status.
- c) Copy of form DD214 indicating graduation status.
- d) Copy of a letter indicating graduation status and graduation date from an appropriate school official or state official.
- e) Copy of college transcript of successful completion or the equivalent of one full-time academic semester or academic quarter at an accredited college, university, or other postsecondary school.
- f) Such other documentation as deemed acceptable by the School Director for MediaTech Institute.

3) Applicants are required to take the Wonderlic exam. A score of 250 or higher in each subsection on the Wonderlic WBST Exam is required for enrollment in all MTI associate degree programs. A score of 13 or higher on the Wonderlic SLE Exam is required for enrollment in all MTI diploma programs. Applicants will be allowed to take the entrance exam a maximum of three times within a year. If an applicant must take the entrance exam a third time it may not be administered until 12 hours after taking the second exam. Applicants who fail to achieve a passing score after the third exam will not be eligible to apply for admission into any MTI degree program at any MTI campus for one year. The Wonderlic exam is not required for students entering a program who can show proof of earning 12 semester credits from an accredited college.

4) No later than 30 days after the class start date the student must have made satisfactory financial arrangements to provide for complete payment of all amounts expected to be due to the institution for tuition and fees. This requirement may include, but is not limited to, the completion of credit applications, financial aid applications and forms (if the applicant wishes to apply for financial aid), and the execution of promissory notes or other documents necessary to obtain the requisite financial aid or other financial assistance. Students who have not met this requirement to the satisfaction of MediaTech Institute will be dropped, and any Tuition charged up to this date will be the responsibility of the student. Any exceptions to this requirement must be approved in writing by the Director of Financial Aid (or his/her designee) for MediaTech Institute. Applicants are enrolled for class starts on a space-available basis. In order to be eligible for enrollment, the applicant must have executed an Enrollment Agreement prior to the first scheduled class of the program for which the applicant is applying. If this requirement is not met, the applicant will not be eligible to enroll in that program for that term. All applicants must attend classes on the first scheduled class date for the program they are enrolled. Any exceptions to this requirement must be approved in writing by the Vice President (or his/her designee) for MediaTech Institute.



TRANSFER OF CREDITS

No more than 75% of a diploma program's total required credit hours to graduate may be fulfilled with transfer credits, unless the transfer of credit is from one MediaTech Institute campus to another, in which case more than 75% may be transferred. Certain state regulations may restrict the number of credit hours that may be transferred into certain programs.

POLICY FOR GRANTING TRANSFER OF CREDITS

All post-secondary education credit (or degree, diploma, or certificate) must be submitted to the Campus Director in the form of printed transcript at the time of enrollment. MediaTech Institute Administration and the Campus Director will review all submitted materials and will, at their discretion, award or deny transfer of credit for previous work. MTI reserves the right to accept or reject any degree, diploma or certificate you earned at another educational institution. If the credits that you earned at another institution are not accepted at MTI, you may be required to repeat some or all of your course work while attending MTI. For this reason, a prospective student should make certain that their attendance at MTI will meet their educational goals. This may include contacting an institution to which you may seek to transfer after attending MTI to determine if your credits will transfer.



HOW TO APPLY FOR FINANCIAL AID

The Financial Services Department of MediaTech Institute works to assist students and families in obtaining the financial assistance needed to pursue their education and career goals. Financial Aid Advisors are here to help students and their parents understand the financial aid programs, assist in completing federal aid applications, and assess educational expenses. Once the federal application process is complete, a Financial Aid Advisor will evaluate eligibility and review the information with students and their families. Financial Aid packages are unique for each student. Each package depends on their specific needs, eligibility, and the decisions made during the process. Federal financial aid may not cover the entire cost of the programs. Contact the Financial Services Department for more information and to discuss possible payment plans and private loan options.

THE FOLLOWING FINANCIAL ASSISTANCE PROGRAMS ARE CURRENTLY AVAILABLE TO THOSE WHO QUALIFY:

Federal Pell Grant

- Considered “gifts” and do not have to be repaid.
- Eligibility is determined through the standard U.S. Department of Education Formula and is awarded based on financial need.

Direct Subsidized Stafford Loans

- Low-interest loan.
- The lender is the Department of Education.
- For students with financial need as determined by federal regulations.
- No interest is charged while student is in school at least half time.

Direct Unsubsidized Stafford Loans

- Low-interest loan.
- The lender is the Department of Education.
- Not need-based.
- Interest is charged during all periods.

Direct Parent-PLUS Loans

- Low-interest loan.
- Available to parents of dependent students.
- Parent applicants are subject to a credit review by a national credit bureau.
- Interest is charged during all periods.

Sallie Mae Smart Option Loan

- Credit based loan.
- A non-federal education loan.
- Interest rates, repayment terms, and fees vary.

Private Career Training Loan

- Credit based loan.
- A non-federal education loan.
- Interest rates, repayment terms, and fees vary

Other options may be available. Please see your Financial Aid Advisor to determine eligibility.

Students receiving federal financial aid must maintain satisfactory academic progress to remain eligible for continuing financial assistance. Please see the Satisfactory Academic Progress Policies section for more information.

VETERANS EDUCATION BENEFITS

Students eligible for VA benefits should contact the Financial Services Department before registration. For GI Bill students (Chapter 30,33, 35,and 1606), all transcripts from any other previous college or institution attended will be required and must be submitted before the school will send certification of enrollment to the VA. The Veterans Administration determines eligibility for benefits and will make payments to students directly upon certification. If you are eligible for VA benefits, you will register and pay tuition in the same manner as non-veteran students. Once your paperwork has been processed through the VA, you must certify your enrollment monthly through the VA website at <http://www.gibill.va.gov> or by calling 877-823-2378.

In addition, if it is your first time applying for VA benefits at MediaTech, please schedule an appointment with the VA Certifying Official within the Financial Services Department. The following forms will need to be completed and submitted to the Financial Services Department before enrollment certification may be completed:

- Application for Education Benefits: VA form 22-1990 may be completed online through the VA website VONAPP at <http://www.vabenefits.vba.va.gov/vonapp/main.asp>
- A copy of your DD-214

Students eligible for Vocational Rehabilitation will need to contact the VA to confirm eligibility. The VA will issue purchase orders/invoices to the school monthly once the process is complete. Students must also certify hours attended and missed via form 22-1905C. This form must be completed and signed by the VA certifying official. Eligibility must be confirmed prior to attending if using as sole funding source

MEDIATECH SCHOLARSHIPS

MediaTech will offer and make the following MTI Scholarships available to all qualified applicants enrolling for the January 9, 2017 term and beyond. Applicants can obtain online scholarship applications from their Admissions Representative or from MediaTech administrative staff. When applying, please complete the online application and email all required documentation to grants@mediatech.edu.

Prospective students can apply for scholarships during the enrollment process. MTI does not discriminate. MTI will deny any application that does not meet MTI Admissions requirements, or applications that contain fraudulent or misrepresented information.

MTI scholarship's criteria for application and acceptance is listed below. MediaTech Institute proudly offers several scholarships and an admissions representative will gladly assist you in verifying your qualifications.

MTI ALUMNI SCHOLARSHIP

The MTI Alumni Scholarship is awarded to MTI graduates that enroll in another unrelated MTI degree or diploma program. The MTI Alumni Scholarship will award up to \$4,000 to eligible applicants toward the tuition of their MTI degree or diploma program. The MTI Alumni Scholarship will award up to \$1,000 to eligible degree or diploma program applicants at the beginning of each term. The scholarship will be disbursed throughout the student's program, amount to be divided equally between semesters.

Minimum Eligibility Requirements

- RECIPIENTS MUST HAVE SUCCESSFULLY GRADUATED FROM A MTI DEGREE OR DIPLOMA PROGRAM.
- GRADUATES APPLYING FOR THE MTI ALUMNI SCHOLARSHIP ARE REQUIRED TO WRITE A 500 WORD TYPED ESSAY ABOUT THEIR EXPERIENCE FROM THEIR PREVIOUS MTI PROGRAM AND HOW THE KNOWLEDGE THEY GAINED WILL BENEFIT THEM IN THEIR FUTURE ENDEAVORS.
- GRADUATES FINANCIAL OBLIGATIONS MUST BE IN GOOD STANDING WITH THE SCHOOL.

PASSION SCHOLARSHIP

The Passion Scholarship was established to support and partner with students committed to pursuing a career in digital media technologies. We understand their aspirations and want to partner with them to turn their passion into their profession. The Passion Scholarship will award up to \$10,000 to eligible applicants toward the tuition of their MTI degree or diploma program. The Passion Scholarship will award up to \$2,500 to eligible degree or diploma program applicants at the beginning of each term. The scholarship will be disbursed throughout the student's program, amount to be divided equally between semesters. Applicants must meet the eligibility requirements. The Passion Scholarship fund is limited and will be awarded accordingly.

Minimum Eligibility Requirements

- RECIPIENTS MUST BE SERIOUS ABOUT PURSUING A CAREER IN DIGITAL MEDIA TECHNOLOGIES.
- APPLICANTS APPLYING FOR THE PASSION SCHOLARSHIP ARE REQUIRED TO WRITE AN ORIGINAL 1,000 WORD TYPED ESSAY, "THE MOST INFLUENTIAL PERSON OR DIGITAL TECHNOLOGY DEVELOPMENT THAT HAS MOTIVATED ME TO PURSUE A CAREER IN THE DIGITAL MEDIA INDUSTRY."
- APPLICANTS ARE REQUIRED TO PROVIDE AT LEAST THREE LETTERS OF RECOMMENDATION.

IMAGINATION SCHOLARSHIP

The Imagination Scholarship was established to support and foster high school seniors passionate about digital media technologies who are eager to enter the job market and pursue their dream career. The Imagination Scholarship will award up to \$10,000 to eligible high school senior applicants toward the tuition of their MTI associate degree. The Imagination Scholarship will award up to \$2,500 to eligible degree program applicants at the beginning of each term. Scholarship will be disbursed throughout the student's program, amount to be divided equally between semesters. The Imagination Scholarship fund is limited and will be awarded accordingly.

Minimum Eligibility Requirements

- RECIPIENTS MUST HAVE SUCCESSFULLY GRADUATED FROM HIGH SCHOOL.
- STUDENTS APPLYING FOR THE IMAGINATION SCHOLARSHIP ARE REQUIRED TO WRITE A 500 WORD TYPED ESSAY ABOUT THEIR PASSION FOR DIGITAL MEDIA TECHNOLOGY AND HOW THEIR MEDIATECH EDUCATION WILL HELP THEM ACHIEVE THEIR CAREER GOALS.
- APPLICANT MUST ENROLL WITHIN THE SAME CALENDAR YEAR AS THEY GRADUATED FROM HIGH SCHOOL
- APPLICANTS ARE REQUIRED TO PROVIDE AT LEAST THREE LETTERS OF RECOMMENDATION.

MERIT SCHOLARSHIP

MediaTech Institute is dedicated to the encouragement and development of individuals who have excelled academically. The Merit Scholarship was established to assist individuals passionate about a career in the digital media technologies, who have maintained academic excellence. Through the Merit Scholarship, eligible participants may receive up to \$10,000 toward the tuition of any MediaTech Institute campus program. The MTI Merit Scholarship will award up to \$2,500 to eligible degree or diploma program applicants at the beginning of each term. The scholarship will be disbursed throughout the student's program, the amount to be divided equally between semesters. The MTI Merit Scholarship fund is limited and will be awarded accordingly.

Minimum Eligibility Requirements

- ACHIEVE A 30 OR HIGHER WONDERLIC SCORE
- EARNED A HIGH SCHOOL DIPLOMA
- MAINTAINED A GPA OF 3.0 OR ABOVE DURING HIGH SCHOOL OR A SUCCESSFUL FULL TIME ACADEMIC SEMESTER IN HIGHER EDUCATION.
- MAINTAIN AT LEAST A 3.0 GPA OR HIGHER WHILE ATTENDING MEDIATECH.
- MAINTAIN AT LEAST 90% ATTENDANCE RATE WHILE ATTENDING MEDIATECH
- STUDENT'S OFFICIAL TRANSCRIPTS MUST BE SUBMITTED TO ADMISSIONS PRIOR TO THE START OF CLASS.
- APPLICANTS ARE REQUIRED TO PROVIDE AT LEAST THREE LETTERS OF RECOMMENDATION.

ACHIEVEMENT SCHOLARSHIP

The MediaTech Institute Achievement Scholarship was established to reward MTI graduates that have graduated with an outstanding academic record. Achievement Scholarship participants will receive \$500 to be awarded upon successful completion of a MediaTech degree or diploma program.

Minimum Eligibility Requirements

- WRITE AN ORIGINAL 250-WORD TYPED ESSAY ON "A SPECIFIC TECHNIQUE THAT I LEARNED AND HOW IT WILL BE BENEFICIAL TO MY CAREER" PRIOR TO THE MIDTERM OF THE LAST SEMESTER.
- MUST MAINTAIN A GPA OF 3.5 OR HIGHER EACH TERM.
- MUST MAINTAIN AN ATTENDANCE RECORD OF 95% OR HIGHER OVERALL.
- SCHOLARSHIP WILL FIRST BE CREDITED TO THE STUDENT'S LEDGER AND THEN CREDIT BALANCES WILL BE ISSUED TO THE STUDENT.

VIP WOMEN IN DIGITAL MEDIA INDUSTRY SCHOLARSHIP

MediaTech Institute maintains its commitment to taking dreams seriously by offering the VIP Women in Digital Media Industry Scholarship. This program is designed to offer assistance to deserving women with the potential to make a positive impact on the digital media industry. Through the VIP Women in Digital Media Industry Scholarship, eligible participants may receive up to \$10,000 toward the tuition of any MediaTech program.

Minimum Eligibility Requirements

- BE A FEMALE STUDENT ATTENDING THEIR FIRST PROGRAM AT MEDIATECH
- SUBMISSION OF A 1,000 WORD TYPED ESSAY ON "HOW WOMEN CAN HAVE A POSITIVE IMPACT ON THE DIGITAL MEDIA INDUSTRY AND HOW MY SUCCESS CAN PAVE THE WAY FOR OTHER WOMEN IN THE DIGITAL MEDIA INDUSTRY."

PAY IT FORWARD SCHOLARSHIP

Applicants that pay tuition in full on or before the first day of class will receive a \$3000 scholarship. The scholarship will be disbursed throughout the student's program, the amount to be divided equally between semesters. The Pay It Forward Scholarship may not be combined with any other MTI Scholarships.

Minimum Eligibility Requirements

- RECIPIENTS MUST BE SERIOUS ABOUT PURSUING A CAREER IN DIGITAL MEDIA TECHNOLOGIES.
- APPLICANTS MUST BE ENROLLED FULL-TIME IN A MTI DEGREE OR DIPLOMA PROGRAM.

VETERAN APPRECIATION SCHOLARSHIP

The Veteran Appreciation Scholarship was established to recognize men and women who have served in the U.S. military and have been on active duty within 90 days of enrollment. The Veteran Scholarship will award up to \$4,000 to eligible veteran applicants toward their MTI tuition. The Veteran Scholarship will award up to \$1,000 to eligible degree or diploma program applicants at the beginning of each term. Scholarship will be disbursed throughout the student's program, amount to be divided equally between semesters. The Veteran Scholarship fund is limited and will be awarded accordingly.

Minimum Eligibility Requirements

- RECIPIENTS MUST BE SERIOUS ABOUT PURSUING A CAREER IN DIGITAL MEDIA TECHNOLOGIES.
- APPLICANTS MUST BE ENROLLED FULL-TIME IN A MTI DEGREE OR DIPLOMA PROGRAM.
- APPLICANTS MUST PROVIDE DD214 WITH AN HONORABLE DISCHARGE UPON ENROLLMENT.
- APPLICANTS ARE REQUIRED TO PROVIDE AT LEAST THREE LETTERS OF RECOMMENDATION.

MILITARY FAMILY SCHOLARSHIP

The Military Family Scholarship is awarded to spouses, parents and children of Active Duty personnel serving in the U.S. military. The Military Family Scholarship will award up to \$4,000 to eligible military family applicants toward their MTI tuition. The Military Scholarship will award up to \$1,000 to eligible degree or diploma program applicants at the beginning of each term. The scholarship will be disbursed throughout the student's program, the amount to be divided equally between semesters. The Military Family Scholarship fund is limited and will be awarded accordingly.

Minimum Eligibility Requirements

- RECIPIENTS MUST BE SERIOUS ABOUT PURSUING A CAREER IN DIGITAL MEDIA TECHNOLOGIES.
- APPLICANTS MUST BE ENROLLED FULL-TIME IN A MTI DEGREE OR DIPLOMA PROGRAM.
- APPLICANTS MUST PROVIDED DOCUMENTATION OF RELATIONSHIP TO ACTIVE DUTY PERSONNEL UPON ENROLLMENT.
- APPLICANTS ARE REQUIRED TO PROVIDE AT LEAST THREE LETTERS OF RECOMMENDATION.

MEDIATECH INSTITUTE SCHOLARSHIP PROGRAM ELIGIBILITY

The following scholarship eligibility requirements are applicable to all MediaTech Institute Scholarship Programs.

- Scholarships are based on need and/or merit.
- Applicants must have completed a FAFSA or confirmed cash payments.
- Students who delay their start date or take a leave of absence may forfeit their eligibility.
- The student understands that a change of student status may impact eligibility.
- All scholarship are non-transferable and have no redeemable cash value.
- Scholarships can be combined.
- Scholarship funds are limited and will be awarded accordingly.
- Essay's will be evaluated by the scholarship committee prior to the start of the program.
- Recommendation letters should include but are not limited to:
 - (1) Explanation as to how the writer knows the applicant and
 - (2) The nature of their relationship.
 - (3) An honest evaluation of the applicant's skills and accomplishments. Try to include specific examples.
 - (4) Writer's contact information to include writer's Full Name, Mailing Address, Email Address and Phone Number.

HOW TO APPLY:

Applicants are required to complete the scholarship application, regardless of their circumstances. Request an application from your Admissions Representative.

**AN INVESTMENT IN
KNOWLEDGE
ALWAYS PAYS THE BEST
INTEREST.
-Benjamin Franklin**



CLOCK TO CREDIT HOUR DEFINITIONS & CONVERSION

Clock Hour = a 50-minute to 60-minute lecture or class including, a laboratory class or training in a 60-minute period.

Credit Hour = A collection of clock hours combined into a single unit of academic credit using approved factors and conversion methods.

MediaTech Institute converts clock hours to credit hours using the following conversion factors and method:

One academic semester credit hour is equal to a minimum of:

- (A) 15 clock hours of classroom lecture;
- (B) 30 clock hours of laboratory experience; or
- (C) 45 clock hours of externship.*

***MediaTech Institute does not use Externships for any of the school's programs.**

Method for Conversion Convert Class / lecture clock to credit hours using the appropriate conversion factor for credit hours, then round down to the nearest half (.5) credit hour. Do the same for Laboratory hours, and then add for the total credit hours for the subject.

MAXIMUM TIME FRAME TO COMPLETE

The maximum time frame for completion of any program is limited by federal regulation to 150% of the published length of the program. The school shall calculate maximum time frame using credit hours attempted. All credit hours attempted, which include completed credits, transfer credits, withdrawals, and repeated classes, count toward the maximum number of credits allowed to complete the program. Completing the Diploma Programs in the time span of three academic quarters (45 weeks) by following the suggested schedule is strongly recommended. Completing the Degree Programs in the time span of four academic semesters (60 weeks) by following the suggested schedule is strongly recommended.

STUDENT HANDBOOK

Upon enrolling in a program at MediaTech Institute all students receive a Student Handbook at New Student Orientation. As reviewed in orientation, the Student Handbook contains comprehensive policies that all students will be required to adhere to. Violations of policies could lead to probation, suspension or termination. Prospective students may request a Student Handbook prior to enrolling in a program. Administration is available to answer any questions regarding policies.

ATTENDANCE POLICY

Poor attendance is the number one cause for students to fail and to not have a career in the industry. Arriving to class on time and not leaving early is your key to success. Regular and punctual attendance is required for all students.

Attendance is closely monitored on a daily basis. Students are required to Scan In and Scan Out with their school issued ID badge at the front reception desk each time they enter and exit the campus. Additionally, every classroom is equipped with an attendance tablet that at the beginning of class all students are required to electronically sign next to their name on the class roster by using their finger or a stylus. Student attendance is recorded as present, absent, or actual minutes for the partial time a student attended the class.

To satisfactorily complete a course, students must attend a minimum of 10 classes out of a possible 15 classes. If unexcused absences exceed 4 of a course's total class days, students automatically fail the course regardless of their academic standing.

TARDY POLICY

Be on time. Arriving late to class not only causes the tardy student to suffer but disrupts the entire class. Tardies are recorded on the student's attendance record, whether excused or unexcused. An accumulation of five tardies equals one unexcused absence. 5 unexcused absences in a course will result in failing the class regardless of academic standing.

LEAVING EARLY POLICY

Students are required to attend the entire scheduled class or lab. The school's attendance policy considers leaving class early as an unexcused absence and will be recorded on the student's attendance record. 5 unexcused absences in a course will result in failing the class regardless of academic standing.

EXCUSED & UNEXCUSED ABSENCES

Life happens. Unfortunately there may be days that a student is absent from school for either an excused or unexcused reason. Student's absences are recorded as unexcused until the student has provided both the class Instructor and Student Services with the appropriate documentation for excusing the absence. Please see the Student Handbook for information regarding the type of absences that are considered excused and their respective required documentation.

GRADING STRUCTURE

- A = 90–100 (excellent)
- B = 80–89 (good)
- C = 70–79 (fair)
- F = 69 and below (failing)
- I = Incomplete
- L = Leave of Absence
- W = Withdraw
- WM = Withdrawn Military

Classes are graded by one or more of the following criteria: Labs, Homework/ Outside Work, Quizzes, Midterm Exam, and Final Exam

GRADE POINT AVERAGE REQUIREMENT

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study. Practical assignments are evaluated as completed and counted toward course completion. Students must maintain a cumulative grade point average of 70% to pass and graduate from the program.

Grades are reported at the completion of each term. Students receiving a failing grade will be required to meet with Student Services to develop an Academic Success Plan that details a specific plan for academic recovery. This plan may include actions such as retaking course(s), mandatory tutoring, periodic advising as well as taking a reduced number of courses.

SATISFACTORY ACADEMIC PROGRESS POLICY - VETERANS EDUCATION BENEFITS

VA students must maintain Satisfactory Academic Progress (SAP). SAP is evaluated at the end of each academic term (15 week terms). Students must maintain a satisfactory cumulative grade point average of 70 at the end of each grading period evaluation. Students who fail to maintain satisfactory academic progress at any evaluation point will have their benefits terminated. If student SAP is unsatisfactory at the end of the probationary term the student will be terminated and the VA notified. Students receiving Veteran Benefits attendance may not fall below 80% throughout the program. VA students' attendance falling below 80% will result in termination of VA benefits.

SATISFACTORY ACADEMIC PROGRESS POLICY

The Satisfactory Academic Progress Policy (SAP) is applied to all students enrolled at the school. The policy complies with the guidelines established by the Accrediting Commission of Career Schools and Colleges (ACCSC) and the federal regulations established by the United States Department of Education.

Federal and state financial aid regulations require recipients of federal and state aid to maintain Satisfactory Academic Progress (SAP) toward the completion of a diploma and/or degree. Therefore, MediaTech Institute student aid recipients, in addition to meeting other financial aid eligibility criteria, must be in good academic standing and meet the SAP requirements outlined in the school's SAP policy. The SAP policy is reviewed on an annual basis and updated as necessary. Satisfactory Academic Progress measurements are used for all Title IV federal funds eligibility, other needs-based financial assistance and continued enrollment eligibility verification.

EVALUATION PERIOD

Academic progress reports are released and Satisfactory Academic Progress is evaluated once at the end of each academic term (15 academic week term).

MAXIMUM TIME FRAME

A student may not attempt more than 150% of the credits in his/her program (or remaining credits in his/her program in cases where the student brings in transfer credits from another institution). The minimum number of credit hours required for a program at MediaTech Institute varies; therefore the maximum number of credit hours that a student may attempt will vary. Example: In a diploma program consisting of 54 credit hours, the student must complete the program within 81 attempted credit hours.

PACE (RATE OF COMPLETION REQUIREMENT)

A student must have earned all the required credits for a program to graduate. The maximum timeframe students have to complete all program requirements is 1.5 times attempted credits. Students who do not meet these standards will not be on PACE to graduate and will lose their Title IV funding. Students are required to attend a minimum of 80% of the total program clock hours. A student will be terminated if they accumulate hours of absence in excess of 20% of the total program clock hours before a point where a refund would not be due.

DETERMINATION PROGRESS STATUS

Students meeting the minimum requirements for academics and attendance at the evaluation point are considered to be making satisfactory academic progress until the next scheduled evaluation. Students will receive their progress report at the end of each term. Students deemed not maintaining Satisfactory Academic Progress may have their Title IV Funding interrupted, unless the student is on warning or has prevailed upon appeal resulting in a status of probation.

STUDENT CONDUCT - GENERAL CONDUCT POLICIES

- No eating, drinking, or sleeping is allowed in class or in the Studios.
- Cellphone usage and texting during class is prohibited, as it disrupts the learning process. Phones should be turned off or placed on vibrate and they should not be visible during class. Failure to adhere to this rule will result in disciplinary action.
- The dress code is casual.
- Attendance and having projects ready by a deadline are two of the most important aspects of the production industry. MediaTech Institute expects that all students come ready to learn.
- Students are responsible for information given by the instructor in class. If you know you will miss a class, meet with your instructor in advance so he/she can prepare you for any material you will miss. Additional student conduct information is available in the Student Handbook.
- Students are held responsible for damage to equipment beyond normal wear and tear. Failure to make restitution is cause for immediate expulsion.

PROCEDURES FOR REENTRY/READMISSION AFTER ACADEMIC DISMISSAL

A student who is denied an appeal is not eligible for reentry to the school for a period of one term. A student dismissed for violating satisfactory academic progress must appeal in writing for reentry. If applying for readmission, the student must meet with the Campus Director prior to the start of the term in which the student wishes to return. Also, any student who ceased attendance and whose grades in the last term of attendance caused him or her to not meet the standards for satisfactory academic progress must go through the same appeal process. The appeal procedure described in the preceding section applies. The student must demonstrate resolution to any mitigating circumstances.

A reentry/readmission student who is granted an appeal may be reinstated and, if otherwise eligible, may receive financial aid. The student will be placed on probation at the start of the next academic term or upon re-entry and may be required to meet certain additional academic conditions as specified by the Campus Director in their decision to grant the appeal. The standards for satisfactory academic progress will continue to be applied to assess the student's academic performance.

A student who has been dismissed and wishes to transfer to another MediaTech Institute campus must appeal his/her dismissal at the originating campus and receive reinstatement prior to the transfer. A student is allowed one and only one reentry/readmission appeal after being academically dismissed.

Noncredit/Remedial Courses/Repetitions

Noncredit, remedial courses and repetitions do not apply to this institution. Therefore, these items have no effect upon the school's satisfactory academic progress standards.

Transfer Hours

With regard to Satisfactory Academic Progress, a student's transfer hours will be counted as both attempted and earned hours for the purpose of determining when the allowable maximum time frame has been exhausted.

Repeated Subjects

A student who receives a cumulative grade of below 70% must repeat the failed course(s) to graduate from the program.

Repeated courses due to course withdraw or failure: Grades achieved in repeated classes will replace withdrawn or failing grades. Withdrawn grades assigned for course attendance beyond the drop/add period and failing grades are included in the maximum allowable time frame. Whenever a course is repeated because of an earlier failure, credits accrue only when the student attains a passing grade in the course repeated. A pattern of course repetitions could cause a student to fall below the minimum standard for satisfactory academic progress. A course may not be repeated more than once without approval of the Campus Director. Additional tuition charges apply when a student repeats courses during their program. It is strongly recommended that any student with a withdrawn or failing grade in a particular course register for the same course in the subsequent term to improve his/her academic performance.

Repeated course to improve a grade: A student may repeat a course to improve the grade and subsequently, his/her CGPA. In the case of repeated courses to improve a grade, only the highest grade earned will be calculated in the CGPA while all the credits attempted will be calculated in the Maximum Time Frame. Students are eligible for Financial Aid for only one repetition of a previously passed course.

APPEAL PROCEDURE

If a student is determined to not be making satisfactory academic progress, the student may appeal the determination within ten days. Students will have the option of attending/enrolling in classes when an appeal is necessary. However, financial aid eligibility will be calculated and released unless the appeal is approved. If the appeal is denied, the student is responsible for any balance owed to school. The written appeal must state the mitigating circumstances that contributed to the academic determination or dismissal. The appeal must be supported with appropriate documentation of the mitigating circumstances with explanation on how the circumstances have been remedied or changed. Mitigating circumstances are events that are outside the student's control and are unavoidable. Examples of events that may be considered a mitigating circumstance and which has negatively impacted academic progress include but are limited to:

Death of an immediate family member, student illness requiring hospitalization, divorce proceedings, previously undocumented disability, work-related transfer or change in work schedule during the term, natural disaster, financial hardship such as foreclosure or eviction, and others. The student must submit a written appeal to the Campus Director describing why they failed to meet academic progress standards, along with supporting documentation of the reasons why the determination should be reversed. Information should include what has changed about the student's situation that will allow them to achieve Satisfactory Academic Progress at the next evaluation point. Appeal documents will be reviewed and a decision will be made and reported to the student within 30 calendar days. The appeal and decision documents will be retained in the student file. If the student prevails upon appeal, the satisfactory academic progress determination will be reversed and federal financial aid will be reinstated, if applicable.

CONDITIONS OF TERMINATION

If at the end of a warning period, the student has still not met both the attendance and academic requirements, he/she may be dismissed from the school.

If at any given evaluation point, it is determined to be mathematically impossible for the student to meet the academic requirements for graduation, the student will be dismissed.

If a student is absent for 10 consecutive school days or 20% of the required clock hours (whichever occurs first), he/she will be terminated.

Students will be dismissed from classes for incidents including, but not limited to: violence, theft, cheating, dishonesty, interference with school operations, intoxicated or drugged behavior, possession of weapons or drugs, use or possession of pornographic material on campus.

RE-ESTABLISHMENT OF SATISFACTORY ACADEMIC PROGRESS

Students may re-establish satisfactory academic progress and Title IV aid eligibility, as applicable, by meeting minimum attendance and academic requirements by the end of the warning or probationary period.

LEAVE OF ABSENCE/COURSE INCOMPLETES/WITHDRAWALS

Students in need of a Leave of Absence must submit a request in writing to the Campus Director. In a 12-month calendar period a student may have no more than two leaves of absence, the sum of which may not exceed 180 calendar days in length. The Campus Director will approve or deny all leave-of-absence requests. If enrollment is temporarily interrupted for a Leave of Absence, the student will return to school in the same progress status as prior to the leave of absence. Hours elapsed during a leave of absence will extend the student's contract period and maximum time frame by the same number of days taken in the leave of absence and will not be included in the student's cumulative attendance percentage calculation. Students who withdraw prior to completion of the course and wish to re-enroll will return in the same satisfactory academic progress status as at the time of withdrawal. Students who fail to return from a leave of absence on the scheduled date will be dropped from the program. The school's refund policy will then be applied.

A student unable to complete a portion of a course due to special or mitigating circumstances not related to disciplinary action may receive an Incomplete "I" grade for the course. The portion of the class missed must be completed during the following term. On completion, the incomplete grade will be substituted with a final grade. If the student fails to complete the course, the grades for incomplete work will be entered as zero and the final grade will be recalculated.

Students are charged tuition and fees and receive grades for the credits attempted. Student enrollment status for purposes of academic achievement and financial aid determination is based upon course attendance. A pattern of course withdrawals could cause a student to exceed the maximum time frame allowed for program completion and therefore fall below the standard for satisfactory academic progress. Additional charges may also result. On reenrollment in school, or in the individual course, and completion of the course, the student's earned final grade will be used in the computation of the cumulative grade point average. All course attempts count in the total number of credits attempted.

MAKE UP POLICY

Students who receive or are on path to receive a failing grade in a course (69% or less) may, at the discretion of the instructor, be allowed to retake the graded portion (lab, quiz, test, etc.) of the class that caused the failing grade. The student must obtain written permission from the instructor.

Students who miss lab work, tests, quizzes, or other assignments due to absences are permitted to make up the work they missed within the current term.

DRUG FREE ENVIRONMENT POLICY

As a matter of policy, MediaTech Institute prohibits the unlawful manufacture, possession, use, sale, dispensation, or distribution of controlled substances, and the possession or use of alcohol by students and employees on its property and/or at any school activity. Further information on the school's policies can be found in the Student Handbook. Any violation of these policies can result in appropriate disciplinary action including expulsion of students and termination of employees. Violations of the law will also be referred to appropriate law enforcement authorities. Students or employees may also be referred to abuse help centers. If such a referral is made, continued enrollment or employment will be subject to successful completion of any prescribed counseling or treatment program. Information on the school's drug-free awareness program and drug and alcohol abuse prevention program may be obtained from the Student Services Office at your local campus.

CONDITIONS OF TERMINATION - STUDENT CONDUCT

Students found responsible for violating the Code of Student Conduct may be assigned disciplinary sanctions. Students will be dismissed from classes for incidents including, but not limited to; theft, cheating, dishonesty, interference with school operations, violation of zero tolerance policy on Internet and media abuse, intoxicated or drugged behavior, or possession of weapons or drugs, violence, or threats of violence, and use or possession of pornographic material on campus. Based off of the severity of the violation of the Code of Student Conduct, a student may be dismissed from MTI without previously being on Disciplinary Probation. The information below is designed to help students understand and successfully complete their disciplinary sanctions. Sanctions include, but are not limited to the following:

- **Written Reprimand:** an official letter of censure.
- **Restitution:** repayment to MTI or to any affected party for damages and/or injury.
- **Educational Classes/Projects:** such as on-line alcohol/substance abuse education class, and research/reflection papers.
- **Referral:** to appropriate community resource such as individual alcohol/substance assessment and/or consultation.
- **Other Sanctions:** as appropriate to the circumstances of a given case.
- **Disciplinary Probation I:** an official disciplinary warning status enacted for a specified duration admonishing a student that any further misconduct during this time period may result in suspension. A student will remain on disciplinary probation status, at least, through the date indicated or until the date all assigned sanctions have been completed, whichever occurs later.
- **Disciplinary Probation II:** an official disciplinary status enacted for a specified duration stipulating that a student, in lieu of active MTI suspension, is being allowed to remain at MTI provided that the student adheres to certain conditions, as set by the Campus Director. Failure to meet these conditions will result in automatic active suspension from MTI. The Office of Student Services shall determine whether the conditions have been satisfied or violated. The student will be notified that the student is on Disciplinary Probation II. A student will remain on disciplinary probation status, at least, through the date indicated or until the date all assigned sanctions have been completed, whichever occurs later.

- **Active MTI Suspension:** complete separation from all MTI activities, services, facilities and grounds. Active suspension may be term or conditional. Upon return to MTI, the student will be placed, automatically, on Disciplinary Probation for a minimum of one year. An active suspension shall be noted as “disciplinary suspension” on the academic transcript.
- **Term suspension:** shall be for a stipulated period of time, not to exceed two years, after which the suspended student may return to MTI.
- **Conditional suspension:** shall qualify re-entry to MTI pending the fulfillment of certain conditions by the student that are reasonably necessary to his/her continued academic success and peaceful conduct on campus. Subject to fulfillment of the stipulated conditions, the suspension shall be indefinite. The Office of Student Services shall determine whether the conditions have been satisfied.
- **Disciplinary Dismissal:** permanent termination of the individual's relationship with MTI. This includes all activities, services, facilities, and grounds. A dismissal shall be noted as “Disciplinary Dismissal” on the academic transcript

CONDITIONS OF RE-ADMINTANCE

Students whose enrollments are terminated for violation of the student conduct and classroom policy may not re-enroll before the start of the next progress evaluation period. This provision does not circumvent the approved refund policy. A minimum of one quarter of probation status is mandatory for any student re-admitted after failure of satisfactory academic progress or conduct violations.

REFUND & CANCELLATION POLICIES

It is required by federal law to recalculate federal financial aid eligibility for students who withdraw or take a leave of absence prior to completing 60% of a term. If a student withdraws from MediaTech Institute and a refund is due, return of funds and refund distribution policy will be observed as noted in the Refund Policy for Federal Title IV Aid.

Cancellation Policy Texas:

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed or within the student's first three scheduled class days (does not apply to Seminars).

REFUND POLICY

The Texas Workforce Commission refund calculations will be applied after the Return of Title IV calculation has been made. All refunds and return of funds to students will be made within 60 days of the date of termination.

REFUND POLICY FOR FEDERAL TITLE IV AID

Federal Title IV funds are earned in proportion to the percentage of attendance completed. For example, if the attendance period consists of 100 days, 100% of the Title IV funds are earned after 60% of the attendance has been completed. If the student withdraws after 60% of the attendance has been completed, Title IV funds are not required to be returned.

When a student withdraws prior to completing 60% of the attendance period, the institution must determine if the Title IV funds the student received has exceeded the amount earned. This calculation is based on the number of hours completed in the attendance period as of the withdrawal date. If the amount received by the student exceeds the amount earned, the institution must return the excess Title IV funds in the sequence mandated by the U.S. Department of Education.

If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student aid financial funds.

The effective date of termination for refund purposes will be the earliest of the following:

1. The last date of attendance, if the student is terminated by the school.
2. The date of receipt of written notice from the student, or
3. Ten school days following the last date of attendance.

Amounts of refunds will be allocated in the following order:

- Federal Direct Unsubsidized Stafford Loan.
- Federal Direct Subsidized Stafford Loan.
- Federal Direct Parent Plus Loan.
- Federal Pell Grant.

The drop calculation is completed via the R2T4 on the web software provided by the Department of Education. The R2T4 calculation is then provided to the third party servicer for review and approval. Any Title IV funds that are calculated to be returned will be refunded within 45 days of the date of school determination.

When Title IV funds are returned, the student may owe a balance to the Institution. If the student needs to return funds, the school will notify the student in writing how much is owed, refunded, or returned (whichever applies).

REFUND POLICY FOR STUDENTS CALLED TO ACTIVE MILITARY SERVICE

A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

(a) if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;

(b) a grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to reenroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or

(c) the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:

- (1) satisfactorily completed at least 90 percent of the required coursework for the program; and
- (2) demonstrated sufficient mastery of the program material to receive credit for completing the program.

The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s) within 60 days after the effective date of termination.

REFUND POLICY FOR ALL STUDENTS INCLUDING VETERANS

1. The student is not required to pay tuition during the first week of the program.
2. Refund computations will be based on scheduled course time of classes through the last documented day of an academically related activity. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled classes.
3. The effective date of termination for refund purposes will be the earliest of the following:
 - (a) the date of termination, if the student is terminated by the school;
 - (b) the date of receipt of written notice from the student; or
 - (c) the first of the following dates when the student's participation in an academically related activity cannot be documented: at the end of the first week of each academic term, at the end of the first month of each academic term, at the midpoint of each academic term, and at the end of each academic term.
4. If tuition and fees are collected in advance of entrance, and if after expiration of the 72 hour cancellation privilege the student does not enter school, not more than \$100 in any administrative fees charged shall be retained by the school for the entire program.
5. If a student enters a program and withdraws or is otherwise terminated, the school or college may retain not more than \$100 in administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination. *
6. Refunds for items of extra expense to the student, such as books, tools, or other supplies should be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
7. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.
8. A full refund of all tuition and fees is due and refundable in each of the following cases:
 - (a) an enrollee is not accepted by the school;
 - (b) if the course of instruction is discontinued by the school and this prevents the student from completing the course; or (c) if the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

*More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due. Form CSC-1040R-NA provides the precise calculation.

FINANCIAL OBLIGATION

STATEMENT OF FINANCIAL OBLIGATION

A student who has applied, is accepted, and has begun classes at Media Tech Institute assumes a definite financial obligation. Each student is legally responsible for his/her own educational expenses for the period of enrollment. A student who is enrolled and has made payments in full or completed other financial arrangements and is current with those obligations, is entitled to all the privileges specific to their current enrollment. Privileges may include but are not limited to; attending classes, taking examinations, booking studio time, checking out equipment, use of computers and software, receiving grade reports, securing course credit, graduating, and career services. Any student who is delinquent in a financial obligation to the school, or any educational financial obligation to any third party, including damage to school property, library fines, and payment of tuition and fees, is subject to exclusion from any or all of the usual privileges of the school. Media Tech may, in its sole discretion, take disciplinary action on this basis, including notifying the proper authorities, filing police reports, retaining collection agencies, suspension or termination of enrollment.

TUITION CHARGES & FEES

Semester Credit Hour	\$550 per hour	All courses are charged by credit hour
Recording Arts Total Tuition	\$29,700 per program	The Recording Arts Diploma Program is 45 weeks
Associate of Applied Science Degree in Recording Arts Total Tuition	\$35,200 per program	Associate of Applied Science Degree in Recording Arts is 60 weeks
Digital Film & Video Arts Program Total Tuition	\$29,700 per program	The Digital Film & Video Arts Program is 45 weeks
Associate of Applied Science Degree in Digital Film & Video Arts Total Tuition	\$35,200 per program	Associate of Applied Science Degree in Digital Film & Video Arts is 60 weeks.
Mobile Application & Development Program Total Tuition	\$29,700 per program	The Mobile Applications & Web Services Program is 45 weeks
Animation & Visual Effects Program Total Tuition	\$29,700 per program	The Animation & Visual Effects Program is 45 weeks
Web Design & Development Program Total Tuition	\$29,700 per program	The Web Design & Development Program is 45 weeks
Digital Storage Medium	One digital storage medium is included in the cost of tuition The specifications for the digital storage medium may vary depending on availability and students start date.	
Books	The loan of required textbooks is included in the Cost of Tuition	Books are provided on loan to the students, and must be returned at the end of each term. Failure to return books will result in charges. Students will have the option to purchase the textbooks if they desire to do so.
Application Fee	No Fee	
Administrative Withdrawal Fee	\$100.00 Veterans: \$10	
Proficiency Exam	N/A	The school does not require a paid proficiency exam
Transcript Fee	\$5.00	Transcripts must be requested in writing
Late Payment Fee	No Fee	Students may be barred from attending class after 10 days late
Return Check Fee	\$25.00	Ability to pay by check is forfeited after a check is returned
Installment Payment	No Fee	Students must meet requirements of installment plan
Replacement ID	\$10	First lost badge replacement is free
Library Late Fees	\$1.00 per day late	Materials are due to be returned on due date
Damaged/Unreturned Library Late Fees	Cost to replace equipment	Variable with item unreturned
Damaged Equipment Fees	Cost to replace equipment	Variable with item damaged
Unreturned Equipment Fee	Cost to replace equipment	Variable with item damaged
Avid Pro Tools 101	\$100	Introduction to Pro Tools

STUDENT SERVICES

Our Student Services Representatives perform the following tasks:

1. Establish a working relationship with enrolled students.
2. Encourage students to remain active and meet all program requirements.
3. Recognize students who have shown over-achievement.
4. Assist with posting grades and attendance.
5. Schedule classes for the program.
6. Assist in contacting students regarding attendance and grades.
7. Maintain a Resources Binder, which assists the students with transportation, shelters, obtaining food, rehabilitation centers, substance abuse centers, medical facilities, and bus schedules.
8. Assist with issuing midterm and final progress reports.
9. Audit graduate files and issue diplomas and transcripts.
10. Obtain feedback on student satisfaction through student surveys.

CAMPUS SECURITY REPORT

MediaTech Institute's Annual Security Reports for each campus location contains statistics for the previous three years concerning reported crimes that occurred on-campus, in certain off-campus buildings or property owned or controlled by MediaTech Institute, and on public property within, or immediately adjacent to and accessible from, the campus. You can obtain a copy of this report by contacting Student Services on any campus or by accessing the website:

<http://mediatech.edu/admissions/consumer-info>.

HOUSING

This institution has no responsibility to find or assist a student in locating housing. Our institution does not supply dormitory facilities. Though we do not provide on-campus housing, MediaTech Institute is proud to have relationships with some of the premier housing locator services in each of our campus cities. MediaTech's student services department can connect you with a housing locator service in your city to receive personalized housing location assistance with a student price tag in mind.

REASONABLE ACCOMMODATIONS POLICY — INDIVIDUALS WITH DISABILITIES

MediaTech Institute does not discriminate against individuals on the basis of physical or mental disability and is fully committed to providing reasonable accommodations. This may include appropriate auxiliary aids and services to qualified individuals with a disability, unless providing such accommodations would result in an undue burden, or fundamentally alter the nature of the program, benefit, or service provided by MediaTech Institute. To request an auxiliary aid or service, please contact the Campus Director of your local campus. Individuals requesting an auxiliary aid or service will need to meet with the local Campus Director before accommodation can be implemented. To enable MediaTech Institute to provide an auxiliary aid or service in a timely manner, the Institute requests that individuals complete their meeting at least six weeks before the first day of classes or as soon as possible. Disagreements regarding an appropriate auxiliary aid and alleged violations of this policy may be raised pursuant to MediaTech Institute's grievance procedures. MediaTech Institute Dallas has designated classrooms on the lower level of the building readily available to accommodate classes/programs as need arises. Restrooms, administration, studios, and lab stations are also located on the first level.

GRADUATION REQUIREMENTS

GRADUATION REQUIREMENTS

In order to successfully graduate from their program, students must complete 100% of the required classes of the program with a cumulative grade average of 70 and the program must be completed in less than 1.5 times the length of the program.

MEDIATECH INSTITUTE'S CAREER SERVICES DEPARTMENT

- Prepares students for the job pursuit, including resume writing and preparing for job interviews.
- Provides a database of potential employers in the multimedia and entertainment industry.
- Develops and maintains relationships with potential employers and industry professionals to market MediaTech Institute graduates.

Graduation/Completion and Transfer-out Rates:

This information is available on the enrollment agreement, MediaTech Institute website, or from Student Services. To access online, please go to www.mediatech.edu

JOB PLACEMENT ASSISTANCE PROGRAM

MediaTech Institute maintains an active outreach program to employers around the country, so they know about our curriculum, our facilities, our staff, and that our graduates are available for job positions. Job leads are passed on to graduates immediately. Graduates are welcome to apply for any positions found through our job searches. Although the school provides placement assistance, the school DOES NOT guarantee employment. Classes taken individually, or outside vocational programs, do not qualify for job placement assistance.

Every effort is made to give students as much preparation as possible to find employment. Students can meet with the Career Services Department anytime during normal business hours.

GENERAL INFORMATION

MediaTech Institute is a private post-secondary institution operated by Whit Corp. Neither Whit Corp nor MediaTech Institute has ever filed for bankruptcy petition, operated as a debtor in possession or had a petition of bankruptcy filed against it under Federal law.

TRANSFER OUT

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

MediaTech Institute does not guarantee that our credits are transferable to another institution. If the credits or degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at the institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending MediaTech Institute to determine if your credits or degree, diploma or certificate will transfer.

VISAS

MediaTech Institute does not provide Visa services and will not vouch for student status or any associated charges.

ENGLISH LANGUAGE SERVICES

All instruction at MediaTech Institute is in English. MediaTech Institute does not provide English language services.

DISTANCE EDUCATION

MediaTech Institute does not offer distance education.

RECORD MAINTENANCE AND PRIVACY GUIDELINES

MediaTech Institute maintains permanent educational records for all students who enrolled at MediaTech Institute. The student education record may contain an enrollment agreement, high school and/or other institute transcripts, the MediaTech Institute academic record or transcript, authorized changes to the record, and other documentation appropriate to a student's enrollment at the Institute. Student records are maintained for a minimum of five years, and transcripts are maintained indefinitely.

FAMILY EDUCATION RIGHTS & PRIVACY ACT

FERPA is a Federal law that applies to educational agencies and institutions that receive funding under a program administered by the U.S. Department of Education. The statute is found at 20 U.S.C. 1232g and the Department's regulations are found at 34 CFR Part 99. Under FERPA, schools must generally afford students attending a postsecondary institution access to their educational information, an opportunity to seek and have their records amended, and some control over the disclosure of information from the records.

FERPA requires the Institute to protect the privacy of student record information with regard to access to a student's Institute records, the release of such records, and the opportunity to challenge records should they be inaccurate, misleading, or inappropriate.

No information can be provided to a custodial parent, non-custodial parent, or other third party without the permission of the student (unless very specific criteria have been met).

FERPA requires the Institute to establish a policy with regard to the data items that can be released to third parties upon request, and to establish the procedures for the release of such information. Students have the option of making their "file" and "data" confidential.

Students choosing to have their data marked as confidential are identified in the student information system. MediaTech Institute's FERPA policy may be obtained from Student Services or by accessing the website: www.mediatech.edu.

NOTICE OF NON-DISCRIMINATION

MediaTech Institute admits students without regard to race, gender, sexual orientation, religion, creed, color, national origin, ancestry, marital status, age, disability, or any other factor prohibited by law. As a requirement of federal Title IX Regulations, MediaTech Institute does not discriminate on the basis of sex in its educational programs and activities and has adopted policies for the prompt and equitable resolution of such complaints.

Sex discrimination may include sexual harassment or violence. Students, employees and other members of the school community who believe they are being, or have been, sexually harassed or discriminated against, should report this incident in writing, as soon as reasonably possible after the alleged incident(s) to the Campus Director or Corporate Office. Detailed information on this process may be found in the MediaTech Institute Student Handbook.

STUDENT GRIEVANCES & COMPLAINTS

MediaTech Institute is committed to a policy of fair treatment of its students in their relationship with the administration, faculty, staff, and fellow students. The purpose of this policy is to establish, implement, and operate a student complaint procedure. This policy shall be continuously accessible to students through the Campus Director's office.

Schools accredited by the Accrediting Commission of Career Schools and Colleges must have a procedure and operational plan for handling student complaints. If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Accrediting Commission. All complaints considered by the Commission must be in written form, with permission from the complainant(s) for the Commission to forward a copy of the complaint to the school for a response. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission. Mail to 2101 Wilson Boulevard, Suite 302 Arlington, Virginia 22201 or visit www.accsc.org.

INTERNAL COMPLAINTS

Information concerning filing of complaints, such as academic dishonesty or academic disputes (grading, progression, program requirements, etc.) is provided through the Campus Director's office. The student shall file a written complaint with the Campus Director. The complaint must be in writing, signed, and dated by the student filing the complaint, and submitted using a "Complaint Form" which is available in the Campus Director's office.

All complaints will be handled in accordance with written policies of MediaTech Institute. The original written complaint shall be placed in a file on student complaints to be maintained in the Campus Director's office. A photocopy of all documents placed in the file on student complaints shall also be placed in the file on the student who submitted the original written complaint.

All aspects of student complaints shall be treated as confidential in accordance with MediaTech Institute's policies on confidentiality of student records. Notwithstanding this confidentiality requirement, the file on student complaints maintained in the school Campus Director's office shall be made available to representatives of the Texas Workforce Commission Career Schools & Colleges, and/or the Accrediting Commission of Career Schools and Colleges.

GENERAL INFORMATION

EXTERNAL COMPLAINTS

In Texas, unresolved grievances between the school and students should be directed to:
Career Schools & Colleges,
Texas Workforce Commission,
101 East 15th Street, Room 226T,
Austin, TX 78778-0001. (512) 936-3100
email: career.schools@twc.state.tx.us, website: <http://www.texasworkforce.org/careerschools>

Texas Higher Education Coordinating Board
PO Box 12788, Austin, TX 78711-2788
(512) 427-6101
Website: www.theccb.state.tx.us/studentcomplaints
Email: studentcomplaints@theccb.state.tx.us
Rules governing student complaints:
[http://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=T&app=9&p_dir=P&p_rloc=164570&p_floc=&p_ploc=1&pg=7&p_tac=&ti=19&pt=1&ch=1&rl=116](http://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=T&app=9&p_dir=P&p_rloc=164570&p_floc=&p_ploc=1&pg=7&p_tac=&ti=19&pt=1&ch=1&rl=116)

REVIEW DOCUMENTS PRIOR TO SIGNING

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement.

DISCLAIMER

The information contained in this catalog is true and correct to the best of my knowledge and believed to be accurate at the time of printing. MTL equipment and software listed in this catalog is subject to change due to expected wear and tear, technology, upgrades and circumstance out of MTL control.

Russell Whitaker
President, **MediaTech Institute**

CATALOG CONCERNS & APPROVAL

QUESTIONS

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to:
Accrediting Commission of Career Schools and Colleges
2101 Wilson Blvd., Suite 302, Arlington, VA 22201.
(703) 247-4212

A copy of the Commission's Complaint Form is available at the school and may be obtained by contacting the Campus Director. In Texas, a copy of the TWC's Complaint Form is available at the school and may be obtained by contacting either Tracy Terrell Doyle, Dallas Campus Director; or Beki Peregrine, Houston Campus Director.

APPROVED AND REGULATED BY THE
TEXAS WORKFORCE COMMISSION CAREER SCHOOLS AND COLLEGES DEPARTMENT,
AUSTIN, TEXAS.



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