Vol. 856 | Issue Oct. 2026

MEDIATECH INSTITUTE

25 1999 2024 mediatech.edu

2026 CATALOGUE



Animation



Beat Producer



Digital Film



Recording Arts

mediatech.edu

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

Accredited School, ACCSC

DO WHAT YOU LOVE

LOVE WHAT YOU DO!



MEDIATECH INSTITUTE

ACCSC
Accrediting Commission of Career Schools and Colleges

TEXAS WORKFORCE COMMISSION

Texas Higher Education Coordinating Board

DEPARTMENT OF EDUCATION
UNITED STATES OF AMERICA

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).

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).

TABLE OF CONTENTS



SCHOOL INTRODUCTION

06 - Mission Statement
Letter from Founder
07 - Administrative Staff
08 - School History
10 - Key Faculty

SCHOOL INFORMATION

11 - Normal Hours of Operation
School Calendar
Enrollment Periods
12 - Facilities and Equipment
17 - Live Sound and Lab Equipment,Computer Labs and Equip
18 - Library/Resource Center



DEGREE AND DIPLOMA PROGRAMS

19 - Bachelor of Science Degree in Recording Arts
21 - Associate of Applied Science Degree in Recording Arts
22 - Associate of Applied Science Degree in Recording Arts - Distance Education (DE)
23 - Recording Arts Diploma
24 - Recording Arts Diploma - Distance Education (DE)
25 - AVID PROTOOLS Certification
26 - Bachelor of Science Degree in Digital Film & Video Arts
28 - Associate of Applied Science Degree in Digital Film & Video Arts
29 - Associate of Applied Science Degree in Digital Film & Video Arts - Distance Education (DE)
30 - Digital Film & Video Arts Diploma
31 - Digital Film & Video Arts Diploma - Distance Education (DE)
32 - Associate of Arts Degree in Animation & Visual Effects
33 - Associate of Arts Degree in Animation & Visual Effects - Distance Education (DE)
34 - Animation and Visual Effects Diploma
35 - Animation and Visual Effects Diploma - Distance Education (DE)
36 - Beat Producer Diploma
37 - Course Descriptions
42 - Online Course Descriptions
46 - Textbooks





ADMISSIONS

47 Admission and Enrollment Requirements Policies and Procedures
48 Transfer of Credits
Policy of Granting Transfer of Credits
Undergraduate Electives
Consortium Agreement

FINANCIAL AID

49 How to Apply for Financial Aid

TABLE OF CONTENTS

ACADEMIC POLICIES and PROCEDURES

51 Clock to Credit Hour Definitions and Conversion
Financial Aid Conversion Factors and Methods
Attendance Policy
Tardy Policy
Leaving early Policy
Satisfactory Academic Progress
Policy - Veterans Education Benefits

52 Grading Structure
Grade Point Average Requirement
Satisfactory Academic Progress Policy
PACE (Rate of completion requirement)
Maximum Time frame to Complete
Student Conduct

53 Evaluation Period & Determination of progress status / Re-establishing SAP
Procedures for Re-entry / Re-admission after Academic Dismissal
Non-credit / Remedial Courses
Transfer Hours

54 Appeal Procedures
Repeated Subjects
Make-up Policy
Conditions of Termination

55 Leave of Absence/Course Incompletes/ Withdrawls
Drug Free Environment Policy
Conditions of Termination-Student Conduct

56 Conditions of Re-Admittance
Online Delivery System

REFUND and CANCELLATION POLICIES

57 Refund Policy
Refund Policy for Federal Title IV Aid
Refund Policy for Students called to Active Military Service

58 Refund Polic. for Asynchronous Ground Classes Cancellation Policy
Refund Policy for All Students Including Veterans

STATEMENT OF FINANCIAL OBLIGATION

61 Tuition Charges and Fees

GRADUATION REQUIREMENTS CAREER SERVICES

62 Graduation Requirements
Job Placement Assistance Program

GENERAL INFORMATION

62 Student Services
Housing (Not available)
Reasonable Accommodations
Policies of Individuals w/Disabilities

63 Campus Security Report
Transfer Out
Visas
English Language Services
Record Maintenance and Privacy Guidelines
Family Education and Privacy Act
Report

64 Notice of Non-Discrimination
Student Grievances and Complaints
Internal Complaints

65 External Complaints
Student Complaint Procedure
Review Documents Prior to Signing
Disclaimer
Catalog Concerns and Approval

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

MEDIATECH INSTITUTE

INTRODUCTION

MISSION

MediaTech Institute's mission is to provide innovative, career-focused education in creative, technical, and emerging technologies. We prepare students to thrive in the evolving digital landscape by integrating hands-on learning, real-world experience, and professional development across industries including media, entertainment, information technology, and digital innovation.

We recognize that education is vital in developing skills needed for a productive society and essential in promoting the individual's sense of worth, values, and high ethical standards. Committed to offering immersive academic curricula for an ever-evolving media and entertainment industry, our hands-on instruction equips students with a hybrid of the technical and creative skills required in competitive and emerging global markets.

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 commensurate 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 provide students 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 FOUNDER

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,
Founder

RUSSELL WHITAKER

President/Owner

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 electron-ic technician while recording at night and weekends. Russell went to the university of Texas at Austin and received a Bachelors 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," "Talk Radio," "Leap of Faith," "Titanic," as well as several large record projects with bands like Pantera and Stevie Ray Vaughan. In1982, 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.

WES MARTIN

Managing Director

Having spent a lifetime immersed in music, Wes Martin draws on a deep well of experience. Growing up in the recording studio, he was educated in everything from studio protocol and professionalism to the multifaceted recording process, courtesy of his father, a veteran producer and musician who owned and operated Castle Sound Production for over 40 years. Wes swiftly evolved into an accomplished studio musician, and professional guitarist in multiple genres including jazz, classical, country, rock, and pop. His Bachelor's degree was merely a stepping stone to a life spent touring and participating in recording sessions with various artists. Over the next decade, Wes toured across the U.S. and beyond, performing for over 250 dates a year, and seizing every opportunity to work with talented songwriters to refine his song-writing craft.

In 2009, he established his own publishing company and, by 2010, he celebrated the global release of his first co-written song on a major label artist, co-published with EMI. His success was further cemented in 2019 when one of his songs was selected to feature in an HBO Documentary by Alexander Pelosi, "Outside the Bubble". Since 2008, he has been engaged in production, mixing, mastering and songwriting. Wes first joined MediaTech as an instructor in 2013, quickly ascending to serve as the Director of Education for the Dallas Campus. Wes's diverse experience and leadership continue to shape the vision and excellence of the institution, inspiring the next generation of artists and creatives.

WAYNE AUCOIN

Director of Education

Kenneth "Wayne" Aucoin serves as Director of Education at MediaTech Institute, where he provides leadership and oversight for the school's academic programs, curriculum, faculty, and student learning outcomes. He also teaches general education courses, including MATH 1332 and STAT 3301.

Wayne brings more than 20 years of experience in postsecondary education, with an extensive background teaching mathematics, electronics, business, and computer-related subjects. Before becoming Director of Education, he served MediaTech Institute as an online adjunct mathematics instructor, providing virtual instruction, tutoring, student support, and curriculum development.

His previous experience includes serving as an instructor and Student Success Specialist at Florida Career College, where he monitored student performance and outcomes, reviewed curriculum, conducted Program Advisory Committee meetings, and served temporarily in a Director of Education capacity. He has also held instructional positions with ITT Technical Institute and Everest Institute.

Wayne earned an Associate of Applied Science, a Bachelor of Computer Information Science, a Bachelor of Human Resource Management, and a Master of Business Administration. He graduated with honors at each level, including summa cum laude recognition for both bachelor's degrees and his master's degree.

SCHOOL HISTORY

2013

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

2011

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

2010

The previous 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.

2008

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.

2007

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

2002

The previous Houston Campus was opened at the Sunrise Sound recording studios, a large facility that had been home to many platinum-selling artists such as Morrisey, Destiny's Child, Lenny Kravitz and many others.

1999

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 and Songwriting, Mixing, Mastering, Post Production Audio, Live Sound Reinforcement, and the Music Business in general.

1980

After several years as a successful studio owner and operator in Austin, Russell 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.

SCHOOL HISTORY

2014

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

2015

All five diploma programs are now ap-proved .

2016

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

2018

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

2019

CELEBRATING OUR 20 YEAR ANNIVERSARY!
Associate of Applied Arts Degree in Acting for Media and the Associate of Applied Arts in Master Makeup Artistry were approved for the Dallas location.

2020

MediaTech was able to overcome the challenges presented by the covid-19 pandemic. These challenges provided us with new opportunities to expand learning modalities for the students and faculty.

2021

The Associate of Applied Arts Degree in Acting for Media (AAA) and Associate of Applied Arts Degree in Makeup Artistry (AAA) was approved for the previous Houston Campus by ACCSC. MediaTech Institute was approved to offer distance education courses.

2023

MediaTech has successfully obtained certification from the Student and Exchange Visitor Program (SEVP). The . eat Production Diploma- DEE was approved by ACCSC for the Dallas and Houston Campus

2025

An accomplished year, MediaTech Institute was approved for Associate of Arts in Animation and Visual Effects Online and On Campus. In addition, we were given the green light to start offering our very first Bachelor's Degree in Recording Arts.

THE FUTURE

A School with leadership so forward-thinking and with such a strong focus on technology and the entertainment industries can't sit still for very long. MediaTech Institute has expansion plans for the years ahead that include growing an Online course programs and developing new programs in gaming, multimedia and electronics.

Dylan Jeffreys

Department Chair | Recording Arts | Beat Production

Dylan Jeffreys serves as the Department Chair for the Recording Arts and Beat Production programs at Mediatech Institute. He also teaches Intro to DAW, Live Sound I, AV Tech, and Live Sound Mixing.

Dylan brings professional experience in audio engineering, music production, live sound, and event production. His background includes operating professional PA systems & mixing consoles, tuning sound systems with SMAART and RDNet, supporting large scale live events, and working with lighting, projection, video switching, LED walls, and show-control systems. He has contributed to more than 150 live events, ranging from corporate productions to major music festivals.

His studio and production experience includes recording, mixing, mastering, sound design, and music production across multiple genres. He is proficient with Ableton Live, Pro Tools, and Logic Pro, and has experience mixing both front-of-house and monitor systems.

In addition to his technical experience, Dylan has a background in teaching, curriculum development, lesson planning, student engagement, and assessment. As Department Chair, he provides academic and instructional leadership while helping ensure that the Recording Arts and Beat Production programs remain practical, technically current, and aligned with professional industry expectations. Dylan earned a Bachelor of Music in Sound Recording Technology from Stephen F. Austin State University, where he received the Outstanding Sound Recording Technology Major Award and the SRT Pathfinder Award.

Brad Ruekberg

Department Chair | Digital Film and Video | Animation and Visual Effects

Brad Ruekberg serves as Department Chair for Digital Film and Video as well as Animation and Visual Effects at MediaTech Institute. He brings more than 30 years of experience in film, video, and broadcast production to the role.

Through his company, Channel Three Productions, Brad has directed and produced television spots and programs featuring Kathy Ireland, Mark Cuban, Matthew Knowles, Demi Lovato, and the Jonas Brothers. His corporate clients have included AT&T, Frito-Lay, Greyhound, 7-Eleven, and numerous other national brands.

Brad's work has been featured at Dallas jury duty facilities, the Parkland Hospital lobby, and exhibition halls at the State Fair of Texas. He has also produced centennial videos for the Dallas Symphony Orchestra, Dallas Public Library, and Girl Scouts. His work has earned 26 Telly Awards.

As Department Chair, Brad provides academic and instructional leadership for both departments, supporting curriculum quality, faculty development, student outcomes, and alignment with current industry practices. He earned a Bachelor of Arts from Hofstra University in New York.



Digital Film & Video



Recording Arts



Animation & Visual Effects



Mobile App Development



Web Design & Development



Acting for Media

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 are subject to change

SCHOOL CALENDAR

HOLIDAYS:
New Year's Day
Martin Luther King Day
Good Friday
Memorial Day
Juneteenth
Independence Day
Labor Day
Thanksgiving (1 Week)
Christmas Eve
Christmas Day

Student Breaks:
Spring Break (1 Week)
Summer Break (2 Weeks)
Winter Break (3 Weeks)

Enrollment Periods

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**

Course Cancellation Due To Low Enrollment
MediaTech Institute reserves the right of course cancellation due to low enrollment.

SCHOOL INFORMATION

**Availability may vary over time based on instructional needs for all equipment listed in "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
- SSL 400 G+ 80 channel console

Monitors
- George Augspurger designed Westlake Audio TM-3 Monitors.
- Custom 4-way active crossover system w/ subwoofers.
- Yamaha H58 (2)

Amplification
- Bryston 4B-ST
- Crown XLS 402
- QSC PLX 1602

Recorders
- Pro Tools with HDX interfaces

Plugins
- Pro Tools HD plugin suite
- Steven Slate plugin suite
- Auto-tune Pro
- Additional industry- standard plugins

Outboard Equipment
- Lexicon 460L
- Lexicon PCM 91
- Lexicon PCM 81
- Manley VoxBox
- Avalon 737SP tube pre/EQ/compressor
- Demeter VTMP-2B stereo tube mic pre
- LA2A tube compressor
- Urei 1176 Silverface vintage compressor
- Amek 9098 pre-amp/EQ
- Empirical Labs Distressor
- Focusrite Voicemaster
- UREI LA-5
- 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
- Tannoy Gold 15
- Yamaha HS-8 nearfield monitors

Recorders
- Otari MTR-90 24 Track Tape Machine
- Pro Tools Ultimate Everything HDX System
- Avid HD Sync I/O
- Avid HDX
- Digi Design 192 (2)

Outboard Gear
- Grace preamps
- Avalon Tube 737sp
- Neve 1066 EQ (2)
- DBX 266xl compressor/gate
- LA2A tube compressor (3)
- Empirical Labs Distressor
- 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
- DBE 882i Maximizer
- Orban 622B Parametric EQ



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 & stereo monitoring

Monitors
- Mackie HRS120
- Mackie 8040A (3)
- Mackie 8050A (2)
- Mac Pro w/ 40" Vizio TV Monitor

Recorders
- Pro Tools HDX System
- Avid HD I/O
- Avid Sync I/O

Outboard
- HHB Radius 10 Mic Pre (4)
- TLA Ivory 500l Quad Valve Preamp
- DBX 266XL Compressor/Gate

MediaTech Institute
is a Proud Avid Learning Partner
Academic

Studio D | Dallas

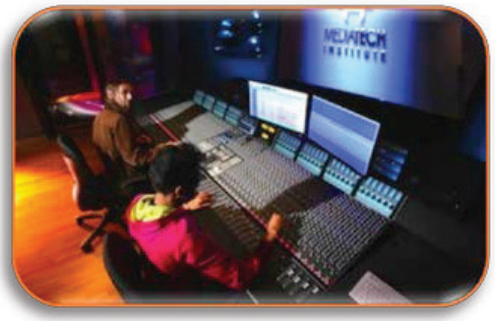
The newly renovated Studio D features our new 48 channel SSL Duality. Recently outfitted with a special selection of outboard gear, a totally redesigned recording space, and mic line access to the soundstage, this room is quickly becoming the room of choice!

Console
- SSL Duality 48 Channel

Recorders
- Pro Tools HDX 48 Inputs

Amplification
- Genelec 1034b Mains
- Adams 5.1 surround monitoring
- Yamaha HS8S

Outboard Equipment
- Mic Pre Brent Averill1272 (2)
- Urei LA-3A (2)
- Drawmer DS201
- Drawmer LX20
- DBX 160 (2)
- DBX 160X (2)
- Orban 622B
- AMS RMX 16 Reverb
- Eventide H3000-D
- Lexicon 960L
- UREI 1176 (2)
- Line 6 Pod guitar emulator
- Tube Tech PE1C Equalizer
- Yamaha Digital Delay D1500
- Orban 414a Compressor
- Orban 6745 Stereo EQ



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, Logic X, and the Slate Everything Bundle, your musical possibilities become endless.

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

Power Amp
- QSC

Screen
- RCA 55" display

Monitoring system
- Mackie Big Knob

Hardware
- Focusrite Scarlett Solo

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

Monitors
- Tannoy 12" Active Subwoofer
- Mackie 5.1 Surround Sound monitoring

Outboard Equipment
- Avalon 737 Tube Mic Pre

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.

Console
- Avid S3 Control Surface
- Avid iPad dock controller
- Studiotech Monitor controller
- 5.1 surround and stereo monitoring
- Pro Tools 12 HDX system
- UA Apollo Interface

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 I | Dallas

Studio I is a creative use space with 1152 square feet of wide open production area for filmmakers, photographers, casting directors, make-up artist, rehearsals, table reads, and more. This industrial production studio caters to photography shoots, film projects, event space and productions of all sizes with a high sheen, reflective floor that makes it perfect for product or model photography and insert shots.



Studio Microphones

- AKG 451
- AKG D-112
- AKG C-418
- AKG C-1000
- AKG C-3000
- Audix D-1
- Audix D-2
- Audix D-3
- Audix D-6
- Audix ADX-90
- Audio Technica 3035
- Apex430
- Beyer 201
- Beyer M88
- Beyer X1N (C)
- Cascade Fathead II
- Crown PZM 30-D and many more



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

Outboard Gear
- Fully Programmable Lighting System

Monitors
- Mackie SRN 450 Powered Speaker
- Mackie Fussion 3000 Series
- Mackie SWA 1801 Active Subwoofer
- RCF HDL 6-A
- RCF-HD 10-A MK4 Monitor Speakers
- RCF 8004-A5 Subwoofer
- RCF 705 AS11 Active Subwoofer
- Yamaha CW118V Passive Subwoofer
- Yamaha C115V PassiveSpeaker
- Yamaha SN151V Monitor Speaker

Live Sound Microphones
- Shure SM-58 LC
- Shure SM-57
- Sennheiser e604
- Shure SM-81
- Shure Beta -52
- RØDE NT-5

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. Shooting with green screen makes almost anything possible. With up to 5,000-square-foot of studio space and a 10' x 20' large rolling bay door for easy loading in and out, you can even drive a vehicle right onto the cyc wall floor!

Soundstage and Control Room

- Tricaster 855 w/ switcher, virtual set, live streaming
- Tricaster 480
- JVC RM-HP790DU HD CCU's
- Broadcast Monitor
- Preview Monitor
- Program Monitor
- LCD Source Monitors

Audio Equipment

- Movi Wireless Lav
- H5 Zoom Recorders

Digital Post Facility

- Apple Cinema 24" Program Display
- Mac Pro
- Celtix
- Studio Binder
- DaVinci Resolve
- Blackmagic Micro Color Grading Panel
- Adobe Creative Cloud Suite
- Production Equipment
- Adobe Creative Cloud Editing Suite Software
- IMac 5K Displays 27" 1TB SSD
- IMac 21" Display 550 GB SSD
- Celtix
- Studio Binder
- Presentation Prompter
- DaVinci Resolve

Production Equipment

- BlackMagic URSA 4k Digital Cinema Camera
- Newtek Tricaster D855
- Portable Panasonic Switcher
- JVC 24" Production Monitor
- JVC 750U ENG Camera 1080p
- JVC Camera Control Unit
- BlackMagic Design 1080p SDI Web Presenter
- Wireless Live Production Headsets
- Ikan 9" Production Monitors
- Telepromters with Apple Telepromters Software
- BlackMagic Pocket Cinema 4K
- BlackMagic Pocket Cinema 6K
- Panasonic EVA 1 5.7K
- Panasonic AF100
- Panasonic HMC40p
- Canon 5D Mark III DSLR
- Canon T5i DSLR
- Viltrox HD Monitors
- Sigma 18-35mm
- Sigma 24-70mm
- Sigma 70-200mm
- Rokinon Prime 8mm
- Rokinon Prime 14mm
- Rokinon Prime 24mm
- Canon Prime 50mm
- Canon Zoom Lens 24-70
- Canon Zoom Lens 70-300 Steady-Shot
- Canon Zoom Lens 70-300
- Canon Zoom Lens 55-200mm
- Canon Zoom Lens 18-55 mm
- 20mm Panasonic Micro 4/3 Lens
- 14-140mm Panasonic Micro 4/3 Lens
- Commlite 4/3 to EF Lens Speedbooster Adaptor
- FD to EF Lens Adaptor
- LED Panel Kits
- Lighting Midifiers, Silks, Nets, Flags
- Colored Gel Library
- CAME TV Matte Box Systems
- Tilta Wireless Focus Control
- Portable Video Slider
- Big Heavy Payload Slider
- Portable Jib Indie Jib 12ft
- Smoke Machine



LIVE SOUND EQUIPMENT *May include but not limited to

- DBX 1046 Quad Compressor Limiter
- DBX 1074 Quad Gate
- Behringer X-32
- DBX 231 Graphic EQ
- DBX 223XL Crossover
- 16X6 Whirlwind 50' Snake
- SMAART Audio Measurement Software
- DBX RTA-M Reference Mic
- Programmable DMX Light Controller
- Shure SM 58, SM 57, Shure D12,
- Multiple wireless mics,
- Wireless Transmitter / Receiver Rack
- Chauvet Stage lighting
- DBX 162 Stereo Compressor
- DBX 223XS 3 way cross over
- DBX 1231 Graphic EQ
- Radial DI Boxes
- SC HPR153i powered speakers
- QSC HPR 122i powered floor monitors
- Mackie 1530 powered speakers
- QSC 151i powered subwoofer
- Large Video screen and HD Projector
- Full RCF PA with Subwoofer stacks and suspended arrays.
- A variety of software and plugins

COMPUTER LABS

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 can reserve practice time at lab stations located throughout the campus.

Hardware:
Audio stations may include but limited to:

Atlas Sound Mic Stand
Shure Beta 57 Microphone
E-MU Xboard 49 or M-Audio Oxygen 49 Midi/ USB Keyboard
Apple iMac Computers

Software:
Audio stations may include but limited to:

AVID Pro Tools





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 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 and is operated and mainted by the school's Student Services Department .

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 Bachelor of Science Degree in Recording Arts



The Bachelor of Science in Recording Arts at Media Tech Institute is a comprehensive two-year degree program designed to prepare students for success in the evolving fields of audio production, sound design, and media technology. The program begins with foundational coursework in audio theory, digital media, and sound fundamentals, then progressively advances.

As the program advances, students delve into specialized areas such as advanced studio acoustics, vocal production techniques, and mastering for commercial releases. The curriculum is enriched with unique courses such as Interactive Sound & Game Audio Implementation, targeting emerging niches within the audio industry. Courses in technical writing for audio professionals enhance students' ability to communicate complex technical details effectively. The final year emphasizes innovation and advanced technological applications in audio. Students undertake coursework in custom plugin development, experimental audio techniques, and audio networking, equipping them with skills to handle sophisticated studio systems. During this phase, students develop professional portfolio pieces that demonstrate their creative range, technical expertise, and readiness for a career in the audio industry.

The following is the suggested course sequence for this 120-Week Bachelor of Science Degree:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1698	64
AUDI1411	Intro to DAW	45	30	75	90	4
MUSB1351	Music Business 1	40	20	60	80	3
AUDL1342	Live Sound I	40	20	60	80	3
MUSP1331	Music Theory & Production	40	20	60	80	3
AUDL1341	Intro to Audio	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	16
AUDI1412*	Studio Techniques	45	30	75	90	4
ENGL1301	English Composition	45	0	45	90	3
MUSB1352*	Music Business II	40	20	60	80	3
MUSP1332*	Song Crafting	40	20	60	80	3
PSYC2301	Intro to Psychology	45	0	45	90	3
	SEMESTER 2 TOTALS	215	70	285	430	16
AUDI2413*	Advanced DAW	40	20	60	80	3
AUDL2343*	Live Sound II	40	20	60	80	3
AUDP2323**	Post Production Techniques	45	30	75	90	4
AUDP2324**	Audio Post Production & Mixing	40	20	60	80	3
MUSI1306	Music Appreciation	45	0	45	90	3
	SEMESTER 3 TOTALS	210	90	300	420	16
AUDL2344*	Live Sound Mixing	40	20	60	70	3
AUDI1290	Portfolio Development for RA	14	16	30	28	1
MATH1332	Contemporary Mathematics I	45	0	45	90	3
MUSP2333**	Advanced Production Techniques	40	20	60	80	3
MUSP2334**	Advanced Mixing and Mastering	40	20	60	80	3
SPCH1311	Intro to Speech Communication	45	0	45	90	3
	SEMESTER 4 TOTALS	224	76	300	438	16

Scheduled completion time for this degree program is 120 weeks. The maximum time frame allowed to complete this degree program is 181.5 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

General Education classes are only offered Online.

The Bachelor of Science Degree in Recording Arts (Year 2)

Graduates of the program earn a Bachelor of Science Degree in Recording Arts and develop advanced skills applicable to roles such as senior audio engineer, production manager, and sound designer. The program also exposes students to specialized areas of the audio industry, including game audio design, studio management, and audio networking. This comprehensive educational approach develops technical proficiency, critical thinking, communication, and leadership skills applicable across a variety of professional settings.



Students successfully completing this curriculum and all requirements of the program will receive a Bachelor of Science Degree in Recording Arts.

The following is the suggested course sequence for this 120-Week Bachelor of Science Degree:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	1564	656	2220	3128	121
AUDP4450	Mastering for Commercial Release	45	30	75	90	4
AUDI4441	Rec. Studio System Design and Int.	45	30	75	90	4
AUDI3480	Network Fund. for Audio & Media	40	20	60	80	3
ENGL2311	Advanced Technical Writing and Communication	45	0	45	90	3
	SEMESTER 5 TOTALS	175	80	255	350	14
REC3125	Advanced Vocal Production	45	30	75	90	4
AUDI4434	Industry and Entrepreneurship	45	30	75	90	4
STAT3301	Stat Concepts in Science and Society	45	0	45	90	3
HIST2311	History of Technology & Society	45	0	45	90	3
	SEMESTER 6 TOTALS	180	60	240	360	14
AUDI4485	Audio Plugin Development	45	30	75	90	4
AUDP4495	Integrated Live Show Production	45	30	75	90	4
AUDI4470	AI / Machine Learn: Music Prod.	45	30	75	90	4
COMM3311	Rhetoric, Communication, Theory and Civic Discourse	45	0	45	90	3
	SEMESTER 7 TOTALS	180	90	270	360	15
AUDI4480*	Advanced Audio Networking	45	30	75	90	4
AUDP4490	Sound & Game Audio Implementation	45	30	75	90	4
MEDI4310	Senior Professional Practice & Career	40	20	60	80	3
MUSP4355	Capstone Cultural Studies in Music	45	0	45	90	3
	SEMESTER 8 TOTALS	175	80	255	350	14

Scheduled completion time for this degree program is 120 weeks. The maximum time frame allowed to complete this degree program is 181.5 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

General Education classes are only offered Online.

The Associate of Applied Science Degree in Recording Arts



Designed to provide students with the skills necessary for employment in the audio & recording industry. Students get firsthand experience in the many aspects of audio recording & engineering while learning in a professional environment. The facility provides both digital & analog recording equipment that can be found in many professional studios around the world. Working hands-on in the studios and live settings students learn the functionality: of Digital Audio Workstations, microphones, speakers, and acoustics. In addition students learn recording, editing, mixing and how to troubleshoot in each setting. The curriculum includes learning the role of the producer, music theory, songwriting, and the business of music which includes publishing & copyrights.

The core classes and the general education courses provide a well-rounded education. Upon successful completion of the program, students will be equipped for entry-level employment in both live & studio settings of audio engineering, and have a working knowledge of music production, post-production, and the music business.

Students successfully completing this curriculum and all requirements of the program, will receive an Associate of Applied Science Degree in Recording Arts.

The following is the suggested course sequence for this 60-Week Associate Degree:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1698	64
AUDI1411	Intro to DAW	45	30	75	90	4
MUSB1351	Music Business 1	40	20	60	80	3
AUDL1342	Live Sound I	40	20	60	80	3
MUSP1331	Music Theory & Production	40	20	60	80	3
AUDL1341	Intro to Audio	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	16
AUDL2343*	Live Sound 2	40	20	60	80	3
MUSP1332*	Song Crafting	40	20	60	80	3
MUSB1352*	Music Business 2	40	20	60	80	3
AUDI2413*	Advanced DAW	40	20	60	80	3
AUDI1412*	Studio Techniques	45	30	75	90	4
	SEMESTER 2 TOTALS	205	110	315	410	16
MUSP2333**	Advanced Production Techniques	40	20	60	80	3
MUSP2334**	Advanced Mixing & Mastering	40	20	60	80	3
AUDP2323**	Post Production Techniques	45	30	75	90	4
AUDL2344*	Live Sound Mixing	40	20	60	70	3
AUDP2324**	Audio Post Production & Mixing	40	20	60	80	3
	SEMESTER 3 TOTALS	205	110	315	400	16
ONL_PSYC2301	Intro to Psychology	45	0	45	90	3
ONL_MUSI1306	Music Appreciation	45	0	45	90	3
ONL_SPCH131	Intro to Speech Communication	45	0	45	90	3
ONL_ENG1301	English Composition	45	0	45	90	3
ONL_MATH1332	Contemporary Mathematics I	45	0	45	90	3
BUSC2164	Business Communication	14	16	30	28	1
	SEMESTER 4 TOTALS	239	16	255	478	16

Scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 96 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

Fourth Semester General Education classes are only offered Online.

The Associate of Applied Science Degree in Recording Arts - Distance Education (DE)



Designed to provide students with the skills necessary for employment in the audio & recording industry. Students get firsthand experience in the many aspects of audio recording & engineering while learning in a professional environment. The facility provides both digital & analog recording equipment that can be found in many professional studios around the world. Working hands-on in the studios and live settings students learn the functionality: of Digital Audio Workstations, microphones, speakers, and acoustics. In addition students learn recording, editing, mixing and how to troubleshoot in each setting. The curriculum includes learning the role of the producer, music theory, songwriting, and the business of music which includes publishing & copyrights.

The core classes and the general education courses provide a well-rounded education. Upon successful completion of the program, students will be equipped for entry-level employment in both live & studio settings of audio engineering, and have a working knowledge of music production, post-production, and the music business.

Students successfully completing this curriculum, and all requirements of the program, will receive an Associate of Applied Science Degree in Recording Arts.

The following is the suggested course sequence for this 60-Week Associate Degree:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1698	64
ONL_ENGL1301	English Composition	45	0	45	90	3
ONL_MUSB1351	Music Business I	40	20	60	80	3
ONL_PSYC2301	Psychology	45	0	45	90	3
ONL_MUSP1331	Music Theory & Production	40	20	60	80	3
ONL_AUDL1341	Intro to Audio	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	15
ONL_COTM2343	Concert & Tour Management	40	20	60	80	3
ONL_MUSP1332*	Song Crafting	40	20	60	80	3
ONL_MUSI1306	Music Appreciation	45	0	45	90	3
ONL_AUDI1411	Intro to DAW	45	30	75	90	4
ONL_ESSR1342	Essentials of Home Studio Recording	40	20	60	80	3
	SEMESTER 2 TOTALS	205	110	315	410	16
ONL_AUDI2413*	Advanced DAW	40	20	60	80	3
ONL_MUSB1352*	Music Business II	40	20	60	80	3
ONL_SPCH1311	Introduction to Speech	45	0	45	90	3
ONL_AUDI1412*	Studio Techniques	45	30	75	90	4
ONL_MATH1332	Contemporary Mathematics I	45	0	45	90	3
	SEMESTER 3 TOTALS	219	126	345	428	16
ONL_MUSP2334**	Advanced Mixing and Mastering	40	20	60	80	3
ONL_MUSP2333**	Advanced Production Techniques	40	20	60	80	3
ONL_AUDP2323**	Post Production Techniques	40	20	60	80	4
ONL_AUDL2344	Live Sound Systems	40	20	60	70	3
ONL_AUDP2324**	Audio Post Production and Mixing	40	20	60	80	3
ONL_BUSC2164	Business Communication	14	16	30	28	1
	SEMESTER 4 TOTALS	225	0	225	450	17

Scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 96 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

The Recording Arts Program



Designed to provide students with the skills necessary for employment in the audio & recording industry, students get first-hand experience in the different aspects of audio recording & engineering while learning in a professional environment. The facility provides both digital & analog recording equipment that can be found in many professional studios around the world. Working in hands on studio, and live settings, students learn: the functionality of Digital Audio Workstations, microphones, speakers, and acoustics, as well as recording, editing, and mixing and how to troubleshoot in such settings. Students also learn the role of producer, music theory, songwriting, and the business of music, including copyrighting, publishing, & licensing music. The coursework provides an effective combination of in-class lectures as well as, live training in the recording studio which brings real world experience to the classroom. The faculty are seasoned professionals of the music industry. Faculty brings a plethora of professional experience to share with students as they continue to work in their field, giving the student valuable information about the in's and out's of their career. Graduates are equipped for entry-level employment in both live & studio settings of audio engineering and have a working knowledge of music production, post-production, and the music business.

Students successfully completing this curriculum and all requirements of the program, will receive their Recording Arts Diploma.

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
AUDI1411	Intro to DAW	45	30	75	90	4
MUSB1351	Music Business 1	40	20	60	80	3
AUDL1342	Live Sound 1	40	20	60	80	3
AUDV1241	AV Tech**	15	30	45	40	2
MUSP1331	Music Theory & Production	40	20	60	80	3
AUDL1341	Intro to Audio	40	20	60	80	3
	SEMESTER 1 TOTALS	220	140	360	450	18
AUDL2343*	Live Sound 2	40	20	60	80	3
MUSP1332*	Song Crafting	40	20	60	80	3
AURT1201	Aural Training**	15	30	45	40	2
MUSB1352*	Music Business 2	40	20	60	80	3
AUDI2413*	Advanced DAW	40	20	60	80	3
AUDI1412*	Studio Techniques	45	30	75	90	4
	SEMESTER 2 TOTALS	220	140	360	450	18
MUSP2333**	Advanced Production Techniques	40	20	60	80	3
AUDL2344*	Live Sound Mixing	40	20	60	70	3
IBUS2164	Interpersonal Business Communication	25	20	45	50	2
AUDP2323**	Post Production Techniques	45	30	75	90	4
MUSP2334**	Advanced Mixing & Mastering	40	20	60	80	3
AUDP2324**	Audio Post Production & Mixing	40	20	60	80	3
	SEMESTER 3 TOTALS	230	130	360	450	18

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite ** Undergraduate course electives see page 46.

The Recording Arts Program - Distance Education (DE)



Designed to provide students with the skills necessary for employment in the audio & recording industry, students get first-hand experience in the different aspects of audio recording & engineering while learning in a professional environment. The facility provides both digital & analog recording equipment that can be found in many professional studios around the world. Working in hands on studio, and live settings, students learn: the functionality of Digital Audio Workstations, microphones, speakers, and acoustics, as well as recording, editing, and mixing and how to troubleshoot in such settings. Students also learn the role of producer, music theory, songwriting, and the business of music, including copyrighting, publishing, & licensing music. The coursework provides an effective combination of in-class lectures as well as, live training in the recording studio which brings real world experience to the classroom. The faculty are seasoned professionals of the music industry. Faculty brings a plethora of professional experience to share with students as they continue to work in their field, giving the student valuable information about the in's and out's of their career. Graduates are equipped for entry-level employment in both live & studio settings of audio engineering and have a working knowledge of music production, post-production, and the music business.

Students successfully completing this curriculum and all requirements of the program, will receive their Recording Arts Diploma.

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
ONL_AUDI1411	Intro to DAW	45	30	75	90	4
ONL_MUSB1351	Music Business 1	40	20	60	80	3
ONL_ESSR1342	Essentials of Home Studio Recording	40	20	60	80	3
ONL_AUDV1241	AV Tech**	15	30	45	40	2
ONL_MUSP1331	Music Theory & Production	40	20	60	80	3
ONL_AUDL1341	Intro to Audio	40	20	60	80	3
	SEMESTER 1 TOTALS	220	140	360	450	18
ONL_COTM2343	Concert & Tour Management	40	20	60	80	3
ONL_MUSP1332*	Song Crafting	40	20	60	80	3
ONL_AURT1201	Aural Training**	15	30	45	40	2
ONL_MUSB1352*	Music Business 2	40	20	60	80	3
ONL_AUDI2413*	Advanced DAW	40	20	60	80	3
ONL_AUDI1422*	Studio Techniques	45	30	75	90	4
	SEMESTER 2 TOTALS	220	140	360	450	18
ONL_MUSP2333**	Advanced Production Techniques	40	20	60	80	3
ONL_AUDL2344	Live Sound Systems	40	20	60	70	3
ONL_IBUS2164	Interpersonal Business Communication	25	20	45	50	2
ONL_AUDP2343**	Post Production Techniques	45	30	75	90	4
ONL_MUSP2334**	Advanced Mixing & Mastering	40	20	60	80	3
ONL_AUDP2344**	Audio Post Production & Mixing	40	20	60	80	3
	SEMESTER 3 TOTALS	230	130	360	450	18

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite ** Undergraduate course electives see page 46.

AVID PRO TOOLS CERTIFICATION

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

MediaTech Institute
is a Proud Avid Learning Partner
Academic

THE CERTIFICATION EXAM

Upon completion of practice exams and their 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.

The Bachelor of Science Degree in Digital Film & Video Arts Program.



The Bachelor of Science in Digital Film & Video Arts at MediaTech Institute offers an immersive educational experience for students pursuing careers in film, television, streaming, and digital content creation. This comprehensive program blends artistic vision with technical expertise, preparing students to thrive in today's fast-paced media industry. From concept development and scriptwriting to directing and post-production, students engage in hands-on projects that mirror real-world production environments. Throughout the program, they gain practical experience in cinematography, lighting, audio recording, and visual storytelling, while also developing essential skills in team collaboration and project management.

In the early stages, students build foundational knowledge in narrative structure, editing, camera operation, and screenwriting, supported by production classes that place them in studio and on-location settings. They are introduced to visual effects and motion graphics through software-based instruction and project-driven assignments, establishing a technical base for more advanced creative work. This combination of practical training and storytelling fundamentals equips students for a variety of roles across media platforms.
The following is the suggested course sequence for this 120-Week Bachelor of Science Degree

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1708	64
PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	3
POSP1331	Intro to Post Production	40	20	60	80	3
BUSV1411	Business of Corporate & Industrial Video	40	20	60	80	3
PROD1351	Intro to Film and Social Media Production	45	30	75	90	4
PROL1342	Live Production	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	16
AUDI1401*	Audio for TV/Film	45	30	75	90	4
COMP2343	Short Form Video for Commercial & Social Media	40	20	60	80	3
ENGL1301	English Composition	45	0	45	90	3
PSYC2301	Intro to Psychology	45	0	45	90	3
VFVX1352*	Foundations of VFX	40	20	60	80	3
	SEMESTER 2 TOTALS	215	70	285	430	16
ADVP2312*	Advanced Film and Social Media	40	20	60	80	3
AVEI1361*	Intro to Adobe After Effects	40	20	60	80	3
DOCF2413*	Documentary & Non-Fiction Production	45	30	75	90	4
MUSI1306	Music Appreciation	45	0	45	90	3
MUVP2333*	Music Video Production	40	20	60	80	3
	SEMESTER 3 TOTALS	210	90	300	420	16
CINE2390	Industry Tech and Readiness for Adv. Prod	14	16	30	28	1
FILM2324**	AI Filmmaking: From Script to Screen	40	20	60	80	3
FILM2334**	Film Master Class: Production	40	20	60	80	3
FILM2344**	Film Master Class: Post Production	40	20	60	80	3
MATH1332	Contemporary Mathematics I	45	0	45	90	3
SPCH1311	Intro to Speech Communication	45	0	45	90	3
	SEMESTER 4 TOTALS	224	76	300	448	16

Scheduled completion time for this degree program is 120 weeks. The maximum time frame allowed to complete this degree program is 181 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

General Education classes are only offered Online.

The Bachelor of Science Degree in Digital Film & Video Arts Program (Year 2)



As the program progresses, students delve into specialized genres and formats including music video direction, documentary filmmaking, branded content, and experimental cinema. Advanced courses challenge students to refine their personal artistic voice while mastering the industry-standard tools used by professionals in post-production, color correction, sound design, and compositing. By graduation, students will have completed multiple individual and collaborative productions, culminating in a portfolio that showcases their versatility, technical skill, and creative vision. The program prepares graduates to pursue careers as directors, editors, cinematographers, producers, motion graphic artists, and digital storytellers across a wide array of platforms, including film studios, advertising agencies, television networks, and digital media startups.

Students successfully completing this curriculum, and all requirements of the program, will receive a Bachelor of Science degree in Digital Film & Video Arts.

The following is the suggested course sequence for this 120-Week Bachelor Degree.

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	1609	656	2265	3188	121
CINE4460	Adv. Adobe After Effects for Film & Media	45	30	75	90	4
FILB4320	Intellectual Property & Legal Issues	25	20	45	40	2
HIST2311	History of Technology and Society	45	0	45	90	3
ENGL2311	Advanced Technical Writing and Communication	45	0	45	90	3
	SEMESTER 5 TOTALS	160	50	210	310	12
FILP4370	Advanced Post-Production Techniques	40	20	60	80	3
CINE3450	Adv Camera Motion & Cinematic Tools	40	20	60	80	3
FILM3380	Experimental Film & Visual Narrative	40	20	60	80	3
CINE3355	YouTube Development & Distribution	40	20	60	80	3
STAT3301	Stat Concepts in Science & Society	45	0	45	90	3
	SEMESTER 6 TOTALS	205	80	285	410	15
CINE4455	Pro Tools for Film Sound Design	45	30	75	90	4
FILM4342	Film Set Safety & Risk Management	25	20	45	40	2
CINE4350	Directing for Film & Media	40	20	60	80	3
PREP4365	Advanced Pre-Production Techniques	40	20	60	80	3
MUSP4355	Cultural Studies in Music	45	0	45	90	3
	SEMESTER 7 TOTALS	195	90	285	380	15
PROL4380	Adv Live Television & Event Production	45	30	75	90	4
PROD4366	Advanced Production and Post	40	20	60	80	3
FLST4310	Adv Film Concepts & Practice	25	20	45	40	2
COMM3311	Rhetoric Comm, Theory and Civic Discourse	45	0	45	90	3
BUSM4311	Media Entrepreneurship & Branding	40	20	60	80	3
	SEMESTER 8 TOTALS	195	90	285	380	15

Scheduled completion time for this degree program is 120 weeks. The maximum time frame allowed to complete this degree program is 181 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

General Education classes are only offered Online.

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



Designed to provide students with skills necessary for employment in the digital film & video industry. Students are trained from basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films, from script to screen. The technical classes combined with the required general education courses provide a well-rounded education. Graduates will be qualified for employment at a production or post-production working as crew on music videos, commercials, corporate videos, television, and feature film productions. Graduates will be equipped for entry-level employment in the digital film and video production industry as well as have a working knowledge of digital production, post-production and the film business.

Students successfully completing this curriculum and all requirements of the program, will receive an Associate of Applied Science degree in Digital Film & Video Arts.

The following is the suggested course sequence for this 60-Week Associate Degree.

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1698	64
PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	3
POSP1331	Intro to Post Production	40	20	60	80	3
BUSV1411	Business of Corporate & Industrial Video	40	20	60	80	3
PROD1351	Intro to Film and Social Media Prod.	45	30	75	90	4
PROL1342	Live Production	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	16
ADVP2312	Advanced Film & Social Media	40	20	60	80	3
VFVX1352*	Foundations of VFX	40	20	60	80	3
COMP2343*	Short Form Video for Commercial & Social Media	40	20	60	80	3
MUVP2333*	Music Video Production	40	20	60	80	3
AUDI401*	Audio for TV/Film	45	30	75	90	4
	SEMESTER 2 TOTALS	205	110	315	410	16
FILM2324**	AI Filmmaking: From Script to Screen	40	20	60	80	3
FILM2334**	Film Master Class: Production	40	20	60	80	3
DOCF2413*	Documentary & Non-Fiction Production	45	30	75	90	4
FILM2344**	Film Master Class: Post-Production	40	20	60	70	3
AVEI1361*	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 3 TOTALS	219	126	345	428	16
ONL_PSYC2301	Intro to Psychology	45	0	45	90	3
ONL_MUSI1306	Music Appreciation	45	0	45	90	3
ONL_SPCH1311	Intro to Speech Communication	45	0	45	90	3
ONL_ENG1301	English Composition	45	0	45	90	3
ONL_MATH1332	Contemporary Mathematics I	45	0	45	90	3
BUSC2164	Business Communication	14	16	30	28	1
	SEMESTER 4 TOTALS	225	0	225	450	16

Scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 96 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

Fourth Semester General Education classes are only offered Online.

The Associate of Applied Science Degree in Digital Film & Video Arts Program - Distance Education (DE)



Designed to provide students with skills necessary for employment in the digital film & video industry. Students are trained from basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films, from script to screen. The technical classes combined with the required general education courses provide a well-rounded education. Graduates will be qualified for employment in production or post-production facilities, PA, Grip, working as crew on music videos, commercials, corporate videos, television, and feature film productions. Graduates will be equipped for entry-level employment in the digital film and video production industry as well as have a working knowledge of digital production, post-production and the film business.

Students successfully completing this curriculum and all requirements of the program, will receive an Associate of Applied Science degree in Digital Film & Video Arts.

The following is the suggested course sequence for this 60-Week Associate Degree.

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1698	64
ONL_PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	3
ONL_PSYC2301	Introduction to Psychology	45	0	45	90	3
ONL_BUSV1411	Business of Corporate & Industrial Video	40	20	60	80	3
ONL_SPCH1311	Introduction to Speech	45	0	45	90	3
ONL_ENG1301	English Composition	45	0	45	90	3
	SEMESTER 1 TOTALS	215	40	255	430	15
ONL_MUSI1306	Music Appreciation	45	0	45	90	3
ONL_PROD1352	Intro to Digital Production	45	30	75	90	4
ONL_SOC1351	Social Media Production	40	20	60	80	3
ONL_POSP1331	Intro to Post Production	40	20	60	80	3
ONL_MATH1332	Contemporary Mathematics I	45	0	45	90	3
	SEMESTER 2 TOTALS	215	70	285	430	16
ONL_ADVP2312*	Advanced Production and Post Production	40	20	60	80	3
ONL_VFX1352*	Foundations of VFX	40	20	60	80	3
ONL_COMP2343*	Commercial Direction and Production	40	20	60	80	3
ONL_MUVP2333*	Music Video Production	40	20	60	80	3
ONL_AUDI1401	Audio for TV/Film	45	30	75	90	4
	SEMESTER 3 TOTALS	205	110	315	410	16
ONL_FILM2324**	AI Filmmaking: From Script to Screen	40	20	60	80	3
ONL_FILM2334**	Film Master Class: Production	40	20	60	80	3
ONL_FILM2344**	Film Master Class: Post Production	40	20	60	70	3
ONL_DOCF2413*	Documentary and Non-Fiction Production	45	30	75	90	4
ONL_BUSC2164	Business Communication	14	16	30	28	1
ONL_AVE1361*	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 4 TOTALS	219	126	345	428	17

Scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 96 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. General Education Courses 30:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite.

The Digital Film & Video Arts Program



A comprehensive course of study designed to teach students basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films. Students are trained from basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films, from script to screen. 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. Students will learn the skill sets needed to pitch or produce their own television show or independent film.

Students successfully completing this curriculum and all requirements of the program, will receive a Digital Film & Video Arts Diploma.

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	3
AURT1201	Aural Training**	15	30	45	40	2
POSP1331	Intro to Post Production	40	20	60	80	3
BUSV1411	Business of Corporate & Industrial Video	40	20	60	80	3
PROD1351	Intro to Film and Social Media Production	45	30	75	90	4
PROL1342	Live Production	40	20	60	80	3
	SEMESTER 1 TOTALS	220	140	360	450	18
ADVP2312*	Advanced Film and Social Media	40	20	60	80	3
VFVX1352*	Foundations of VFX	40	20	60	80	3
COMP2343*	Short Form Video for Commercial & Social Media	40	20	60	80	3
AUDV1241	AV Tech**	15	30	45	40	2
MUVP2333*	Music Video Production	40	20	60	80	3
AUDI1401*	Audio for TV/Film	45	30	75	90	4
	SEMESTER 2 TOTALS	220	140	360	450	18
FILM2324**	AI Filmmaking: From Script to Screen	40	20	60	80	3
FILM2334**	Film Master Class: Production	40	20	60	80	3
IBUS2164	Interpersonal Business Communication	25	20	45	50	2
DOCF2413*	Documentary & Non-Fiction Production	45	30	75	90	4
FILM2344**	Film Master Class: Post-Production	40	20	60	70	3
AVEI1361*	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 3 TOTALS	230	130	360	450	18

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite. ** Undergraduate course electives see page 46.

The Digital Film & Video Arts Program - Distance Education (DE)



A comprehensive course of study designed to teach students basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films. Students are trained from basic to advanced aspects of producing commercials, music videos, documentaries, television shows, and feature films, from script to screen. 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. Students will learn the skill sets needed to pitch or produce their own television show or independent film.

Students successfully completing this curriculum and all requirements of the program, will receive a Digital Film & Video Arts Diploma.

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
ONL_PREP1341	Screenwriting & Pre-Visualization	40	20	60	80	3
ONL_AURT1201	Aural Training**	15	30	45	40	2
ONL_POSP1331	Intro to Post Production	40	20	60	80	3
ONL_BUSV1411	Business of Corporate & Industrial Video	40	20	60	80	3
ONL_PROD1352	Intro to Digital Production	45	30	75	90	4
ONL_SOC1351	Social Media Production	40	20	60	80	3
	SEMESTER 1 TOTALS	220	140	360	450	18
ONL_ADVP2312*	Advanced Production & Post Production	40	20	60	80	3
ONL_VFVX1352*	Foundations of VFX	40	20	60	80	3
ONL_COMP2343*	Commercial Direction & Production	40	20	60	80	3
ONL_AUDV1241	AV Tech**	15	30	45	40	2
ONL_MUVP2333*	Music Video Production	40	20	60	80	3
ONL_AUDI1401*	Audio for TV/Film	45	30	75	90	4
	SEMESTER 2 TOTALS	220	140	360	450	18
ONL_FILM2324**	AI Filmmaking: From Script to Screen	40	20	60	80	3
ONL_FILM2334**	Film Master Class: Production	40	20	60	80	3
ONL_IBUS2164	Interpersonal Business Communication	25	20	45	50	2
ONL_DOCF2413*	Documentary & Non-Fiction Production	45	30	75	90	4
ONL_FILM2344**	Film Master Class: Post-Production	40	20	60	70	3
ONL_AVEI1361*	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 3 TOTALS	230	130	360	450	18

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. **Course has corequisite. ** Undergraduate course electives see page 46.

The Associate of Arts Degree in Animation & Visual Effects



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 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.

Students successfully completing this curriculum and all requirements of the program, will receive an Associate of Arts Degree in Animation & Visual Effects.

The following is the suggested course sequence for this 60-Week Associate Degree:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1710	64
AVEI1351	Intro to Adobe Photoshop	40	20	60	80	3
POSP1331	Intro to Post Production	40	20	60	80	3
ESSD1331	Essentials of Design	40	30	60	80	3
AVEI1341	Intro to Adobe Illustrator	45	20	75	90	4
AVEI1361	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	16
ANIM2332*	Principles of 2D Animation	40	20	60	80	3
ANIM2321*	Introduction to 3D Modeling	45	30	75	90	4
ADVA2334*	Advanced Adobe After Effects	40	20	60	80	3
ANIM2312*	Intro to 3D Animation	40	20	60	80	3
VISA2323*	Pre-Visualization	40	20	60	80	3
	SEMESTER 2 TOTALS	205	110	315	410	16
ADVM2324*	Advanced 3D Animation	40	20	60	80	3
RENP2344*	Advanced Special Effects	40	20	60	80	3
FINP2333*	Final Practice Project	40	20	60	80	3
ADVA2423*	Advanced 2D Animation	45	30	75	90	4
PORT2343*	Portfolio Design	40	20	60	80	3
	SEMESTER 3 TOTALS	205	110	315	410	16
ONL_PSYC2301	Introduction to Psychology	45	0	45	90	3
ONL_MUSI1306	Music Appreciation	45	0	45	90	3
ONL_SPCH1311	Introduction to Speech	45	0	45	90	3
ONL_ENGL1301	English Composition	45	0	45	90	3
ONL_MATH1332	Contemporary Mathematics	45	0	45	90	3
BUSC2164	Business Communication	14	16	30	30	1
	SEMESTER 4 TOTALS	239	16	255	480	16

Scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 96 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. ** Undergraduate course electives see page 46.

Fourth Semester General Education classes are only offered Online.

The Associate of Arts Degree in Animation & Visual Effects - Distance Education (DE)



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 may find entry-level employment at major motion picture studios, computer studios, visual effects houses, television production studios, advertising agencies, corporate graphic departments and game production studios.

Students successfully completing this curriculum and all requirements of the program, will receive an Associate of Arts Degree in Animation & Visual Effects.

The following is the suggested course sequence for this 60-Week Associate Degree:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	854	346	1200	1710	64
ONL_AVEI1351	Intro to Adobe Photoshop	40	20	60	80	3
ONL_POSP1331	Intro to Post Production	40	20	60	80	3
ONL_ESSD1331	Essentials of Design	40	30	60	80	3
ONL_AVE1341	Intro to Adobe Illustrator	45	20	75	90	4
ONL_AVEI1361	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 1 TOTALS	205	110	315	410	16
ONL_PSYC2301	Introduction to Psychology	45	0	45	90	3
ONL_ANIM2321*	Introduction to 3D Modeling	45	30	75	90	4
ONL_ADVA2334*	Advanced Adobe After Effects	40	20	60	80	3
ONL_VISA2323*	Pre-Visualization	40	20	60	80	3
ONL_ENGL1301	English Composition	45	0	45	90	3
	SEMESTER 2 TOTALS	215	70	285	430	16
ONL_MUSI1306	Music Appreciation	45	0	45	90	3
ONL_ANIM2332	Principles of 2D Animation	40	20	60	80	3
ONL_SPCH1311	Introduction to Speech	45	0	45	90	3
ONL_ANIM2312	Intro to 3D Animation and Cinema 4D	40	20	60	80	3
ONL_MATH1332	Contemporary Mathematics I	45	0	45	90	3
	SEMESTER 3 TOTALS	215	40	255	430	15
ONL_ADVM2324*	Advanced 3D Animation	40	20	60	80	3
ONL_RENP2344*	Advanced Special Effects	40	20	60	80	3
ONL_BUSC2164	Business Communication	14	16	30	30	1
ONL_FINP2333*	Final Practice Project	40	20	60	80	3
ONL_ADVA2423*	Advanced 2D Animation	45	30	75	90	4
ONL_PORT2343*	Portfolio Design	40	20	60	80	3
	SEMESTER 4 TOTALS	219	126	345	440	17

Scheduled completion time for this degree program is 60 weeks. The maximum time frame allowed to complete this degree program is 96 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. ** Undergraduate course electives see page 46.

The Animation & Visual Effects Program



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 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.

Students successfully completing this curriculum and all requirements of the program, will receive an Animation & Visual Effects Diploma.

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
AVEI1351	Intro to Adobe Photoshop	40	20	60	80	3
VISA1201	Visual Effects Appreciation**	15	30	45	40	2
POSP1331	Intro to Post Production	40	20	60	80	3
ESSD1331	Essentials of Design	40	20	60	80	3
AVEI1341	Intro to Adobe Illustrator	45	30	75	90	4
AVEI1361	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 1 TOTALS	220	140	360	450	18
ANIM2332*	Principles of 2D Animation	40	20	60	80	3
ANIM2321*	Introduction to 3D Modeling	45	30	75	90	4
ADVA2334*	Advanced Adobe After Effects	40	20	60	80	3
AUDV1241	AV Tech**	15	30	45	40	2
ANIM2312*	Intro to 3D Animation	40	20	60	80	3
VISA2323*	Pre-Visualization	40	20	60	80	3
	SEMESTER 2 TOTALS	220	140	360	450	18
ADVM2324*	Advanced 3D Animation	40	20	60	80	3
RENP2344*	Advanced Special Effects	40	20	60	80	3
IBUS2164	Interpersonal Business Communication	25	20	45	50	2
FINP2333*	Final Practice Project	40	20	60	70	3
ADVA2423*	Advanced 2D Animation	45	30	75	90	4
PORT2343*	Portfolio Design	40	20	60	80	3
	SEMESTER 3 TOTALS	230	130	360	450	18

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. ** Undergraduate course electives see page 46.

The Animation & Visual Effects Program - Distance Education (DE)



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 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.

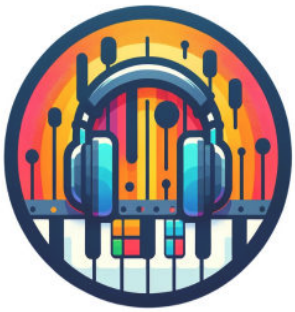
Students successfully completing this curriculum and all requirements of the program, will receive an Animation & Visual Effects Diploma.

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
ONL_AVEI1351	Intro to Adobe Photoshop	40	20	60	80	3
ONL_VISA1201	Visual Effects Appreciation**	15	30	45	40	2
ONL_POSP1331	Intro to Post Production	40	20	60	80	3
ONL_ESSD1331	Essentials of Design	40	20	60	80	3
ONL_AVEI1341	Intro to Adobe Illustrator	45	30	75	90	4
ONL_AVE1361	Intro to Adobe After Effects	40	20	60	80	3
	SEMESTER 1 TOTALS	220	140	360	450	18
ONL_ANIM2332*	Principles of 2D Animation	40	20	60	80	3
ONL_ANIM2321*	Introduction to 3D Modeling	45	30	75	90	4
ONL_ADVA2334*	Advanced Adobe After Effects	40	20	60	80	3
ONL_AUDV1241	AV Tech**	15	30	45	40	2
ONL_ANIM2312*	Intro to 3D Animation	40	20	60	80	3
ONL_VISA2323*	Pre-Visualization	40	20	60	80	3
	SEMESTER 2 TOTALS	220	140	360	450	18
ONL_ADVM2324*	Advanced 3D Animation	40	20	60	80	3
ONL_RENP2344*	Advanced Special Effects	40	20	60	80	3
ONL_IBUS2164	Interpersonal Business Communication	25	20	45	50	2
ONL_FINP2333*	Final Practice Project	40	20	60	70	3
ONL_ADVA2423*	Advanced 2D Animation	45	30	75	90	4
ONL_PORT2342*	Portfolio Design	40	20	60	80	3
	SEMESTER 3 TOTALS	230	130	360	450	18

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite. ** Undergraduate course electives see page 46.

The Beat Production Diploma



This program is designed to equip students with the knowledge and skills needed to create professional-quality beats for various music genres. Students will learn about beat production. Techniques, music theory, using Logic Pro, sound design, and the music business. The program is delivered entirely online, allowing students to learn at their own pace and from the comfort of their own homes. Graduates are equipped for entry level employment in music production,beat seller, sound designer, DJ and much more as the student perfects their skills.

Students successfully completing this curriculum and all requirements of the program, will receive their Beat Producer Diploma. (Available Online Only)

The following is the suggested course sequence for this 45-Week Diploma program:

COURSE#	COURSE NAME	CLASS HOURS	LAB HOURS	TOTAL HOURS	OUTSIDE WORK / PREP HOURS	SEMESTER CREDITS
	TOTALS	670	410	1080	1350	54
BEAT1341	Intro to Beat Production	45	30	75	90	4
MUSO1410	Music Theory For Beat Producers	40	20	60	80	3
LOGO1411	Logic Pro for Beat Production I	40	20	60	80	3
AUDO1412	Sound Design for Beat Production	45	30	75	90	4
BUSO1331	Business of Beat Production	15	30	45	40	2
	SEMESTER 1 TOTALS	185	130	315	380	16
BEAT2412*	Adv. Beat Production Techniques	40	20	60	80	3
MUSO1201*	Marketing & Music Monetization	40	20	60	80	3
STUO2301	Studio Design for Beat Producers	40	20	60	80	3
LOGI2413*	Logic Pro for Beat Production II	40	20	60	80	3
SDSO1372*	Advanced Sound Design & Sampling	45	30	75	90	4
EART1201	Ear Training for Beat Producers	15	30	45	40	2
	SEMESTER 2 TOTALS	220	140	360	450	18
SONG1332*	Song Crafting for Beat Producers	40	20	60	80	3
DJBT1501	DJ: From Beats to Live Sets	40	20	60	80	3
IBUS2164	Interpersonal Business Communication	25	20	45	50	2
SYNT2312	Synthesus for Beat Producers	40	20	60	80	3
AIBT2421	AI for Beat Production	40	20	60	80	3
MIXM2334*	Mixing for Beat Producers	40	20	60	70	3
MASO2335*	Mastering for Beat Producers	40	20	60	80	3
	SEMESTER 3 TOTALS	265	140	405	520	20

Scheduled completion time for this degree program is 45 weeks. The maximum time frame allowed to complete this degree program is 81 attempted semester credits (1.5 times the length of the program). Maximum Student Ratio: Core Courses 20:1. NOTE: Schedules subject to change. *Course has prerequisite.

COURSE DESCRIPTIONS

Credits

ADVA2334 Advanced Adobe After Effects: *PRE: AVEI 1341, AVEI1351, AVEI1361, ESSD1331, POSP1331,VISA1201 In this advanced course learn to incorporate text, graphics, and effects into the moving image. Many advanced functionalities of Adobe After Effects will be explored from titles and lower thirds, to green-screen compositing and digital clean-up work. **3**

ADVA2423 Advanced 2D Animation: *PRE: ADVA2334, ANIM2312, ANIM2321, ANIM2332, AUDV1241, VISA2323 Rigging & motion analysis students will have the opportunity to further their 2D animation progression by learning lip sync techniques, advanced walk/run/jump cycles, rigging 2D characters using bones, forward kinematics, inverse kinematics, soft-body dynamics, special effects & more. **4**

ADVM2324 Advanced 3D Animation: Cinema 4D: *PRE: ADVA2334, ANIM2312, ANIM2321, ANIM2332, AUDV1241, VISA2323 Students explore more advanced 3D animation techniques in this course, along with compositing and rendering the final creation(s) back into the visual media and completing the 3D animation pipeline. **3**

ADVP2312 Advanced Film and Social Media: *PRE: PROD1351 This advanced course expands on core film production skills with a focus on professional-level cinematography, directing, and visual storytelling for both narrative and social media content. Students will master DSLR and pro camera systems, camera movement, lighting theory, and storyboarding while developing short-form content including one-minute promos, mini-documentaries, and personal passion projects. Through hands-on labs, industry-standard gear and software, students refine their technical expertise while building a strong directorial and creative voice for multi-platform distribution. **3**

ANIM2312 Intro to 3D Animation: *PRE: AVEI 1341, AVEI1351, AVEI1361, ESSD1331, POSP1331, VISA1201

3D Animation is designed to introduce students to various aspects of the 3D animation production pipeline. Learn beginning techniques to model, texture, light, animate and render simple 3D objects in this basic 3D animation course. **3**

ANIM2321 Intro to 3D Modeling: *PRE: AVEI 1341, AVEI1351, AVEI1361, ESSD1331, POSP1331, VISA1201 Students will learn the very basics of 3D modeling. Starting with an introduction to the interface the students will then move into modeling tools and techniques for asset creation. This class will also cover topology, edge flow, basic texturing, and lighting. In the final step the students will render and export assets for films, TV and video games. **4**

ANIM2332 Principles of 2D Animation: *PRE: AVEI 1341, AVEI1351, AVEI1361, ESSD1331, POSP1331, VISA1201 From Steamboat Willie to Cartoon Network, 2D animation is the foundation of the animation Industry. Basic 2D animation and animation principles are taught in this course, along with practical applications to making your own basic 2D animations. **3**

AUDL1341 Intro to Audio: Students are introduced to basic audio terms and concepts, the differences between diverse types of microphones, live & studio console use, and processors. 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 include routing, auxiliary sends and returns, and onboard processing. **3**

AUDL1342 – Live Sound I: Introduction to audio engineering in the live setting. Examine 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 with a look at stage mic'ing techniques. **3**

AUDL2343 – Live Sound II: *PRE AUDL1342 This is the technical side of Live Sound I. Revisit & expand on previous electrical concepts to understand audio system troubleshooting, ground lifting, and the theory of balanced & unbalanced systems. Focus on digital consoles in conjunction of system signal flow using snakes and splitters. Be introduced to popular system analysis tools used when installing a larger, more complex system, such as a system that uses delay lines. Also, look at wireless microphone & in-ear systems and an introduction to common rigging components used for system installation. **3**

AUDL2344 Live Sound Mixing: *PRE AUDL1342, *PRE AUDL2343 Building upon the foundation of and using proper set-up and troubleshooting techniques learned in Live Sound I & II, students focus on Front-of-House (FOH) and Monitor (MON) mixing and explore the different approaches to 'building mixes' in different scenarios such as front-of-house and monitors. Students work with live bands to gain experience successfully installing and operating an audio system. Also, an overview of the paper trail of 'advancing' a show, preparing stage plots, and input lists are covered. **3**

AUDI1290 – Portfolio Development for Recording Arts: This course helps students organize, revise, and present their strongest creative and technical work in preparation for their bachelor classes and entry into the audio industry. Students will develop a physical and digital portfolio, write a professional artist statement, and prepare a creative resume. Emphasis is placed on technical presentation, communication, and the ability to articulate one's creative vision and skill set in both written and verbal formats. **1**

AUDI1401 Audio for TV / Film: *PRE: PROD1351 & POSP1331 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**

AUDI1411 Intro to DAW: Topics include 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**

AUDI1412 Studio Techniques: *PRE AUDL1341 Students spend most of their time in the recording studio and will 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-in. **4**

AUDI2413 Advanced DAW: *PRE AUDI1411 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. Students will continue to sharpen their studio skills by booking and managing more recording sessions & mixing sessions. **3**

	Credits
AUDI4441-Recording Studio Systems Design and Integration: This course examines the design, construction, integration, and technical operation of professional recording studio environments. Students learn what it takes to plan a studio from the ground up, how to evaluate room acoustics, and how acoustic treatment systems—including absorption panels and bass traps—are designed, constructed, and installed.	4
AUDI3480 – Network Fundamentals for Audio & Media Systems: This course provides a foundational understanding of computer networking with a focus on audio and media production environments. Students will learn how to configure and manage IP-based networks commonly used in studios, live sound setups, and post-production facilities. Topics include IP addressing, subnetting, DHCP, network switches and routers, VLANs, and VPN creation, all taught through the lens of real-world audio workflows. Hands-on projects will include setting up device communication for DAWs, control surfaces, and networked audio gear. While students learn about work in audio-over-IP systems such as Dante and Milan, this class will be preparing students to pursue Dante Certification (Level 1).	3
AUDI4434 - Industry and Entrepreneurship: Business skills for starting and managing entrepreneurial ventures in the audio industry. Includes business planning, intellectual property, and strategic marketing with an emphasis on building a personal brand and using social media to market services, grow a client base and launch audio ventures.	4
AUDI4470 – AI & Machine Learning in Music production: This course explores AI's role in music production, including algorithmic composition and intelligent editing tools, aiming to enhance the creative process and operational efficiency.	4
AUDI4480 - Audio Networking Advanced Studio Systems: *PRE AUDI3480 This course explores the principles and practices of advanced audio networking in both studio and live production environments. Students will engage with key technologies such as Dante and EuCon, gaining practical experience in system configuration, signal routing, and network management. Emphasis is placed on understanding digital audio transport over IP networks, with a particular focus on Dante systems, preparing students to pursue Dante Certification (Levels 2-3). By the end of the course, students will be able to apply foundational skills to real-world networked audio workflows.	4
AUDI4485 - Custom Plugin Development for Audio Engineers: Software development for audio applications, including custom plugin design using programming languages and frameworks relevant to audio technology.	4
AUDP2323 Post-Production Techniques: *PRE AUDI2413 **CO AUDP2324 Students 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. Gain hands-on experience, applying techniques for editing video and the process of Automated Dialogue Replacement (ADR), plus how to synchronize audio segments and the art of capturing dialog on a film/TV production set using a field mixer, shotgun mic, boom, and portable recorder. 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
AUDP2324 Audio Post Production and Mixing: **CO AUDP2323 Course provides instruction for creating soundtracks (sound design) for film & video productions. Topics include editing, sound effects, dialogue, and surround sound mixing. Apply the process and techniques used in post-production mixing and surround sound to finalize and prepare 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.	3
AUDP4450 - Mastering for Commercial Release: The course includes mastering and QC for commercial delivery specifications used by streaming and picture clients (including LUFS, true peak, loudness range, and file-naming conventions for Spotify, Netflix-style deliverables, and immersive fold-down where facilities allow). Mix-room design and speaker layout for Atmos are taught in AUDI4441, not in this course.	4
AUDP4490 - Interactive Sound & Game Audio Implementation: Design and implementation of audio for interactive environments using middleware such as FMOD and Wwise. Covers adaptive audio and real- time sound effect manipulation.	4
AUDP4495 - Integrated Live Show Production: Advanced production of live events for worship, corporate, and concert environments. Students integrate audio, lighting, and video/IMAG; write rundowns; call a show; coordinate RF; and deliver a simultaneous stream or record.	4
AUDV1241 AV Tech: Students are 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
AURT1201 Aural Training: Through various exercises students will improve their musical ability by developing a more intuitive understanding of what they hear. Students 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
AVEI1341 Intro to Adobe Illustrator: Introduction to Adobe Illustrator from basic to intermediate level.	4
AVEI1351 Intro to Adobe Photoshop: Introduction to Adobe Photoshop from basic to intermediate level.	3
AVEI1361 Intro to Adobe After Effects: *PRE VFVX1352 (FILM) Introduction to Adobe After Effects from basic to intermediate level.	3
BUSC2164 Business Communication: Course designed to help students effectively communicate in today's digital media industry workplace. Understand how to design and create a professional resume with a cover letter and discern qualifications, how to impress potential employers, research potential employers, and how to use popular tools to create personal website, demo reels, and business cards.	1
BUSV1411 Business of Corporate & Industrial Video: This class explores what it takes to be gainfully employed in the Video & 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 video-related course.	3

	Credits
BUSM4311 – Media Entrepreneurship & Branding: Focuses on developing business and branding skills for creatives. Students build business plans, evaluate revenue models, and design personal brand strategies for success in the media industry.	3
COMP2343 Short Form Video for Commercial & Social Media: *PRE PROD1351 & POSP1331 This course focuses on the development and production of short-form commercial content tailored for broadcast and social media platforms. Students learn to write, storyboard, pre-visualize, and produce 30-second spots using industry-standard techniques and software tools. Emphasis is placed on delivering content in multiple formats — suitable for Broadcast TV, TikTok, Instagram, Facebook, YouTube, and more.	3
COMM3311 Fundamentals of Public Speaking and Communication: This course explores rhetorical theory, communication models and critical analysis of discourse in academic, civic, and social contexts. Students examine how language and messaging shape public perception, influence behavior and construct identity Emphasis is placed on argumentation theory, cultural communication dynamics, and the ethical responsibilities of speakers.	3
CINE2390 Industry Techniques & Readiness for Advanced Production: This course prepares students for upper-division film and video arts coursework by introducing advanced technical expectations in creative development, project management, and collaborative production environments. Students will engage in hands-on labs using professional pre-production and post-production tools, participate in simulated team workflows, and receive guided exposure to the standards of independent and studio-level productions. The course emphasizes production discipline, documentation, and technical fluency necessary for success in advanced-level courses.	1
CINE3355 YouTube Development and Distribution: This course prepares students to launch and manage a professional YouTube channel, with a focus on digital distribution, branding, and audience growth. Topics include online platform strategies, content planning, self-promotion, social media integration, and monetization techniques. Students will develop a multi-platform promotional campaign and produce content optimized for digital engagement.	3
CINE3450 – Advanced Camera Motion & Cinematic Tools: This upper-division course focuses on the creative and technical use of advanced camera movement tools in film and video production. Through a combination of lectures, demonstrations, and hands-on exercises, students will explore the operation, setup, and safety considerations of gimbals, sliders, cranes, jibs, dollies, Steadicams, and drones. Case studies from notable films and commercials will guide analysis of how movement enhances visual storytelling. The course culminates in a short production project where students design and execute complex camera motion shots using professional equipment.	3
CINE4350 Directing for Film & Media: This course immerses students in the art and craft of directing for the screen. Through lectures, workshops, and production exercises, students will learn how to break down scripts, collaborate with actors, design shots, and guide the overall vision of a scene or sequence. Practical emphasis is placed on previsualization, rehearsals, directing on set, and giving effective performance direction. Students will utilize cutting edge Ai tools to bring their Directional visions to life.	3
CINE4455 ProTools for Film Sound Design: This advanced, hands-on course develops student proficiency in using Avid Pro Tools for film sound design. Students will explore professional workflows for dialogue editing, sound effects creation, Foley layering, audio transitions, and spatial mixing. Emphasis is placed on industry best practices, efficient use of Pro Tools features, and creative approaches to enhancing narrative through sound. The course includes extended lab sessions and culminates in a fully designed audio sequence for a short film or scene.	4
CINE4460 Advanced Adobe After Effects for Film and Media: This course focuses on advanced visual effects techniques using Adobe After Effects, a leading toll in professional film and digital media production. Topics include: motion tracking, green screen compositing, 3D integration and visual simulations. Students will work within professional-style workflows to create original VFX sequences that enhance cinematic storytelling and meet industry expecations.	4
DOCF2413 Documentary & Non-Fiction Production: *PRE PROD1351 & POSP1331 Introduction to the realm of non-fiction and ENG production. 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. Also gain the experience of creating paper edits (or EDL's) to aid story flow and save post-production time and expense. Course culminates with each student producing a documentary short.	4
ESSD1331 Essentials of Design: Course is designed to introduce the essential rules of design, encourage creative decision making, the understanding of those decisions, ability to talk about the work created.	3
ENGL2311 Advanced Technical Writing and Communication: This course introduces students to technical and professional writing styles used across academic and industry settings. Emphasis is placed on clarity, structure, formatting and audience awareness in documents such as proposals, reports, instructions and technical descriptions. Students develop skills to communicate complex ideas effectively across various disciplines.	3
FILB4320 Intellectual Property & Legal Issues in Media: This course provides an overview of copyright, licensing, contract law, and E&O insurance, relevant to filmmakers. Students analyze real legal case studies and create basic rights-clearance documents and mock agreements	2
FILM2324 AI Filmmaking: From Script to Screen *PRE: COMP2343 **CO: FILM2334 and FILM2344 (FILM) a hands-on, project-based course where students create a complete 3–5 minute short film using artificial intelligence tools instead of traditional cameras and production methods.	3
FILM2334 Film Master Class - Production: *PRE: ADVP2312 & AUDI1401 (FILM) **CO: FILM2324 and FILM2344 (FILM). Students join to make a movie from script-to-screen. Principles of pre-production are applied, including cinematography, directing, acting, set operations, sound capture, craft services, hair, makeup, locations and production management as it applies to their student film project.	3

COURSE DESCRIPTIONS

	Credits
FILM2344 Film Master Class - Post Production: *PRE: VFVX1352 **CO: FILM2324 and FILM2334 (FILM) Principles of post-production are applied in this class, including ADR, retakes, narrative editing, sound design, graphics and deliverables as it applies to their student film project. MediaTech may host a red carpet movie premiere of the final student film inviting industry professionals to promote the film & showcase the talent of the cast and crew.	3
FILM3380 Experimental Film & Visual Narrative Innovation: Students explore abstract and non-traditional film forms, studying avant-garde techniques, rhythm editing and visual symbolism. The course culminates in a personal experimental short film.	3
FILM4342 Film Set Safety & Risk Management: Covers OSHA standers, stunt coordination, environmental risk and production insurance. Students complete safety protocols and risk assessments for mock productions.	2
FILP4370 Advanced Post-Production Techniques: Students refine advanced post-production workflows using DaVinci Resolve, Adobe Audition, Adobe Premiere and After Effects. Topics include advanced color grading, advanced audio mixing, and deliver formatting for streaming platforms. The course concludes with polished demo or festival ready video materials or short film(s).	3
FINP2333 Final Practical Project: *PRE: ADVA2334, ANIM2312, ANIM2321, ANIM2332, AUDV1241, VISA2323 Taking everything learned and put it into a final, amazing project.	3
FLST4310 Advanced Film Concepts & Practice: (Taken alongside PROD4366 – Advanced Production and Post) This capstone course deepens students' engagement with advanced cinematic theory, visual storytelling, and artistic critique as they complete their final film projects. While PROD4366 emphasizes hands-on execution of production and post-production tasks, FLST4310 provides a reflective and analytical framework for conceptual development, aesthetic decision-making, and critical self-evaluation. Students will engage in script workshops, visual analysis, editing critiques, and genre studies that inform and refine their capstone films. The course culminates in a final screening with a formal critique panel and written artist statement articulating the filmmaker's creative vision and process.	2
HIST2311 History of Technology and Society: A historical overview of technological advancement and its impact on society. The course examines major technological milestones and how they have influenced communication, creativity, work and culture. Through analysis and discussion, students explore the interdependence between innovation and social transformation.	3
IBUS2164 Interpersonal Business Communication: Practices & principles of interpersonal communication processes, perception, listening, self-disclosure, speech apprehension, ethics, nonverbal communication, conflict, power and dysfunctional communication. Design/build your resume & biz cards.	2
MEDI4310 Senior Professional Practice & Career Capstone: Exit course for Recording Arts bachelor students. Students rebuild a professional reel from Year 2 work, target one job track, apply to real listings, complete mock interviews, and practice session documentation (naming, change notes, cue sheets, a small-session budget).	3
MUSB1351 Music Business I: Provides an overview of the various aspects of the music industry and the positions and jobs involved in the music business. Receive instruction and direction in starting a business in the recording industry with an emphasis on business plans, networking and branding. Also learn the in's and out's of the songwriting profession and how to protect creations with copyright procedures, laws, and requirements and the business of publishing and licensing concepts. Explore the roles and responsibilities of agents, managers, and attorneys in the music industry along including professional fees and expectations.	3
MUSB1352 Music Business II: *PRE MUSB1351 Continue to explore the business of music with an overview of concert promotion, production, planning a tour, and associated personnel needs. Students are introduced to contracts, record production, and record labels as well as insight on distribution and independent music & radio promotions. In addition, receive lectures in radio, television, film, games, and commercial advertising.	3
MUSP1331 Music Theory & Production: Provides instruction in the role of a music producer, stylistic examples of producers, and creating a productive work schedule & budget. Learn about elements of popular music production and develop critical listening skills while gaining an understanding of basic music theory.	3
MUSP1332 Song Crafting: *PRE MUSP1331 Learn how to master a creative workflow through songwriting. Students integrate music theory, audio recording basics, and producing skills with hands-on applications. Discover & practice the art & science behind creating compelling, inspiring, and moving music.	3
MUSP2333 Advanced Production Techniques: *PRE AUDI2413 **CO MUSP2334 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 & acoustic guitar, keys, vocals, etc.	3
MUSP2334 Advanced Mixing & Mastering: **CO MUSP2333 Utilizing the most popular tools in the industry, this course covers advanced mixing & mastering techniques, incorporating traditional & modern methods.	3
MUSP4355 Cultural Studies in Music: An advanced, interdisciplinary exploration of music as a cultural and social force across various societies. Topics include music and identity, politics, protest, religion, and globalization. Students engage with scholarly research, case studies, and media to examine how music functions within cultural frameworks and contributes to social meaning and change. Emphasis is placed on critical thinking, cultural analysis, and academic writing.	3
MUVP2333 Music Video Production: *PRE PROD1351 & POSP1331 An introduction in 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
PORT2343 Portfolio Design: *PRE: ADVA2334, ANIM2312, ANIM2321, ANIM2332, AUDV1241, VISA2323 (ANIMATION)Students utilize Adobe Portfolio to showcase their creative work to potential employers. Adobe Portfolio allows the student to create and optimize an Online portfolio, choosing templates, customizing their site, and importing content from Lightroom, Photoshop and Illustrator. Students will also create their custom domain and publish their Online portfolio.	3

COURSE DESCRIPTIONS

	Credits
POSP1331 Intro to Post Production: This course prepares students to manage the post-production process for film, television, and social media content. Students gain proficiency in Adobe Premiere Pro, learning everything from rough cuts and transitions to green screen effects, color correction, and audio sweetening. Through hands-on projects such as music video edits, TV scenes, and social media formatting, students learn how to create polished content suitable for platforms like Movies, Broadcast, YouTube, Instagram, and TikTok. Emphasis is placed on workflow, media management, and demo reel development.	3
PREP1341 Screenwriting & Pre-Visualization: Course starts where every production begins, with an idea and a script. Discover how to develop engaging stories and adapt them into sellable screenplays. Also learn how to market stories by practicing pitches and developing support materials such as loglines and synopses. Finally, practice the 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
PREP4365 Advanced Pre-Production Techniques: In this advanced-level course, students apply professional writing and pre-production techniques to develop an original short film, 3 to 7 minutes in length. Through script refinement, visual planning, and production logistics, students will prepare all necessary materials—storyboards, schedules, budgets, casting plans, and production books—for the successful execution of their final capstone film project in the following semester.	3
PROD1351 Intro to Film and Social Media Production: This hands-on course introduces students to the foundational tools and techniques used in digital video production for both film and social media platforms. Emphasis is placed on the roles of production assistants and grips, proper set etiquette, lighting fundamentals, and camera operations. Students gain experience with essential equipment such as C-stands, ENG cameras, and audio recording tools while learning the technical and creative aspects of working on set. Through labs and practical assignments, students build the confidence and skills needed to contribute effectively to real-world productions.	4
PROD4366 Advanced Production and Post: In this culminating course, students bring their final film projects to life using the preproduction materials developed in PREP4365. Emphasis is placed on executing the full production and post-production process—directing, shooting, editing, sound design, and final delivery. Each student will complete a fully produced and polished short film that reflects their technical, creative, and storytelling capabilities as a graduating filmmaker.	3
PROL1342 Live Production: Course covers Live TV and social media events for Live Video Productions. For the technically minded, the course introduces multi-camera operations in covering both live events and episodic TV. Students practice live switching and streaming using a Tricaster system and also learn how to develop a TV show, including audio, set design, lighting, writing a run-down, and creating graphical content to roll in. Course culminates covering a live event (like a Podcast, Concert, Stand-up, etc) and creating and live-recording an original, 30 minute TV show.	3
PROL4380 Advanced Live Television & Event Production: *PRE PROL1342 This advanced course prepares students for high-level roles in live television and event production. Students design, direct, and crew multi-camera broadcasts using professional switchers, intercom systems, and real-time graphics. Emphasis is placed on control room operations, live switching, show rundown management, and coordination with on-air talent and remote feeds. The course culminates in a student-produced 30-minute live broadcast simulating real-world studio conditions.	4
REC3125 – Advanced Vocal Productions: This course offers an in-depth exploration of professional vocal production techniques used in commercial music, film, gaming, and multimedia. Students will learn to direct and engineer complex vocal sessions, mastering advanced concepts in vocal arrangement, tracking, comping, pitch correction, and mix integration. Emphasis is placed on establishing a producer-vocalist dynamic, identifying artistic goals, and coaching performance to suit various genres and media formats. Students will engage with advanced signal processing for lead and background vocals, explore microphone selection for different vocal textures, and implement workflow strategies for high-efficiency sessions. The course also introduces vocal production in immersive audio formats (e.g., Dolby Atmos) and for virtual vocalists (AI/voice synthesis).	4
RENP2344 Advanced Special Effects: *PRE: ADVA2334, ANIM2312, ANIM2321, ANIM2332, AUDV1241, VISA2323 Many block-buster films & TV shows have amazing special visual effects and this class explores creating these types of effects yourself.	3
STAT3301 Statistical Concepts in Science and Society: This advanced general education course explores the theoretical foundations and analytical applications of statistics as a tool for understanding complex issues in scientific research and modern society. Students will critically examine the role of statistical inference, experimental design, sampling strategies and multi-variable analysis in academic studies across disciplines such as: public health, environmental policy and economics. Emphasis is placed on evaluating the credibility of published research, detecting bias and applying statistical reasoning to interpret social and scientific data within ethical and societal contexts.	3
VFVX1352 Foundations of VFX: *PRE POSP1311 Receive lessons on the history and basic foundations of special effects through hands-on training. Matte painting, stop motion, practical & digital effects are covered to ensure a working knowledge of why effects work the way they do today, in the digital age. Introduce students to basics of Photoshop composition by creating hands-on still frame composite designs. Photoshop training will establish a digital basis to build upon for motion-based compositing & creating digital building blocks for use in programs like Premiere & After Effects.	3
VISA1201 Visual Effects Appreciation: 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
VISA2323 Pre-Visualization: *PRE: AVEI 1341, AVEI1351, AVEI1361, ESSD1331, POSP1331, VISA1201 Pre-visualization is an important part of working in the Visual Effects industry. Conceptualizing the look of media, using Photoshop, making Storyboards and creating moving Animatics is focus of this course.	3

Online Course Descriptions

Credits

ONL_ADVA2334 Advanced Adobe After Effects: *PRE: ONL_AVEI1341, ONL_AVEI1351, ONL_AVEI1361, ONL_ESSD1331, ONL_POSP1351, ONL_VISA1201 In this advanced course learn to incorporate text, graphics, and effects into the moving image. Many advanced functionalities of Adobe After Effects will be explored from titles and lower thirds, to green-screen compositing and digital clean-up work. **3**

ONL_ADVA2423 Advanced 2D Animation: *PRE: ONL_ADVA2334, ONL_ANIM2312, ONL_ANIM2321, ONL_ANIM2332, ONL_AUDV1241, ONL_VISA2323 Rigging & motion analysis students will have the opportunity to further their 2D animation progression by learning lip sync techniques,advanced walk/run/jump cycles, rigging 2D characters using bones, forward kinematics, inverse kinematics, soft-body dynamics, special effects & more. **4**

ONL_ADVM2324 Advanced 3D Animation and Cinema 4D: *PRE: ONL_ADVA2334, ONL_ANIM2312, ONL_ANIM2321, ONL_ANIM2332, ONL_AUDV1241, ONL_VISA2323 Students explore more advanced 3D animation techniques in this course, along with compositing and rendering the final creation(s) back into the visual media and completing the 3D animation pipeline. **3**

ONL_ADVP2313 Advanced Production & Post-Production: *PRE: ONL_PROD1351 Explore advanced techniques in both production and post-production. Lighting, camera and editing styles are covered extensively, leading up to a final project to show off the students advanced skill sets. **3**

ONL_AIBT2421 AI for Beat Production: In this innovative course, students explore the fusion of Artificial Intelligence (AI) with beat production. With AI reshaping the music industry, this course introduces emerging tools like iZotope Neutron and Ozone that leverage AI for mixing and mastering. Participants will: Understand how AI can craft rhythms, melodies, and harmonies. Dive into AI-powered music software principles. Collaborate with AI as a co-producer to refine beats. Gain hands-on experience with AI tools, merging human creativity with machine insights. By the courses conclusion, students will be adept at harnessing AI for beat production, positioning themselves at the music technology vanguard. **3**

ONL_ANIM2312 Intro to 3D Animation: *PRE: ONL_AVEI 1341, ONL_AVEI1351, ONL_AVEI1361, ONL_ESSD1331, ONL_POSP1351, ONL_VISA12013D Animation is designed to introduce students to various aspects of the 3D animation production pipeline. Learn beginning techniques to model, texture, light, animate and render simple 3D objects in this basic 3D animation course. **3**

ONL_ANIM2321 Intro to 3D Modeling: *PRE: ONL_AVEI 1341, ONL_AVEI1351, ONL_AVEI1361, ONL_ESSD1331, ONL_POSP1331, ONL_VISA1201 Students will learn the very basics of 3D modeling. Starting with an introduction to the interface the students will then move into modeling tools and techniques for asset creation. This class will also cover topology, edge flow, basic texturing, and lighting. In the final step the students will render and export assets for films, TV and video games. **4**

ONL_ANIM2332 Principles of 2D Animation: *PRE: ONL_AVEI 1341, ONL_AVEI1351, ONL_AVEI1361, ONL_ESSD1331, ONL_POSP1331, ONL_VISA1201 From Steamboat Willie to Cartoon Network, 2D animation is the foundation of the animation Industry. Basic 2D animation and animation principles are taught in this course, along with practical applications to making your own basic 2D animations. **3**

ONL_AUDI1401 Audio for TV / Film: *PRE: ONL_PROD1351, OBL_POSP1331 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**

ONL_AUDI1411 Intro to DAW: Topics include 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**

ONL_AUDI1412 Studio Techniques: *PRE ONL_AUDL1341 Students will immerse themselves in a comprehensive online learning experience focused on studio techniques from the comfort of their own home studios. Students will delve into the art and science of music mixing "in-the-box" and manage virtual recording sessions. The course will guide students through practical experiences with DI boxes and microphone setup techniques tailored for various instruments like drums, guitars, bass, keyboards and vocals, all while utilizing their own DAW. **4**

ONL_AUDI2413 Advanced DAW: *PRE ONL_AUDI1411 Course covers hardware and I/O setup, more advanced routing such a groups, submaster, VCA's, 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. **3**

ONL_AUDL1341 Intro to Audio: Students are introduced to basic audio terms and concepts, the differences between diverse types of microphones, live & studio console use, and processors. 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 include routing, auxiliary sends and returns, and onboard processing. **3**

ONL_AUDL2344 Live Sound Systems: This course introduces students to the basic concepts of live sound terminology and sound systems. This includes overviews of common live audio equipment and how it is routed, along with an introduction to mixing on a digital console. **3**

ONL_AUDO1412 Sound Design for Beat Production: This course introduces students to sound design techniques for beat production, including sampling, synthesis and effects processing in Logic Pro. Students will also learn how to use synthesizers to create unique sounds for their beats. **4**

ONL_AUDP2323 Post-Production Techniques: *PRE ONL_AUDI2413 **CO ONL_AUDP2324 Students practice the process of preparing and transferring recorded audio, from a source containing the final mix to data storage with synchronization to the recording and techniques of recordings produced outside of a recording studio. Gain practical experience, applying techniques for editing video and the process of Automated Dialogue Replacement (ADR), plus how to synchronize audio segments and the art of capturing dialogue using virtual tools and simulations. **4**

ONL_AUDP2324 Audio Post Production and Mixing: **CO ONL_AUDP2323 Course provides instruction for creating soundtracks (sound design) for film and video productions. Topics include editing, sound effects, dialogue and surround sound mixing. Students are also introduced to Dolby Atmos. Apply the process and techniques used in post-production mixing and surround sound to finalize and prepare 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. **3**

Online Course Descriptions

Credits

ONL_AUDV1241 AV Tech: Students are 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**

ONL_AVEI1341 Intro to Adobe Illustrator: Introduction to Adobe Illustrator from basic to intermediate level. **4**

ONL_AVEI1351 Intro to Adobe Photoshop: Introduction to Adobe Photoshop from basic to intermediate level. **3**

ONL_AVEI1361 Intro to Adobe After Effects: *PRE ONL_VFVX1352 Introduction to Adobe After Effects from basic to intermediate level. **3**

ONL_AURT1201 Aural Training: Through various exercises students will improve their musical ability by developing a more intuitive understanding of what they hear. Students 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**

ONL_BEAT1341 Intro to Beat Production: This course introduces students to the fundamentals of beat production, including rhythm, tempo, and groove. Students will learn how to create beats using Logic Pro and a MIDI controller. **4**

ONL_BEAT2412 Advanced Beat Production Techniques: *PRE ONL_BEAT1341 This course covers advanced beat production techniques, including automation, mixing, and mastering in Logic Pro. **3**

ONL_BUSC2164 Business Communication: Course designed to help students effectively communicate in today's digital media industry workplace. Understand how to design and create a professional resume with a cover letter and discern qualifications, how to impress potential employers, research potential employers, and how to use popular tools to crate a personal website, demo reels and business cards. **1**

ONL_BUSO1331 Business of Beat Production: This course provides an overview of the business side of beat production, including 3 topics like copyright, marketing, and distribution. **2**

ONL_BUSV1411 Business of Corporate & Industrial Video: A majority of video & media jobs are in the business-to business sector. This class explores what it takes to be gainfully employed in the Video & Film business outside of the entertainment-specific arena. Topics like budgeting, invoicing, proposals, setting up a business and many other items will be covered in this course. The course stresses working with corporate clients in this video-related course. **3**

ONL_COMP2343 Commercial Direction & Production: *PRE ONL_PROD1352, *PRE ONL_POSP1331 Producing and directing techniques, scripting, storyboarding, animatic, production & post-production and more job duties are covered as each student sets up their own virtual ad agency to produce a television or we-based commercial. **3**

ONL_COTM2343 Concert & Tour Management: In this course, students learn the fundamentals and best practices of tour logistics, concert promotion, and production management basics used by industry professionals to effectively develop and execute concerts, events and tours. The course also explores contract riders, unions, staff, equipment booking and the daily execution of tour schedules. **3**

ONL_DJBT1501 DJ From Beats to Live Sets: This course equips students with the fundamental skills of DJing, emphasizing beat matching, seamless track transitions, and live performance techniques. Participants will learn the nuances of DJing in diverse settings, from pulsating club environments to events like weddings and parties ensuring smooth musical journeys for their audiences. **3**

ONL_DOCF2413 Documentary & Non-Fiction Production: *PRE ONL_PROD1352, *PRE ONL_POSP1331 Introduction to the realm of non-fiction and small crew production (ENG). 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 camera work. Also gain the experience of creating paper edits (or EDL's) to aid story flow and save post-production time and expense. Course culminates with each student 4 2 producing a documentary short. **4**

ONL_EART1201 Ear Training for Beat Producers: Through various exercises, students will improve their musical ability by developing a more intuitive understanding of what they hear. They will learn about the audio spectrum, how to identify different frequencies, and how to EQ those frequencies to enhance their beats. **2**

ONL_ENGL1301 English Composition: Course aims primarily at helping students develop skills & 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**

ONL_ESSD1331 Essentials of Design: Course is designed to introduce the essential rules of design, encourage creative decision making, the understanding of those decisions, ability to talk about the work created. **3**

ONL_ESSR1342 Essentials of Home Studio Recording: Students will be introduced to setting up a home-based studio, including choosing the right equipment and optimizing the acoustics. **3**

ONL_FILM2324 AI Filmmaking: From Script to Screen: *PRE: ONL_COMP2343 **CO: ONL_FILM2334, ONL_FILM2344 The student will work on a final film, utilizing all the skills they have learned up to this point. In this class, principles of pre-production are applied, including scheduling, call sheets, budgeting, casting, rehearsals, props, wardrobe, location scouting and production management as it applies to their student film project. **3**

ONL_FILM 2335 Film Master Class: Production: *PRE ONL_ADVP2312, ONL_AUDI1401, **CO ONL_FILM2324, ONL_FILM2344 The Student will work on a final film, utilizing all the skills they have learned up to this point. In this class, principles of production are discussed, including cinematography, directing, acting, set operations, sound capture, craft services, hair, makeup, locations and production management as it applies to their student film project. **3**

Online Course Descriptions

Credits

ONL_FILM2344 Film Master Class: Post Production: *PRE: ONL_VFVX1352 **CO: ONL_FILM2324, ONL_FILM2334 The Student will work on a final film, utilizing all the skills they have learned up to this point. In this class, principles of post-production are applied in this class, including narrative editing, sound design, graphics and deliverables as it applies to their student film project — **3**

ONL_FINP2333 Final Practical Project: *PRE: ONL_ADVA2334, ONL_ANIM2312, ONL_ANIM2321, ONL_ANIM2332, ONL_AUDV1241, ONL_VISA2323 Taking everything learned and put it into a final, amazing project. — **3**

ONL_LOGO1411 Logic Pro for Beat Production I: This course provides an introduction to Logic Pro, covering the interface, basic navigation, basic recording, and routing. Students will learn how to use the MIDI, editing, and plug-in features of Logic Pro for beat production. — **3**

ONL_LOGI2413 Logic Pro for Beat Production II: *PRE ONL_BEAT1341, ONL_LOGO1411 This course builds on the previous course, covering more advanced features of Logic Pro, such as Track Stack and the built-in sound Library. — **3**

ONL_MASO2335 Mastering for Beat Producers: *PRE ONL_BEAT1341, ONL_BEAT2412, ONL_LOGO1411, ONL_LOGI2413 This course covers the principles, procedures, and techniques for mastering beats in Logic Pro. — **3**

ONL_MATH1332 Contemporary Mathematics: Course covers such topics as sets, logic, number theory, geometric concepts, consumer finance, and an introduction to probability and statistics. — **3**

ONL_MIXM2334 Mixing for Beat Producers: *PRE ONL_BEAT1341, ONL_BEAT2412, ONL_LOGO1411, ONL_LOGI2413 This course covers the principles, procedures, and techniques for mixing beats in Logic Pro. — **3**

ONL_MUSB1351 Music Business I: Provides an overview of the various aspects of the music industry and the positions and jobs involved in the music business. Receive instruction and direction in starting a business in the recording industry with an emphasis on business plans, networking and branding. Also learn the in's and out's of the songwriting profession and how to protect creations with copyright procedures, laws, and requirements and the business of publishing and licensing concepts. Explore the roles and responsibilities of agents, managers, and attorneys in the music industry, including professional fees and expectations. — **3**

ONL_MUSB1352 Music Business II: *PRE ONL_MUSB1351 Advanced Music Business builds up on foundational industry knowledge, focusing on the intricacies of music production, marketing and distribution. This course dives into concert production, merchandising, analytics and music placement across media, equipping students with the tools to thrive in the evolving global music marketplace. Through workshops, hands-on projects and strategic planning, students will refine their entrepreneurial and professional skills to succeed in the music industry. — **3**

ONL_MUSI1306 Music Appreciation: Understanding music through the study of cultural periods, major composers, and music elements, illustrated with audio recordings and live performances. — **3**

ONL_MUSO1201 Marketing & Music Monetization: *PRE ONL_BUSO1311 This course teaches students how to market and monetize the beats they produce. (Taxi, Timbaland, etc) — **3**

ONL_MUSO1410 Music Theory for Beat Producers: This course covers essential music theory concepts, such as scales, chords, and melody, and how they apply to beat production. — **3**

ONL_MUSP1331 Music Theory & Production: Provides instruction in the role of a music producer, stylistic examples of producers, and creating a productive work schedule and budget. Learn about elements of popular music production and develop critical listening skills while gaining an understanding of basic music theory. — **3**

ONL_MUSP1332 Song Crafting: *PRE ONL_MUSP1331 Learn how to master a creative workflow through songwriting. Students integrate music theory, audio recording basics and producing skills with practical applications using digital tools and songwriting techniques. Discover and practice the art and science behind creating compelling, inspiring and moving music. — **3**

ONL_MUSP2333 Advanced Production Techniques: *PRE ONL_AUDI2413 **CO ONL_MUSP2334 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 guitars, keys, vocals, etc. — **3**

ONL_MUSP2334 Advanced Mixing & Mastering: **CO ONL_MUSP2333 Utilizing the most popular tools in the industry, this course covers advanced mixing & mastering techniques, incorporating traditional & modern methods. — **3**

ONL_MUVP2333 Music Video Production: *PRE ONL_PROD1352, ONL_ POSP1331 An introduction into 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**

ONL_PORT2343 Portfolio Design: *PRE: ONL_ADVA2334, ONL_ANIM2312, ONL_ANIM2321, ONL_ANIM2332, ONL_AUDV1241, ONL_VISA2323 Students utilize Adobe Portfolio to showcase their creative work to potential employers. Adobe Portfolio allows the student to create and optimize an Online portfolio, choosing templates, customizing their site, and importing content from Lightroom, Photoshop and Illustrator. Students will also create their custom domain and publish their Online portfolio. — **3**

ONL_POSP1331 Intro to Post Production: Learn the basics of using digital, non-linear editing to complete a story and output a deliverable product, culminating with the final out of delivery. Using Adobe Premiere Pro CC, learn to import, organize and manipulate media to maximize brevity, story flow and entertainment value. Also practice basic color correction and audio sweetening to add dimension to projects. — **3**

Online Course Descriptions

	Credits
ONL_PREP1341 Screenwriting & Pre-Visualization: Course starts where every production begins, with an idea and a script. Discover how to develop engaging stories and adapt them into sellable screenplays. Also learn how to market stories by practicing pitches and developing support materials such as loglines and synopses. Finally, practice the 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
ONL_PROD1352 Intro to Digital Production: Introduction to the fundamentals of digital video production. This course provides a foundation for using modern technologies to tell a visual narrative, from understanding resolution, aspect ratio, frame rate and various recording technologies, to the intricacies of manipulating the lens and lighting. It also emphasizes the importance of grip and production assistant techniques.	4
ONL_PSYC2301 Intro to Psychology: A survey of the major psychological topics, theories, and approaches to the scientific study of behavior & mental processes. Prepare for contemporary challenges by developing & demonstrating critical thinking & communication skills, social responsibility, empirical skills, and quantitative skills.	3
ONL_RENP2344 Advanced Special Effects: *PRE: ONL_ADVA2334, ONL_ANIM2312, ONL_ANIM2321, ONL_ANIM2332, ONL_AUDV1241, ONL_VISA2323 Many blockbuster films & TV shows have amazing special visual effects and this class explores creating these types of effects yourself.	3
ONL_SDSO1372 Advanced Sound Design & Sampling: *PRE ONL_AUDO1412 This course covers advanced sound design techniques for beat production, focusing on creating custom samples, using granular synthesis, and designing unique sound effects.	4
ONL_SOC1351 Social Media Production: A beginner's class covering video for Social Media - including pre-production, production and post-production. Concepts and solutions for social media will be covered for this ever-changing marketplace, including the use of Ai for helping to generate all types of social media.	3
ONL_SONG1332 Song Crafting for Beat Producers: *PRE ONL_MUSIO1410 This course teaches students how to craft compelling songs using the beats they produce. They will learn about song structure, melody, harmony, and arrangement.	3
ONL_SPCH1311 Introduction to Speech Communication: Learn basic principles of oral communication including 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 non platform speeches.	3
ONL_STUO2301 Studio Design for Beat Producers: Students will learn how to set up a home studio for beat production, including choosing the right equipment and optimizing the acoustics.	3
ONL_SYNT2312 Synthesis for Beat Producers: This course introduces students to synthesis, a key tool in beat production. They will learn how to use synthesizers to create unique sounds for their beats.	3
ONL_VFVX1352 Foundations of VFX: Lessons cover the history and basic foundations of special effects through simple camera and software training. Matte painting, stop motion, practical & digital effects are covered to ensure a working knowledge of why effects work the way they do today in the digital age. Introduce students to basics of Photoshop composition by creating visual documents inside the Photoshop software. Photoshop training will establish a digital basis to build upon for motion-based compositing and by creating digital building blocks for use in programs like Premiere & After Effects.	3
ONL_VISA1201 Visual Effects Appreciation: 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 movie making will enlighten the student to the techniques, tips, and tricks that professionals have used for decades.	2
ONL_VISA2323 Pre-Visualization: *PRE: ONL_AVEI 1341, ONL_AVEI1351, ONL_AVEI1361, ONL_ESSD1331, ONL_POSP1351, ONL_VISA1201 Pre-visualization is an important part of working in the Visual Effects industry. Conceptualizing the look of media, using Photoshop, making Storyboards and creating moving Animatics is the focus of this course.	3

Recommended Textbooks

Recording Arts

Mastering Audio: The Art and The Science
ISBN: 978-0240808376
Audio Post Production for TV & Film 3rd Edition
ISBN: 978-0-240-51947-0
Mixing With Your Mind
ISBN: 978-0-646-42875-8
The Art of Producing: How to Produce an Audio Project
ISBN: 978-1931140477
Pro Tools 110
ISBN: 978-1-936121-50-2
Pro Tools 210P
ISBN: 978-1-936121-53-3
Writing Better Lyrics
ISBN: 98-1-58297-577-1
All You Need to Know About the Music Industry
ISBN: 978-1501122187
Mix With Your Ears, Not Your Eyes
ISBN: 979-8736205547

Digital Film & Video

Adobe Premiere Pro CC Classroom in a Book 2015 ISBN: 978-0-134-30998-9
Motion Picture and Video Lighting
ISBN: 978-0240807638
Adobe After Effects CC Classroom in a Book 2018
ISBN: 978-0-13485325-3
Adobe Photoshop Classroom in a book CC 2015
ISBN: 978-0134308135
Digital Moviemaking 3.0
ISBN: 978-1932907377
Make Your Movie
ISBN: 978-0240821559
The DV Rebels Guide
ISBN: 978-0321413642
Corporate Video Production
ISBN: 978-1-138-91093-5
Making Music Videos
ISBN: 978-0-8230-8368-8
The Grip Book
ISBN: 978-1-138-57139-6

Animation & Video Effects

Adobe Photoshop Classroom in a book CC 2015
ISBN: 978-0134308135
Adobe Illustrator CC Classroom in a Book 2018
ISBN: 978-0-13-485249-2
Adobe Premiere Pro CC Classroom in a Book 2015
ISBN: 978-0-134-30998-9
Adobe After Effects CC Classroom in a Book 2018
ISBN: 978-0-13485325-3
Motion Graphic Design: Applied History and Aesthetics, 3rd Edition
ISBN: 987-0-240-82113-9

REQUIRED TEXTBOOKS:

General Education

Introduction to Psychology, 10th Edition
ISBN: 978-1-133-95660-0
Thinking Mathematically, 6th Edition
ISBN: 978-0-321-86732-2
The Enjoyment of Music, 11th Edition
ISBN: 978-0393934151
Communication: Making Connections, 8th Edition
ISBN: 978-0-205-69126-5
English Composition: Connects, Collaborate, Communicate
EBook ISBN: 978-1-948027-07-6

Requirements for Admission:

- High school Diploma or GED or
  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.

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, and the documentation must be in English, or have been translated and evaluated for equivalency to English by a recognized translator. Satisfactory documentation includes, but is not limited to, any of the following items:

   - High school diploma or equivalent, such as a GED.
   - Official copy of a high school or college transcript indicating high school graduation status.
   - Copy of form DD214 indicating graduation status.
   - Copy of a letter indicating graduation status and graduation date from an appropriate school official or state official.
   - Official 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 post-secondary school.
   - Such other documentation as deemed acceptable by the Campus Director for MediaTech Institute.
3. All new students must attend the new student orientation held prior to the start of the semester by the student services department.
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 Campus Director (or his/her designee) for MediaTech Institute

5. Re-enrollment decisions are based on a documented assessment of the student's prior academic and engagement history, evidence of changed circumstances, and demonstrated readiness to successfully complete and benefit from the program, consistent with accreditation and state requirements. The institution may approve re-enrollment, deny re-enrollment, or approve re-enrollment with conditions designed to support successful completion.

TRANSFER OF CREDITS

No more than 75% of a 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 during the admission process. In order for MediaTech Institute to accept any transfer credits the student must provide an official transcript. The 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.

*** The following guidelines will be included in the transfer of credit process:**

- Transfer credit school must be accredited by an approved national / state agency.
- Credits above or equal to 2.0 or "C" on transcript will be accepted.
- Course description must be comparable to our catalog descriptions.

Transfer of Credit Guidelines Cont':

- Transcripts from previous college must be turned in PRIOR TO START DATE to receive transfer credit for GEN-EDS ONLY (AP classes, Honors or Bridge Programs are not acceptable. Credit must come from a Secondary accredited Institution)
- For students transferring between MTI programs (e.g., from Associate to Diploma or Diploma to Associate), course grades below "C" may be accepted if:
    - The course content is identical or substantially equivalent between the two programs; and
    - The course was completed as part of the student's enrollment at MTI.
- Acceptance of such credits will be determined on a case-by-case basis at the Campus Director's discretion.

This internal transfer provision supports student success by offering flexibility for those whose academic progress or personal circumstances necessitate a change in program. Because substantial portions of the Associate Degree and Diploma curricula are identical, eligible courses—even with grades below "C"—may transfer between these programs without repetition. This ensures students can still achieve a credential while preserving academic integrity through individualized review and approval by the Campus Director.

Texas Core Curriculum Transfer Policy

MediaTech Institute recognizes the Texas Core Curriculum (TCC) as the statewide standard for general education transfer courses. Students may satisfy general education requirements by successfully completing any course designated under the Texas Core Curriculum in the corresponding component area (e.g., Communication 010, Mathematics 020, Creative Arts 050, Social & Behavioral Sciences 080).
In addition, MediaTech Institute may accept other accredited general education courses outside the Texas Core Curriculum if the course description and outcomes demonstrate equivalency to our requirements.

Attendance and Communication Readiness Requirement:

MediaTech Institute is an open-enrollment institution that values professionalism and reliability. Applicants who miss three or more scheduled admissions appointments without prior notice or follow-up communication will be required to complete a Commitment Reflection for Enrollment Readiness before their application can proceed.
This brief written reflection helps applicants demonstrate their readiness and commitment to consistent communication and attendance. Applicants will be asked to describe:

1. What caused the missed appointments
2. What steps they will take to maintain consistent communication and attendance
3. Why they believe they are prepared to begin their program successfully

The applicant's admissions representative will review the reflection to confirm readiness to continue the enrollment process.



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.

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, 31, 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
- All transcripts from any post-secondary institution attended (including military training)
- A copy of your VA Certificate of Eligibility

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 competed and signed by the VA certifying official. Eligibility must be confirmed prior to attending if using as sole funding source.

* GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at http://www.benefits.va.gov/gibill.

** MediaTech Institute will not impose any penalty, including the assessment of late fees, denial of access to classes, libraries, or other institutional facilities, or require a covered individual to borrow additional funds to meet his or her financial obligations to the institution due to delayed disbursement of payment from the Department of Veterans Affairs (VA). This policy applies to students who are using Post-9/11 GI Bill® (Chapter 33) or Vocational Rehabilitation and Employment (Chapter 31) benefits. Students covered under this policy will be allowed to attend classes, access resources, and participate in all aspects of the academic program without penalty while waiting for payment from the VA. In the event of delayed payment from the VA, MediaTech Institute will not: Charge late fees or penalties; Restrict access to courses, facilities, or resources; Require covered individuals to secure additional funding or loans.

SCHOLARSHIPS

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". The essay must be submitted 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.

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.

GENERAL ELIGIBILITY REQUIREMENTS

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.
- Essays 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.

FURTHER ELIGIBILITY REQUIREMENTS

Satisfactory grades and attendance are required of achievement scholarship & grant recipients. Recipients are required to complete the program and graduate successfully to retain awarded scholarships & grants. All expected achievement scholarship or grant awards will be revoked due to failure to meet satisfactory attendance or academic requirements during the student's enrollment or upon the student's termination from the program for terms where the student did not meet SAP requirements. No prior terms will be affected. Students are financially responsible for tuition and fee balances incurred by revoked scholarships & grants. Achievement scholarship & grant awards may be reinstated should the student reestablish satisfactory attendance and academic standing with the school.

HOW TO APPLY

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

CLOCK TO CREDIT HOUR DEFINITIONS and 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.

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 to which all students are required to adhere. 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 expected 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.
Students cannot be absent for more than 20% of the total hours of the program or 10 consecutive class days.

Asynchronous Distance Education Attendance Policy

Attendance is essential for success in asynchronous courses. Students must actively participate and engage with the course material to meet academic requirements.
To maintain attendance, students are expected to:

- Log in to the course at least once per week.
- Complete at least one activity per week, which may include:
- Submitting assignments, quizzes, or tests;
- Participating in discussion boards;
- Accessing and reviewing course content such as videos, readings, or lectures;
- Completing other required activities outlined in the course syllabus.

Attendance is tracked through the Learning Management System (LMS) and is reviewed by instructors and Student Services regularly. Failing to meet the weekly engagement requirements will result in being marked "absent" for that week. Missing attendance requirements for 4 consecutive weeks throughout the course may result in the student being dropped from the class, as per school policy. Please refer to the course syllabus or contact Student Services for detailed guidance on attendance expectations. For new and continuing online students, you MUST meet attendance requirements during the first week of a new term or you will be considered withdrawn from the program. Extenuating circumstances subject to Director approval.

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.

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.

EXCUSED and 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.

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 2.0 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.

GRADING STRUCTURE

Letter	Description	Range	QLT Points
A	Most Excellent	90.00-100	4.0
A-	Excellent	87.00-89.99	3.7
B+	Very Good	83.00-86.99	3.3
B	Good	80.00-82.99	3.0
B-	Above Average	77.00-79.99	2.7
C+	Fairly Good	73.00-76.99	2.3
C	Fair	70.00-72.99	2.0
C-	Pass	67.00-69.99	1.7
D+	Low Pass	63.00-66.99	1.3
D	Poor	60.00-62.99	1.0
D-	Very Poor	57.00-59.99	0.7
F	Fail	0-56.99	0
L	LOA	0	0
R	Retake	0	0
W	Withdraw	0	0
I	Incompletes	0	0
TR	Transfer	0	0

**Letter Grades D- and above are considered passing grades, students are not required to retake them for successful completion of the program. Classes are graded by one or more of the following criteria:

- Labs
- Projects
- Homework / Outside Work
- Quizzes
- Midterm Exam
- 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 2.0 to pass SAP check point 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

Students are required to maintain Satisfactory Academic Progress (SAP) throughout the program to be consider in good academic standing. SAP is evaluated at the end of each payment period. Students in violation of SAP requirements may lose their Financial aid and are subject to being dropped from the program.

A student in violation of SAP for the first time will be granted a warning status for the following payment period and if all other requirements are met, Financial aid will be reinstated. If at the end of the warning period the student fails to meet SAP requirements, the student will receive a SAP Dismissal letter. The student is allowed to appeal this decision before the appeal committee (see page 54 for appeal procedure). If the appeal is approved the student will be granted a status of probation for one more term and if all other requirements are met, Financial aid will be reinstated. Failure to meet SAP at the end of probation period will cause to student to be dropped from the program with out possibility of appeal since probation can be granted for one payment period only. If it is determine during the appeal process that the student will need more that one payment period to meet progress standards, the student will be granted probation for an extended period of time with an academic plan in place. The students progress will still be checked at the end of each payment period, to determine if the student is meeting the requirements of the academic plan.

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.

PACE (RATE OF COMPLETION REQUIREMENT)

A student must have earned all the required credits for a program to graduate. At the end of each evaluation period, students must complete at least 66.67% of the credits attempted. Students who do not meet these standards will not be on PACE to graduate and will be consider in violation of SAP. 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.

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 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.
- At MediaTech, we embrace AI as a powerful tool for learning, creativity, and productivity. Students are encouraged to integrate AI tools, including NotebookLM and similar programs, into their academic work, provided they maintain academic integrity. AI should be used as a collaborative assistant rather than a substitute for original thinking.
    - For a more detailed AI policy, pleaserefer to the student handbook.
- The MediaTech Institute Student Handbook supplements the official school catalog and includes additional operational and facility-use policies, including studio access and equipment checkout. All students are required to follow the policies outlined in both documents

EVALUATION PERIOD & DETERMINATION PROGRESS STATUS / RE-ESTABLISHING SAP

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

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.

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.

PROCEDURES FOR RE-ENTRY / RE-ADMISSION 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.

NON-CREDIT / REMEDIAL COURSES

Noncredit and remedial courses 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.

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.

REPEATED SUBJECTS

A student who receives a Letter grade of F 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. 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.

MAKE UP POLICY

Students who receive or are on path to receive a failing grade in a course (57% 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.

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 the end of a probation 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.

LEAVE OF ABSENCE/COURSE INCOMPLETES/WITHDRAWALS

Students in need of a Leave of Absence must submit a request in writing to the Student Services representative. In a 12-month calendar period a student may have no more than two leaves of absence (LOA), the sum of which may not exceed 180 calendar days in length. The Campus Director will approve or deny all LOA requests. If enrollment is temporarily interrupted for a LOA, the student will return to school in the same progress status as prior to the LOA. Students who fail to return from a LOA on the scheduled date will be dropped from the program. The school's refund policy will then be applied. Hours elapsed during a LOA will not be included in the student's cumulative attendance percentage calculation. Credits attempted during a term where the student went on a LOA will not be included in the maximum time frame.

A student who is approved for a Leave of Absence will be removed from their current courses and assigned an incomplete "L" grade for those courses. Students will be asked to return at the same point in the program they left. Once the term is complete and the courses have been retaken, a final grade will be assigned for the new term.

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 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. Any course that is withdrawn after the add/drop period will be counted as attempted credits for MTF purposes. 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 re-enrollment 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.

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 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 upon 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 for 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-ADMITTANCE

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.

ONLINE DELIVERY SYSTEM

Online courses are offered through the learning platform, Google Classroom. This Online learning system aims to simplify the learning experience and encourages participation and interaction between the students and faculty.
Students are expected to actively participate in all courses. Each course will have weekly assignments that occur throughout the term. Academic activities provide course instructors with the specific measurable graded activity that aids in the assessment of the student performance and the eventual awarding of the final course grade. Student participation in these activities is the key to mastering the material within the course of study. For an Online student to be considered present in class, he or she must be active in discussions with peers and faculty.

EXPECTED STUDENT OUTCOMES

Online courses have the same course objectives and outcomes as a course taught on ground, although more individual focus and initiative is required to successfully master the material. Our campuses have computers and reliable Internet for all Online students if they wish to use them at any time during campus hours of operation. They can also access their classes from anywhere they have Internet access and a computer or tablet.
The student services department is constantly monitoring the progress of all students including those enrolled in Online courses. Online students can schedule Online appointments, via Google meets, with the student services coordinator at any time during normal school hours of operation. Students taking Online courses are expected to make Satisfactory Academic Progress under the same requirements as on-ground students. Refer to the requirements previously mentioned in this catalog. Tutoring is also available for those who need it.

ADMISSION REQUIREMENTS

All students enrolling in any course with an online component are required to complete the Online Readiness Assessment (ORA) prior
to beginning their coursework. The assessment will determine whether students have the skills, competencies, and access to technology necessary to succeed in a distance education environment prior to their enrollment in the program or course of study.
Once enrolled into a program, students will complete new student orientation. Orientation explains the best practices for conducting online learning, overall operation of the online platform, procedures for troubleshooting problems and contacting the support team, and general school policy as it applies to the online format.
Applicants to online degree programs are required to have access to a reliable computer or tablet capable of running multimedia applications and navigating media rich websites. Applicants are also required to have access to a reliable high-speed Internet connection. ***While On-Campus students have complete access to check out gear, Online Students are NOT PERMITTED to check out equipment on campus or bring it off campus. This gear is reserved for students enrolled in our on-campus programs. **GRADUATION REQUIREMENTS**
Successful completion of the Online courses is required. All students must present a 2.0 cumulative grade point average and complete the program within the maximum time frame.

REFUND and 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.

A full refund will also be made to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than $100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement.
(Does not apply to Seminars)

Course Cancellation Due To Low Enrollment

MediaTech Institute reserves the right of course cancellation due to low enrollment. Please note that course offerings are subject to cancellation at any time during the term due to low enrollment.

If a course is canceled, students will be given the opportunity to enroll in an available course or receive a full refund for the class. Students will be notified of course changes/cancellation at the earliest opportunity.

REFUND POLICY

The Texas Workforce Commission refund calculations will be applied after the Return of Title IV calculation have 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 days completed in the payment period as of the last day of attendance. 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 determination for refund purposes will be the earliest of the following:

1. If the student is terminated by the school, the day that the student was in violation of the policy that caused him to be dropped.
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:

1. Federal Direct Unsubsidized Stafford Loan.
2. Federal Direct Subsidized Stafford Loan.
3. Federal Direct Parent Plus Loan.
4. 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 who withdraws from the institution 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:

1. 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;

2. 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 re-enroll 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

3. 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:
   - Satisfactorily completed at least 90 percent of the required coursework for the program; and
   - 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.

REFUND POLICY FOR ASYNCHRONOUS DISTANCE EDUCATION COURSES

REFUND POLICY

1. Refund computations will be based on the number of lessons in the program.

2. The effective date of termination for refund purposes will be the earliest of the following:
   (a) the date of notification to the student if the student is terminated;
   (b) the date of receipt of written notice from the student; or
   (c) the end of the third calendar month following the month in which the student's last lesson assignment was received unless notification has been received from the student that he wishes to remain enrolled.

3. If tuition and fees are collected before any lessons have been completed, and if, after expiration of the 72-hour cancellation privilege, the student fails to begin the program, not more than $50 shall be retained by the school.

4. If the student who enters an asynchronous distance education course terminates or withdraws after the expiration of the 72-hour cancellation privilege, the school may retain $50 of the tuition and fees and the minimum refund policy must provide that the student will be refunded the pro rata portion of the remaining tuition, fees, and other charges that the number of lessons completed and serviced by the school or college bears to the total number of lessons in the program.

5. A full refund of all tuition and fees is due in each of the following cases:
   (a) an enrollee is not accepted by the school
   (b) if the program of instruction is discontinued by the school and this prevents the student from completing the program; or
   (c) if the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or misrepresentations by the owner or representatives of the school.

Cancellation and Refund Policy for Residence Schools - Vocational Programs

Cancellation Policy

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. A full refund will also be make to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than $100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and state separately on the enrollment agreement.

Refund Policy

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance.
   - Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.

2. The effective date of termination for refund purposes will be the earliest of the following:
   a. The last day of attendance, if the student is terminated by the school;
   b. The date of receipt of written notice from the student: or
   c. Ten school days following the last date of attendance.

3. 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 mre than $100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronus distance education course.

4. If a student enters a residence or synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more thatn $100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be pro rata portion of tuition, fees, and other charges that the number if giyrs 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 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 beenn charged on the effective date of termination.

5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled seperately 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.

6. A student who withdraws for a reason unrelated to the student's academi 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.

7. 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 s l school, or representation by the owner or representative of the school

Refund policy for students called to Active Military Service

8. 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 re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later that the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charge for the program other than any previous 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 course work for the program; and
      2. Demonstrated sufficient master of the program material to receive credit for completing the program.

   d. 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 day of attendance 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:
   - The date last day of attendance, if the student is terminated by the school;
   - The date of receipt of written notice from the student; or
   - Ten school days following the last date of attendance.

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:
   - An enrollee is not accepted by the school;
   - If the course of instruction is discontinued by the school and this prevents the student from completing the course; or
   - 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 MediaTech 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. MediaTech 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.

SEMESTER CREDIT HOURS: On campus: $560 per credit hour/ Online: $560 per credit hour/Beat Program: $462 per credit hour

**Media Tech Institute will comply with 38 U.S. Code § 3679(e) and not penalize VA funded students in any way for delayed payments from the VA.

PROGRAM	DEGREE / DIPLOMA	TUITION	LENGTH
Animation & Visual Effects	Associate of Arts Degree	$35,840	60 Weeks
Animation & Visual Effects (DE)	Associate of Arts Degree	$35,840	60 Weeks
Animation & Visual Effects	Diploma	$30,240	45 Weeks
Animation & Visual Effects (DE)	Diploma	$30,240	45 Weeks
Beat Producer	Diploma	$24,948	45 Weeks
Digital Film & Video Arts	Bachelor of Science Degree	$67,760	120 Weeks
Digital Film & Video Arts	Associate of Applied Science Degree	$35,840	60 Weeks
Digital Film & Video Arts (DE)	Associate of Applied Science Degree	$35,840	60 Weeks
Digital Film & Video Arts	Diploma	$30,240	45 Weeks
Digital Film & Video Arts (DE)	Diploma	$30,240	45 Weeks
Recording Arts	Bachelor of Science Degree	$67,760	120 Weeks
Recording Arts	Associate of Applied Science Degree	$35,840	60 Weeks
Recording Arts (DE)	Associate of Applied Science Degree	$35,840	60 Weeks
Recording Arts	Diploma	$30,240	45 Weeks
Recording Arts (DE)	Diploma	$30,240	45 Weeks

OTHER FEES	DESCRIPTION	FEE
Administrative Withdrawal Fee		$100/$50 (Online Programs)
Digital Storage Medium	Specifications for digital storage medium may vary depend-ing on availability & students start date.	One digital storage medium included in cost of tuition.
Books	Books are provided on loan to students, and must be re-turned at the end of each term. Failure to return books will result in charges. Students have option to purchase textbooks if they desire to do so.	Loan of required textbooks included in cost of tuition.
Animation Package (DE)	The Kit will include a laptop, Adobe Creative Cloud subscription, 500GB game drive.	$2,999.00 Items received 1st Semester
Beat Production Package (DE)	The Kit will include a laptop, microphone/XLR, headphones, audio interface.	$3,199.00 Items received 1st Semester
Digital Film Package (DE)	The Kit will include a laptop, cameras, and required audio devices.	$6,499.00 Items received 1st & 2nd Semester
Recording Arts Package (DE)	The Kit will include a laptop , microphones/XLR, audio interface, MIDI device.	$3,199.00 Items received 1st & 2nd Semester
Proficiency Exam	School does not require a paid proficiency exam	N/A
Transcript Fee	Transcripts must be requested in writing	N/A
Late Payment Fee	Students may be suspended after 10 days late	No Fee
Return Check Fee	Ability to pay by check is forfeited after a check is returned	$45
Installment Payment	Students must meet requirements of installment plan	No Fee
Replacement ID	First lost badge replacement is FREE	$10
Library Late Fee	Materials are to be returned on due date	$1 per day late
Damaged/Unreturned Library Fee	Variable with item damaged/unreturned	Cost to replace equipment

OPTIONAL:

AVID PRO TOOLS CERTIFICATION	BOOK	COST
AVID Pro Tools 101	Introduction to Pro Tools	$100
AVID Pro Tools 110	Essentials of Pro Tools	$100
AVID Pro Tools 201	Pro Tools Production Essentials	$150
AVID Pro Tools 210M	Music Production Technique	$150

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. Students enrolled in Online classes at MediaTech participate in a "New Start" tutorial program. This is considered an orientation module to prepare and access where the potential student ranks with technology and performing in an Online modality. During this module, students are taught how to navigate tools such as gradebook, email, document sharing, and submission of Online work. Student services will support Online students with ensuring the student can be successful in an Online environment school. Student services will also provide advising for students enrolled in Online courses. Academic advising will be completed on students to ensure they are meeting graduation requirements set by attendance and satisfactory academic progress while enrolled in school.

Classroom Recording Policy

Audio or video recording of any MediaTech Institute class, lab, meeting, or instructional activity is strictly prohibited unless prior written authorization is granted by MediaTech administration.

This policy exists to:

- Protect the privacy and confidentiality of all students and instructors
- Prevent potential FERPA violations
- Safeguard MediaTech's instructional materials and intellectual property
- Maintain a safe, professional, and distraction-free learning environment

Recording includes, but is not limited to: phone video, audio capture, screen recording, wearable devices, hidden devices, and any other digital or analog method. Any student found filming, recording, or attempting to record a class without written authorization will be subject to disciplinary action, which may include a written reprimand, loss of privileges, suspension, or dismissal from the program.

ADA Accommodation Notice
* Students who require audio recording as part of an approved ADA accommodation must contact Student Services in advance to initiate the accommodation process. Approved accommodations must be documented before any recording occurs.

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 Point Average of 2.0 or above and the program must be completed in less than 1.5 times the length of the program.

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

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.

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.

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.

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**.
Emergency Preparedness Plan: The written emergency preparedness plan may be obtain upon request to the student services department.

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 is authorized under Federal law to enroll nonimmigrant alien students. This certification underscores our commitment to providing quality education and fostering a welcoming environment for international students. For information on how to apply, please contact the Designated School Official.

ENGLISH LANGUAGE SERVICES

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

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 and 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 post-secondary 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 and 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.

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 and Colleges, and/or the Accrediting Commission of Career Schools and Colleges.

RULES GOVERNING STUDENT COMPLAINTS

http://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=Tandapp=9andp_dir=Pandp_rloc=164570andp_tloc=andp_ploc=1andpg=7andp_tac=andti=19andpt=1andch=1andrl=116

Policy on Compliance with 38 U.S.C. § 3679(e):

MediaTech Institute will not impose any penalty, including the assessment of late fees, denial of access to classes, libraries, or other institutional facilities, or require a covered individual to borrow additional funds to meet his or her financial obligations to the institution due to delayed disbursement of payment from the Department of Veterans Affairs (VA).
This policy applies to students who are using Post-9/11 GI Bill® (Chapter 33) or Vocational Rehabilitation and Employment (Chapter 31) benefits. Students covered under this policy will be allowed to attend classes, access resources, and participate in all aspects of the academic program without penalty while waiting for payment from the VA.

In the event of delayed payment from the VA, MediaTech Institute will not:

- **Charge late fees or penalties.**
- **Restrict access to courses, facilities, or resources.**
- **Require covered individuals to secure additional funding or loans.**

EXTERNAL COMPLAINTS

In Texas, unresolved grievances between the school and students should be directed to:

Career Schools and Colleges,
Texas Workforce Commission,
101 East 15th Street, Room 226T
Austin, TX 78778-000
(512) 936-3100
Email: career.schools@twc.state.tx.us
Web: http://www.texasworkforce.org/careerschools

Texas Higher Education Coordinating Board
PO Box 12788,
Austin, TX 78711-2788
(512) 427-6101
Email: studentcomplaints@thecb.state.tx.us
Web: www.thecb.state.tx.us/studentcomplaints

Student Complaint Policy

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 reviewed by the Commission must be in written form and should grant permission for the Commission to forward a copy of the complaint to the school for a response. This can be accomplished by filing the ACCSC Complaint Form. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission. Please direct all inquiries to:

Accrediting Commission of Career Schools & Colleges
2101 Wilson Boulevard Suite 302
Arlington, VA 22201
703-247-4212
www.accsc.org | complaints@accsc.org

A copy of the ACCSC Complaint Form is available at the school and may be obtained by contacting complaints@accsc.org or at https://www.accsc.org/StudentCorner/Complaints.aspx.

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. MTI equipment and software listed in this catalog is subject to change due to expected wear and tear, technology, upgrades and circumstance out of MTI control.

Russell Whitaker

CATALOG CONCERNS AND 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 at your location. In Texas, a copy of the TWC Complaint Form is available at the school and may be obtained by contacting the Campus Director at your location.

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

ACCSC
Accrediting Commission of Career Schools and Colleges

MEDIATECH INSTITUTE

DO WHAT YOU LOVE

LOVE WHAT YOU DO!



Animation



Beat Producer



Digital Film



Recording Arts

MEDIATECH INSTITUTE

Vol. 856 | Issue Oct. 2026

MEDIATECH INSTITUTE

