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WELCOME TO ROCKY MOUNTAIN COLLEGE OF ART + DESIGN

Rocky Mountain College of Art + Design (RMCAD) was established in 1963 by Philip J. Steele, who had a vision to provide students with a quality higher education in art and design. RMCAD has grown a great deal since its comparatively modest beginnings and now thrives on a lush, historic campus including more than 23 acres of land and 16 buildings.

In 2013, RMCAD celebrated its 50th anniversary as a diverse community of people inspired by creative possibilities in higher education. Today, we offer a rich and diverse selection of regionally accredited certificates and degrees at the BFA and MA levels. We are also pioneers in the online learning environment for art and design. Our award-winning online environment brings together students from all over the world to work with our esteemed campus faculty. And, for our campus students, we provide our Multi-Platform Learning Experience, the best of online and on-campus course delivery.

Much has changed in these past decades, but we’re proud of what has stayed the same: our commitment to giving each student the dedication, personal attention, and solid education they need to thrive in their careers. The RMCAD Community is filled with creativity and enlightenment—a place where we will continue to nurture the individual talents of each student; to integrate critical thinking and analysis into their skills; and to contribute in socially responsible ways to the local, global, and professional communities.

Here, you will find inspiration, challenge, and innovation.

Chris Spohn,
RMCAD President
MISSION STATEMENT

Rocky Mountain College of Art + Design is an innovative, rigorous and community-oriented global learning environment that inspires passion for critical thinking, preparing learners to be forces of change in their industries, communities and the world.

VISION

RM CAD will be a major university known as a destination for a diverse student body that impacts the world.

VALUES

1. Our students come first
2. We work toward creating a financially sustainable model of higher education that considers the interests of our multiple stakeholders
3. We are a campus of professionals, innovators and educators
4. We welcome individuality and self-reflection
5. We appreciate and celebrate our community
6. We communicate our campus pride and excitement
7. We are committed to consistent business processes and systems while fostering innovation
8. We embrace a culture of leadership, trust and communication
9. We understand the importance of risk-taking and being adaptable to change
10. We value professionalism and role modeling

DIVERSITY STATEMENT

Rocky Mountain College of Art + Design (RMCAD) maintains a policy of inclusiveness that recognizes, values, and reflects the diversity of the community it serves. As an academic institution, the college fosters a dynamic learning and working environment that encourages multiple perspectives and the free exchange of ideas. Diversity encompasses multiple dimensions, including but not limited to: race, culture, nationality, ethnicity, religion, ideas, beliefs, geographic origin, class, sexual orientation, gender, gender identity and expression, disability, and age. Rocky Mountain College of Art + Design continually strives to build an inclusive and welcoming community of individuals with diverse vision, talents, and skills. We welcome people from a multitude of backgrounds who are committed to creativity, academic excellence, societal and cultural evolution and betterment, civility, mutual respect, social justice, and the free and open exchange of ideas. Rocky Mountain College of Art + Design commits itself to these tenants of change, growth, and action, which embrace diversity as an integral part of the academic and professional community.

ACCREDITATION

Rocky Mountain College of Art + Design is accredited by The Higher Learning Commission (HLC)

Chicago, IL 60602-2504
Telephone: 800.621.7440 or 312.263.0456
Fax: 312.263.7462
www.hlcommission.org

Rocky Mountain College of Art + Design is an accredited institutional member of National Association of Schools of Art and Design (NASAD). RM CAD’s degree offerings in Art + Design are accredited by the National Association of Schools of Art and Design (NASAD).

11250 Roger Bacon Drive, Suite 21
Reston, VA 20190-5248
Telephone: 703.437.0700
Fax: 703.437.6312
Email: info@arts.accredit.org

The on-campus and online Interior Design Program leading to the BFA is accredited by Council for Interior Design Accreditation (CIDA).

206 Granville Avenue, Suite 350
Grand Rapids, MI 49503
Telephone: 616.458.0400
Fax: 616.458.0460
www.accredit-id.org

The Art Education Program leading to the BFA is approved by Colorado Commission on Higher Education (CCHE) and Colorado Department of Education (CDE). RM CAD’s Art Education BFA only allows graduates to become licensed to teach Art in the state of Colorado. Students seeking licensure outside of Colorado should contact their Student Advisor for assistance in identifying the correct educational state agency.

State Office Building
201 East Colfax Avenue
Denver, Colorado 80203-1799
CDE Main Phone: 303.866.6600
CDE Main Fax: 303.830.0793
www.cde.state.co.us
## 2017-2018 Academic Calendar

### Fall 2017 Orange | Graduation: December 16

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<tr>
<th>Fall 2017 Term A (8 Weeks)</th>
<th>Fall 2017 Term C (8 Weeks)</th>
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<tr>
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<td>First day of classes</td>
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<tr>
<td><strong>August 30</strong></td>
<td>Last day to Add/Drop</td>
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<tr>
<td><strong>September 4</strong></td>
<td>Labor Day – no classes</td>
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<td><strong>September 18 – 24</strong></td>
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<tr>
<td><strong>September 27</strong></td>
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<tr>
<td><strong>October 1</strong></td>
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<td><strong>January 15</strong></td>
<td>Martin Luther King Day – no classes</td>
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<td><strong>Jan 22 – Feb 4</strong></td>
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### 2017-2018 ACADEMIC CALENDAR

**Key:**
- **Parent Semester:** 16 weeks
- **Child Term:** 8 weeks

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<td>Spring C</td>
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<td>May 6 – Jun 30</td>
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<td>Jun 29 – Aug 23</td>
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1. LEARNING AT RMCAD + THE MULTI-PLATFORM EXPERIENCE

RMCAD offers classes year-round in both on-ground and online delivery formats. At RMCAD, we believe that online learning is an important part of the overall college learning experience. In order to provide students multiple scheduling options, diverse learning modalities, and experience in the virtual environment, all on-campus students are required to take part in online education.

In our commitment to provide an innovative curriculum and a fresh approach to learning, RMCAD offers the Multi-platform Learning Experience. More than just a hybrid curriculum option, this system offers the best of online and on-campus course delivery. The Multi-platform Learning Experience provides efficiency, affordability, career preparation and innovation to RMCAD students.

Classes taken on campus are studio-intensive and utilize the hands-on approach and fluidity of the traditional classroom. Courses taken online provide an immersive, media-rich, and interactive experience. Students may select to take Liberal Arts and program specific classes online.

From time to time, RMCAD campus classes may need to be cancelled due to unforeseen circumstances. In these cases, campus students may have online learning options made available to them.

1A. OVERVIEW OF ONLINE LEARNING ENVIRONMENT

RMCAD’s online learning platform was built from the ground up with a focus on the learning styles that are unique to art and design. RMCAD’s online classes offer a visually-rich media experience that includes instructor demonstrations, video lectures, written and audio critiques, whiteboard functionality, online discussions, and one-on-one instruction in addition to group reviews.

Online courses and programs deliver the same curriculum, learning goals/objectives, and interactive experiences as on-campus courses. The online learning experience has been carefully developed by a team of faculty members, instructional designers, multimedia designers, and assessment professionals. Student success and quality curriculum standards are the guiding principles for our online learning philosophy.

All students are required to participate in an online orientation prior to the first day of class. The orientation provides students the opportunity to tour the online environment; learn how to use the various tools in the classroom; and practice submitting assignments before the class begins. Importantly, the online orientation covers tips for success, including study skills, online communication guidelines, and academic standards for online learning. The orientation is designed to help prepare students for a successful online experience.

All of RMCAD’s courses, no matter what the delivery method, are taught by faculty who are academically credentialed and highly trained in their disciplines. Online courses are often taught by the same faculty who teach on-campus courses.

All RMCAD curriculum, including online, is updated regularly to stay current with industry trends and technology. RMCAD’s online help desk, RMCADGO, is available to assist students with logging into classes, posting discussion comments, submitting homework, and any other technical issues.
1 B. HARDWARE + SOFTWARE REQUIREMENTS FOR ONLINE COURSES

All new students are required to purchase a computer and software in addition to tuition. This will allow students to work on their projects on and off campus and maintain their personal portfolio of work wherever they may be. A list of necessary software is available to students from RMCAD and is listed by degree program in the enrollment agreement. The different software components based on program are essential to supporting coursework completion. Laptops and other degree-specific hardware are excluded. A list of minimum technology specifics for the required laptop will be provided to students during the admissions process.

SUPPORTED OPERATING SYSTEMS
MAC OS X 10.6 or above; Windows 7 or above

SUPPORTED INTERNET BROWSERS
MAC OSX Internet Browser: Safari or Mozilla Firefox

MODEM SPEED
DSL or cable is required

SOFTWARE SUPPORT
RMCAD’s online help desk, RMCADGO

Please reference your Enrollment Agreement for specific hardware recommendations.

1 C. BOOKS + SUPPLIES FOR ONLINE + ON-GROUND COURSES

All students are required to purchase required textbooks for their applicable courses. All students are required to furnish their own art supplies and materials for the completion of each course.

1 D. STUDENT COMMUNICATION

All RMCAD students receive a RMCAD email account prior to the start of the term. RMCAD news and important updates will be sent to this email address.

In addition to communicating with students via their RMCAD email address, all students are required to authorize RMCAD to send SMS (text) messages to their mobile phone number on file. Students who do not wish to receive SMS communication must notify the Director of Marketing in writing.

1 E. STATE AUTHORIZATION

RMCAD is a member of the State Authorization Reciprocity Agreement (SARA) and is allowed to offer distance education in states other than Colorado though this membership. Refer to SARA’s website for a current list of participating states at: http://www.nc-sara.org/sara-states-institutions. SARA only applies to distance education offered across state lines.

SARA also acts as a consumer protection agency when complaints arise regarding an institution’s distance learning outside of Colorado.

Complaints regarding an institution’s actions regarding distance learning in states other than Colorado must first be brought to the attention of the institution. If a resolution is not reached, the complaint can be appealed to the Colorado state portal site for SARA within two years from the date that the initial complaint was made to the institution.

Colorado’s SARA portal can be found at http://highered.colorado.gov/Academics/SARA/. SARA only addresses distance learning outside of Colorado; SARA does not resolve complaints about grades or conduct violations.

2. ADMISSIONS REQUIREMENTS + POLICIES

Rocky Mountain College of Art + Design admits students who have a desire to explore new possibilities; work hard to realize their personal best; and are eager to produce original, innovative work. Although a variety of evaluation criteria are necessary for a sound admission decision, evidence of a student’s potential is the primary consideration in the admissions process.

DECLARATION OF CAMPUS FOR ADMISSIONS

Students who apply to RMCAD will be asked to select a campus distinction at the time of application. Students must reside within 75 miles of the RMCAD campus to declare themselves a “hybrid student.” Students residing outside of this radius are required to attend the online program. Students may petition to change their campus distinction one time in an academic year. For specific requirements to petition for a change of campus, please consult your advisor.

CHANGE OF CAMPUS

RMCAD students wishing to change their campus distinction (hybrid to online or online to hybrid) can do so under the following conditions:

• The student requests the change and if approved, can only be performed at the end of a Financial Aid Academic Year.

• First-time freshmen must petition for the change of campus before the completion of 36 credit hours.

• Transfer students must petition for the change of campus before the completion of 60 credit hours.

• Petitions to change campus are subject to approval and will not be accepted outside of the standards listed above.

• Art Education, Fine Art, 2D Animation, and Fashion Design are only offered in the hybrid format and are not available solely online.

MAJOR DECLARATION FOR ADMISSIONS

Students who apply to RMCAD will be asked to select a major at the time of application. If students do not know which program they wish to pursue, they may apply for General Admission. Students must declare a major by the end of their first academic year, or two semesters, and prior to earning 30 credits.
2 A. UNDERGRADUATE ADMISSIONS

U.S. APPLICANTS

1. APPLICATION FOR ADMISSION

Applicants must submit a completed Application for Admission and a $50 application fee. Applications can be completed online at www.rmcad.edu. A paper copy of the application can be printed from our website. Mail the completed application to the Admissions Department at 1600 Pierce St. Lakewood, Colorado, 80214.

Applicants are encouraged to apply for admission 3 months prior to the term in which they intend to start.

2. TRANSCRIPTS

Official transcripts should be sent directly to RMCAD via email at transcripts@rmcad.edu. Transcripts opened by the student will not be considered official. Transfer students may be asked to submit a high school transcript as well as a transcript(s) from the institution(s) of higher education previously attended, pending a review of completed college credits and college GPA.

New students must submit official transcripts from every institution of higher education that the student has attended in order to be registered for, and begin classes. If the student is a recent high school graduate, an official high school transcript showing a graduate date is acceptable. Students who do not provide official transcripts from every institution previously attended prior to their scheduled start date are eligible to change their start date one time in order to allow time for the submission of required official transcripts.

All transcripts submitted by students from other schools previously attended become a part of their official record. The College does not re-release them.

3. CUMULATIVE GPA

All applicants must either possess a cumulative grade point average of 2.0 or higher, or possess a high school equivalency diploma with a GED score of 165 or higher if taken in 2016 or 500 or higher if taken prior to 2016. Home-schooled students must submit satisfactory GED scores or submit proof of graduation by an accrediting body that is recognized by RMCAD.

ACADEMIC SUCCESS PLAN (ASP) PROGRAM

Applicants who are admitted with a cumulative grade point average below 2.0 or a GED with a score less than 165 taken in 2016 or less than 500 if taken prior to 2016 will be required to participate in the Academic Success Plan (ASP). Students participating in the Academic Success Plan (ASP) will create an individualized plan with their Enrollment Advisor and an Academic Mentor from the Student Learning Center (SLC) who will assist them in their success at RMCAD. Students admitted under the requirement to participate in the Academic Success Plan (ASP) Program are considered admitted in probationary status and may be suspended at the end of the first semester if they do not achieve a 2.0 cumulative GPA.

4. ACT OR SAT TEST RESULTS

ACT or SAT scores are recommended for undergraduate U.S. applicants; however, the submission of test scores is not required.

5. PORTFOLIO

Applicants to the BFA programs must submit a statement of intent and a portfolio demonstrating the basic skills needed to succeed in art and design coursework. See the “Submitting a Portfolio” section of this publication for further instructions.

6. INTERVIEW WITH AN ADMISSIONS COUNSELOR

An interview with an Admissions Counselor, either in person or by telephone, is required. Through the personal interview, applicants will gain a better understanding of the visual arts education at Rocky Mountain College of Art + Design. To arrange an interview time, please contact the Admissions Office at 800.888.2787 or admissions@rmcad.edu.

INTERNATIONAL APPLICANTS

International applicants are persons who are not residents of the United States and who already have, or will be applying for, a temporary U.S. visa (most commonly the F-1 visa). Only students who are degree seeking and plan to attend RMCAD as a full-time hybrid student will be considered for admission. Online students are not eligible to apply for a visa. All records must be submitted in the native language. Credentials written in languages other than English must be accompanied by a certified English translation. Translations must be literal, not interpretive.

All international students studying on an F1 visa will be required to attend RMCAD full time during the spring and fall semesters if the students are registered as hybrid students. This means international students will be required to be enrolled full-time taking six credits each eight-week term during the Fall and Spring semesters. Students on an F1 visa are entitled to a vacation term of one semester during the summer semester only provided they intend to register for classes in the fall semester.

1. APPLICATION FOR ADMISSION

Applicants must submit a completed Application for Admission and a $50 application fee. International applicants must provide their full legal name, birth date, and place of birth. If applying online, this information should be entered under the comments section of the online application, and a signature page requested from the Admissions Counselor. Online applications may be submitted through the RMCAD website at www.rmcad.edu. Applicants are encouraged to apply 3 months prior to the term in which they intend to start.

2. TRANSCRIPTS

Official transcripts for all courses completed at colleges outside of the United States must be submitted to an approved evaluation agency before transfer credit will be awarded by RMCAD. International applicants are required to submit official transcripts for translation and evaluation. The organization RMCAD currently designates for this is Educational Credential Evaluators Inc. (ECE): ECE, P.O. Box 514070, Milwaukee, WI 53203-3470, USA. Telephone: 414.289.3400. Email: eval@ece.org. Website: www.ece.org.

ECE prepares evaluation reports that identify the United States equivalents of education completed in other countries. An online ECE application is available at the website listed above. Applicants should request a course-by-course evaluation for college/university studies. A general evaluation may be used for high school/secondary school transcripts. Applicants must submit official transcripts from each college attended to RMCAD’s Office of the Registrar (ECE will not forward transcripts to RMCAD), and must request that a copy of their evaluation be sent directly to RMCAD, as the default option on the ECE website. Completing the application without requesting the default option sends an evaluation only to the applicant. Applicants are responsible for paying
all charges and fees incurred for evaluations. ECE turnaround time is up to five weeks, so early submission is recommended. Upon receipt of the ECE evaluation, RMCAD’s Office of the Registrar will determine which credits will be accepted based on the guidelines outlined by policy. For more information about transcript evaluation agencies, contact the RMCAD Registrar’s Office at 303.754.6046 or registrar@rmcad.edu.

International applicants must provide official transcripts as well as the Official ECE evaluation and acceptable TOEFL scores or must provide proof of English language proficiency by way of successful completion of a college level English Composition course, or ESL equivalent. Please note: Courses taken to demonstrate English proficiency must be approved by the academic department prior to TOEFL waiver and acceptance.

3. PORTFOLIO
All international applicants to BFA programs must submit an artist statement and portfolio of visual work that demonstrates the basic skills needed to succeed in art and design coursework. See the “Submitting a Portfolio” section in publication for further instructions.

4. INTERVIEW WITH AN ADMISSIONS COUNSELOR
An interview with an Admissions Counselor, either in person, by email, or by telephone, is required. Through the personal interview, applicants will gain a better understanding of the visual arts education at Rocky Mountain College of Art + Design. Applicants should contact the Admissions Office to schedule an interview at 303.753.6046 or admissions@rmcad.edu.

5. OFFICIAL TOEFL SCORES OR ACCEPTABLE EQUIVALENT
Because English is the language of instruction at RMCAD, all students are required to be proficient in English. Non-U.S. resident students must submit proof of English proficiency by providing official scores from the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or other proof of English proficiency. TOEFL must reflect a minimum score of 213 on the computerized test, a score of 550 on the written test, a score of 75 on the internet-based test, a score of 6 on IELTS, or successful completion of an English as a Second Language (ESL) course. Each situation is handled on a case-by-case basis.

6. OFFICIAL FINANCIAL DOCUMENTS
International applicants applying for admission to the College must submit an official bank statement verifying sufficient funds to cover the cost of attending RMCAD and living expenses for one year. Contact the Admissions Office for information on the current amount required.

7. IMMIGRATION DOCUMENTS
Immigration documents will be issued once RMCAD has received all required documents and the applicant has been accepted. Once the College has accepted the applicant, he or she will be sent an I-20 form, which is needed to obtain a student visa. The I-20 form can be issued only to regular full-time students admitted into a degree program. International students transferring to RMCAD from another school in the United States should contact the Admissions Office immediately to determine eligibility to transfer.

2 B. GRADUATE ADMISSIONS
In order to apply for graduate programs, applicants must hold a baccalaureate degree from a regionally accredited college or university.

U.S. APPLICANTS

1. APPLICATION FOR ADMISSION
Applicants must submit a completed Application for Admission and a $50 application fee. Applications can be completed online at www.rmcad.edu. A paper copy of the application can be printed from our website. Mail the completed application to the Admissions Department at 1600 Pierce St. Lakewood, Colorado, 80214. Applicants are encouraged to apply for admission 3 months prior to the term in which they intend to start.

2. TRANSCRIPTS
In order to apply for graduate programs, applicants must hold a baccalaureate degree from a regionally accredited college or university. Official transcripts should be sent directly to RMCAD at transcripts@rmcad.edu. New students must submit official transcripts to be registered for classes. Students who do not provide official transcripts prior to their scheduled start date are eligible to change their start date one time in order to allow time for the submission of required official transcripts.

Transcripts (official or unofficial) submitted by students from other schools become a part of their official record. The College does not re-release them. Students who have completed coursework at colleges outside the United States should ask their Admissions Counselor for more information about transfer credit evaluation.

3. STATEMENT OF PURPOSE
A statement of purpose is required. In 500-750 words, the applicant should concisely describe his or her academic and career goals and how those goals align with the mission of the program.

4. CUMULATIVE GPA
All applicants for admissions to RMCAD’s graduate programs must possess a cumulative GPA of 3.0 or higher. Exceptions to the GPA requirement can be made based on applicants’ other documents including CV/Resume, letters of recommendation, GRE scores, statement of purpose, and other documents the candidate would like to submit for review.

5. PROFESSIONALLY FORMATTED RESUME OR CURRICULUM VITAE
The GRE and other standardized test scores are not required for admission. However, applicants may submit any material they wish to be reviewed in the admissions process, including test scores, letters of recommendation, or other documents attesting to the applicant’s academic goals.
INTERNATIONAL APPLICANTS

International applicants are persons who are not residents of the United States. Credentials written in languages other than English must be accompanied by a certified English translation. Translations must be literal, not interpretive.

All international students studying on an F1 visa will be required to attend RMCAD full time during the spring and fall semesters if the students are registered as hybrid students. This means international students will be required to be enrolled full-time taking six credits each eight-week term during the Fall and Spring semesters. Students on an F1 visa are entitled to a vacation term of one semester during the summer semester only provided they intend to register for classes in the fall semester.

1. APPLICATION FOR ADMISSION FOR INTERNATIONAL APPLICANTS

Applicants must submit a completed Application for Admission and a $50 application fee. International applicants must provide their full legal name, birth date, and place of birth. If applying online, this information should be entered under the comments section of the online application, and a signature page requested from the Admissions Counselor. Online applications may be submitted through the RMCAD website at www.rmcad.edu. Applicants are encouraged to apply 3 months prior to the term in which they intend to start.

2. INTERNATIONAL TRANSCRIPTS

Official transcripts for all courses completed at colleges outside of the United States must be submitted to an approved evaluation agency before transfer credit will be awarded by RMCA@@D. International applicants are required to submit official transcripts for translation and evaluation. The organization RMCA@@D currently designates for this is Educational Credential Evaluators Inc. (ECE): ECE, P.O. Box 514070, Milwaukee, WI 53203-3470, USA. Telephone: 414.289.3400. Email: eval@ece.org. Website: www.ece.org.

ECE prepares evaluation reports that identify the United States equivalents of education completed in other countries. An online ECE application is available at the website listed above. Applicants should request a course-by-course evaluation for college/university studies. A general evaluation may be used for high school/secondary school transcripts. Applicants must submit official transcripts from each college attended to RMCA@@D’s Office of the Registrar (ECE will not forward transcripts to RMCA@@D), and must request that a copy of their evaluation be sent directly to RMCA@@D, as the default option on the ECE website. Completing the application without requesting the default option sends an evaluation only to the applicant. Applicants are responsible for paying all charges and fees incurred for evaluations. ECE turnaround time is up to five weeks, so early submission is recommended. Upon receipt of the ECE evaluation, RMCA@@D’s Office of the Registrar will determine which credits will be accepted based on the guidelines outlined by policy. If official transcripts from all schools are not received by the end of the first 8-week term, students may elect to waive their right to transfer in credit from institutions for which we have not received official transcripts, or they will be administratively withdrawn. For more information about transcript evaluation agencies, contact the RMCA@@D Registrar’s Office at 303.754.6046 or registrar@rmcad.edu.

3. OFFICIAL TOEFL SCORES OR ACCEPTABLE EQUIVALENT

Because English is the language of instruction at RMCA@@D, all students are required to be proficient in English. Non-US resident students must submit proof of English proficiency by providing official scores from the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or other proof of English proficiency.

TOEFL must reflect a minimum score of 213 on the computerized test, a score of 550 on the written test, a score of 75 on the internet-based test, a score of 6 on IELTS, or successful completion of an English as a Second Language (ESL) course. Each situation is handled on a case-by-case basis. The language requirement may be met based upon interviews with the faculty and staff if the student’s native language is English, or if the applicant has graduated from a high school in the U.S. or obtained a degree from an accredited U.S. college or university.

4. OFFICIAL FINANCIAL DOCUMENTS

International applicants applying for admission to the College must submit an official bank statement verifying sufficient funds to cover the cost of attending RMCA@@D for one year. Contact the Graduate Admissions Office for information on the current amount required.

5. STATEMENT OF PURPOSE

A statement of purpose is required. In 500-750 words, the applicant should concisely describe his or her academic and career goals and how those goals align with the mission of their specific degree program.

6. PROFESSIONALLY FORMATTED RESUME OR CURRICULUM VITAE

The GRE and other standardized test scores are not required for admission. However, applicants may submit any material they wish to be reviewed in the admissions process, including test scores, letters of recommendation, or other documents attesting to the applicant’s academic goals.

3. POLICIES + PROCEDURES

3 A. SUBMITTING A PORTFOLIO

The admissions portfolio should include a separate, word-processed Statement of Intent and a minimum of 10 to a maximum of 15 images of the applicant’s own work. The projects presented should demonstrate creativity and originality; an understanding of color and the elements and principles of design; and proficiencies in drawing and/or composition. All submitted portfolios should follow the portfolio guidelines as they are outlined in SlideRoom and include a complete Statement of Intent.

Submitting the portfolio in a digital format through SlideRoom is required. Students must complete the required fields indicated for RMCA@@D Portfolios within SlideRoom. The materials must be marked clearly with the applicant’s name and a completed Application for Admission form must accompany the submission (unless the form was previously completed).

Students are encouraged to submit portfolios consisting of a variety of media, including at least one drawing. Original copies of artwork, slides, or photographs should not be submitted.

For portfolio tips and specific guidelines, please see the Admissions page at www.rmcad.edu.

PORTFOLIO REVIEW FOR TRANSFER CREDIT GUIDELINES

Transfer Students Only

The admissions portfolio may double as the transfer credit portfolio for students seeking transfer credit in foundations and major-specific coursework. Only courses completed at a regionally-accredited school with a grade of a B or higher will be considered for transfer credit. In
addition to the portfolio, students should include the syllabus course description from the transferring institution. Work included within the portfolio should be relevant to the intended declared major and must demonstrate the learning outcomes of the transferring course. Transfer credit will not be granted for studio art coursework not included in the portfolio. All requirements for portfolio review for transfer credit are due two weeks after the date of application.

Transfer Portfolios are forwarded onto the appropriate Program Department Chairs for review. Transfer credits are not guaranteed and are evaluated in conjunction with the transfer credit evaluation. Official transcripts from all attended institutions must be submitted to the Registrar’s Office.

For additional information regarding transfer portfolio processes, please contact the Registrar’s Office.

3 B. ADMITTANCE/ACCEPTANCE

RMCAD has rolling admissions, which allows students to start their studies year round. Applications are reviewed upon receipt. Applicants are notified as soon as the application requirements have been fulfilled, with most decisions made within one week from the date all documents are received.

Students with transfer credits from regionally-accredited colleges will receive a credit evaluation prior to scheduling. Students enrolled as Non-Degree Seeking or in a Certificate program are not eligible to receive transfer credit.

Acceptance alone does not secure enrollment in the College. Students will not be scheduled into classes until their financial aid paperwork is complete and/or proof of ability to pay is determined.

All admissions decisions are binding. An appeal will be heard only if a student is able to introduce new information or material that has not already been reviewed in making the original decision.

The College reserves the right to deny admission, continued enrollment, or re-enrollment to any applicant or student whose personal history and background indicate that his or her presence at the College would endanger the health, safety, welfare, or property of the members of the academic community or interfere with the orderly and effective performance of the College’s functions. The College reserves the right to deny, revoke, and alter the academic records, degrees, awards, and other credentials, change the standing, and inform professional or disciplinary agencies of such changes, of any person who, while a student or applying for admission to RMCAD, engages in, submits, or who has engaged in or submitted false, dishonest, or inaccurate credentials, coursework, or other information, or has violated RMCAD policies, rules, or regulations.

3 C. APPLICATION ACCEPTED STATUS CLASSIFICATIONS

The following internal application accepted status classifications are: Admit, Admit Provisional, Admit Conditional, Admit NDS, and Admit High School.

Before a file can be submitted for admit review, it is required to contain:
Official transcripts from all schools previously attended
Portfolio Review (if applying for scholarships). Once received, a file will have one of the following admit decisions:

APPLICATION ACCEPTED – ADMIT
• Student has fulfilled minimum GPA expectations (4.0-2.0) for desired graduate/undergraduate program - all official transcripts are received and processed

APPLICATION ACCEPTED – ADMIT PROVISIONAL
• Student GPA was below 2.0 or is a GED student with a score less than 165 taken in/after 2016 or less than 500 if taken prior to 2016
• Students admitted provisionally will be required to participate in the Academic Success Plan (ASP) program through the Student Learning Center (SLC) and will take classes part-time for their first semester. Students must complete their first semester with a 2.0 cumulative GPA to qualify for full-time status in their second term. Upon successful completion of their second semester with a 2.0 GPA or higher, the student will be moved to a full-admit (assuming that all official transcripts are on file). If the student fails to meet the GPA provision in their first 16 week semester, they will be administratively withdrawn for failure to meet admissions requirements.

APPLICATION ACCEPTED – ADMIT CONDITIONAL
• Student has been conditionally accepted pending receipt of final/official transcripts

APPLICATION ACCEPTED – ADMIT NDS
• Undergraduate student who wishes to take a class in a non-degree seeking status
• RMCAD Renew student

ADMIT HIGH SCHOOL
• High school student that has been admitted to the summer program for credit

3 D. CANCELLATION POLICY

Applicants must cancel their enrollment in writing and submit it to Admissions before the start of classes. Refund of tuition and fees will be made within 30 days from the beginning date of the term or from the date of receipt of written notice that the student will not attend, whichever is earlier. Applicants requesting cancellation prior to the start of classes are entitled to a refund of all monies paid to RMCAD less the application fee. Ask an Admissions Counselor for more information. Applicants who have been admitted to the College but choose not to enroll may defer their acceptance one time. They must reapply for any future term by submitting a new Application for Admission (with application fee payment) and other documentation as outlined in the current admission requirements. A reevaluation of transfer credits may be required and credits previously granted may be rescinded.

3 E. RETURNING STUDENTS: GUIDELINES FOR RETURNING/RE-ENTRY

Students who were previously enrolled at RMCAD, who have not attended RMCAD for more than one year (three consecutive semesters) or longer must reapply, remit the $50 application fee, and contact an Admissions Counselor to determine if other documents are needed to reactivate their file. Only students in good standing with the College will be considered for readmission. Upon readmittance, students will be bound
by the catalog that is in place the first semester in which they return. Also, upon readmittance, transcripts will be evaluated for any colleges attended during the student’s absence from RMCAD. Any other credits previously granted at RMCAD will be applied as is appropriate under the new catalog. Students should be aware that previously earned credit may not always apply to their new degree requirements. Readmitted students will not be scheduled into classes until financial aid paperwork is complete and/or proof of ability to pay is provided.

Students who have been out of RMCAD for less than one year and wish to return into the same program from which they left will return under the same catalog year from when they withdrew and are under the same tuition and fees of that catalog year.

3 F. NON-DEGREE SEEKING STUDENTS

All non-degree seeking (NDS) students are expected to have experience commensurate with course demands and requirements. NDS students must submit official high school transcripts for freshman level courses, or official college transcripts to demonstrate skills for upper level coursework. Department Chair approval is required in cases where non-degree seeking students have not satisfied prerequisite requirements. Students seeking a degree have scheduling priority over non-degree seeking students.

NDS STUDENTS WITH BFA DEGREES

Students with a high school diploma may wish to take courses for credit, but not pursue a BFA degree. Non-degree seeking students may take up to 12 credits, pay tuition and fees, complete all requirements of the coursework, and earn a grade. Non-degree seeking students do not qualify for financial aid, and they are not eligible for internships. Once the student completes 12 credit hours as non-degree seeking, the student must declare a major and become degree seeking, and submit additional admissions requirements, or withdraw from RMCAD.

NDS STUDENTS WITH MA DEGREES

Students with a baccalaureate degree may wish to take MA-level courses for credit but not pursue a degree. Non-degree seeking students may take up to 6 credit hours, pay tuition and fees, complete all requirements of the coursework, and earn a grade. Non-degree seeking students do not qualify for financial aid. Once the student completes 6 credit hours as non-degree seeking, the student must declare a major and become degree seeking, or the student will be withdrawn from RMCAD.

NDS STUDENTS AUDITING A CLASS: BFA AND MA DEGREES

Auditing a class allows a student to take a class for academic enrichment without the benefit of a grade or credit for the course. Auditing students take 3 credit hours per 8-week term, pay tuition and fees, and complete all requirements of the coursework. Auditing students do not qualify for financial aid and are not eligible for internships. Auditing courses may be approved on a space-available basis, and must be approved by the Department Chair and the Dean of Students.

3 G. ORIENTATION

All RMCAD students are required to complete orientation prior to the first day of class. Hybrid students are required to complete both an on-ground orientation and an online orientation.

Online students are only required to complete an online orientation that explains the best practices for participating in online learning; overall operation of the learning platform; procedures for troubleshooting problems and contacting the technical support team; and general college academic policy as it applies to the online format. Failure to complete the Online Orientation by the time classes begin may result in being withdrawn from the class.

3 H. RMCAD RENEW PROGRAM

Graduates of RMCAD’s BFA degree programs may audit (attend without grade or credit) most current course offerings within their original degree program with no cost for tuition.

POLICIES

- Alumni may take courses that start with their major’s course prefix. For example, Animation Alumni may take any course labeled with “AN”.
- Alumni may take a Renew course in their home program’s area of specialization, including courses outside their original area of specialization. For example, an Illustration student who specialized in Concept Art may take a course in Children’s Book Illustration.
- Alumni are responsible for any tool kit, supplies, books, or software charges.
- Internships are not available for RMCAD Renew participants.
- Auditing courses is subject to enrollment and space availability.
- Alumni must be in good standing with the College, as detailed in the Admittance / Acceptance Policy in this Catalog.
- Alumni may take courses on-ground or online, provided those courses are within their original degree program.
- Alumni may not audit courses through Renew to complete work for professional purposes. Renew is for educational advancement only.
- Alumni may audit 1 course per 8-week term through Renew, not to exceed 3 courses in any calendar year.
- Alumni must meet the same course requirements as an enrolled student, and adequate performance in Renew courses is required. Faculty reserve the right to request dismissal through the Department Chair, the Dean of Students, or the Vice President of Academic Affairs if the enrolled Alumnus is not meeting course criteria including attendance and participation.
- Alumni must purchase a RMCAD Alumni ID badge for the current cost.

PROCEDURE

- Contact The Office of Career + Alumni Services to request course enrollment up to two weeks before session start date.
- Complete Renew Registration form and submit to The Office of Career + Alumni Services.
- The Office of Career + Alumni Services will confirm availability in the requested course with The Registrar’s Office.
- Alumnus will then be notified if the Renew course was approved or declined.
3 I. MILITARY AND VETERANS

A variety of military benefits are available based on the student’s status. RMCAD will defer payment until 30 days after the end of the term for the benefits to process. Charges not covered by military benefits are the responsibility of the student. All military benefits requests must be submitted and approved prior to the start of the term.

EDUCATIONAL BENEFITS

Active military students, spouses, dependents, and veterans may be eligible for other education benefits in accordance with Public Laws. Veterans, military personnel, and their families must follow the admission requirements and procedures in addition to applying for these benefits. Students seeking additional information should email militaryFS@rmcad.edu. Additional information can be found on our website at: http://www.rmcad.edu/admissions/military.

Military students, their spouse, or dependents who are considering withdrawing from current coursework due to deployment, should first discuss all options with their faculty and Student Advisor to see what all of the requirements are for withdrawing. If it is determined that withdrawal is the best option, the process for requesting a refund begins with filing a tuition appeal. Each tuition appeal will be reviewed and a decision made to ensure that students will not be unjustly penalized financially. Please contact bursarsoffice@rmcad.edu with any questions.

MILITARY CREDIT

Experience in the armed services may be evaluated for college credit based upon a review of transcripts according to the American Council on Education (ACE) guidelines and recommendations. Credit is considered for those courses that are Associate or Bachelor level, and that are deemed equivalent to courses in the corresponding RMCAD program of study for which the student has applied.

RMCAD limits academic residency to no more than twenty-five percent of the degree requirements for all undergraduate degrees for active-duty service members. Academic residency can be completed at any time while active-duty service members are enrolled. Reservists and National Guardsmen on active-duty are covered in the same manner.

RMCAD accepts transcripts from the following:

- Community College of the Air Force (CCAF)
- Joint Service Transcripts (JST)
- Formerly Army/American Council on Education Registry Transcript System (AARTS); Sailor Marine American Council On Education Registry Transcript (SMART); and Coast Guard
- Active Duty Military Students may transfer up to a maximum of 75% of the credits required for their degree program, which includes credit earned at an institution or through challenge examinations and standardized tests such as CLEP for specific academic disciplines. The College does not provide credit for experiential learning.

MILITARY SATISFACTORY ACADEMIC PROGRESS

All full-time and part-time graduate students are expected to meet minimum standards of progress determined on the basis of cumulative grade point average. Students must achieve a cumulative grade point average of 2.5 at the end of their first semester and a 3.0 for the duration of their degree.

ACADEMIC PROBATION

Student progress is monitored at the end of each sixteen weeks. Undergraduate students who do not attain the cumulative grade point average of 2.0 (2.5 for Art Education majors) at the end of the semester are placed on academic probation for the following semester. Undergraduate students on probation are required to participate in the Academic Success Plan (ASP) program through Student Learning Center (SLC). Graduate students who do not attain the cumulative grade point average of 2.5 for their first semester, and 3.0 for the duration of their degree are placed on academic probation for the following semester. Students are notified of academic probation in writing and notification is also sent to the VA.

REGISTRATION

Students on academic probation may not apply for an “Incomplete” grade in any course during the probationary period. Art Education departmental probation is handled in the same manner as students placed on institutional academic probation. Students will be given one semester to raise their cumulative GPA to a 2.5. Should the student fail to achieve a 2.5 cumulative GPA, they will not be required to leave the college but may instead choose to declare another major.

ACADEMIC SUSPENSION

For undergraduate students, the minimum required grade point average of 2.0 must be achieved by the end of the semester in which the student is placed on probation or the student will be suspended from the College for a 16-week semester. For graduate students, the minimum required grade point average of 3.0 must be achieved by the end of the semester in which the student is placed on probation or the student will be suspended from the College for a 16-week semester. VA benefits will not be available to students while on suspension.

ACADEMIC SUSPENSION APPEALS

Students may appeal academic suspensions. Students must submit the appeal to the Registrar including all relevant documentation/evidence as applicable or requested by the Registrar within one week of notification of the suspension. Students who appeal by this deadline will be permitted to attend class while the appeal is under review. In cases where the appeal is denied, the student will be administratively dropped from all classes. No charges will be assessed and no grades assigned; VA benefits will not be charged. Upon denial of appeal, the terms of suspension stated in the original notice will apply.

READMITTANCE FOLLOWING SUSPENSION

Upon readmittance to RMCAD after academic suspension, the student will remain on academic probation for a semester.

Students who do not meet the standards designated during this second probationary term will be suspended for another semester, and must submit a petition to continue enrollment to the Registrar. The petition must be received 30 days before the start of the semester in which the student wants to enroll. Petitions will be decided on a case-by-case basis by, and at the discretion of the Registrar and the Dean of Students.
4. THE DEPARTMENT OF STUDENT ADVISING

4 A. FINANCIAL SERVICES

FINANCIAL AID AND ACADEMIC ADVISING SERVICES

Academic advising is a collaboration between the student and the advisor, designed to assist students in reaching their academic goals.

Student Advisors provide academic program and course scheduling advice, ensure that all prerequisite classes and general education courses (i.e., Liberal Arts and Foundation courses) have been taken, assist students who wish to add a class, or drop one, and facilitate student reinstatements into RMCAD. Advisors also work with students to manage the annual course registration process, address any class schedule changes, military enrollments, and facilitate communication between the students and the Academic Program Chairs. The offices of Academic Advising and Financial Aid work together to ensure that students are well informed of all enrollment steps.

FINANCIAL AID

The office of Financial Aid provides access, financial support, and advisory services for the Rocky Mountain College of Art + Design Community to facilitate student recruitment, enrollment, and retention at RMCAD. We strive to eliminate financial and other barriers to higher education. We make a conscious effort to reach out to those with exceptional economic and educational needs. We are dedicated to providing high-quality service in a fair, sensitive, and confidential environment to all individuals, regardless of background, culture, or lifestyle.

In Financial Aid our goal is to aid students in the pursuit of their academic goals with the help of institutional resources. The RMCAD Financial Aid Department supports the school’s mission, vision, values and institutional learning outcomes by fostering the following core values:

- Transparency
- Professional and Etiquette
- Loyalty and Reliability
- Effective communication
- Teamwork
- Integrity and Ethics
- Continuous improvement in Financial Aid

RMCAD uses the term “semester” to indicate the parent 16 weeks that houses two 8-week child “terms”.

BUSINESS OFFICE

Representatives in the Business Office are responsible for managing the billing of tuition and fees to student accounts throughout the student’s program. They also help students with payments and setting up payment plans.

4 B. STUDENT FINANCIAL SERVICES, RIGHTS, + RESPONSIBILITIES

AS A RMCAD STUDENT, YOU HAVE THE RIGHT TO:

- Know all the types of financial assistance available to our students, including federal, state, and institutional sources.
- Reduce or decline any financial aid awarded.
- Appeal financial aid eligibility including a financial aid award.

AS A RMCAD STUDENT, YOU HAVE THE RESPONSIBILITY TO:

- Accurately and honestly complete the Free Application for Federal Student Aid (FAFSA).
- Use financial aid solely for expenses related to attendance at RMCAD.
- Be admitted in a degree-seeking or certificate program in order to receive financial aid.
- Maintain at least half-time enrollment per semester (16 weeks) to receive financial aid.
- Maintain continuous annual enrollment and the required GPA to renew scholarships and grants.
- Keep your address updated with the college.
- Notify your advisor if you are concurrently attending two or more schools (financial aid cannot be received from multiple schools simultaneously).
- Read and understand the Satisfactory Academic Progress Policy, the Withdrawal Policy, and other general policies related to financial aid.
- Officially withdraw from RMCAD if unable to attend classes.
- Report all scholarships that you receive to the Financial Aid Department. (All scholarships are counted as financial aid and may impact other aid awarded.)
- Review published disbursement schedules.
- Pay any balance to RMCAD not covered by financial aid.
- Monitor your RMCAD email account for Financial Aid Department information.
- View your balance due, financial aid award, and other individual student information via the Student Portal (The Dome).
- Complete an exit interview during your final term prior to graduation or withdrawal from the College.
C. TUITION + FEES

APPLICATION FEE
RMCA has a $50 fee due at the time of application unless waived for promotional reasons. This application fee is nonrefundable.

TUITION RATES THROUGH DECEMBER 2017
Tuition is established by the RMCAD Board of Directors prior to the start of each academic catalog year. Standard tuition rates for the 2017 - 2018 academic year are $594 per credit for hybrid undergraduate students, $464 per credit for online undergraduate students, and $849 per credit for graduate students. These rates include Audit/Non-Credit enrollment. Please refer to RMCAD.edu for more information about tuition charges.

TUITION RATES EFFECTIVE JANUARY 2018
Tuition is established by the RMCAD Board of Directors prior to the start of each academic catalog year. Standard tuition rates for the 2017 - 2018 academic year are $624 per credit for hybrid undergraduate students, $487 per credit for online undergraduate students, and $849 per credit for graduate students. These rates include Audit/Non-Credit enrollment. Please refer to RMCAD.edu for more information about tuition charges.

MILITARY TUITION RATES
Standard tuition rates for the 2017 - 2018 academic year are $580 per credit for active military and veteran hybrid undergraduate students, $460 per credit for active military and veteran online undergraduate students, and $849 per credit for graduate students. These rates include Audit/Non-Credit enrollment. Please refer to RMCAD.edu for more information about tuition charges.

STUDENT FEES
Student fees cover services, campus resources, security, maintenance, assessment, and other software provided to students throughout courses at RMCAD. Student fees are subject to change. Please check the most current Academic Catalog for updated fees. Students will incur the following fees applicable to each sixteen (16) week semester enrolled:

<table>
<thead>
<tr>
<th>Fee Through December 2017</th>
<th>Modality</th>
<th>Cost/Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Activities Fee</td>
<td>Campus/Hybrid</td>
<td>$150.00</td>
</tr>
<tr>
<td>Facility Fee</td>
<td>Campus/Hybrid</td>
<td>$200.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>Campus/Hybrid</td>
<td>$350.00</td>
</tr>
<tr>
<td>+ Online</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Fee</td>
<td>Campus/Hybrid</td>
<td>$300.00</td>
</tr>
<tr>
<td>+ Online</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation Fee</td>
<td>Campus/Hybrid</td>
<td>$45.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>All Student Fees Through December 2017</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation Fee</td>
<td>$150.00</td>
</tr>
<tr>
<td>Late Payment</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fees Effective January 2018</th>
<th>Modality</th>
<th>Cost/Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Services Fee</td>
<td>Campus/Hybrid</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>Program Services Fee</td>
<td>Online</td>
<td>$700.00</td>
</tr>
</tbody>
</table>

STUDENT PAYMENTS
All RMCAD tuition and fee charges may be paid online through the Student Portal using the following methods:
- MasterCard
- Visa
- Discover
- American Express
- Students may also pay by check, money order, or cash. Check or money order payments by mail must be received by the due date. Make checks and money orders payable to Rocky Mountain College of Art + Design and mail to:
  Rocky Mountain College of Art + Design
  Attention: Student Accounts/Bursar
  1600 Pierce Street
  Lakewood, CO 80214

BILLING NOTIFICATION
Students will receive paper bills by mail at the address provided by the student prior to the start of the term. Tuition and fees will be applied on the student’s ledger on first day of the semester. Payment is due prior to or by the first day of class, unless another payment option has been approved. If payment or payment arrangements have not been made prior to the start of the, students may be administratively dropped from their course(s). Students may also check their account balance through the student portal.

CASH PAYMENT
Unless approved for another financing option prior to the start of the term, students are required to pay the balance due for their current semester (and past due from previous semesters if applicable) prior to or by the first day of class.

PAYMENT PLANS
Automated monthly payment plans are available. There is an enrollment fee of $25 each semester. Plans are set up on 4-month schedules from the start of each semester to cover the tuition and fees in full or the gap amount not covered by other financial aid awards or scholarships.

FINANCIAL AID
The Federal Financial Aid programs offered at RMCAD include the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work Study, Federal Direct Stafford Loans, and Federal Direct PLUS Loans. Not all students will qualify for all types of Financial Aid available, and student eligibility is determined based on the Free Application for Federal Student Aid (FAFSA). Please see the “Federal Financial Aid” section for more information.
GOOD FINANCIAL STANDING
A student is considered to be in good financial standing with the college if:
• Current term payment has been made or arrangements to pay are on file
• There is no prior term balance
• There is no current financial related hold on their student record
• No outstanding account balance has been referred to a third-party collector

OUTSTANDING ACCOUNT BALANCES
Students with unpaid tuition as of the first day of class may have a registration and/or transcript hold placed on their account unless a deferred payment option or payment plan has been approved. Students with an approved deferred payment option have until the end of the semester or when payment has been scheduled, which ever is sooner; at which time, a registration and/or transcript hold will be placed on their account.

Students will be offered the option of setting up a payment plan for past due balances for a $25 enrollment fee. Students will not be allowed to register and/or may be removed from future registrations if the outstanding balance is over $1,000.

Any unpaid balance more than 30 days past due may be subject to interest charges at the rate of 1.0% per month (12% APR).

Any account not paid within 120 days after the end of a semester for inactive students will be referred to a collections agency. Any student sent to an outside collections agency will be responsible for any collection fees.

DELINQUENT STUDENT ACCOUNTS
Students are subject to any or all of the following actions if they have a delinquent debt to RMCAD:
• Administrative withdrawal
• Transcripts withheld
• Degree withheld
• Diploma withheld
• Unregistered from current or future course(s)
• No future course registrations allowed
• Turned over to a collection agency

Reasonable collection/legal costs will be added to the amount due. A $100 late fee will be charged for payments 30 days past their due date, and a $35.00 fee will be assessed for insufficient funds when payments are electronically processed. A $35.00 fee will be assessed for returned checks. Students who have been referred to an outside collection agency will be required to pay all charges by the first day of the semester in which they wish to return, or will not be re-admitted.

TUITION REFUND POLICY
A course may be dropped on or before the third day (census date) of the term without penalty. If the student drops a course on or before the drop date for a term, the amount of tuition for the dropped course will be refunded to the student’s account.

Tuition will not be refunded if the student withdraws from the course after the drop date for the term.

The student will be responsible for unpaid tuition charges and the paid admission application fee will not be refunded. If a student drops a course(s) prior to the drop date for the term, and has already paid tuition charges for the course, a refund will be processed by the end of the term.

The refund policy may be impacted by state law where a student resides, and RMCAD will adhere to any state specific laws in the case of refunding tuition.

REGISTRATION CANCELLATION
New students starting courses in their first term must contact their Student Advisor in order to cancel their course registration; continuing students may cancel registration by contacting their academic and financial aid advisor and completing the appropriate form. Registration in courses must be cancelled by the drop date for the term or tuition will be assessed for each course in which the student is registered. Registration cancellation dates can be found in the Academic Calendar.

Students who received financial aid are subject to specific federal, state, and RMCAD withdrawal policies regarding tuition, financial aid, and repayments.

A withdrawal may require an immediate repayment of financial aid funds by the student according to Return of Title IV funds guidelines or other policies in place. Repayments are calculated according to standard financial aid regulations. The date of a student’s withdrawal, financial aid disbursements, RMCAD charges, and payments by the student or a third party are used to calculate the repayment amount. Students are advised that they may have to repay funds that are in excess of an amount determined to be reasonable for their length of enrollment.

All calculated refunds and repayments will be allocated to financial aid programs first, followed by the remaining amount repaid to the student.

In the case of a student death, a refund of tuition and fees may be made to authorized beneficiaries only within six months.

Application fees are not refundable.

TUITION APPEALS
The Exception to Policy Committee will consider requests for adjustment to tuition and fee charges when a student can document extenuating circumstances. Situations that are NOT considered extenuating include, but are not limited to: predictable events such as a wedding, vacation, shifts in work assignment, previously scheduled surgery, or other events of which the student is aware and can make appropriate decisions and schedule adjustments prior to the term drop deadline. Appeals must be made no later than thirty (30) days past the end of the eight-week term in question. Students may obtain an appeal form by contacting their advisor and must submit the completed form through the document center of the Student Portal (The Dome). No adjustment or refunds of tuition and fees will be made to a student who is suspended, dismissed, or expelled for a breach of discipline. Approved tuition appeals post a tuition waiver to the student’s account; no refunds will be issued to the student directly unless withdrawn from the college. Tuition waivers must be added to a student’s financial aid package, which could impact current or future award amounts. The amount of the tuition waiver will be prorated based on the student’s participation during the term.
4 D. FEDERAL FINANCIAL AID

Financial aid is a resource for students seeking monetary assistance to help defray the costs of higher education. Eligible students may receive assistance from private entities or from the federal government in the form of grants, loans, and/or scholarship funds. RMCAD is currently eligible to administer the following Federal student aid programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant
- Federal Work Study
- Federal Direct Loans (Subsidized and Unsubsidized)
- Federal Direct Parent PLUS Loans
- Federal Direct Grad PLUS Loans

Students may obtain more information from their advisor or online at rmcad.edu.

For financial aid purposes, an Academic Year is defined as 32 weeks and 24 credit hours for undergraduate students or 18 credit hours for graduate students. Each academic year is comprised of two (2) semesters or four registration terms. A student’s academic year begins with the term in which the student takes his or her first course, and runs for 32 consecutive weeks. Please see the “Academic Calendar” and “Continuous Enrollment” sections for more information regarding the academic schedule and requirements for maintaining and renewing grants and scholarships.

If a student does not provide the financial aid department accurate documentation in a timely manner and as a result, the school is unable to draw federal title IV funds, the student will be personally responsible for his/her balance.

4 E. ENROLLMENT STATUS FOR FINANCIAL AID PURPOSES

Students who begin attendance in a term as less than half-time will not qualify for a financial aid disbursement. In order to qualify for a financial aid disbursement during that term, they must achieve an enrollment status of halftime attendance or higher.

UNDERGRADUATE STUDENTS:

- Full Time: 12 credit hours per semester
- Three-Quarter Time: 9-11.5 credit hours per semester
- Half Time: 6-8.5 credit hours per semester
- Less than Half Time: less than 6 credit hours per semester

GRADUATE STUDENTS:

- Full-Time: 9 credit hours per semester
- Half Time: 5-8 credit hours per semester
- Less than Half Time: less than 5 credit hours per term

4 F. COST OF ATTENDANCE

The cost of attendance includes tuition, books, and estimated indirect costs (also referred to as living expense allowance), which includes housing, food, and personal expenses, as well as estimated loan fees. Indirect costs (living expense allowance) are based upon the suggested monthly amounts based on the guidance from the Colorado Commission on Higher Education (CCHE). Students who are enrolled less than half-time have a separate cost of attendance, which does not include room and board allowance. Incarcerated students will only have tuition, technological equipment, and fees included in their budgets.

Original budgets and packaging is based on the assumption that full-time students attend all semesters or all eight (8) months of the academic year.

4 G. FEDERAL FINANCIAL AID APPLICATION STEPS

1. To be considered for financial aid, students must be accepted for admission in a degree or certificate program.
2. Complete the Free Application for Federal Student Aid (FAFSA) every year. Students may apply online at http://www.fafsa.ed.gov. When prompted, the RMCAD school code for the FAFSA is 013991.
3. Students need to calculate all tuition and fees that include books, lodging, supplies, etc., for the FAFSA. A Financial Aid counselor can help with this process.
4. All Title IV funds need to be factored into the FAFSA. A Financial Aid counselor can help with this process.
5. Once the FAFSA has been processed, students will receive a Federal Student Aid Report from the U. S. Department of Education, which will be submitted electronically to all the schools listed on the FAFSA.
6. Students whose data has been selected for verification will be required to submit documentation (within the timeline given) based on the items selected by the Department of Education. All required documentation will be available in the document center of the Student Portal. Students that submit documentation after this deadline may not be eligible for disbursement until the following semester or, at minimum, disbursements may be delayed for the current semester.
7. Once all required information is received, eligible students receive a financial aid award offer. Reasons students may not receive financial aid include:

   Not enrolled in a degree-seeking or certificate program;
   On Satisfactory Academic Probation (SAP); In default on a federal student loan;
   Owe money on a federal student grant and have not made satisfactory arrangements to repay it;
   Ineligible non-citizen or not a permanent resident of the United States;
   Convicted of a drug charge that affects eligibility (contact an advisor)
8. Students who wish to borrow federal student loans must complete Entrance counseling and the Direct Loan Master Promissory Note through https://studentloans.gov before loans will be approved.

9. Students in a SAP Warning or SAP Probation status are required to complete Financial Awareness Counseling through https:// studentloans.gov

10. If there is a balance created by tuition/fees minus Title IV funds, RMCAD refunds the balance within 14 days after disbursement.

11. If the student pulls down a Plus loan or other Title IV funds at any time in the semester and it bumps the Title IV fund amount over the total billed, RMCAD must disburse stipends within 14 days of disbursement.

12. ALL non-Title IV/FSA funds will be disbursed to the student after the end of the second week of their second term. These funds include balances created by private loans, scholarships, and grants any time in the semester throughout this time period.

4 H. FINANCIAL AID WITHDRAW + REFUND POLICY

Students who unregister for classes during the drop period in the first term of the semester will receive a 100% tuition refund for that semester, and will not qualify for a financial aid disbursement.

Students who withdraw after the drop period for the semester will incur tuition charges, regardless of eligibility for financial aid funds.

The Return of Title IV funds calculation determines the amount of aid the student earned based on the percentage of time the student participated in coursework during the term. If it is determined that the student has not earned the full amount of the financial aid that was disbursed, RMCAD will return the unearned portion of funds to the U.S. Department of Education. This may create a balance of unpaid charges with the college for which the student is responsible. Please see the “Outstanding Account Balances” section for more information.

TREATMENT OF TITLE IV AID WHEN A STUDENT WITHDRAWS

RMCAD must determine the amount of Title IV program assistance students earn if they withdraw from school. The Title IV programs offered by RMCAD that are covered by this law are: Federal Pell Grants, Federal Supplemental Educational Opportunity Grant, Stafford Loans, and PLUS Loans. The Return to Title IV calculation is based on the date the school determined the student to have withdrawn.

Funds that are returned to the federal government are used to reimburse the individual federal programs from which a student has received the aid. Any unearned Title IV aid will be returned in the following order:

- Federal Unsubsidized Direct Loan
- Federal Subsidized Direct Loan
- Federal Direct PLUS (Parent) Loan or Grad PLUS Loan
- Federal Pell Grant
- Federal Supplemental Education Opportunity Grant

UNOFFICIAL WITHDRAWALS

Students who fail to attend on-ground or online (see “Online Attendance Policies” in the catalog) during the official Add/Drop period, 3 days, will be withdrawn from their courses scheduled for that term with 100% of the Title IV funds returned to the U.S. Department of Education. After the add/drop period, students who fail to attend on-ground or online (see “Online Attendance Policies” in the catalog) for a continuous 14-day period of time will be withdrawn from their courses scheduled and a portion of their Title IV Funds will be returned to the U.S. Department of Education.

If a student (or school or a parent on the student’s behalf) receives excess Title IV program funds that must be returned, the school must return a portion of the excess equal to the lesser of:

- The institutional charges multiplied by the unearned percentage of your funds
- The entire amount of excess funds

The school must return this amount even if it didn’t keep this amount of Title IV program funds. Funds that are returned to the federal government are used to reimburse the individual federal programs from which a student has received the aid. Financial aid returned by RMCAD and/or the student or parent) must be allocated, in the following order, up to the net amount disbursed from each source:

- Federal Unsubsidized Direct Loan
- Federal Subsidized Direct Loan
- Federal Direct PLUS (Parent) Loan or Grad PLUS Loan
- Federal Pell Grant
- Other Federal Loan or Grant Assistance

If RMCAD is not required to return all of the excess funds, the student must return the remaining portion. Returned loan funds from the student (or parent for a PLUS Loan) must be repaid in accordance with the terms of the promissory note with scheduled payments to the holder of the loan over a period of time.

The refund requirements for Title IV program funds when a student withdraws are separate from any institutional refund policy of the school. Therefore, the student may still owe funds to RMCAD to cover unpaid institutional charges for any Title IV program funds that the school was required to return.

Students who have questions about Title IV program funds should call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). Text Telephone (TTY) users may call 1-800-730-8913. Information is also available on Student Aid at www.studentaid.ed.gov
4 I. FEDERAL FINANCIAL AID DISBURSEMENTS

Financial aid awards are scheduled each term to coincide with financial charges. Disbursement amounts and dates are subject to change based on changes to a student’s enrollment status, credit load, and/or cost of attendance. Disbursements will not occur until after the census date each semester. A student will not receive a disbursement during any semester unless they are attending that semester.

Students admitted under conditional or provisional admission status without all official transcripts cannot receive financial aid disbursements until all official transcripts have been processed. Conditional Admit students must be fully admitted into the program before they will become eligible for a financial aid disbursement. Students will be responsible for all tuition charges for any term(s) in which they are not eligible to receive financial aid. In order for a student to be eligible for a disbursement of Federal Direct and Federal Direct PLUS loans, the student must have a valid ISIR on file, have completed a Master Promissory Note and Entrance Counseling; be attending at least half-time for the semester (determined for each term based on all courses completed within that period as long as the student received a grade other than W or F); and be attending at least one course during the semester of disbursement. If a student decides to take a term off, the aid scheduled will be cancelled. Students who receive an “F” grade may be placed on Satisfactory Academic Progress (SAP) probation. If they are unable to get off of probation, the subsequent enrollment period is not eligible for financial aid.

In order for a student to qualify for a Federal Pell Grant disbursement, the student must have a valid ISIR on file, have submitted all required verification or clearance documents, and meet the enrollment status based on courses attended each semester.

4 J. CREDIT BALANCE

In the event that financial aid exceeds all the expenses for a semester, a credit balance is created for the amount due back to the student. If there is a balance created by tuition/fees minus Title IV funds, RMCAD refunds the balance within 14 days after disbursement and tuition is posted on the account. ALL non-Title IV/FSA funds will be disbursed to the student after the end of the second week of their second term. These funds include balances created by private loans, scholarships, and grants at any time in the semester throughout this time period.

4 K. AUTHORIZATION FOR USE OF TITLE IV FUNDS

Recipients of Title IV Federal Student Aid have options regarding how their funds are applied to their Student Account by RMCAD, including but not limited to authorizing funds be utilized for fees. Students must complete the Financial Aid Credit Balance Authorization form to authorize the college to apply these additional Title IV funds to their account. Students may request to rescind or grant these authorizations at any time by submitting a new authorization form or other written notification. For compliance purposes, RMCAD must assume any blank response or failure to submit the form as implication that authorization has not been granted. Authorizations or changes become effective on the date the written notification is received and cannot be applied retroactively.

4 L. FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS

IMPACT ON FINANCIAL AID

Federal and state regulations require that all students receiving Title IV federal financial aid at the college meet standards for satisfactory academic progress to maintain eligibility for their financial assistance. Satisfactory Academic Progress (SAP) applies to all students and denotes successful completion of coursework towards a degree in each semester. Students who fail to achieve minimum standards for grade point average and/or course completion rate (CR) in a Maximum Time Frame (MTF) will face loss of eligibility for Title IV federal financial aid. The following table outlines Title IV fund eligibility based on a student’s academic status:

<table>
<thead>
<tr>
<th>SAP Status</th>
<th>Eligibility for Title IV Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAP Met</td>
<td>Yes</td>
</tr>
<tr>
<td>SAP FA Warning</td>
<td>Yes</td>
</tr>
<tr>
<td>SAP FA Termination</td>
<td>No</td>
</tr>
<tr>
<td>SAP FA Probation (Appeal Granted)</td>
<td>Yes</td>
</tr>
<tr>
<td>SAP FA Termination – Permanent</td>
<td>No</td>
</tr>
<tr>
<td>SAP – Completion Rate Exceeded</td>
<td>No</td>
</tr>
</tbody>
</table>

Any account not paid within 120 days after the end of a semester for financial aid students will be referred to a collections agency.

SAP REQUIREMENTS

Students must meet the following minimum qualitative and quantitative standards of SAP in order to be eligible for Financial Aid.

QUALITATIVE: CUMULATIVE GRADE POINT AVERAGE (GPA)

Undergraduate students must maintain a cumulative GPA of 2.00. Graduate students must maintain a cumulative GPA of 3.00.

QUANTITATIVE: COMPLETION RATE (CR) AND MAXIMUM TIMEFRAME (MTF)

Completion Rate (CR): A student enrolled at the college must satisfactorily complete a minimum of 67% of the credit hours attempted. Satisfactory completion is defined as receiving a passing grade of “D” or better for credits attempted. Any transfer credits accepted by the college will count as attempted and earned courses in this calculation. Courses dropped within the add/drop period will not count against the completion rate percentage.

Maximum Timeframe (MTF): Students at the college may earn a maximum number of credit hours while pursuing a degree. Students will be allowed to earn a maximum of 150% of the number of credit hours required by the degree-granting program.
GUIDELINES

All RMCAD credit hours attempted and earned are counted in the evaluation of SAP.

All transferable credits are counted as credit earned and attempted will count towards MTF and CR but not in the cumulative GPA calculation.

Incomplete grades in courses will count as credits attempted but not earned until the final grade has been posted, at which point SAP will be recalculated for MTF, CR, and cumulative GPA with the final grade.

Course withdrawals (grades of W) count as credits attempted but not earned, and counts towards MTF and CR but not toward cumulative GPA.

For students who change degree programs, credits attempted and earned at RMCAD, all credits attempted and earned, regardless of program, count in MTF, CR, and cumulative GPA. Students on SAP Termination are ineligible to transfer to another program until a SAP appeal has been approved, or if on SAP Probation, until SAP has successfully been met.

FAILURE TO MEET SAP REQUIREMENTS FOR FINANCIAL AID

Satisfactory Academic Progress requirements are reviewed on a semester basis, regardless of the number of credit hours attempted during the term.

Students who do not meet the SAP minimum requirements will be placed on a financial aid SAP FA Warning status for the following semester in which they attempt credits and are still entitled to Title IV funds. If at the end of the warning semester the student still has not met the minimum SAP requirements, the student is no longer eligible for financial aid and their SAP status will be updated to SAP FA Termination. A student may appeal SAP FA Termination status in order to regain eligibility for one additional semester (or the length of the academic plan). A student who is granted an appeal will have their SAP status changed to SAP FA Probation. If at the end of the semester the student does not meet the SAP requirements and fails SAP again, his/her status will be changed to SAP FA Termination – Permanent and he/she is not entitled to Title IV funds for one year.

APPEAL PROCESS

In order to appeal, the student must (1) submit an appeal form to the Advising Office regarding the termination, stating the reasons for the appeal, and (2) be able to reasonably meet SAP within the following semester, and (3) complete Financial Aid Awareness Counseling at https://studentloans.gov once the appeal has been granted. If the student cannot meet SAP in one semester, he or she may be eligible to have two semesters with an appeal and a specific, approved academic plan on file.

Students who are approved for Financial Aid SAP Appeal will be moved to a SAP FA Probation status and will be eligible for receive financial aid during the following term and/or the length of their academic plan as long as they meet all of the terms and conditions.

If a student is unable to successfully appeal, or fails to meet the obligations of an approved appeal, the student will not qualify for financial aid until they have met all of the SAP standards.

4 M. PROFESSIONAL JUDGMENT POLICY

Please contact a Financial Aid advisor for the complete Professional Judgement Policy.

4 N. DEFERMENT REQUESTS/NATIONAL STUDENT LOAN DATA SYSTEM REPORTING

Students who have loans from prior schools may choose to complete the In-School Deferment Form (obtained from their lender) and submit it to their advisor. An in-school deferment request will not be certified until the student is enrolled at least half-time for the term.

Enrollment statuses are reported to the National Student Loan Data System (NSLDS) every 30 days. Students who are not attending courses during a term are reported as less than half-time for that term. Enrollment status reporting through NSLDS can affect eligibility for in-school deferments and grace periods on Federal Direct loans.

4 O. PRIVATE + ALTERNATIVE LOAN PROGRAMS

Students may apply for private or alternative loan programs through their preferred lenders. Private loans will not be certified for more than the student’s cost of attendance minus other financial resources that the student is receiving. Further, students are subject to the criteria as determined by the individual lender.

It is recommended for students to apply for federal aid before applying for private or alternative loans to ensure that he/she can be informed on all available educational financing options. Other restrictions or requirements may apply in order for a private or alternative loan to be disbursed. Students should contact their advisor for more information regarding the requirements to obtain a private educational loan.

4 P. SCHOLARSHIPS + GRANTS

All Institutional Scholarships and Grants are applied to tuition and fees only and are not paid directly to students. Institutional scholarships are non-transferable and have no redeemable cash value. RMCAD does not include scholarships and/or grants in stipends. Institutional Scholarships and Grants are only used to fill balance gaps for tuition and fees and are not applicable to cost of living or other similar expenses unrelated to the institution. Institutional Scholarships and Grants require continuous enrollment (i.e., 12 credits per semester except for summer when the student may take 6 credits per semester). Please contact the Offices of Admissions, Advising, and/or Financial Aid for information regarding Scholarships and Grants.
5. ACADEMIC POLICIES

5 A. ACADEMIC INTEGRITY

THE RMCAD CODE OF CONDUCT

As an academic and artistic community, RMCAD seeks to support the development of the highest levels of creativity, growth and learning within each individual. It is our community’s belief that this is accomplished by careful, personal transformation effected through the incorporation of academic and artistic integrity, through a focus and attentiveness to process as well as resultant forms and product, and through acknowledging those upon whose work each is informed and inspired. As citizens of this community, each has the right and duty to expect honest and authentic work from self, peers and all others. Further, RMCAD recognizes that this commitment to integrity is the path of discovering one’s own creative voice and art. Representing the work of others as one’s own damages the creative self and inhibits success toward the goal of authenticity. Thus RMCAD holds in high esteem this Code of Conduct by which each pledges to abide.

The foundation of a college or university is truth and knowledge. Academic dishonesty is conduct or behavior including, but not limited to: cheating, plagiarism, unauthorized possession or disposition of academic materials, falsification, collusion or other forms of dishonesty affecting the academic environment. Other forms of dishonesty include, but are not limited to: furnishing false information to any College official, faculty member or office; forgery, alteration, or misuse of any College document, record or instrument of identification.

The Code of Conduct also prohibits disorderly conduct in the form of disparagement, harassment, exhibitions of aggression, discrimination, or any behavior that disrupts the learning environment (see section 4 of the Student Handbook for details).

Remember that academic dishonesty includes:

- Cheating
- Plagiarism
- Theft
- Alteration or falsification of academic records
- Violation of any college, state, or federal laws or policies

To commit or assist someone in committing academic dishonesty is grounds for disciplinary action and possible suspension or expulsion from the college. Students who observe or become aware of apparent academic dishonesty should report the matter to faculty or administration. Plagiarism is a form of cheating. To plagiarize is “to steal and pass off the ideas or words of another as one’s own, use a created production without crediting the source, commit literary theft, or present as new and original an idea or product derived from an existing source” (Merriam-Webster’s Collegiate Dictionary, 1993). Plagiarism is intellectual theft, a serious academic offense with serious consequences.

DEFINITIONS OF ACADEMIC DISHONESTY:

1. Cheating, which is defined as the giving or taking of any information or material with the intent of wrongfully aiding oneself or another in academic work considered in the determination of a course grade or the outcome of a standardized assessment;

2. Plagiarism, which is defined as the act of stealing or passing off as one’s own work the words, ideas or conclusions of another as if the work submitted were the product of one’s own thinking rather than an idea or product derived from another source; or

3. Any other form of inappropriate behavior which may include but is not limited to falsifying records or data, lying, unauthorized copying, tampering, abusing or otherwise unethically using computer or other stored information, and any other act or misconduct which may reasonably be deemed to be a part of this heading.

PROCEDURES FOR DEALING WITH ACADEMIC DISHONESTY

Faculty members are expected to use reasonable and practical means of preventing and detecting academic dishonesty. If a faculty member has evidence that a student has engaged in an act of academic dishonesty, the faculty member will notify the student of the concern and discuss the allegations with the student. The student will be given the opportunity to provide input on the matter. RMCAD faculty reserve the right to submit written works to anti-plagiarism tools to verify the authenticity of student work. If the student admits to the infraction, and the faculty member judges that the preponderance of evidence supports the allegation, the faculty member may then assign an academic penalty.

An initial act of academic dishonesty may result in an “F” for the assignment, at the instructor’s discretion. All incidents of academic dishonesty are reported to the Director of Student Affairs, who will also notify the Chair of the department in which the course resides, the Chair of the student’s major department, and the Dean of Students and the Department of Student Advising. Students will receive advisement from the Director of Student Affairs and referral to resources and information to assist in avoiding subsequent offenses. Three or more reported offenses may result in probation or expulsion from the college.

Information about incidents of academic dishonesty is kept on file in the Office of Student Affairs. No further action is initiated unless the incident constitutes a major infraction, the student has a prior record of infractions, or there are subsequent reports of misconduct.

If the student disputes the decision of the faculty member regarding alleged academic dishonesty, a hearing may be requested through the Conduct Review Board outlined in the Student Handbook. The request must be received by the Director of Student Affairs and Deans of Students no later than 30 calendar days after the first day of classes of the next term. If no appeal is filed within the time period, then the decision of the faculty member is final.

5 B. STUDENT CODE OF CONDUCT

The Student Code of Conduct and related policies and procedures are developed to foster each student’s freedom to learn and to protect the rights of all College community members. RMCAD is committed to creating an interactive, supportive campus environment that is conducive to education, work, study and artistic development. When you enroll at the College, you assume the responsibility of observing the policies outlined in the Student Code of Conduct. A “student” includes all individuals taking courses at the College, either full-time or part-time, both on-ground and online, and includes those individuals who are not seeking a degree. Please see Section 4: Student Code of Conduct & Student Conduct Process of the Student Handbook for details.

5 C. ACADEMIC ADVISING

Please see the Department of Student Advising for more information.

Student Advisors provide academic program and course scheduling advice; ensure that all prerequisite classes and general education courses (i.e. Liberal Arts and Foundation courses) have been taken; assist students who wish to add a class, or drop one; and facilitate student reinstatements into RMCAD. Advisors also work with students to manage the annual course registration process; address any class schedule changes; military enrollments; and facilitate communication between the students and the Academic Program Chairs. The offices of Academic Advising and Financial Aid work together to ensure that students are well informed of all enrollment steps.
5 D. ACADEMIC SUPPORT

LIBRARY/RESOURCE CENTER

The RMCAD Library provides a variety of resources, striving to successfully support the academic needs and scholarly endeavors of our students and faculty.

Our growing and specialized resources consist of:

• More than 15,000 book titles in a highly focused collection, specifically tailored to our College’s curriculum needs
• Subscriptions to more than 40 art and general education-related print magazines and journals, archived for five years
• Ask a Librarian 24/7 reference chat service
• More than 1.8 million high-resolution images from the Artstor Database
• More than 2,700 carefully selected curriculum-supporting animated and feature film DVDs
• Access to 29 excellent full text databases including: Art, Design and Architecture (ProQuest), Academic Search Premier (EBSCO), Art Full Text, Artstor, Building Green Suite, Business Source Premier (EBSCO), Green File, JSTOR, and WGSN (Fashion Design)
• A reserve area of printed instructor readings and classroom textbooks
• Cooperative borrowing agreements with all the major academic and public libraries in Colorado facilitated by using established individual student library accounts

The acquisitions of our Library collection are primarily based on feedback from faculty and students, with a flexible purchasing budget that welcomes suggestions for new materials.

Our knowledgeable staff is happy to help you locate any information and provide services you may need to complete your assignments both on campus and online. Our facilities offer a variety of seating areas for individual or group work. A dedicated computer lab contains 24 new iMacs, a high-resolution color printer, a black + white copier/printer, and a large flatbed scanner. We also have wireless access to accommodate laptop use.

The Library website offers 24/7 access to the Library catalog, subscription databases, digital images, E-books, and hundreds of helpful web links. Other resources include instructional library usage tutorials, writing and research tips, citation/bibliography guides in various styles, grammar guidelines, and important information regarding copyright laws and plagiarism.

In addition, students can take advantage of Lynda.com, a subscription site providing thousands of computer program tutorials on everything from Microsoft Word and Google Mail to Adobe InDesign and DreamWeaver—and much more. Tutorials are available 24 hours a day and can be accessed through Lynda.com.

5 E. ACCOUNTABILITY

All courses at RMCAD include assessment of student knowledge, capacities, and skills developed in both academic and art and design studio work. Assessment methods and instruments are appropriate for assessing student knowledge, capacities and skills, and the stated learning outcomes of undergraduate and graduate education. The College continually examines and adjusts the content and delivery of curriculum to correspond with expectations of the knowledge, capacities, and skills of students. RMCAD engages in ongoing self-evaluation and modification, consistent with the nature of the art and design fields. Departmental program advisory committees review, evaluate, and sometimes recommend updates to the curriculum, with faculty members responsible for curriculum development. Students have direct access to faculty, Department Chairs, and administration to ensure that student needs are known and addressed. Students entering under the 2016-17 Catalog are subject to the Policies and Procedures of this catalog regardless of the method of course delivery.

5 F. ATTENDANCE

Rocky Mountain College of Art + Design is an attendance taking institution and attendance is a required component of participation and successful completion of coursework.

RMCAD students are required to attend class, to be on time, and to have the required supplies, as consistent attendance offers the most effective opportunity to gain command of the knowledge, skills, and aptitudes for the course of study. Due to Federal Financial Aid Guidelines, all attendance must be documented for all students.

Students are responsible for completing all missed coursework. Students who demonstrate poor attendance, regardless of the attendance policy in the syllabus, will be contacted by the Office of Student Affairs or the Office of Academic and Financial Aid Advising. Students may also be directly contacted by their faculty member and/or the Academic Program Chair, as well as an Enrollment Advisor.

DIVERSITY WITHIN THE CURRICULUM

The curriculum at Rocky Mountain College of Art + Design supports the school’s Mission, Vision, Values, Diversity Statement, and Institutional Outcomes. There are no curricular or educational expectations for any student to personally prescribe to the concepts presented in any class; however, RMCAD does expect students to engage in a variety of academic disciplines that are intended to build skills necessary for informed, meaningful, and critical thinking and engagement. RMCAD requires faculty and students to adhere to the institutional, departmental, and course learning outcomes.

As such, alternative curriculum, presentations, readings, assignments and discussion prompts are not available based on race, culture, nationality, ethnicity, religion, ideology, personal beliefs, geographic origins, class, sexual orientation, gender, gender identity and expression, disability, age, and/or personal history.

STUDENT LEARNING CENTER

The Student Learning Center is a student-oriented academic support resource that offers Academic Mentoring and tutoring support for all online and campus courses. Trained peer tutors are available for both walk-in and scheduled appointments at the SLC or online through screen share. The SLC assists students with writing, math, studio classes, academic success strategies (note-taking strategies, time management, etc.), and software (Photoshop, Illustrator, etc.). The SLC also helps coordinate the Academic Success Plan (ASP). There is no charge to RMCAD students for any of the services. The SLC is located in the Triboro building and online in the Dome.
There are two types of excused absences: sanctioned anticipated situations and documented emergency situations. Anticipated situations (e.g., participation in jury duty, religious observances, or military duty) must be submitted in writing to the instructor as soon as possible, but not less than one week prior to the anticipated absence. Emergency absences (e.g., student illness, injury, or death of immediate family member) must be documented in writing with supporting evidence by the student to their instructors.

Students must attend class during week one of the term. Students who anticipate missing the first week of class must submit an exception to policy petition to the Registrar seven (7) days before the first day of the term. The College does not guarantee approval of the absence.

CAMPUS ATTENDANCE POLICIES:

Students who arrive fifteen minutes or later after the start of class are counted tardy. Three tardies equal one absence. Students who arrive 30 minutes or more after the start of class are counted absent; unless they have advance instructor approval.

8 Week STUDIO Classes:

For classes that meet TWICE a week, students receive two absences for the semester including sanctioned and emergency absences. On the third absence occurring prior to the Withdraw deadline, students will be considered an “unofficial” withdraw (see “Unofficial Withdrawals” in the catalog). On the third absence occurring after the Withdraw deadline, students may automatically fail the course receiving a “FN” (Failure for Non-Attendance) grade.

For classes that meet THREE times a week, students receive three absences for the semester including sanctioned and emergency absences. On the fourth absence occurring prior to the Withdraw deadline, students will be considered an “unofficial” withdraw (see “Unofficial Withdrawals” in the catalog). On the fourth absence occurring after the Withdraw deadline, students may automatically fail the course receiving a “FN” (Failure for Non-Attendance) grade.

8 week LECTURE Classes:

For classes that meet TWO times a week, students receive two absences for the semester including sanctioned and emergency absences. On the third absence occurring prior to the Withdraw deadline, students will be considered an “unofficial” withdraw (see “Unofficial Withdrawals” in the catalog). On the third absence occurring after the Withdraw deadline, students may automatically fail the course receiving a “FN” (Failure for Non-Attendance) grade.

For classes that meet THREE times a week: Students receive three absences for the semester including sanctioned and emergency absences. On the fourth absence occurring prior to the Withdraw deadline, students will be considered an “unofficial” withdraw (see “Unofficial Withdrawals” in the catalog). On the fourth absence occurring after the Withdraw deadline, students may automatically fail the course receiving a “FN” (Failure for Non-Attendance) grade.

ONLINE ATTENDANCE POLICIES

Online attendance is recorded twice each week on Thursdays and Mondays. Online students are considered present for mid-week attendance when they log into the LMS and submit their initial discussion post due on Wednesdays by 11:59 PM. To be considered present for the end-of-week attendance they must log into the LMS and submit their follow-up discussion post or a weekly assignment no later than Sunday at 11:59 PM of that week. Failure to meet the requirements for attendance will result in the instructor marking them absent. Failure to attend class may result in a “FN” (Failure for Non-Attendance) grade as online attendance is often directly tied to weighted activities.

AUTOMATIC WITHDRAWAL FROM COURSES

Week One: The Registrar’s Office will verify attendance for each registered campus and online class. Students who have failed to attend as defined in the attendance policy will be administratively withdrawn from the course. If the student feels that their attendance record inaccurately reflects their attendance, they must contact the instructor and have the instructor verify with the Registrar’s office that the student was marked as “absent” by error. If a student attends during week one, but does not subsequently attend week two, the student will be automatically withdrawn from class (see Unofficial Withdrawal).

UNOFFICIAL COURSE AND COLLEGE WITHDRAWAL

The Registrar’s Office will verify attendance for each registered campus and online class weekly. Students who have failed to attend for a continuous time period of 14 consecutive days are considered to have “unofficially” withdrawn from the course and are subject to withdrawal from RMCAD if the absences have occurred on or prior to the Withdraw deadline (see “Unofficial Withdrawal” for further information).

Students who fail to attend course for a continuous time period of 14 consecutive days after the Withdraw deadline will receive a “F” (Failure for Non-Attendance) grade, will be removed from the course and subject to withdrawal from RMCAD.

If the student feels that their attendance record inaccurately reflects their attendance, they must contact the instructor and have the instructor verify with the advising office that the student was marked as “absent” by error. Please note that both course and college withdrawals may have financial implications and students who are withdrawn from the College will need to reapply to attend future terms.

5 G. CLASSROOM DISRUPTIONS

If a classroom disruption is due to specific student behaviors, faculty have the right to dismiss the student(s) from the class session. If the student(s) refuse to leave upon request, security will be called to escort them from the classroom. Instructors are not authorized, however, to remove a student from the course entirely. Student dismissals from a class session will be treated as absences by faculty. The faculty has the authority to enforce consequences for the student’s absence(s), in accordance with the class syllabus. This does not, however, limit the ability of the instructor or a fellow student from reporting or filing formal complaints concerning disruptive behavior occurring within the classroom.

All communications with faculty or other students—whether in class, face-to-face, on paper, or by telephone, email, or other electronic means—are subject to the same standards of conduct, behavior, and discipline as classroom behavior. Standards of conduct outlined elsewhere (Student Conduct Code, Sexual Harassment Policy, etc.) also apply.
5 H. CONTACT HOURS

In lecture courses, one term credit hour represents 14 contact hours per term, plus two hours of work outside of class per week. Three-credit lecture courses meet for 40 hours during a term. In studio courses, one term credit hour represents 27 hours of studio and/or laboratory time, with sufficient faculty contact to ensure the development of the knowledge and skills required by each course. Three-credit studio courses meet for 80 hours during a term. For internships and field experience, one term credit hour represents 45 hours of internship or work-related experience. The credit-to-contact hour ratio remains constant across all terms of study, regardless of the length of the term (see the academic calendar).

Three-credit on campus studio classes meet for 165-minute sessions twice a week or 330-minute sessions once a week for at least 14 or 30 days for a total of 4,950 minutes. Eight week, three-credit on campus lecture classes meet for 165-minute sessions twice a week for at least 16 days totaling 2,640 minutes (lecture). Eight week, three-credit on campus studio classes meet for 210-minute sessions three times a week or 330-minute sessions twice a week for at least 15 or 23 days for a total of 4,950 minutes.

RMCD courses are offered in an eight-week accelerated format. The exact number of hours per week students can be expected to spend on each course will vary based upon the weekly coursework, as well as study style and preferences. Students should plan to spend 10-25 hours per week in each course reading material, interacting on the discussion boards, writing papers, completing projects, and doing research.

5 I. GRADING + EVALUATING STUDENT PROGRESS

Students are graded on the basis of prompt and satisfactory completion of assignments, attitude, attendance, and individual progress. Students are expected to have materials and supplies necessary for the successful completion of assignments. Grade reports reflect standard letter grades. RMCD uses a 4.0 scale to calculate grade point averages.

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<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Point Value</th>
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<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
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<tr>
<td>A</td>
<td>4.0</td>
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<tr>
<td>A-</td>
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<td>B+</td>
<td>3.0</td>
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<td>B</td>
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<td>B-</td>
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<td>C+</td>
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<td>D+</td>
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<td>F</td>
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<tr>
<td>Audit (AU)</td>
<td>0.0</td>
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<tr>
<td>Fail (FAIL)</td>
<td>0.0</td>
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<tr>
<td>FN (Failure for Non-Attendance)</td>
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<tr>
<td>Incomplete (I)</td>
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<tr>
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<tr>
<td>Portfolio credit/ Transfer credit (TR)</td>
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</tr>
<tr>
<td>Repeat (R)</td>
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<tr>
<td>Withdraw (W)</td>
<td>0.0</td>
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</table>

The policies on late submission of assignments and grading criteria vary by academic department, and are clearly stated in the course syllabus distributed during the first week of classes. Every course undertaken at RMCD is included in computing the grade point average, except those in which an AU (audit), P (pass), R (repeated course), or W (withdraw) is posted.

Withdrawals are only accepted before the published deadline of the term (see the Academic Calendar); they are considered non-punitive and are not computed into the grade point average.

Students receive midterm and final term grades via RMCD’s online student information system CampusVue. Final grades are posted to the student portal within one week of the end of the term. Students who are unable to access their grades by the end of the first week of the following term should contact the Office of the Registrar. The Financial Aid Office is notified of unsatisfactory academic progress.

5 J. GRADE APPEAL PROCEDURE

Faculty are responsible for stating clearly the instructional objectives of the course at the beginning of each term and for evaluating student achievement in a manner consistent with the stated objectives. Students are responsible for maintaining standards of academic performance established in the syllabus for each course in which they are enrolled.

The grade appeal procedure provides a formal process for students to request a review of final grades they think were incorrectly awarded. The student must formally petition for a grade appeal to the instructor in writing, using the RMCD Grade Appeal Form. The required form is available from the Registrar’s Office. Please refer to the Student Handbook for the process to be utilized. The burden of proof rests with the student to demonstrate the grade assigned for the course was made on the basis of any of the following conditions:

- A grading decision was made on some basis other than performance and other than as a penalty for academic dishonesty.
- A grading decision was based on standards unreasonably different from those which were applied to other students.
- A grading decision was based on a substantial, unreasonable, or unannounced departure from the course objectives and assignments.
- Grade appeal petitions will only be considered for the final grade awarded for the course.
- Grade appeals petitions may result in a lower grade than initially awarded by the individual instructor.

1. The student must submit a grade appeal, in writing, to the instructor who issued the grade, no later than 30 calendar days after the first day of classes of the next term.

2. If, after subsequent consultation with the instructor, the student is not satisfied and wishes to pursue the issue, or if the instructor is not available or does not respond within 14 days, the student should submit an appeal, in writing, to the Department Chair in which the course was taught. Documentation supporting the grade change based on the appropriate category(ies) set forth above is to be submitted with the appeal. If no appeal is filed with the Department Chair within 45 calendar days after the first day of classes of the next term, the grade shall be considered final.

3. The Department Chair will discuss the matter with the student and with the instructor, and will document the appeal and the Chair’s response.
4. If the student is not satisfied with the Department Chair’s response and wishes to pursue the matter further, the student should submit an appeal in writing to the Faculty Review Panel within 14 days from the receipt of the Chair’s response. Again all documentation supporting the appeal should be included. The Faculty Review Panel may request additional information from the student, faculty member, and Chair. The Faculty Review Panel will review the submitted documentation and recommend approval or denial of the appeal.

5. The Faculty Review Panel will document the decision and provide copies to the student, the instructor and the Chair.

6. This decision of the Faculty Review Panel is submitted to the Dean of Faculty and Instructional Services for approval. This decision is final.

7. The result and documentation of the review will be compiled by the Registrar and placed in the student’s academic file.

8. If the student deems the final decision and accompanying evaluative comments are inaccurate, misleading or a violation of the privacy or other rights of the student, the student may insert a written comment in the record.

5 K. INCOMPLETE GRADE PROCEDURE

In extenuating circumstances an “I” grade may be assigned by the instructor with permission from the Department Chair, and in accordance with the eligibility requirements set forth below. Students may request an “I” grade for more time to complete required coursework, which is he prevented from completing in a timely way due to non-academic reasons. Students will be asked for documentation to justify the request, though it is important to remember that such documentation does not automatically validate the request. Other circumstances may be taken into consideration, such as the pattern of performance and participation in the course, and any additional factors that the instructor deems relevant. Keep in mind that to be eligible for an “I” grade, students must be passing the course at the time of the request, and must have completed at least 75 percent of the coursework up to week 6 as specified in the syllabus. The Incomplete form must be submitted to the Registrar by the Friday of week six in an 8-week term.

All “I” grades require a written agreement specifying the remaining coursework required for completion and timeline for removal of the “I” grade. This agreement is subject to the approval of the instructor and the Chair of the department or program. If the coursework is not completed within the prescribed timeframe, the “I” will automatically change to the standing grade in the course, excluding the outstanding coursework. The maximum time in which students must complete all coursework is no later than the Friday of week four of the next term. Students cannot have more than one outstanding “I” before enrolling in the next session. Financial aid disbursements scheduled for the following semester will be delayed until the “I” grade is updated to reflect a final grade for the course.

ELIGIBILITY REQUIREMENTS:

1. A student who has suffered a death in the family or other personal event of sufficient seriousness to prevent the student from completing coursework and who has successfully completed 75% of the coursework up to week 6 as specified in the course syllabus is eligible to petition for the grade of incomplete to the instructor. An eligible student must follow the procedures stated below or negate eligibility.

2. Because of federal financial aid rules, students who are on academic probation cannot petition for or receive a grade of Incomplete under any circumstances.

3. Students who are graduating seniors cannot receive a grade of Incomplete and graduate. An incomplete grade automatically postpones graduation.

4. No extensions or second incomplete petitions can be accepted in relation to the original agreement. In the event that the instructor and Chair deny the petition for an incomplete grade, the student may submit a petition to the Dean Students. The Dean will confer with the instructor and Chair, and may require additional documentation and information to substantiate the petition over and above what was previously submitted, and will render a final decision.

PROCEDURES

1. The student must formally petition the instructor in writing for the grade of Incomplete, using the RMCAD Incomplete Grade Petition/Contract form. The required form is available through the Registrar’s Office. The petition is a contract stating the make-up work to be completed and a completion date, and must be signed by the instructor, the student, and the Department Chair.

2. It is the student’s responsibility to initiate the petition and obtain the signatures required. The student must submit the completed form to the Registrar for approval of the Incomplete. Approvals are not granted to incomplete or late RMCAD Incomplete Grade Petition/Contract forms.

3. Students must complete and submit to the instructor all work by the Friday of week four of the next term.

4. The instructor must submit the final grade to the Registrar by the Friday of week five. All due dates stated on the incomplete petition must be met. If they are not, the “I” grade will automatically change to the standing grade in the course. There will be no exceptions.
RMCAD is committed to providing the best possible educational environment for its students. We encourage an open and frank atmosphere in which any conflict, complaint, suggestion, or question receives a timely response from RMCAD staff and/or faculty. RMCAD strives to ensure fair, honest, and equal treatment of students, faculty, and staff are expected to treat each other with mutual respect at all times. When students have issues of concern that do not fall under the discrimination or harassment policies or the grade appeal procedure in the Student Handbook, they should follow the Conflict Resolution procedure to resolve any other issues that occur between them and the faculty or staff of the College.

1. The student presents the concern to the faculty or staff member with which the issue is of concern, after the incident occurs. If the faculty or staff member is unavailable or the student believes it would be inappropriate to contact that person, then the student should present the conflict to the Director of Student Affairs (for general issues at 303.999.5468) or to the Dean of Students (for faculty issues) or to Human Resources (for staff issues at 303.225.8552).

2. Students may present the issue to the Director of Student Affairs and the Dean of Students, although RMCAD encourages students to present issues as promptly as possible so administration may take appropriate remedial or investigatory measures, if required.

3. Whichever party is contacted—Director of Student Affairs, Dean of Students, or Human Resources—would then apprise the other of the situation.

4. If the issue of concern is with a faculty member, then the Dean of Students will bring the issue to the Department Chair and notify Human Resources of the concern. Human Resources will work with the faculty member, Department Chair, and the Vice President of Academic Affairs as needed to resolve the issue. The Director of Student Affairs and the Dean of Students will be kept apprised of the progress and involved on an as-needed basis to best resolve the issue.

5. If the issue of concern is with a staff member, then Human Resources will apprise the staff member’s supervisor of the situation and work through the situation with the staff member and the supervisor as needed. The Director of Student Affairs and the Dean of Students will be kept apprised of the progress and involved in an as-needed basis to best resolve the issue.

6. If the issue concerns college policy or procedure and/or other issues/complaints regarding any aspect of the college, it will be addressed by appropriate administrators overseeing relevant departments in concert with the Dean of Students and Director of Student Affairs. The resolution of the Conflict Process will be finalized in written form and sent to the student upon completion of investigation. Documentation of the concern, investigation, and resolution will be kept on file within the appropriate office.

GRIEVANCE COMMITTEE

In the case that a student is dissatisfied with the resolution, he or she may submit the grievance in writing, including all relevant documentation/evidence as applicable or requested by the committee, to the Registrar, who Chairs the Grievance Committee. The Grievance Committee also hears Exception to Policy Petitions. The Grievance Committee consists of the Dean of Students, Director of Student Services, and the Director of Student Affairs. Depending upon the situation, the Vice President of Academic Affairs and the President may be asked to participate on the Committee.

1. The committee, comprised of the Registrar and the Director of Student Affairs, reviews all documentation and renders a decision to the student in writing.

2. If the student is dissatisfied with the resolution, he or she has one opportunity to appeal the decision. The Director of Student Services submits the grievance or petition to the Vice President of Academic Affairs and the President for review. This decision is final and binding.

Not every conflict can be resolved to everyone’s total satisfaction, but only through understanding, open communication, and discussion of mutual conflicts can students, faculty, and staff develop confidence in each other. This confidence is important to the operation of an efficient and harmonious educational environment. The student, where appropriate, will be notified of the conclusion of the conflict resolution process.

5 M. EXCEPTION TO POLICY

RMCAD approves exceptions to policy under rare and extraordinary circumstances. To request an exception to policy, students submit the Exception to Policy Form, including the appropriate situational evidence and/or documentation, available through the Registrar’s Office.

The College does not guarantee the approval of Exception to Policy petitions. All exceptions to policy are reviewed by the Grievance / Exception to Policy Committee. Decisions are final and binding.

STUDENT INITIATED COMPLAINTS

This process is used by students to submit a formal complaint they have been unable to satisfactorily resolve with the faculty, staff, students, or others involved.

Complaints may be submitted anonymously; however, unless a student includes their contact information, Rocky Mountain College of Art + Design (RMCAD) may be unable to investigate the complaint and/or respond regarding the subject matter.

Student Initiated Complaints may be submitted online, via the College website at the Student Initiated Complaint Submission link.

Once received, the Student Initiated Complaint will be reviewed and documented by the Director of Student Affairs, who will confer with the Dean of Students and collaborate with the appropriate individuals, departments, and/or resources for resolution.
5 N. GRADUATION REQUIREMENTS

UNDERGRADUATE

In order for a student to graduate from a Bachelor’s degree program at Rocky Mountain College of Art + Design s/he must:

1. Complete all required courses in a given program of study.
2. Have at least a 2.0 cumulative grade point average (2.5 for Art Education majors).
3. Have earned a minimum of 120-126 term credits, depending on their program, for a Bachelor’s Degree. A minimum of 30 credits must have been earned at RMCAD, including the final 15 credits of study, which must be completed in residency (active military students are exempted from the residency requirement).
4. Have completed a minimum of two portfolio reviews for the BFA degrees.
5. Have an acceptable body of work for a graduation exhibition for the BFA degrees.

GRADUATE

In order for a student to graduate from a Master of Arts degree program at Rocky Mountain College of Art + Design s/he must:

1. Complete all required courses in a given program of study.
2. Have at least a 3.0 cumulative grade point average.
3. Have earned a minimum of 33 term credits for a Master of Arts Degree. At least 27 credits including the thesis or applied project must have been earned at RMCAD.

GRADUATION HONORS

Undergraduate students who maintain a high level of scholastic excellence throughout their college career receive the earned degree with honors. Honors are determined by the student’s cumulative grade point average.

- Cum Laude: 3.5 – 3.6 Cumulative GPA
- Magna Cum Laude: 3.61 – 3.79
- Cumulative GPA Summa Cum Laude: 3.80 – 4.0
- Cumulative GPA

Graduate students who maintain a high level of scholastic excellence throughout their college career receive the earned degree with honors. Honors are determined by the student’s cumulative grade point average.

- Passed with Distinction: 4.0 GPA

Honors designations on transcripts are based upon the student’s complete academic record at RMCAD. Only credits earned at RMCAD are used to determine a student’s grade point average. Students whose grade point average qualifies them for graduation with honors the term before they graduate will be recognized at the commencement ceremony.

VALEDICTORIAN

One Valedictorian will be chosen to represent their graduating class as the student who best symbolizes RMCAD, academically. The Valedictorian will be a student who has achieved a 4.0 GPA, or who has achieved the highest cumulative GPA among their graduating class.

In the event there are multiple students who fit these criteria, the student with the most work completed at RMCAD will be awarded the honor. Should multiple students have the same CUM GPA and credits earned at RMCAD, the student’s conduct, civic engagement, and community involvement history will be reviewed. The student with a demonstrable history of campus and civic engagement and a history clear of conduct violations will be selected as valedictorian.

ELIGIBILITY FOR PARTICIPATION IN GRADUATION EVENTS

BFA Students are eligible to participate in commencement exercises and the RMCAD Graduation Exhibition only if they have completed all of the degree program requirements and are officially graduating in the same term. Students are added to the graduation list when they have attended the Mandatory Grad Meeting and have completed requisite paperwork and submitted relevant information, found within the Mandatory Grad Meeting, provided by the Office of the Registrar. Each semester, all on-ground graduating BFA students have the opportunity to participate in an on-campus exhibit. This group exhibition features Animation, Art Education, Commercial Photography, Fashion Design, Game Art, Graphic Design, Fine Arts, Illustration, and Interior Design. The BFA Graduation Exhibition is a college tradition and a privilege that brings all students, faculty, staff, and community together for a celebration of the talent and hard work of the graduates. Participating students must be present for the installation and exhibition of the show. Online students who are unable to participate in the on-campus exhibition are invited to have their work included in an online exhibition that will also be exhibited in the on-campus exhibit.

GRADUATION RATES

The current six-year average graduation rate for Rocky Mountain College of Art + Design is 46 percent for full-time first-time freshmen who started in the fall term of 2009. This graduation rate is comparable to that of other schools of similar size and focus. This is the data reported to the National Center for Education Statistics. For more information, visit nces.ed.gov. Four-year average for the Student Right-to-Know completion or graduation rate—calculation is 47%.

5 O. HONOR ROLL

Undergraduate students must be enrolled full-time to be eligible for honors. Students who begin a term as full-time, but withdraw from one or more courses resulting in less than full-time status for a term are ineligible.

Honors are determined by the term grade point average requirements as follows:

- Dean’s Honor Roll: 3.5 – 3.99
- President’s Honor Roll: 4.0

ACADEMIC POLICIES
5 P. LIBERAL ARTS POLICY – FIRST-TIME FRESHMAN

RMCAD students are scheduled for courses based off of the program sequence that is designed by the Academic Program Chair. The program sequence was written to equally distribute liberal art, foundations, and core program requirements over the lifetime of a student’s program in order to create a well-rounded student experience both online and on campus. RMCAD strongly believes that the liberal arts and foundations course work is equally as important to the development of strong artists as their core program coursework. For this reason, students are strongly encouraged to immediately reschedule a liberal arts or foundations course for the next available start date, should they withdraw, drop, or fail a course within either discipline. Students are expected to complete a minimum of 18 Liberal Arts and Foundations credit hours per year during their first 2 academic years and 6 credit hours their third year. Should this expectation not be met during the allotted time frame, students will be required to meet this minimum before registering for a course in their chosen major.

5 Q. LIBERAL ARTS POLICY – TRANSFER STUDENTS

Transfer students are also required to complete all liberal arts coursework in a timely manner. RMCAD requires 33-45 credit hours of liberal arts coursework and transfer students may often transfer in some of the required courses. Transfer students are required to complete 50% of their remaining liberal arts coursework in their first and second academic year at RMCAD. Should this expectation not be met during the allotted time frame, students will be required to meet this minimum before registering for a course in their chosen major.

5 R. PORTFOLIO REVIEWS

RMCAD students enrolled in the BFA programs are required to pass two portfolio reviews as a part of RMCAD’s regular assessment of student outcomes.

The sophomore portfolio review (FD 2300 Foundations Sophomore Portfolio Review) is scheduled when the student has earned 45-60 credits. Students prepare and present a portfolio demonstrating their mastery of foundational skills. The review is pass / fail and is required for students to move into their major 3000-level coursework.

The second, major-specific portfolio review occurs during the student’s junior or senior year. Some departments embed this into a course. Please see major-specific course descriptions.

Students who fail either Sophomore Portfolio Review or the Major-Specific Portfolio Review must schedule and retake the portfolio review within 30 days. Students who fail a second attempt must register for the portfolio review in the next semester, and will not be allowed to advance into upper-level coursework until they pass.

5 S. PUBLICATION, INTELLECTUAL PROPERTY + PERPETUAL LICENSE

Artwork and projects created by students as part of a RMCAD course of study are done for educational purposes and represent both the student’s ideas and the influence of the College’s faculty. The College reserves the right to display, retain, and reproduce student work for exhibition, publication, marketing, or any other purpose without the student’s consent. The College photographs campus activities throughout the year for publication and public relations purposes. Photographs are included in RMCAD’s definition of directory information. Students who do not wish to have their photographs published must notify the Office of the Registrar in writing.

5 T. REPEATING COURSES

RMCAD allows students to repeat a class in which they have received a grade of D+ or lower. Course repeats are limited to one attempt. Students are required to take the class again in the next term that it is offered. Credit is earned for the course only once and students will keep the highest grade obtained when repeating a class. The lower grade for the particular course will be removed from the GPA calculation, but will remain on the transcript and the retaken course annotated with the grade suffix with ***—ex: C**

Additionally, the credits will be included in the total attempted credits that may impact a student’s satisfactory academic progress.

Students who wish to attempt an individual course for a third time must formally submit an exception to policy form to be reviewed by committee. Students may only be enrolled in a course for the third time if approval is granted by the Exception to Policy Committee. The required form is available from the Registrar’s Office. Students should consult their adviser and financial aid before retaking a course, as financial aid and/or scholarship awards could be affected.

6. REGISTRATION

6 A. ADDING/DROPPING OR WITHDRAWING FROM A COURSE

Students must have the approval of their Student Advisor and their Academic Program Chair submit the Add/Drop Form to the Office of the Registrar to be officially dropped from a course. Add/Drop deadlines are published in the Academic Calendar section of this Catalog, and must be received by 11:59 PM on the day of the drop deadline or the course change will be processed as a “Withdrawal.”

Withdrawals are only accepted before the published deadline of the term (see the Academic Calendar); they are considered non-punitive and are not computed into the grade point average.

6 B. CREDIT OVERLOAD POLICY

UNDERGRADUATE

Registration for more than 18 credit hours, whether online or on-campus, in a 16-week semester is not permitted. The recommended maximum credit load for a full-time student is 12 - 15 credit hours. Overloads are discouraged, except in exceptional circumstances.

Students wishing to request a credit hour overload must have completed 30 or more credit hours at RMCAD, have a 3.0 cumulative GPA and petition the Department Chair and the Dean of Students. Students will be asked to present evidence of academic preparation and demonstrate the ability to meet course load obligations. Final authorization of any credit load is subject to Department Chair and Deans’ approval.

GRADUATE

The recommended maximum credit load for a full-time graduate student is 12 credit hours per semester. Overloads are discouraged, except in exceptional circumstances. Students will be asked to present evidence of academic preparation and demonstrate the ability to meet course load obligations. Final authorization of any credit load is subject to Department Chair and Deans’ approval.
6 C. CHANGE OF MAJOR

Some first-year course offerings are the same for all RMCAD programs. A change of major is only possible between the start of one financial aid academic year and the beginning of another. Completing the new major may take longer than the original program chosen, as many courses are not common across majors. Courses completed that are not included in the new major cannot be credited toward that degree. Some courses may be used to fulfill the elective requirements. In order to change their major, students must meet with their current Department Chair and their new Chair. Both Department Chairs will sign the Change of Major form, and the student then submits the form to the Office of the Registrar. A change in major may result in a change of catalog year. A student who changes his/her major is subject to the program requirements as specified in the catalog that is in place at the time the transfer is performed starting with their new financial aid academic year in the new program. The Change of Major Form is available from the Office of the Registrar.

UNDECLARED POLICY

Undeclared Students must declare a major by the end of their first academic year, or two semesters, and prior to earning 30 credits. Earned credit hours include those from RMCAD as well as all applied transfer credit from other institutions and college credit received in high school such as Advanced Placement or International Baccalaureate. Undeclared students in the BFA track may take a maximum of six studio electives which must be approved by the manager of advising and a combination of liberal arts and foundations courses. It is recommended that elective credits pertain to students’ major(s) of interest. Credits earned are not guaranteed to apply to the student’s declared major. A registration hold will remain on the student enrollment record until a major has been applied to the student’s permanent record. Change of major policies will apply for declaring a major.

ELECTIVE CREDIT HOURS

Students in program majors will be given registration priority in major coursework. Undeclared students or declared students enrolling in courses outside of their major are not guaranteed enrollment in elective courses.

6 D. ENROLLMENT STATUS

UNDERGRADUATE

Full-time enrollment at RMCAD is defined as being registered for a minimum of 12 credit hours in a 16-week semester. Students registered for 6-11 credit hours in a 16-week semester are considered half-time. Students registered for 1-5 credits are considered less than half-time.

GRADUATE

Full-time enrollment for graduate students at RMCAD is defined as being registered for a minimum of 6 credit hours in a semester.

CONTINUOUS ENROLLMENT

RMCAD students in all undergraduate and graduate programs for either campus or online must maintain enrollment totaling 6 credit hours (or more) over three consecutive semester periods (including summers). Students are required to be registered for and attending at least one 3-credit course each 8 weeks for the Fall, Spring, and Summer semesters of each calendar year. RMCAD does not encourage students to take time off from their studies, but we do realize that personal issues may arise that require the student to take time off. Please refer to the “Unofficial Course and College Withdrawal” section.

Students should consult both their Student Advisor and financial aid for implications of the withdrawal as well as reinstatement information.

Please note that part-time enrollment or taking time off may affect financial aid and/or scholarship eligibility. Renewal of most scholarships and grants requires that students must be consecutively enrolled as a full-time student in every semester (i.e., take 12 credits per semester, 6 credits per term with the exception of summer terms where students may take 3 credits per eight-week term, 6 credits per semester). Please see the “SCHOLARSHIPS AND GRANTS” section for more information.

INTERRUPTION OF TRAINING

In extenuating circumstances, students may apply for an Interruption of Training (IOT) for 60 days per Academic Year. Students are required to complete the request form with a Student Advisor, which must include the following information: specific reason for the IOT, date IOT starts (must be equal to first scheduled class day missed), and date of return to classes (cannot exceed 60 days in an Academic Year). It is recommended that financial aid recipients considering an Interruption of Training consult their Financial Aid Advisor about the probable effect it will have on projected grant and loan disbursements. While on IOT, students may not receive financial aid disbursements for either tuition payment or living expense stipends. Current financial aid funding may change, and future financial aid eligibility may be delayed and changed by the length of time the student is on a leave. A student may be required to complete additional financial aid application forms based on the timing of their IOT within the financial aid period. Only students who maintain satisfactory progress with a GPA of 2.0 or higher (undergraduate) or 3.0 or higher (Graduate) will be granted an IOT. Students not communicating and/or not returning to school at the scheduled end of an official IOT will be dismissed.

INTERRUPTION OF TRAINING FOR ACTIVE MILITARY STUDENTS

In an effort to support our students who are members of the armed forces, RMCAD will allow active military personnel one additional IOT period during a 12-month period. The combined IOT periods cannot exceed 120 days within a 12-month period.

RETURN FROM INTERRUPTION OF TRAINING

Students must contact a Student Advisor at least 2 weeks prior to returning from their IOT to confirm their return. A Return from IOT form will be initiated by the Student Advisor, and the student must be cleared by all departments before the student can register for upcoming classes.

6 E. IDENTITY VERIFICATION - ONLINE

RMCAD authenticates users with secured usernames and passwords for access to all of its technology and support tools. In order to ensure further identity protection, RMCAD will collect extra security challenge questions and answers that will be used as extra credentialing when logging into the Learning Management System (LMS). Students are challenged at random and strategic times (such as before entering an exam) with extra security challenge questions to strengthen the institution’s academic integrity of its programs and courses. Students are also required to have an approved photo stored electronically within our systems so that instructors can conduct a visual verification during video conferencing sessions.
6 F. INDEPENDENT STUDY

Undergraduate Independent Study courses are intended to give upper-level exceptional students an opportunity for individualized and specialized study in an area of art or design not offered in the regular curriculum. The purpose is to explore an area of personal interest related to a student’s major field of study, wherein the teaching and learning occur outside of a formal classroom setting. A junior or senior-level student with a GPA of 3.5 or higher may petition to take one three-credit Independent Study course as part of the degree program. The Independent Study Proposal Form must be accompanied by a syllabus created by the instructor and student, including a course description, calendar, rationale, goals, and objectives. The course number for all Independent Study courses is 3990; and the prefix reflects the program of study under which the course is instructed (e.g., AN 3990, FA 3990).

6 G. INTERNSHIPS IN UNDERGRADUATE DEGREE PROGRAMS

Students must obtain the internship packet located on the Dome that provides a clear outline of the internship program at RMCAD for participating students and internship sponsors. Please note that the Interior Design paperwork is separate from the internship paperwork for all other programs. Students must locate an internship site and identify a willing internship sponsor. Assistance in locating a site can be obtained from faculty, Academic Program Chairs, Heads, and Career + Alumni Services, as well as utilization of the Career + Alumni Services online tool, Passport.

Once a site is identified, students must complete the Internship Learning Agreement in conjunction with their internship sponsor and obtain all required signatures including: 1) Internship Sponsor; 2) Student; 3) Career + Alumni Services; and 4) Department Chair, Department Head, or designated Internship Advisor and return the internship packet to the department designee. The next step is to register for the internship by submitting a completed Add Form (included in the internship packet) to the Office of the Registrar. Regular add/drop deadlines apply.

Once officially registered or pre-registered for an internship, students may begin clocking internship hours. Hours worked prior to official registration for an internship will not be counted toward internship requirements. Should a student be officially registered prior to the start of the term, hours may be worked prior to or during the term; however, at least half of the required hours must be completed during the term the student is registered for internship credit. Students must track their hours on the timesheet provided in the internship packet and obtain the internship sponsor signature prior to submission to the Chair, Head, or Internship Advisor of their department at the end of the semester. Students must adhere to all guidelines and requirements as outlined in the internship packet to be eligible for internship credit.

6 H. MERGING AND CHANGING CLASSES

On occasion it may be necessary for the College, without prior notice to students, to merge sections of the same class; to cancel classes before they commence; to replace instructors; to change program requirements or class sequence; to modify course content and/or descriptions; or to change the classes required for graduation. The College will make every effort to contact students well in advance of such changes so they are able to make any necessary alternative arrangements.

6 I. PLANNING A SCHEDULE + REGISTERING

RMCD is a year-round institution of higher education and offers classes during three semesters: Fall, Spring, and Summer. Students register annually for a complete year, and it is recommended that students complete a minimum of 30 credits per year (36 credits per year enables students to graduate in less than 4 years). The process for annual registration is listed below:

1. Students work with their Student Advisor to develop a schedule up until degree completion.
2. Degree sequence and course prerequisites must be followed; advanced courses may not be taken until acceptable skill levels are achieved. Failed courses should be repeated the next time the course is available. Students seeking to substitute a course not in their catalog year must have an approved Course Substitution form available in the Student Advising office.
3. Undergraduate students requesting to register for more than 18 credit hours must possess a 3.0 cumulative GPA and obtain written permission from their Department Chair and the Dean of Students. Graduate students requesting to register for more than six credit hours in any eight-week sessions must possess a 3.0 GPA, and must obtain written permission from the department Chair and the Dean of Students. The Registrar’s Office processes the registration and notifies the student accordingly.
4. Following class registration, students must contact the Director of Financial Aid to complete financial aid paperwork. Balances not covered by financial aid must be paid in full by the first day of the month prior to the beginning of the term. Student account bills are mailed on a regular basis and individual student accounts are viewable online through the student portal. Students are responsible for reviewing account information and reporting any discrepancies to their Advisor and the Registrar’s Office.
5. A student who wishes to audit a course should contact the Office of the Registrar. Audits are charged the standard credit hour rate for a course (see the Financial Services/Tuition portion of this catalog on page 10 for exact amounts). Auditors taking no other classes with RMCAD must meet the same academic requirements as students registering for credit. Financial aid is not available for audited courses.

6 J. SATISFACTORY ACADEMIC PROGRESS (SAP) REQUIREMENTS

All full-time and part-time students are expected to meet minimum standards of progress determined on the basis of cumulative grade point average (CUM GPA) and Completion Rate (CR). Undergraduate students must achieve a minimum cumulative grade point average of 2.0 by the end of the first semester and for the duration of their degree program. All Art Education majors must achieve a minimum cumulative grade point average of 2.5 by the end of their first semester and for the duration of the Art Education degree program.

All full-time and part-time graduate students are expected to meet minimum standards of progress determined on the basis of CUM GPA. Students must achieve a minimum cumulative grade point average of 2.5 at the end of their first semester and a 3.0 for the duration of their degree.

All full-time and part-time undergraduate and graduate students are expected to meet the minimum CR of 67% by the end of each semester and throughout their program.
GUIDELINES

- All RMCAD credit hours attempted and earned are counted in the evaluation of SAP.
- All transferable credits are counted as credit earned and attempted will count towards CR but not in the cumulative GPA calculation.
- Incomplete grades in courses will count as credits attempted but not earned until the final grade has been posted, at which point SAP will be re-calculated for CR and cumulative GPA with the final grade.
- Course withdrawals (grades of W) count as credits attempted but not earned, and counts towards CR but not toward cumulative GPA.
- For students who change degree programs, all credits attempted and earned, regardless of program, count in CR and cumulative GPA.

FAILURE TO MEET SAP REQUIREMENTS FOR FINANCIAL AID

Satisfactory Academic Progress requirements are reviewed on a semester basis, regardless of the number of credit hours attempted during the term.

ACADEMIC WARNING

Student progress is monitored at the end of each semester. Undergraduate students who do not attain the cumulative grade point average of 2.0 (2.5 for Art Education majors) and completion rate of 67% or greater at the end of the semester are placed on academic warning for the following semester. Graduate students who do not attain the completion rate of 67% or greater and a cumulative grade point average of 2.5 for their first semester, and 3.0 for the duration of their degree, are placed on academic warning for the following semester. Students are notified of academic warning in writing.

ACADEMIC PROBATION

Student progress is monitored at the end of each semester. Undergraduate students who do not attain the cumulative grade point average of 2.0 (2.5 for Art Education majors) and completion rate of 67% or greater at the end of the semester are placed on academic probation for the following semester. Graduate students who do not attain the a completion rate of 67% or greater and a cumulative grade point average of 2.5 for their first semester, and 3.0 for the duration of their degree, are placed on academic probation for the following semester. Students are notified of academic probation in writing.

Students who are on academic probation may not apply for an “Incomplete” grade in any course during the probationary period. Art Education departmental probation is handled in the same manner as students placed on institutional academic probation. Students will be given one semester to raise their cumulative GPA to a 2.5. Should the student fail to achieve a 2.5 cumulative GPA, they will not be required to leave the college but may choose to declare another major instead. Student will be required to complete an academic success plan with their Student Advisor and participate in tutoring sessions with our Student Learning Center (SLC).

ACADEMIC SUSPENSION

For undergraduate students, the minimum required grade point average of 2.0 and completion rate of 67% or better must be achieved by the end of the semester in which the student is placed on suspension, resulting with the student being suspended from the college for a 16-week semester. For graduate students, the minimum required grade point average of 3.0 and completion rate of 67% or better must be achieved by the end of the semester in which the student is placed on academic suspension and the student will be suspended from the college for a 16-week semester. Students are notified of academic suspension in writing.

ACADEMIC SUSPENSION APPEALS

Students may appeal academic suspensions. Students must submit the appeal to the Registrar including all relevant documentation/evidence as applicable or requested by the Registrar within one week of notification of the suspension. Students who appeal by this deadline will be permitted to attend class while the appeal is under review. In cases where the appeal is denied, the student will be administratively dropped from all classes. No charges will be assessed and no grades assigned. Upon denial of appeal, the terms of suspension stated in the original notice will apply.

ACADEMIC PROBATION AND SUSPENSION FOR ASP STUDENTS

Undergraduate students enrolled in the Academic Success Plan (ASP) program who do not attain the cumulative grade point average of 2.0 at the end of the semester are placed on academic suspension for the following semester. Students are notified of academic probation in writing.

READMITTANCE FOLLOWING SUSPENSION

Upon readmittance to RMCAD after academic suspension, the student will remain on academic probation for a semester. Students who do not meet the standards designated during this second probationary term will be suspended for another semester, and must submit a petition to continue enrollment to the Registrar. The petition must be received 30 days before the start of the semester in which the student wants to enroll. Petitions will be decided on a case-by-case basis by, and at the discretion of, the Registrar and the Dean of Students.

6 K. TRANSCRIPTS + DIPLOMAS

Transcripts and Diploma are kept as permanent student records and may be obtained from the Registrar’s Office by request. Students request transcripts via the National Student Clearinghouse. The website is located at www.rmcad.edu, under “Request Transcript.” If a current or past student account is on hold for any reason, or if a current or past student’s federal student loan is in default, official transcripts and/or diploma will not be issued. Six to eight weeks are required for processing for recent graduates.

The official transcript is signed by the Registrar’s Office and is provided in a sealed envelope. It is generally the only type of transcript acceptable for the transfer of credit. The fee for an official transcript is located at www.getmytranscript.org, and is regulated by the National Student Clearinghouse. The fee, as of November 28th, 2016 is $7.25, but is subject to change throughout the academic year.
6 L. TRANSFER CREDIT

TRANSFERABILITY OF RMCAD CREDITS

Decisions concerning the acceptance of credits by any institution other than the granting institution are made at the sole discretion of the receiving institution. No representation is made whatsoever concerning the transferability of any credits to any institution.

Students considering continuing their education at, or transferring to, other institutions must not assume that credits earned at this College will be automatically accepted by any receiving institution. An institution’s accreditation does not guarantee that credits earned at that institution will be accepted for transfer by any other institution. Students must contact the Registrar or appropriate department of the receiving institution to determine what credits, if any, that institution will accept.

UNDERGRADUATE TRANSFER CREDIT EVALUATION

Applicants must arrange to have copies of official transcripts from all post-secondary institutions they have attended sent to the Registrar’s Office. Official transcripts for courses completed at colleges outside of the 50 United States must be submitted to the College and to an approved evaluation agency before transfer credit will be evaluated by RMCAD (refer to the International Transcript Evaluation section of this Catalog page 7). Credit may not be awarded at a later date from colleges not listed on the application.

Students enrolled as Non-Degree Seeking or in a Certificate program are not eligible to receive transfer credit.

Students must earn a minimum of 123 – 125 credits (depending on the program of study) credit hours in order to receive a bachelor’s degree. Up to 60 credits can be earned from external sources, including transfer credit, Advanced Placement (AP), CLEP, IB, and credit given through a portfolio review. The last thirty credits must be earned in residency at RMCAD.

No transfer credit is accepted for the final term of study. Grades for external credit are not calculated into the RMCAD cumulative grade point average. External credit is good for the catalog year for which credits were evaluated. Students who defer their start date to a new catalog year are subject to reevaluation at that time. Official college transcripts are required, as well as a portfolio reflecting the prospective student’s highest college-level studio work (if applicable). RMCAD has access to an extensive library of course catalogs and course descriptions from most schools across the nation and we will attempt to locate course descriptions for prior courses in order to determine course equivalency. It is helpful, however, for prospective students to submit course descriptions for prior coursework whenever possible, as it is ultimately a student’s responsibility to provide information as it relates to prior schooling.

Courses are considered for transfer credit based on the following standards:

Accreditation of the Sending Institution

Credits may be considered for transfer if they were earned at an institution accredited by any of the six regional accrediting associations, the Council for Interior Design Accreditation (CIDA), or by the National Association of Schools of Art + Design (NASAD). Credits from schools not regionally accredited are not accepted, but might be eligible for portfolio-based transfer credits.

Antiquity Policy

There are no antiquity limitations on courses that are deemed equivalent to lower division (1000 or 2000 level) RMCAD art and design courses. Digital media and other computer- or technology-based courses are considered for transfer provided they were completed within the last two years prior to the date of matriculation. Courses that are deemed equivalent to upper division (3000 or 4000 level) RMCAD credits must have been completed within the last five years prior to the date of matriculation. Once the five-year period has lapsed, credit is contingent upon the evaluation of the Department Chair to determine if the course satisfactorily meets current standards and practices in the discipline. These requirements apply to the transfer of art and design courses only; they do not apply to Liberal Arts courses.

Appeal Process for Credit or Transcript Evaluation

Students who wish to formally appeal for additional external credit must complete an appeal form that is obtained from the Office of the Registrar. Appeals must be submitted by the end of the first 8-week term of study. Students must submit a portfolio demonstrating the required outcomes for each class for which they petition. Department Chairs provide the outcomes and review, and their decision is final. More information is available through the Office of the Registrar.

Appropriateness and Applicability of Courses

Course equivalency is determined by a combination of course description review and portfolio review, depending on the nature of the course and how it compares to similar courses offered at RMCAD. Only courses with grades of “B” or better are accepted.

Art History Study Abroad Transfer Credits

Art History credits may be considered for transfer if they are earned through study abroad programs offered by accredited institutions. The Liberal Arts Chair will individually evaluate these credits. AH prerequisites apply.

Articulation Agreements

Contact the Office of the Registrar for information on specific transfer and articulation agreements.

Comparability of Credit to be Transferred

Credits at Rocky Mountain College of Art + Design are semester credits. A student coming from a college on the quarter system will receive two-thirds of a term credit for every quarter credit.

Continuing Students Seeking Transfer Credit

Current RMCAD students seeking transfer credit while attending RMCAD must obtain written approval from the Registrar prior to registering at the other institution. Students must submit official transcripts with final grades from that institution to the RMCAD Registrar’s Office immediately upon completion of the course(s). Official transcripts are due by the end of the first 8-week term.

Prior Degrees

Students who have a prior Associate of Arts, Bachelor’s Degree or Bachelor of Fine Arts Degree in lieu majors in the visual arts from a regionally accredited college or university in the United States will be granted up to 33 credits of Liberal Arts satisfying this requirement for BFAs in Animation, Game Art, Commercial Photography, Fashion Design, Fine Arts, Design, and Illustration, and up to 30 credits for Art Education and Interior Design. Students will be granted all Liberal Arts requirements, excluding Art History courses. All foundations and major courses will be evaluated based on course equivalency. Associate of Science or other degrees not specified here, as well as degrees from schools outside the U.S. are evaluated based on individual course equivalency. Art Education, Game Art and Interior Design majors have up to 3 major specific Liberal Arts requirements that may not be satisfied by the prior degree policy. This prior degree policy applies to Art Education majors only after all state requirements are met. No more than a total of 60 semester credit hours may be transferred toward a BFA at RMCAD with an awarded Bachelor’s degree in comparable field of study.
**Prior Learning Assessment**

Evaluation of Advanced Placement (AP) Credit

Advanced Placement gives students the chance to complete college-level work in high school, and to gain valuable skills and study habits for college. Students who earn a minimum qualifying grade of four on selected AP Exams are granted credit for selected RMCAD courses. AP Grade Reports (transcripts) include grades for all AP Exams taken. In order to evaluate and award credit, RMCAD requires a copy of the grade report no later than 30 days prior to the start of the term in which the student matriculates. Prospective students should contact The College Board or visit their website at www.collegeboard.org for procedures for requesting AP transcripts.

Evaluation of College-Level Examination Program (CLEP) Credit

The College-Level Examination Program® or CLEP provides students of any age with the opportunity to demonstrate college-level achievement through a program of exams in undergraduate college courses. RMCAD grants credit for CLEP exams that meet the minimum qualifying score of 50 and are comparable to RMCAD course requirements. RMCAD requires a copy of the CLEP transcript in order to evaluate and award credit. Contact The College Board or visit their website at www.collegeboard.org for procedures for requesting CLEP transcripts.

Experiential Credit

The College does not provide credit for experiential learning.

**International Baccalaureate (IB) Credit**

The International Baccalaureate is a comprehensive course of study for academically talented high school students in select high schools throughout the world. Decisions for or against awarding credit are based on individual scores on selected exams that have been determined to be comparable to RMCAD courses and degree requirements. In order to evaluate and award credit, RMCAD requires the official transcript no later than 30 days prior to the start of term in which the student matriculates. Transcripts must be requested in writing (by mail, fax or email). Be sure to use the full name under which you originally registered, provide your seven-digit IB candidate code, give the name of the IB high school you attended, and include your month and year of graduation and your date of birth. For more information, contact: International Baccalaureate North America, 475 Riverside Drive, 16th Floor, New York, NY, 10115. Phone: 212.696.4464, Fax: 212.889.9242, Email: ibna@ibo.org.

Graduate Transfer Credit Evaluation

Applicants must arrange to have copies of official transcripts from all post-secondary institutions they have attended sent to the Graduate Admissions Department. Official transcripts for courses completed at colleges outside of the United States must be submitted to the College and to an approved evaluation agency before transfer credit will be evaluated by RMCAD (refer to the International Transcript Evaluation section of this catalog). A student who does not list all colleges attended on their application may have their admission rescinded. Credit will be considered for courses in progress at another institution so that students may be notified of potential transfer credit. In these cases, an official transcript documenting enrollment is required. Credit may not be awarded at a later date from colleges not listed on the application.

Credits may be considered for transfer if they were earned at an institution accredited by any of the six regional accrediting associations or by the National Association of Schools of Art + Design (NASAD).

Credits from schools accredited by other national associations are not generally accepted, but may be eligible for portfolio-based transfer credits. Students must petition for transfer of credits from nationally accredited institutions by submitting a portfolio for each class for which they petition. The portfolio must support the course outcomes and skills learned in the particular course. The Department Chair provides the outcomes to the student. Department Chairs review the request, and their decision is final.

For all graduate programs, credit may be transferred in with the approval of the Department Chair. Transfer credit is not guaranteed. Each case is assessed individually, and based on a combination of factors including course equivalency. Course equivalency is determined by a combination of course description review and portfolio review, depending on the nature of the course and how it compares to similar courses offered at RMCAD. RMCAD has access to an extensive library of course catalogs and course descriptions from most schools across the nation and we will attempt to locate course descriptions for prior courses in order to determine course equivalency. It is helpful, however, for prospective students to submit course descriptions for prior coursework whenever possible, as it is ultimately a student’s responsibility to provide information as it relates to prior schooling. For courses eligible for transfer, a B or better must have been earned, and the course(s) grade will not be included in the calculation of the cumulative grade point average.

**RMCAD Antiquity Policy**

Digital media and other computer- or technology-based courses that are deemed equivalent to RMCAD graduate courses must have been completed within the last two years prior to the date of matriculation.

Once the five-year period has lapsed, credit is contingent upon the evaluation of the Department Chair to determine if the course satisfactorily meets current standards and practices in the discipline. Graduate students must earn a minimum of 33 credit hours in order to receive the MA (refer to specific degree requirements). No more than 6 credits may be transferred to apply to a Masters level degree. For some programs, a portfolio reflecting the prospective student’s highest college-level work may be applicable.

Portfolio Credit

Portfolio credit equivalencies at the graduate level are determined by the Department Chair.

**Returning Students Who Have Prior Transfer Credit**

Returning students who have not attended RMCAD for over one year (three consecutive terms) must initiate their return through the Graduate Admissions Office. The RMCAD catalog that is in place during the term the student returns indicates degree requirements. Therefore, returning students who have prior transfer credit may be required to have their transfer credit reevaluated prior to reenrolling. This is true particularly if students are declaring a different major.

Credit to be evaluated includes credits taken before initial acceptance to RMCAD and any credits taken since last attending RMCAD. Returning students who have attended RMCAD within the last year may reenroll through the Office of the Registrar, and external credit will not be reevaluated.

**6 M. WITHDRAWING FROM RMCAD**

Students withdrawing from RMCAD must obtain a form from the Office of the Registrar. The withdrawal form requires signatures from the Student Accounts Office, Financial Aid and Student Advisor, the Department Chair, and the Registrar. No exception may be made to this policy.

If a refund is due to a student who has withdrawn from RMCAD, as determined by the Student Accounts Office according to RMCAD refund policy, the refund will be mailed within 30 days of the student’s completion of the formal college withdrawal process.
6 N. STUDENT PRIVACY RIGHTS (FERPA)

The Family Educational Rights and Privacy Act of 1974 sets forth requirements regarding the privacy of student records. FERPA governs 1) release of these records (known as education records) maintained by an educational institution; and 2) access to these records.

WHAT IS AN EDUCATION RECORD?

Education records are any records directly related to a student and maintained by RMCAD or by a party acting for the institution. Education records include demographics, personal information, class assignments, attendance, grades, test scores, placement scores, discipline records, special services, Financial Aid, etc.

WHAT IS NOT CONSIDERED AN EDUCATION RECORD?

- Records of instructional, supervisory, administrative, and certain educational personnel which are in the sole possession of the maker thereof, and are not accessible or revealed to any other individual except a substitute.
- Records maintained by a law enforcement unit of the educational agency created by that law enforcement unit for the purpose of law enforcement and not shared with others.
- Records relating to individuals who are employed by the institution, which are made and maintained in the normal course of business, related exclusively to individuals in their capacity as employees and not available for any other purpose (Records of individuals in attendance at ARE EDUCATIONAL RECORDS).
- Records relating to a student which are 1) created or maintained by a physician, psychiatrist, psychologist, or other recognized professional acting in his or her professional capacity or assisting in a paraprofessional capacity; 2) used solely in connection with the provision of treatment to the student; and 3) not disclosed to anyone other than individuals providing such treatment so long as the records can be personally reviewed by a physician or other appropriate professional of the student’s choice.
- Records of an institution which contain only information relating to a person after that person is no longer a student at the institution (information gathered by alumni) unless they refer to the period of time when the individual was a student.

WHAT RIGHTS DOES FERPA GIVE ME AS A STUDENT?

1. The right to inspect and review education records within 45 days of the day the College receives a request for access. Students should submit to the Office of the Registrar written requests that identify the record(s) they wish to inspect. The Office of the Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of their education records if the student believes them to be inaccurate. Students may ask the College to amend a record that they believe is inaccurate. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. This means information may not be given for enrollment verification (insurance verification), graduation verification (for credit cards, jobs, or loans), or attendance verification (loans).

Exception 1:
One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official is a person employed by the College in an administrative, supervisory, academic/research, or support staff position (including law enforcement unit personnel); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees, the Board of Directors; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Exception 2:
Upon request, the College may disclose education records without consent to officials of another school in which a student seeks or intends to enroll.

Exception 3:
Rocky Mountain College of Art + Design may release the educational records of a student to a parent, provided the student is claimed as a dependent for tax purposes, and the individual seeking education records meets the definition of “parent” under FERPA. Under FERPA, a “parent” is defined as “a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian.” Parents are required to submit a copy of their most recently filed Federal Income Tax Return. Copies must include the signature of one or both parents and the student’s name must be indicated as a dependent on the return. A new release will be required each term.
CONFIDENTIALITY

RMCA school officials must protect the privacy of student educational records and shall not disclose personally identifiable information about a student or permit inspection of the student’s records without his/her written consent unless such action is permitted by FERPA.

DIRECTORY INFORMATION

Rocky Mountain College of Art + Design may provide directory information in accordance with the provisions of FERPA without the written consent of an eligible student unless it is requested in writing that such information not be disclosed. The items listed below are designated as Directory Information and may be released for any purpose at the discretion of Rocky Mountain College of Art + Design unless a written request for nondisclosure is on file:

- Student’s name
- Student’s address
- Student’s phone number
- Student’s home town
- Dates of attendance
- Academic class
- Photographs
- Email address
- Previous institutions attended
- Major field of study
- Awards/Honors
- Degree(s) conferred
- Past and present participation in officially recognized activities

Exception 4:
In accordance with FERPA, the College will disclose to third parties information from the educational records of a student, provided the information is disclosed due to an “articulable and significant threat to the health and/or safety of the student or other individuals.”

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

TITLE IX COORDINATION

It is the policy of RMCAD to comply with Title IX of the Education Amendments of 1972, which prohibits discrimination (including sexual harassment and sexual violence) based on sex in the College’s educational programs and activities. Title IX also prohibits retaliation for asserting claims of sex discrimination. The Director of Student Affairs serves as RMCAD’s Title IX Coordinator and may be contacted to report violations, a person may also file a complaint with the Department of Education’s Office for Civil Rights regarding an alleged violation of Title IX by online submission, either through the electronic submission of the pre-prepared OCR complaint form or by email (OCR@ed.gov).

RMCA is committed to creating and maintaining a community in which all members can work and learn together in an atmosphere free of unlawful discrimination. Discrimination on the basis of race, color, national origin, gender, age, disability, creed, religion, veteran status, or sexual orientation is not tolerated. The College reserves the right to take all necessary and appropriate action to prevent, correct and, if necessary, discipline individuals engaging in unlawful discrimination. Discrimination on the basis of sex in the College’s educational programs and activities is prohibited. Title IX also prohibits retaliation for asserting claims of sex discrimination. The Director of Student Affairs serves as RMCAD’s Title IX Coordinator and may be contacted to report violations, a person may also file a complaint with the Department of Education’s Office for Civil Rights regarding an alleged violation of Title IX by online submission, either through the electronic submission of the pre-prepared OCR complaint form or by email (OCR@ed.gov).

NON- RETALIATION

1. Policy Statement
Rocky Mountain College of Art & Design (RMCAD) expressly forbids anyone to take any form of retaliatory action against any member of the RMCAD community who in good faith voices concerns, seeks advice, files a complaint or grievance, seeks the aid of Student Affairs and/or Human Resources, participates in the student conduct review process, testifies or participates in investigations, compliance reviews, proceedings or hearings, or opposes actual or perceived violations of RMCAD’s policy or unlawful acts.

2. Reason For Policy
Rocky Mountain College of Art & Design (RMCAD) has an interest in encouraging the reporting of wrongdoing, and all members of the community must be free from fear of retaliation to support that interest. In addition, RMCAD has a responsibility to protect its employees from unlawful retaliation, and this policy clearly establishes that retaliation will not be tolerated.

3. Adherence to the Policy
The following entities must adhere to the Non-Retaliation policy:
- All members of the College community:
  - Students
  - Faculty
  - Administration
  - Employees
  - Student Work Study Employees
  - Contractors
  - Official visitors and guests
7 D. GALLERIES

RMCAD galleries enhance student learning by providing exhibitions of cutting-edge art and design and works of current significance and are also a way to connect with the wider art public in the region. The campus houses several galleries with rotating exhibitions: the Philip J. Steele Gallery, Rotunda Gallery, Rude Gallery, and the Student Gallery.

The Philip J. Steele Gallery provides an average of nine exhibitions annually, which are open to the campus community and the general public. These year-round exhibitions enhance classroom learning experiences for the entire RMCAD community. Exhibitions range from student and faculty work to internationally and nationally renowned contemporary artists.

The Rotunda Gallery, located in the Rotunda building features bi-monthly exhibitions of current student work. In addition, Foundations Portfolio Review Exhibitions and Graduation Exhibitions are on display here.

The Rude Gallery is located at the top of the stairs in the Rude Building. This petite gallery showcases small works and installation art from regional artists, faculty, and students.

The Student Gallery is located on the second floor of the EPIC building. Overseen by students and faculty, the Student Gallery rotates exhibitions several times per term.

A variety of educational programs accompany a selection of the exhibitions: visiting artist lectures, receptions, gallery talks, critiques, and panel discussions. These programs enhance the gallery experience and give students a look at the processes, concepts, and philosophies behind the artworks. Gallery programs provide a forum for new concepts and lively dialogue, and allow students to interact with visiting professionals in a meaningful and supportive way. Gallery programs are open to RMCAD students and the general public. You can find more information about the current exhibitions at www.rmacad.edu/exhibitions.

7 E. HEALTH INSURANCE + MEDICAL SERVICES

In accordance with the Affordable Care Act, all RMCAD students are required to have health insurance. There are a variety of options for health coverage; students can be covered under their parent/guardian’s policy until age 26, or plans are available for purchase via the state healthcare marketplace in which the student resides. Students can learn more about purchasing healthcare at www.healthcare.gov.

Nearby area hospitals and emergency rooms include:

- St. Anthony’s Hospital
  Central 11600 West 2nd Place
  Lakewood, CO
  720.321.0000
  Just off Union on 2nd

- Exempla Lutheran Medical Center
  8300 W. 38th Ave.
  Wheat Ridge, CO
  303.425.4500
  Between Wadsworth and Kipling on 38th Avenue

7 C. PERSONAL COUNSELING

Personal counseling services provided by a professional counselor are available for currently enrolled students on campus and online. Counseling is private and free of charge. The Counseling Office can refer students to external mental health facilities when necessary and appropriate. Students should call the Counseling office to make an appointment, 303-225-8573, or inquire via email, counselor@rmcad.edu.

7 B. CAREER + ALUMNI SERVICES

The Career + Alumni Services Office empowers students and graduates with career development, career coaching, and job search strategies. The office promotes student and graduate alliances with art and design related businesses and associations, and provides a network of employment contacts as a resource to career-seeking individuals. The office provides access to career development technology tools aiding in creation of professional communication and management of career searches. Students and alumni are encouraged to participate in internships, networking, professional associations, career-related programs, speakers on campus, and a variety of professional development workshops.

Another important function of the Career + Alumni Services Office is to provide job assistance to students in need of part-time work. Each week a job listing is posted on the Dome that displays a variety of part-time and freelance opportunities, along with internships. Students may begin their career planning by attending workshops, industry group functions, gallery exhibitions, visiting artist/recruiter lectures, portfolio reviews, and by investigating art-related careers through a meeting with the Career + Alumni Services team.

Graduates of RMCAD receive free career counseling and automatically join the RMCAD Alumni Association with successful graduation. The Alumni Association offers graduates the opportunity to attend career development workshops, special events, and professional programs as well as maintain free access to career development technology tools and career coaching.

STUDENT CONDUCT

The Director of Student Affairs Serves as the Conduct Officer for RMCAD and is charged with upholding the tenets detailed in the Code of Conduct, and state and federal laws. Reported violations of the Code of Conduct will be reported to the Director of Student Affairs who will investigate, document, and resolve alleged infractions using established procedures.

BEHAVIORAL INTERVENTION + THREAT ASSESSMENT

The Behavioral Intervention Team utilizes a nationally recognized level system for flagging, documenting, and responding to threats and behavioral disruptions. The system is based on the NaBITA Scale (National Behavioral Intervention Team Association). The Director of Student Affairs and Personal/Mental Health Counselor comprise the Threat Assessment/Behavioral Intervention Team. The complete reporting process for Behavioral Intervention and Threat Assessment can be found in the Faculty, Staff, and Student Handbooks.
7 F. HOUSING

There are several housing options available near RMCAD, and each offers something different. Because the primary goal is to help students make a smooth transition to RMCAD, the priority is to help each student find housing that suits his or her individual needs. As a means to this end, The Office of Student Life provides services and resources to assist in the process. For a full list of housing options, see the Housing Guide, available through that Office.

7 G. PERSONAL PROPERTY

Although the best possible care is taken to protect belongings, the College is not responsible for the loss, theft, damage, or misplacement of student artwork, supplies, or personal property.

7 H. PROBLEM RESOLUTION

RMCAD is committed to providing the best possible educational environment for its students. The College encourages an open atmosphere in which any problem, complaint, suggestion, or question receives a timely response from RMCAD staff and/or faculty. The step-by-step problem resolution procedure is detailed in the section Conflict Resolution and Grievance Committee.

7 I. STUDENT EVENTS + ACTIVITIES

RMCAD provides a number of interesting and entertaining activities during the year. Activities include visiting artists and designers, videos, films, and lectures presented by featured artists and designers exhibiting in the galleries. Lectures and workshops are usually held during lunch break or after school, and are always free of charge.

The Student Life Office and Student Government Association (SGA) sponsor social, recreational, and educational events on and off campus each term. These include movies, sports events, plays, festivals, lectures, concerts, and gallery tours. Organized outdoor activities take place throughout the year and may include hiking, biking, whitewater rafting, skiing, and snowboarding.

7 J. DISABILITY SERVICES APPEALS PROCESS

In compliance with the Americans with Disabilities Act (ADA), and Section 504 of The Rehabilitation Act, the College affirms its commitment to seek to achieve reasonable accommodations for students who have documented disabilities. Prior to admission acceptance, the College will provide general information upon request.

Once enrolled, students are responsible for initiating a request for accommodations by disclosing their disability to the office of Student Disability Services (sds@rmcad.edu) and providing the required supporting documentation. The office of Student Disability Services will provide additional information to students requesting accommodations, such as standards for required documentation and specific policies regarding use of accommodations. An individual’s needs must be communicated to the Student Disability Services Coordinator before accommodations will be made. For more details please review the complete Student Disability Services Handbook, available from the office of Student Disability Services, or by contacting sds@rmcad.edu. Please see section 3.5 of the Student Handbook and supplemental Student Disability Services Handbook for more details.

7 K. SPECTRUM - THE RMCAD STORE

Spectrum offers convenient purchasing as a one-stop-shop, with a small selection of food and beverages, in addition to having competitive prices for the majority of necessary art and design supplies. RMCAD apparel and other RMCAD products, such as water bottles, ear buds, sketchbooks, and portfolio cases are available. These items have been chosen and designed by students, alumni, and employees. Students, friends, and family can order RMCAD merchandise online at spectrumrmcad.lightspeedwebstore.com. In store, Spectrum accepts the following forms of payment: cash, personal checks from enrolled students in good standing, MasterCard, Visa, Discover, American Express, Apple Pay, and other variants of payment via cell phone method. Students can have a prepaid account set up with the store, making it easy for out-of-state parents or relatives to help with supply needs. Questions about prepaid accounts can be directed to spectrum@rmcad.edu.

7 L. VISITING ARTIST, SCHOLAR, + DESIGNER PROGRAM

The Visiting Artist, Scholar, and Designer (VASD) Program explores critical, diverse, and creative inquiry. This interdisciplinary initiative enriches the academic experience at RMCAD and serves the greater Denver-metro community. The VASD Program values passionate curiosity and innovation by bringing leading national and international artists, scholars, and designers to RMCAD. The Program is structured around a yearlong theme. Past VASD Program series themes include Ethics, Interventions, Identity, Humor, and most recently, The Senses. In the Fall 2017/Spring 2018 semesters, the Program will consider the concept of collapsing time as investigated in art, design, and culture.

The VASD Program provides RMCAD students with unique opportunities and direct access to creative thinkers from a variety of disciplines, regions, and ethnic backgrounds, and creates a forum for diverse and challenging artistic visions. While visiting, the Program’s artists, scholars, and designers present a public lecture or performance. Visitors also engage with RMCAD students in private events such as workshops, studio visits, small group discussions, critiques, on-site installations, and more. A variety of other events such as the Program’s Next Day Q+A sessions or film screenings are also offered.

The VASD Program enhances all academic departments at RMCAD and is integrated into the classroom whenever possible. Past Program guests include John Waters, Lucy Lippard, Golan Levin, Rick Poynor, Will Vinton, Simon Critchley, Daniel Eatock, Judy Chicago, Lynda Barry, Ian Bogost, Starlee Kine, Dario Robleto, the Institute for New Feeling, and Miranda July. Learn more about the VASD Program and see past lectures and Program archives at vasd.rmcad.edu.
8. ACADEMIC PROGRAM OUTCOMES

Students are informed of institutional level, program level outcomes and course level outcomes in the following ways:

- Institutional Outcomes are published below
- Program Outcomes are published in the Academic Catalog within each program section
- Course Outcomes are published in each course syllabus

8 A. INSTITUTIONAL OUTCOMES

Institutional Learning Outcomes are Rocky Mountain College of Art + Design’s overarching goals and competencies, which include: cultural competence, communication competence, design competence, and critical thinking. RMCAD’s Institutional Learning Outcomes are determined by program review committee, Department Chairs and the Dean of Program + Curriculum Development.

Cultural Competence:
Cultural competence includes fostering collaboration in a diverse community, integrating ideas sensitive to cultural foundations and a global context, contextualizing knowledge to stimulate awareness of ethics and diverse viewpoints, and incorporating sustainable practices.

Communication Competence:
Communication is a prepared, purposeful written or oral presentations designed to increase knowledge, to foster understanding, or to promote change in the listeners’, viewers, and/or participants’ attitudes, values, beliefs, or behaviors.

Design Competence:
Design Competence is the application of technology, tools, and skills as they relate to art and design. It includes the ability to identify, locate, evaluate, and effectively and responsibly use technology, tools, and skills for sustainable practice.

Critical Thinking:
Critical thinking is a practice characterized by the comprehensive exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion. It includes the ability to challenge assumptions, contextualize information, identify problems, and conceptualize responses.

(Note: “Diverse” means both cultural and intellectual diversity.)

8 B. PROGRAM LEARNING OUTCOMES

Program outcomes represent broad statements that incorporate many areas of interrelated knowledge and skills developed over the duration of the program through a wide range of courses and experiences. They represent the big picture, describe broad aspects of behavior, and encompass multiple learning experiences. The program learning outcomes are published in the catalog under the Program Degrees.

8 C. COURSE LEARNING OUTCOMES

Course learning outcomes are the broad objectives reached at the conclusion of a course or term-level class. These are published on the course syllabus.

8 D. PRE-ENROLLMENT PROGRAM

The pre-enrollment program has been designed to enable current applicants to take one class for credit while the student is gathering the necessary documents required for official acceptance at RMCAD. Course tuition is not eligible for financial aid and must be paid for directly by the student.

- Student must continue to work on enrollment documents for their degree program while attending the course
- Student must have an active application on file for a future term and pay the pre-enrollment fee of $300
- Student is responsible for obtaining required book(s) and supplies

Contact RMCAD’s Admissions Department for more information at 800.888.2787 or admissions@rmcad.edu

8 E. HIGH SCHOOL PROGRAMS

High School Programs are designed specifically for high school students who are serious about art and design and want to build on their existing skills. Programs include workshops offered throughout the year, and art camps during the summer months. High school students looking for intensive week-long art and design programs can register for these summer camps.

Current course offerings can be found by visiting www.rmcad.edu and clicking on High School Programs, or by calling 800.888.ARTS.

8 F. HIGH SCHOOL DUAL ENROLLMENT PROGRAM

RMCAD offers the opportunity for exceptional junior and senior high school students to enroll for college credit while still completing their high school degree. Dual Enrollment credit awards for courses taken at RMCAD may be used to satisfy high school subject or credit requirements, as determined by the student’s high school. Dual Enrollment students may take online courses and register for one class in an 8-week term and up to six credits per semester for a total of 12 credits in an academic year. Financial Aid is not available and cannot be used to cover the cost of attendance, books, or supplies, although students may receive financial support from their high school. Dual enrolled students will automatically be accepted to RMCAD upon meeting the college’s admissions requirements. College credit is awarded for Dual Enrollment and will apply towards degree requirements at RMCAD.

The College is regionally accredited by the Higher Learning Commission (HLC) and is in good standing. The HLC sets high educational standards that the College abides by, including those that govern dual enrollment programs. Regional accreditation increases the likelihood that classes completed at RMCAD as part of Dual Enrollment will transfer to another college or university; however, acceptance of transfer credits is the sole discretion of the receiving institution and RMCAD cannot guarantee that credits will transfer to other institutions of higher education.

Students enrolling in Dual Enrollment courses must meet the course prerequisites when required.

Designated Dual Enrollment Courses are listed below. Additional courses may be considered for Dual Enrollment with Program Department Chair approval.
DUAL ENROLLMENT COURSES INCLUDE:

**Animation**
AN 1110 Introduction to Animated Storytelling

**Graphic Design**
FD 1020 2D Design: Elements + Principles and FD-1030 Design Lab
(Note: FD1020 requires Adobe Photoshop and Illustrator software; students are solely responsible for acquiring the software prior to registering for this course.)

**Fashion Design**
FS 1000 Fashion Industry Survey

**Fine Arts**
ART 1110 Ceramics I
ART 1140 Painting I
PH 1010 Darkroom I
ART 1150 Photography + Video I
ART 1160 Printmaking I
ART 1170 Sculpture I

**Foundations**
FD 1020 2D Design: Elements + Principles and PCFD 1030 Design Lab
FD 1275 Drawing I

**Game Art**
AN 1110 Introduction to Animated Storytelling

**Illustration**
IL 1020 Mastering the Pencil

**Interior Design**
ID1510 Survey of Interior Design

**Liberal Arts**
AH 1000 Introduction to Art + Visual Design
EN 1110 Composition I
HU 1130 Introduction to World Religions
HU 1140 History of American Capitalism
HU 1110 Humanities I: World Thought I
HU 1111 Humanities II: World Thought II
MA 1220 Financial Principles + Practices
NS 2030 Biology
NS 2040 Environmental Studies
NS 3050 Human Ecology
SBS 1110 Introduction to Anthropology
SBS 1120 Introduction to Economics
SBS 1130 Introduction to Political Science
SBS 1140 Introduction to Psychology
SBS 1150 Introduction to Sociology

**Photography**
CP 1111 Digital Photography I

Prerequisite requirements apply. Students may seek an Exception to Policy from the Program Department Chair. This form is available through the Registrar’s Office. Courses may not be available due to scheduling changes.

Students must meet standard undergraduate and Dual Enrollment admissions requirements. Requirements are as follows:

1. **Application for Admission**
   Applicants must submit a completed Application for Admission and a $50 application fee. Applications can be completed online at www.rmcad.edu. A paper copy of the application can be printed from our website. Mail the completed application to the Admissions Department at 1600 Pierce Street, Denver, Colorado, 80214

2. **Transcripts**
   Official high school transcripts should be sent directly to the Admissions Department.

3. **Cumulative GPA**
   All applicants must possess a cumulative grade point average of 3.0 or higher to reflect ability to succeed in a college environment.

4. **Interview with an Admissions Employee**
   An interview with an Admissions Employee, either in person or by telephone, is required. Through the personal interview, applicants will gain a better understanding of the visual arts education at Rocky Mountain College of Art + Design. To arrange an interview time, please contact the Admissions Office at 800.888.2787 or admissions@rmcad.edu.

5. **Letter from Parent/Guardian**
   A letter from parent/guardian giving permission to attend RMCAD is required for students under 18, as they may be working with nude models or subjected to works/lectures containing the nude body as artistic references.

**8 G. SUMMER ART CAMPS**

RMCAD’s Summer Art Camps provide week-long, non-credit classes in a variety of topics. Participants can sample majors, expand their artistic skills, develop their portfolio and get a taste of what college life can be like for a serious art student. Summer Camp courses are available to high school students at any level in their art education, including those who will start their freshman year in Fall 2017. Visit the High School Programs page at RMCAD.edu (under Now at RMCAD) to see current offerings and find more information about tuition and scholarships. Contact hsprograms@rmcad.edu for individual questions and requests.
9. ONLINE CERTIFICATE PROGRAMS

RMCAD online certificate programs require 12-21 credit hour courses of study designed to allow students to take courses in an area of specialization to enhance their academic and professional experience. The intent is to give students an entry into the degree, therefore certificate courses are meant to parallel those in the programs.

Students must meet standard admissions requirements, and the certificates follow the same policies, procedures, deadlines, calendars, etc. as the degree programs.

Certificate program courses are derived from credit-bearing courses. Please note that while certificate courses can be applied to a degree program, certificates are not earned in conjunction with the completion of a degree with RMCAD and are a stand-alone educational option.

Certificate programs are offered only online.

9 A. UNDERGRADUATE CERTIFICATES

ALL undergraduate certificate program students must have achieved a cumulative 2.0 (C) grade point average in all undergraduate certificate courses attempted in order for the certificate to be granted.

3D ANIMATION – CHARACTER ANIMATION Certificate

3D Animation is a technical art form based on the practices of mastering state-of-the-art 3D computer graphic software with artistic disciplines. This particular art form, and the industry standards driving it, relies heavily on the various technical aspects, including a wide array of tools, methods, and procedures that are always evolving and constantly in demand among studios and industry professionals, to produce and maintain the many complicated processes required to produce animated films and visual effects.

Credits may be used towards the BFA in Animation.

AN3D 1210 3D Computer Fundamentals 3
AN3D 3330 3D Character + Production Design 3
AN3D 4250 Advanced 3D Computer Animation Motion Studies 3
AN3D 4270 Advanced Character Creation Methods 3
Total Credits Required 15

3D ANIMATION – PRE-PRODUCTION Certificate

Students will learn from a series of courses ranging from the fundamental disciplines of storytelling, as it applies to filmmaking and animation, cinematic structure, storyboarding, skills and principles of traditional and 3D Computer Animation, character development, environmental design, and tying these elements together to effectively pre-visualize an animated film.

Students will utilize industry standard methods, tools, and software. All these tools and concepts will be taught and mentored by industry professionals, providing instruction and insight into the tools and techniques to effectively communicate story and design concepts—both written and visually. Instructor/mentors will also provide valuable critique and collaborative feedback vital to the creative process.

The unique aspect of this program is that it specializes in the conceptual development and storytelling pre-production processes of 3D animation and filmmaking while also providing both insight and practical knowledge into the high-tech digital aspects that drive today’s animation and visual effects industry.

Credits may be used towards the BFA in Animation.

AN 1110 Introduction to Animated Storytelling 3
AN 2270 Digital Painting for Film + Games 3
AN 2310 Creative Visualization 3
AN3D 1210 3D Computer Fundamentals 3
AN3D 3330 3D Character + Production Design 3
Total Credits Required 15

PHOTOGRAPHY Certificate with optional areas of emphasis in Commercial Photography or Photojournalism/Documentary.

Credits may be used towards the BFA in Photography.

Commercial Photography Emphasis

The Certificate Program in Commercial Photography provides students with a focused skill set addressing key elements of the profession.

Coursework emphasizes client needs assessment, digital post-production, industry standards, ethics, and importantly, creating compelling and communicative imagery. This affords students with the creative, technical, and business tools to thrive in the marketplace.

Core Studio Classes:
The Commercial Photography emphasis

CP 1112 Digital Photography II 3
CP 1710 Digital Post Production 3
CP 1720 Lighting I: Fundamentals 3
CP 4210 Special Project 1

Emphasis Studio Classes:
CP 2321 Portraiture 3
PJ 3350 Documentary: Environmental Portraiture 3

Total Credits Required 16
Photojournalism/Documentary Emphasis

The emphasis in Photojournalism/Documentary Photography provides an intensive course of study for students interested in pursuing professional goals in the industry. Through assignment-based coursework, students will make compelling images with strong and pointed narratives, study ethics as they pertain to stylistic and creative approaches, and ultimately begin to build a portfolio with a high value of communicative content. Students develop a skill set in effective visual communication and gain the creative and business dexterity needed to become successful professionals in this area of study.

Photojournalism/Documentary Emphasis:

Core Studio Classes:
- CP 1112 Digital Photography II 3
- CP 1710 Digital Post Production 3
- CP 1720 Lighting I: Fundamentals 3
- CP 4210 Special Project 1

Emphasis Studio Classes:
- PJ 3130 Fundamentals of Photojournalism 3
- PJ 3310 Advanced Photojournalism 3

Total Credits Required 16

DESIGN PROCESSES + PRODUCTION

Certificate

This undergraduate certificate program in Design Processes and Production emphasizes design, prototyping, and problem solving while providing intensive technical training in graphic design software. Graphic designers must be knowledgeable of current technologies and be aware of how rapidly those technologies change. The courses included in this certificate focus on all the fundamental areas of technology as it relates to Graphic Design.

Credits may be used toward the BFA in Graphic Design.

FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1600 Studio Seminar: Methods of Inquiry 3
GD 1310 Type + Layout 3
GD 2210 Vector Illustration 3
GD 2220 Raster Image Processing 3
GD 3105 User Prototyping 3
GD 3115 Web Design 3

Total Credits Required 21

PATHWAYS TO ART + DESIGN

Certificate

To prepare students for an art and design education, the Pathways to Art + Design certificate begins with FD 1600 Studio Seminar: Methods of Inquiry. This required entry-level seminar combines ideation methodologies and studio practice as a holistic introduction to the visual arts. This early interdisciplinary experience lays the foundation for active and critical reflection and engagement. The course focuses on critical thinking, problem solving, and visual strategies utilized in studio practices. In Composition I and II, students engage in a variety of academic texts, literature, and literary, aesthetic, and social criticism. By exploring a variety of writing styles, analyzing elements of form and mechanics, and engaging all aspects of the writing process, students find and demonstrate their writing voice, and write with greater authority, clarity, and insight. 2D Design: Elements and Principles focuses on the principles and practices of 2D design and color theory, providing a foundation for composition theory, vocabulary, and problem solving in art and design. 2D Design: Elements and Principles introduces students to a common body of knowledge of hardware and software programs and processes. Students investigate the creation and manipulation of digital images for functional and creative use. Finally, in the last course, students can choose one course from the fields of Animation, Photography, Graphic Design, Illustration, or Interior Design.

Credits may be used toward the BFA in Animation, Photography, Graphic Design, Illustration, or Interior Design.

FD 1600 Studio Seminar: Methods of Inquiry 3
EN 1110 Composition I 3
EN 1111 Composition II 3
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3

Choice of one:
- AN 1230 Fundamentals of Animation 3
- CP 1111 Digital Photography I 3
- GD 1310 Type + Layout 3
- IL 1020 Mastering the Pencil 3
- ID 1230 Introduction to Sustainable Design 3
- ID 1510 Survey of Interior Design 3

Total Credits Required 18

CERTIFICATE PROGRAMS 41
9 B. GRADUATE CERTIFICATES

ALL graduate certificate program students must have a Bachelor’s degree from a regionally accredited college or university. Graduate students must also achieve a cumulative 3.0 (B) grade point average in all graduate certificate courses attempted in order for the graduate certificate to be granted.

INVESTIGATIONS IN LEARNING + LEADERSHIP Certificate
Credits may be used toward the MA in Education, Leadership + Emerging Technologies.

- ELET 5100 Visual Literacy through Digital Investigations 3
- ELET 5120 Understanding Learning Theories for Education 3
- ELET 5140 Leadership + Motivation 3
- ELET 5900 Investigating Educational Research 3

Total Credits Required 12

TECHNOLOGY IN EDUCATION Certificate
Credits may be used toward the MA in Education, Leadership + Emerging Technologies.

- ELET 5100 Visual Literacy through Digital Investigations 3
- ELET 5120 Understanding Learning Theories for Education 3
- ELET 5160 Advanced E-Learning Strategies 3
- ELET 5300 Developing Multimedia for Learning Environments 3

Total Credits Required 12
10. UNDERGRADUATE PROGRAMS

RMCAD offers the following undergraduate degree programs:

10 A. BACHELOR OF FINE ARTS (BFA)

Animation: 2D
Animation: 3D
Art Education: Animation
Art Education: Fine Art
Art Education: Graphic Design
Art Education: Illustration
Photography
Graphic Design
Fashion Design
Fine Arts
Game Art
Illustration (optional: Children’s Book Illustration or Sequential Art Area of Concentration, Concept Art Area of Emphasis)
Interior Design (optional: Sustainable Design Area of Concentration)

10 B. COURSE PREFIXES

AE  Art Education
AH  Art + Design History
AN  Animation
AN2D Animation: 2D
AN3D Animation: 3D
ART  Fine Arts
CCT  Communication + Critical Thought
CP  Commercial Photography
EN  English
FD  Foundations
FS  Fashion Design
GA  Game Art
HU  Humanities
ID  Interior Design
IDSD Interior Design - Sustainable Design
IL  Illustration
MA  Mathematics
NS  Physical + Natural Science
PH  Photography
PJ  Photojournalism
SBS  Social + Behavioral Science

DEFINITIONS

Prerequisites: A course that must be taken prior to a given course.

Co-requisites: A course that may be taken before or at the same time as a given course.

10 C. PHILOSOPHY OF LEARNING + TEACHING

While traditional educational approaches of lecture, demonstration, teaching by example, and presentation of studio technique are used, RMCAD is responsive to the contemporary climate of the art and design disciplines. Classroom methods incorporate the newest processes and ideas to challenge students in an atmosphere that encourages experimentation with media not yet established as art material. As a result, graduates are both versatile and qualified to produce complete, professional-quality work.

The strength of all of RMCAD’s art and design programs is realized in the development of each student’s conceptual, technical, and creative abilities with an emphasis on communication and critical thinking. This approach and rigor enables students to realize success in a challenging and competitive marketplace, and helps ensure professional opportunities for each student after graduation. Emphasis is placed on skills that include consolidating ideas into visual form, rendering artwork, sharpening communication skills, developing creative concepts, and improving career skills.

The RMCAD faculty is comprised of a dedicated group of professional educators, artists, and designers who determine the college curriculum and play a significant role in the content, development, and structure of the courses they teach.

RMCAD Online embodies the above philosophy of learning and teaching while adding “time and place” of convenience. The core of the RMCAD online learning experience is the belief that with dedication, the right access, tools, course quality, faculty encouragement, and motivation, everyone has the potential to succeed in the learning experience. To that end:

Faculty employ the most current and effective online teaching methods. Faculty have multiple resources available to them for keeping current with the latest online teaching strategies, as well as access to a national network of peers and colleagues in the field of online teaching and learning. RMCAD online faculty lead program development initiatives, and participate actively in the design and course development process. Faculty, instructional designers, and multimedia developers work together in teams to produce the online learning experience for each program and course. The team course design process is based on adult learning theory, state-of-the-art course technologies, and a strict set of quality standards.

RMCAD online courses and programs are the same courses and programs as on campus. This means that by going to school online, the quality of the education that students receive is not in any way compromised. RMCAD develops online courses with contact hours as a guide—this means that we ensure in the online course design that students receive the same amount of instructional time as they would in an on-campus class. In fact, some students report that online courses are more interactive, engaging, and fulfilling. We also continually assess learning outcomes in online and on-campus programs, so that we can make adjustments and enhancements quickly.

Courses provide high-quality online learning environments led by experienced faculty. State-of-the-art technologies facilitate communication, interaction, and learning experiences. Online courses are constructed in a proprietary course management system that provides easy, minimal-step navigation, and intuitive access to a wide array of learning tools and course content. Students are engaged in multiple ways—through the course content, the instructor, peer collaboration, and relationships with advisors and other staff. Integral to student success, students are supported through online technical support help, tutoring services, and library services.

RMCAD provides a total package to ensure an optimal learning experience and student success, whether on campus or online.
10 D. ANIMATION DEPARTMENT

ANIMATION DEPARTMENT MISSION

The Animation Department at Rocky Mountain College of Art + Design places a strong emphasis upon developing creative, visual storytelling skills in our students, whether expressed through hand-drawn animation, computer animation, experimental and stop-motion animation, or a combination of these. Graduates of RMCAD’s Animation Department are ready to become independent artists, animators and producers, and are well prepared to imagine and create the complex and ever-changing future of animation.

ANIMATION PROGRAM DESCRIPTION

The first known artists told stories of the hunt by drawing on cave walls, and imparted a sense of motion to the animals in their stories by drawing them with multiple legs in different poses. Thousands of years later, humans are still telling stories, but using much more sophisticated animation techniques to breathe life and movement into the characters they create.

The stories of our lives develop out of the choices we each make in response to the challenges and situations we are presented with. These choices, unique to us, arise out of our individuality, our personal histories, and our physical, emotional, mental, and spiritual being—our character. This is the essence of character animation; not just making a body move believably, but knowing how to make a character express itself through that movement, no matter if your creative tool is a pencil, a computer, or a puppet.

Building on this foundation, the RMCAD Animation Department provides a curriculum designed to balance the aesthetic and technical aspects of visual communication with the realities of the professional production environment. Animation merges the arts of storytelling, acting, drawing, design, illustration, sculpture, photography and filmmaking with the technology of computers. Knowledge of the rich history of animation in all cultures of the world provides a context for the student’s learning; from the fundamentals of motion studies, through every aspect of animation production, to the output of the finished work. Graduates of RMCAD’s Animation Department are ready to become independent artists, animators and producers, and are well prepared to imagine and create the complex and ever-changing future of animation.

PROGRAM OUTCOMES

TECHNICAL: Demonstrate understanding of software, hardware, and use of materials, sound studio, editing systems, and other peripheral devices and tools used in animation production.

FOUNDATIONAL: Demonstrate strong drawing, composition, anatomy, color and perspective skills.

CREATIVE: Demonstrate artistry, unique voice, conceptualization and process including thumbnails, comps and character designs.

PROFESSIONAL: Demonstrate strong work ethic, punctuality, cooperative attitude, communication skills, time management, and organizational skills and personal initiative.

GROWTH: Demonstrate ability to assess and critique own work, acquisition of increasingly advanced concepts and production skills with a strong focus on goals and independent learning.

CRITICAL: Demonstrate critical + analytical thinking and problem-solving abilities related to technical prowess, fundamental animation principles and storytelling skills. Demonstrate effective application of critique.

COLLABORATION: Demonstrate cooperative attitude in class discussions, collective projects, and communication with other students and instructors.

STORY: Demonstrate understanding of narrative + visual storytelling fundamentals, cinematic form and coherent delivery.

ANIMATION: Demonstrate a thorough knowledge of animation fundamentals and believability in motion, timing and structure.

3D ANIMATION - ONLINE

The Online BFADegree in 3D Animation is a professional degree for students needing remote access to the educational requirements for careers in 3D animation.

The degree consists of 123 credit hours with courses delivered in eight-week terms in a regulated sequence to allow for the acquisition of necessary skills, the retention and transfer of knowledge, and the professional discipline necessary for entry-level animation practice.

3D ANIMATION - ONLINE + ON-CAMPUS

BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
Art History 12
AH 2020 History of International Animation 3
EN 1110 Composition I 3
EN 1111 Composition II 3
Communication + Critical Thought 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Mathematics 3
Humanities 3
Physics + Natural Sciences 3
Social + Behavioral Science 6
*See Liberal Arts Department for specific classes

Foundations: 24 credits
FD 1210 Drawing Lab 0
FD 1275 Drawing I 3
FD 1370 Life Drawing I 3
FD 1380 Life Drawing II 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Foundations Sophomore Portfolio Review 0

Animation: 21 credits
AN 1110 Introduction to Animated Storytelling 3
AN 2270 Digital Painting for Film + Games 3
AN 2310 Creative Visualization 3
AN 3130 Business, Ethics + Copyright for Animation 3
AN 3390 2D/3D Animation Thesis I 3
AN 3760 Tools + Techniques of Contemporary Animation 3
AN 3770 Animation Sound Design + Video Editing 3
AN 4000 Animation Senior Portfolio Review 0

*See Liberal Arts Department for specific classes
3D Animation: 24 credits
AN3D 1210 3D Computer Fundamentals 3
AN3D 2320 3D Computer Lighting + Materials 3
AN3D 3050 Animation Thesis Proposal Review 0
AN3D 3230 3D Computer Animation Motion Studies 3
AN3D 3330 3D Character + Production Design 3
AN3D 4250 Advanced 3D Computer Animation Motion Studies 3
AN3D 4260 Advanced 3D Computer Topics 3
AN3D 4270 Advanced Character Creation Method 3
AN3D 4880 3D Animation Thesis II 3

Studio Electives: 9 Credits
The following are recommended:
AN 1230 Fundamentals of Animation 3
AN2D 1390 Drawing + Acting 3
AN2D 3230 Character Animation + Motion Studies 3
AN2D 4240 Advanced Character Animation + Motion Studies 3
ART 1110 Ceramics I 3
ART 1140 Painting I 3
ART 1170 Sculpture I 3
CP 1111 Digital Photography I 3
CP 112 Digital Photography II 3
CP 1710 Digital Post Production 3
GA 2220 Game Creation Fundamentals 3
GA 3120 3D Modeling 3
GA 3330 Character + Level Design 3
GA 3860 Digital Sculpting 3
GA 4110 Game Animation + Motion Capture 3
GD 1310 Type + Layout 3
GD 2210 Vector Illustration 3
GD 2220 Raster Image Processing 3
PH 1010 Darkroom I 3

Total Credits Required 123

2D ANIMATION - ON-CAMPUS

BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
Art History 12
AH 2020 History of International Animation 3
EN 1110 Composition I 3
EN 1111 Composition II 3
Communication + Critical Thought 3
HU 1100 Humanities I: World Thought I 3
HU 1110 Humanities II: World Thought II 3
Humanities 3
Mathematics 3
Physical + Natural Sciences 3
Social + Behavioral Science 6
*See Liberal Arts Department for specific classes

Foundations: 24 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1380 Life Drawing II 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Foundations Sophomore Portfolio Review 0

Animation: 24 credits
AN 1110 Introduction to Animated Storytelling 3
AN 1230 Fundamentals of Animation 3
AN 2270 Digital Painting for Film + Games 3
AN 2310 Creative Visualization 3
AN 3120 Business, Ethics + Copyright for Animation 3
AN 3390 2D/3D Animation Thesis I 3
AN 3760 Tools + Techniques of Contemporary Animation 3
AN 3770 Animation Sound Design + Video Editing 3
AN 4000 Animation Senior Portfolio Review 0

2D Animation: 24 credits
AN2D 1390 Drawing + Acting for Animation 3
AN2D 3050 Animation Thesis Proposal Review 0
AN2D 3230 Character Animation + Motion Studies 3
AN2D 3360 Animation Layout + Production Design 3
AN2D 3520 2D Computer Animation I 3
AN2D 3620 2D + Z 3
AN2D 4240 Advanced Character Animation + Motion Studies 3
AN2D 4520 2D Computer Animation II 3
AN2D 4880 2D Animation Thesis II 3

Studio Elective Requirements: 6 credits
The following are recommended:
AN3D 3230 Computer Animation + Motion Studies 3
AN3D 4250 Advanced 3D Computer Animation Motion Studies 3
AN2D 4870 Stop Motion Animation 3
ART 1110 Ceramics I 3
ART 1140 Painting I 3
ART 1170 Sculpture I 3
CP 1111 Digital Photography I 3
CP 1112 Digital Photography II 3
CP 1710 Digital Post Production 3
GA 3330 Character + Level Design 3
GA 3860 Digital Sculpting 3
GA 4110 Game Animation + Motion Capture 3
GD 1310 Type + Layout 3
GD 2210 Vector Illustration 3
GD 2220 Raster Image Processing 3
IL 2850 Figurative Sculpture 3
PH 1010 Darkroom I 3

Total Credits Required 123
ANIMATION COURSE DESCRIPTIONS

AN 1110
INTRODUCTION TO ANIMATED STORYTELLING
(3 CREDITS)

In this freshman-level class, students will receive an overview of how their animation studies relate to current industry practices for creating animated films, emphasizing how every phase of the creative process supports the storytelling function of a film. Students will learn to analyze animated and live action films—from television commercials to three-minute shorts to feature length movies—to understand how narrative content is delivered in different contexts. At the conclusion of this course, students will have completed assignments analyzing the visual form and narrative form of a variety of films; projects will demonstrate their ability to recognize and apply the basic components of visual storytelling in their own work.

Prerequisites: none

AN 1230
FUNDAMENTALS OF ANIMATION
(3 CREDITS)

This freshman-level animation course focuses on gaining an understanding of the basic principles of movement, which form the foundation of all animation. Students analyze motions of people and objects, and learn to translate that knowledge into animation. Motion attributes such as gravity, weight, spacing, and timing are studied in order to create animation that is believable and that expresses mood and personality through a character’s individualized movement. Also discussed are various technical aspects of animation filmmaking, typical production workflows, and standard industry terms and tools. At the conclusion of this course, students will have completed numerous animation assignments; an in-between test; and a final project that will demonstrate their fullest understanding of basic animation principles. (Formerly AN 2230 Fundamentals of Animation)

Prerequisites: none

AN 2270
DIGITAL PAINTING FOR FILM + GAMES
(3 CREDITS)

This studio-based course will explore the foundations of digital painting and how it applies to every level of the production process. Students will learn the fundamentals of color, composition, blending modes, custom brush creation/utilization, and working resolutions. At the conclusion of this course, students will have applied these skills to a variety of projects—from speed painting to matte painting and paint-overs.

Prerequisites: FD 1020 2D Design: Elements + Principles. All BFA AN/GA students are required to adhere to the prerequisite. Students enrolled in the Pre-Production Certificate Program may be eligible for a prerequisite override of FD1020 with department Chair approval.

AN 2310
CREATIVE VISUALIZATION
(3 CREDITS)

The emphasis of this course is on developing imaginative concepts, using the language of film and animation through the storyboard process. Students illustrate animated story ideas—focusing on expressive character development, layout, and set design. At the conclusion of this course, students will be capable of using the storyboard process to write animated story ideas, utilizing elements of composition, camera angles, continuity, character, and motion dynamics.

Prerequisites: AN 1110 Introduction to Animated Storytelling

AN 3130
BUSINESS ETHICS + COPYRIGHT FOR ANIMATION
(3 CREDITS)

In this junior-level course, students learn about business practices in the animation industry, including business organization and operation as employer or employee, studio specialist, or freelance generalist. Current and historic developments in copyright law are studied, as well as ethical and non-ethical uses of animation. At the conclusion of this course, students perform an assessment of their animation education through the lens of the reality of the business world, and assess their expectations for a career in animation. Students demonstrate the realities of the budgeting process, the procedures for legal use and protection of copyright; and an understanding of the ethical uses of this art form. (Formerly AN 4130)

Prerequisites: Completion of 90+ credit hours

AN 3390
2D/3D ANIMATION THESIS I
(3 CREDITS)

This is the first of a two-course sequence for students to begin developing their final thesis project. With their thesis proposal approved, junior-level students enter this class ready to direct their knowledge into the design, planning, and pre-production phase of their chosen focus. At the conclusion of this course, students will have completed all of the necessary pre-production elements necessary for the production of their Final Thesis Project. (Formerly AN2D 4860 and AN3D 4860)

Prerequisites: AN2D 3050 Animation Thesis Proposal Review or AN3D 3050 Animation Thesis Proposal Review

AN 3601 / 3602
ANIMATION INTERNSHIP PART I + II
(1.5 CREDITS EACH)

The AN Elective Internship program enables students to work with established art and design professionals specifically related to their academic and career interests. Under the direction of the Department Chair, Department Internship Coordinator, and the Office of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection, and a planned program of activities is then coordinated with the professional internship sponsor. Upon successful completion of the internship program, students will have real-world work experience, preparing them for a career in art and design.

Prerequisites: Approval of Department Chair or Department Internship Coordinator

AN 3760
TOOLS + TECHNIQUES OF CONTEMPORARY ANIMATION
(3 CREDITS)

In this junior-level post-production course, students are introduced to the digital tools necessary to integrate animated, live action, and still imagery into a final video production while gaining an understanding of how these techniques contribute to the storytelling function of a film. Students will gain experience with keyframe animation using both vector paint and bitmap digital images, as well as text. Color correction, image stabilization, particle effects, and the creation and use of alpha channels through matte generation and keying are also studied and practiced in this course. Each student will create a customized interactive DVD using their rendered digital animation and a final project that will demonstrate their understanding of basic animation principles. (Formerly AN 2340 Tools + Techniques of Contemporary Animation)

Prerequisites: Completion of 72+ credit hours
AN 3770
ANIMATION SOUND DESIGN + VIDEO EDITING
(3 CREDITS)

The importance of sound design in the storytelling process is investigated in this junior-level post-production course. Students learn sound design and production skills for creation of dialogue, sound effects, and music tracks. Recording techniques for the creation of these audio elements are studied and practiced. Non-linear sound and video editing, as well as sound processing and mixing, are used to link and finish these elements of the animation post-production process. By completing a variety of assigned digital editing projects, students demonstrate their fullest understanding of the fundamental principles of sound design and video editing and their practical application to animation production. (Formerly AN 2420 Animation Sound Design + Video Production)

Prerequisites: AN 2310 Creative Visualization

AN 4000
ANIMATION SENIOR PORTFOLIO REVIEW
(0 CREDITS)

The Senior Portfolio Review is scheduled during the same term as the students Animation Thesis II class. The review begins the student’s preparation for the graduation exhibition and for transition from the academic environment to the professional world. The student’s demo/graduation show reel is critiqued by department faculty, and post graduation plans are discussed. Students who are enrolled in this review will conduct their portfolio review during their Animation Thesis II course meeting time.

Corequisite: AN2D 4880 2D Animation Thesis II or AN3D 4880 3D Animation Thesis II

2D ANIMATION COURSE DESCRIPTIONS

AN2D 1390
DRAWING + ACTING FOR ANIMATION
(3 CREDITS)

This class requires a solid understanding of human and animal anatomy and behavior. Within the course, students work in a life drawing studio environment and participate in field trips focused on the outdoor lab, character model building, and sculpture. Simplified drawing technique is examined, along with character behavior as it applies to “moving drawings,” with an emphasis on mass, volume, structure, and design. By the end of the course, students have learned the value of solid character structure, how to create drawings that convey emotion, and how to more effectively create key poses and realistic facial and body expressions. (Formerly AN 2210)

Prerequisites: FD 1370 Life Drawing I

AN2D 3050
ANIMATION THESIS PROPOSAL REVIEW
(0 CREDITS)

The thesis proposal review is the animation student’s opportunity to present their thesis proposal with all supporting documentation to a panel of RMCAD Animation Department faculty and receive feedback to guide the student toward successful completion of their thesis classes. Prior to the review, students receive a form that, when completed, defines and explains their proposed project in detail. Approval of the Thesis Committee is a prerequisite for registering for AN 3390 2D/3D Animation Thesis I. (Formerly AN 3050 Animation Thesis Proposal Review)

Prerequisites: AN2D 3230 Character Animation + Motion Studies and AN2D 3360 Animation Layout + Production Design.

AN2D 3230
CHARACTER ANIMATION + MOTION STUDIES
(3 CREDITS)

This junior-level class continues to develop the student’s skills in motion analysis. More advanced action and movement concepts are introduced. Further study of human and animal locomotion is covered. Students are encouraged to develop some of their own characters in the latter half of the course and will begin to investigate personality and emotion in their animation. Other subjects covered during this class will be dialogue or lip sync, and animation effects such as fire, smoke, rain, and snow. At the conclusion of this course, students will have a greater understanding of weight, motion, timing, and various aspects of drawing as they relate to believable character animation.

Prerequisites: AN 1230 Fundamentals of Animation

AN2D 3360
ANIMATION LAYOUT + PRODUCTION DESIGN
(3 CREDITS)

Junior-level students explore different stylistic approaches for individual animated productions, and design original characters and environments. Areas of study include perspective, character and prop model sheets; background and character layouts; and proportion sheets (for multiple characters in a production). In addition, students produce full-color samples of their master backgrounds and color keys of the main characters. Upon completion of this course, students will have a greater working knowledge of perspective and composition, knowledge of how these pertain to cinematic motion and design, and several finished works for their portfolios. (Formerly AN 4010 Animation Layout + Production Design)

Prerequisites: AN 2310 Creative Visualization

AN2D 3520
2D COMPUTER ANIMATION I
(3 CREDITS)

This junior-level course deals with the pre-production, scanning, digital ink and paint, and post-production techniques of traditional hand-drawn animation. Individual projects include work with digital camera moves, three-dimensional space, sound editing, and scene timing. Each project is designed to be suitable for a demo reel, encouraging students to challenge and exceed current expectations of their abilities. At the conclusion of this course, students have a body of work that represents attention to professional 2D computer production techniques, and several creative shorts appropriate for demo reels. Students must demonstrate an ability to adhere to a demanding schedule and evidence an understanding of 2D digital pre-production and post techniques, as well as creative filmmaking and direction. (Formerly AN 3320 2D Computer Animation)

Prerequisites: AN2D 3230 Character Animation + Motion Studies

AN2D 3620
2D + Z
(3 CREDITS)

2D + Z = 3D this Junior level course is designed to demystify 3D animation tools and how they pertain to the 2D artist. In this class students will learn how to utilize 3D Animation programs to create assets for use in the 2D animation production and illustration pipeline. Students will become familiar with creating 3D geometry and materials. Students will also learn how to import 3D assets into their current projects. Upon completion of this course students will gain a base understanding of 3D tools and their importance in the production of an animated short.

Prerequisites: AN2D 3520 2D Computer Animation I
AN2D 3840
EXPERIMENTAL ANIMATION/2D + MIXED MEDIA
(3 CREDITS)

This junior-level course begins with a broadened definition of the word "animation," a viewpoint of the animator as artist; and an emphasis on the importance of the concepts an animator brings to explorations of frame-by-frame filmmaking. Hands-on experimentation includes a variety of non-standard techniques and materials: pixilation, painting and scratching on film, cut-out collage animation, sand animation, and silhouette animation. Students study the work of early and contemporary experimental animators. By the conclusion of the course, students have learned to utilize numerous innovative methods for creating animation and developed their ability to integrate an experimental approach when working with more conventional 2D and 3D animation production techniques. (Formerly AN 2330 Experimental Animation/2-D + Mixed Media)

Prerequisites: AN 1230 Fundamentals of Animation

AN2D 4240
ADVANCED CHARACTER ANIMATION + MOTION STUDIES
(3 CREDITS)

This senior-level course is a continuation of Character Animation + Motion Studies. Students will further develop their skills, insights, and knowledge of character animation through more advanced assignments. Studies will involve animal movement such as advanced bipedal walks, runs, and other forms of locomotion. Quadruped motion will be covered, as well as avian flight. More emphasis will be placed on acting and performance, with dialogue or lip-sync, combined with characters in a specific activity or conflict. Students may be directed to environmental motion studies such as wind, water, fire, smoke, etc. At the conclusion of this course, students will have completed a series of animation exercises, which will be presented as a collection of finished, animation pencil tests. (Formerly AN 4410 Advanced Character Animation Motion Studies)

Prerequisites: AN2D 3230 Character Animation + Motion Studies

AN2D 4520
2D COMPUTER ANIMATION II
(3 CREDITS)

2D Computer Animation II picks up where 2D Computer Animation I leaves off. In this Senior-level course, students will emulate the production environment as they work on their final thesis project. This course heavily emphasizes creating and managing a production schedule. Students will then produce key frame animation progressing to clean up, in-betweening, and, finally, digital ink and paint. Students are encouraged to add 3D elements into 2D scenes, post production effects, compositing, and color correction. At the completion of this course these students should have a significant amount of their thesis production completed.

Prerequisites: AN2D 3620 2D + Z and AN2D 3520 2D Computer Animation I

AN2D 4870
STOP MOTION ANIMATION
(3 CREDITS)

Using clay figures or wire armature puppets, students will explore the world of stop motion animation in this senior-level filmmaking course. Application of fundamental animation principles in a stop motion setting is emphasized, along with expression of personality through movement. Students will analyze outstanding examples of stop motion animation, and will gain experience with techniques and concepts for lighting dimensional characters and sets. Green screen shooting, lip sync animation, and post-production techniques such as keying and tracking will also be a part of this class. At the conclusion of this course, students will have built a puppet suitable for animation, created a simple set for shooting their puppet and completed a short stop motion film. (Formerly AN 3350 Stop Motion Animation)

Prerequisites: AD2D 3230 Character Animation + Motion Studies OR AN3D 3230 3D Computer Animation Motion Studies

AN2D 4880
2D ANIMATION THESIS II
(3 CREDITS)

This course provides senior-level students continued opportunity to produce a cohesive body of work based upon their thesis proposal and the work they began in Thesis I. At the conclusion of this two part class students will have completed their Thesis project as proposed.

Prerequisites: AN 3390 2D/3D Animation Thesis I Corequisite: AN 4000 Animation Senior Portfolio Review

3D ANIMATION COURSE DESCRIPTIONS

AN3D 1210
3D COMPUTER FUNDAMENTALS
(3 CREDITS)

This freshman-level course introduces the student to the basic methodologies and techniques used for the creation of 3D computer animation. Modeling, materials and textures, lighting, camera, and animation are all studied and practiced at the introductory level. The student gains practical experience with the software user interface, workflow pipeline, project management, and rendering. At the conclusion of the course, students have completed numerous 3D modeling and animation exercises, demonstrating competencies in these introductory levels. (Formerly AN3D 2210)

Prerequisites: none

AN3D 2320
3D COMPUTER LIGHTING + MATERIALS
(3 CREDITS)

Building on the skills and knowledge gained in 3D Computer Fundamentals, this intermediate-level course will focus on lighting techniques, materials creation, and UVW mapping, including the integration of these practices with the storytelling aspect of filmmaking. The study of lighting theory is also applied as it relates to the synthetic animation environment. The student gains further practical experience with the software user interface, workflow pipeline, project management, and rendering. At the conclusion of the course, students will have produced refined 3D digital images that demonstrate their ability to create and manipulate lighting and textured surfaces in a 3D animation environment. (Formerly AN3D 2220)

Prerequisites: AN3D 1210 3D Computer Fundamentals and AN 2270 Digital Painting for Film + Games
AN3D 3050
ANIMATION THESIS PROPOSAL REVIEW
(0 CREDITS)

The thesis proposal review is the animation student’s opportunity to present their thesis proposal with all supporting documentation to a panel of RMCAD Animation Department faculty, and receive feedback to guide the student toward successful completion of their thesis classes. Prior to the review, students receive a form that, when completed, defines and explains their proposed project in detail. Approval of the Thesis Committee is a prerequisite for registering for AN 3390 2D/3D Animation Thesis I. (Formerly AN 3050 Animation Thesis Proposal Review)

Prerequisites: AN3D 2320 3D Computer Lighting + Materials and AN3D 3230 3D Computer Animation Motion Studies.

AN3D 3230
3D COMPUTER ANIMATION MOTION STUDIES
(3 CREDITS)

Students learn how to animate and analyze 3D movement as a means of expressing weight, gravity, dynamics, and choreography of human and animal motions, as well as the influence of physical laws upon them. Studies include keyframing, inbetweening, creative phrasing and timing, and use of the many tools available in a 3D environment. Upon completion of this course, students will have gained practical knowledge of the technical requirements necessary to produce believable character animation. In addition, they will have gained valuable insight in terms of creative thinking and how to impart personality, expression, and emotion into a 3D character. (Formerly AN 3720 3D Computer Animation Motion Studies)

Prerequisites: AN3D 1210 3D Computer Fundamental or AN2D 3620 2D + Z.

AN3D 3240
INTRODUCTION TO DYNAMICS + EFFECTS
(3 CREDITS)

In this studio course students will be exposed to dynamic simulations including particles, cloth, hair, rigid, and soft body physics simulations. By the end of this course students will learn about the basic tools necessary to add simple simulations in their work to create natural and man made phenomenon. (Formerly AN 4420 3D Advanced Computer Animation + SPX)

Prerequisites: AN3D 2320 3D Computer Lighting + Materials. Offered online only.

AN3D 3330
3D CHARACTER + PRODUCTION DESIGN
(3 CREDITS)

In this course, students explore methods of developing individual stylistic approaches for designing organic assets with a particular focus on how design supports the storytelling function of the production. Developing a unified design approach to a production, and studying how color can be used to help tell the story, are also studied and practiced in this class. Upon completion of this course, students will have a greater practical knowledge of the key role design plays in an animated production and how this integrates with the narrative content of the film. Students will also learn the techniques used in 3D programs and digital sculpting programs to create high quality organic models. By the conclusion of the course students will have created finished 2D designs of organic assets for their portfolios as well as 3D models derived from those designs.

Prerequisites: AN3D 2320 3D Computer Lighting + Materials. Students enrolled in the Certificate program may be eligible for a prerequisite override with department Chair approval.
AN3D 4850
EXPERIMENTAL COMPUTER ANIMATION
(3 CREDITS)

This senior-level filmmaking course broadens the definition of the word “animation” to include a viewpoint of the animator as artist, and an emphasis on the importance of the concepts an animator brings to explorations of frame-by-frame filmmaking. Exploration of various forms of computer animation as a means of artistic expression is encouraged by giving advanced students the opportunity to step outside the boundaries of conventional approaches to digital animation technology and art. Upon completion of the course, students will have made short films—demonstrating an expanded individual style and an ability to integrate an experimental approach when working with more conventional 2D and 3D animation production techniques. (Formerly AN 4350 Experimental Computer Animation)

Prerequisites: AN3D 3230 3D Computer Animation Motion Studies.

AN3D 4880
3D ANIMATION THESIS II
(3 CREDITS)

This class provides on-campus senior-level students continued opportunity to produce a cohesive body of work based upon their thesis proposal and the work they began in Thesis I. At the conclusion of this class students will have completed their Thesis project as proposed. (Formerly AN 4880)

Prerequisites: AN 3390 2D/3D Animation Thesis I
Corequisite: AN 4000 Animation Senior Portfolio Review
ART EDUCATION DEPARTMENT

ART EDUCATION DEPARTMENT MISSION

The mission of the Art Education department is to create articulate, judicious, and socially-conscious art educators who can effectively translate the language and process of an artist into a teaching philosophy that encourages informed and active decision-making skills and critical inquiry.

ART EDUCATION PROGRAM DESCRIPTION

Teaching artists share their expertise, knowledge, and skills to motivate others to learn about, think about, and create art. The Art Education program at RMCAD is designed to develop a strong artist practice in unison with effective and appropriate education techniques and knowledge.

RMCAD Art Education students understand young people's experiences in relation to society and advocate for the arts as a literacy that contributes to the development of the global community. Art Education majors develop their ability to communicate ideas, experiences, and events at a sophisticated level through an undergraduate education focused on creativity, innovation, leadership, conceptual thinking, and technical expertise.

The RMCAD Art Education teacher preparation program is approved by the Colorado Department of Education (CDE) and the Colorado Commission on Higher Education (CCHE). RMCAD graduates in Art Education are prepared to apply for a K-12 teaching license in Art with the Colorado Department of Education. The program is designed in accordance with CDE and the Colorado Performance-Based Standards for Colorado Teachers and knowledge of: literacy, mathematics, standards and assessment, content standards, classroom and instructional management, individualization of instruction, technology, and democracy, educational governance, and careers in teaching. Coursework supports the Statutory Performance Measures of the Colorado Commission on Higher Education, the Colorado Model Content Standards for Visual Arts, and the National Art Education Association.

RMCAD Art Education graduates are leaders, innovators, and thinkers poised to enrich the profession. They can inspire young learners to become communicators, critical thinkers able to reason and analyze, researchers, problem solvers, group contributors, and responsible artists who consciously consider personal and societal values.

Educated to be lifelong learners, graduates are conversant with the role of education with technology; contemporary art; the language, concepts, and skills of art; the history of ideas and events; and they believe that everyone should have the opportunity to explore ideas and meaning in and through the arts. Additionally, the strong studio art backgrounds the graduates have gained at RMCAD help to inform their teaching and personal art practices.

Students enrolled in the RMCAD Art Education program must complete and pass the fingerprint requirement and Colorado Bureau of Investigation background check during the first term enrolled in an Art Education course. The PRAXIS test must be taken and passed by the teacher candidate before s/he can apply to CDE for teacher licensure. Additionally, teacher candidates must be prepared to student teach for 16 weeks during their final term at RMCAD which may not coincide with the RMCAD academic calendar. This degree program is offered only in hybrid format and is not available solely online.

RMCAD's Art Education BFA only allows graduates to become licensed to teach art in the state of Colorado. Students seeking licensure outside of Colorado should contact their Student Advisor for assistance in identifying the correct educational state agency.

PROGRAM OUTCOMES

The Art Education Department uses Performance-Based Standards for Colorado Teachers found at: http://www.cde.state.co.us/.

ART EDUCATION – ANIMATION EMPHASIS ON-CAMPUS BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
AE 2220 Philosophy of Art + Education 3
AE 2230 Psychology of Creativity 3
AE 3220 Teaching in a Multicultural Environment 3
AE 3240 Reading in the Content Area 3
AE 3280 Statistics: Assessing Learning + Teaching 3
AH 1100 Art History I: Ancient to Medieval 3
AH 1200 Art History II: Renaissance to Post Impressionism 3
AH 2300 Art History III: Fauvism through Modern 3
AH 2400 Seminar in Contemporary Art 3
AH 3500 Topics in the History of Nonwestern Art 3
EN 1110 Composition I 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Physical + Natural Sciences 3
Social + Behavioral Science 3

Foundations: 21 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1100 Topics in Color 3
FD 1210 Drawing Lab 0
FD 1275 Drawing I 3
FD 1370 Life Drawing I 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Skills to Motion 3
FD 2300 Sophomore Portfolio Review 0

Art Education: 28 credits
AE 2000 Art Education Sophomore Portfolio Review 0
AE 2215 Introduction to Art Education 3
AE 2240 Instructional Technology 3
AE 3000 Art Education Junior Portfolio Review 0
AE 3263 Methods of Art Education, K-12 Part I 3
AE 3264 Methods of Art Education, K-12 Part II 3
AE 4245 Classroom Management 3
AE 4255 Student Teaching: Elementary 6
AE 4265 Student Teaching: Secondary 6
AE 4931 Student Teaching Seminar Part I 5
AE 4932 Student Teaching Seminar Part II 5

Fine Arts: 15 Credits
ART 1100 Ceramics I 3
ART 1140 Painting I 3
PH 1010 Darkroom I 3
ART 1160 Printmaking I 3
ART 1170 Sculpture I 3

Animation Emphasis: 15 credits
AN 1110 Introduction to Animated Storytelling 3
AN 2130 1390 Drawing + Acting for Animation 3
AN 3120 1210 3D Computer Fundamentals 3
AN 2270 Digital Painting for Film + Games 3
AN 2310 Creative Visualization 3

Total Credits Required 124
ART EDUCATION – FINE ART EMPHASIS
ON-CAMPUS BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
AE 2220 Philosophy of Art + Education 3
AE 2230 Psychology of Creativity 3
AE 3220 Teaching in a Multicultural Environment 3
AE 3240 Reading in the Content Area 3
AE 3280 Statistics: Assessing Learning + Teaching 3
AH 1100 Art History I: Ancient to Medieval 3
AH 1200 Art History II: Renaissance to Post Impressionism 3
AH 2300 Art History III: Fauvism through Modern 3
AH 2400 Seminar in Contemporary Art 3
AH 3500 Topics in the History of Nonwestern Art 3
EN 1110 Composition I 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Physical + Natural Sciences 3
Social + Behavioral Science 3

Foundations: 21 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Sophomore Portfolio Review 0

Art Education: 28 credits
AE 2000 Art Education Sophomore Portfolio Review 0
AE 2215 Introduction to Art Education 3
AE 2240 Instructional Technology 3
AE 3000 Art Education Junior Portfolio Review 0
AE 3263 Methods of Art Education, K-12 Part I 3
AE 3264 Methods of Art Education, K-12 Part II 3
AE 4245 Classroom Management 3
AE 4255 Student Teaching: Elementary 6
AE 4265 Student Teaching: Secondary 6
AE 4931 Student Teaching Seminar Part I 5
AE 4932 Student Teaching Seminar Part II 5

Fine Arts: 15 credits
ART 1110 Ceramics I 3
ART 1140 Painting I 3
PH 1010 Darkroom I 3
ART 1160 Printmaking I 3
ART 1170 Sculpture I 3

Fine Arts Emphasis: 15 credits
ART 2400 Form + Content 3
ART 3000 Fine Arts Portfolio Review 0
ART 3500 Experimental Studies 3
ART 4600 Professional Practice 3
ART 4800 Senior Studio 3

Fine Arts Electives: 3 credits
The following are recommended:
ART 3300 Installation 3
ART 3301 Special Topics in Fine Arts 3
ART 3330 Fibers Studio 3
ART 3520 Experimental Drawing 3

Total Credits Required 124

ART EDUCATION – GRAPHIC DESIGN EMPHASIS
ON-CAMPUS BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
AE 2220 Philosophy of Art + Education 3
AE 2230 Psychology of Creativity 3
AE 3220 Teaching in a Multicultural Environment 3
AE 3240 Reading in the Content Area 3
AE 3280 Statistics: Assessing Learning + Teaching 3
AH 1100 Art History I: Ancient to Medieval 3
AH 1200 Art History II: Renaissance to Post Impressionism 3
AH 2300 Art History III: Fauvism through Modern 3
AH 2400 Seminar in Contemporary Art 3
AH 3500 Topics in the History of Nonwestern Art 3
EN 1110 Composition I 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Physical + Natural Sciences 3
Social + Behavioral Science 3

Foundations: 21 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Sophomore Portfolio Review 0

Art Education: 28 credits
AE 2000 Art Education Sophomore Portfolio Review 0
AE 2215 Introduction to Art Education 3
AE 2240 Instructional Technology 3
AE 3000 Art Education Junior Portfolio Review 0
AE 3263 Methods of Art Education, K-12 Part I 3
AE 3264 Methods of Art Education, K-12 Part II 3
AE 4245 Classroom Management 3
AE 4255 Student Teaching: Elementary 6
AE 4265 Student Teaching: Secondary 6
AE 4931 Student Teaching Seminar Part I 5
AE 4932 Student Teaching Seminar Part II 5

Fine Arts: 15 credits
ART 1110 Ceramics I 3
ART 1140 Painting I 3
PH 1010 Darkroom I 3
ART 1160 Printmaking I 3
ART 1170 Sculpture I 3

Graphic Design Emphasis: 15 credits
GD 1310 Type + Layout 3
GD 2510 Sign + Symbol 3
GD 2210 Vector Illustration 3
GD 2220 Raster Image Processing 3
GD 2440 Typography Design 3
GD 3000 Graphic Design Junior Portfolio Review 0

Total Credits Required 124
ART EDUCATION – ILLUSTRATION EMPHASIS
ON-CAMPUS BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
AE 2220 Philosophy of Art + Education 3
AE 2230 Psychology of Creativity 3
AE 3220 Teaching in a Multicultural Environment 3
AE 3240 Reading in the Content Area 3
AE 3280 Statistics: Assessing Learning + Teaching 3
AH 1100 Art History I: Ancient to Medieval 3
AH 1200 Art History II: Renaissance to Post Impressionism 3
AH 2300 Art History III: Fauvism through Modern 3
AH 2400 Seminar in Contemporary Art 3
AH 3500 Topics in the History of Nonwestern Art 3
EN 1110 Composition I 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Physical + Natural Sciences 3
Social + Behavioral Science 3

Foundations: 21 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1290 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Sophomore Portfolio Review 0

Art Education: 28 credits
AE 2000 Art Education Sophomore Portfolio Review 0
AE 2215 Introduction to Art Education 3
AE 2240 Instructional Technology 3
AE 3000 Art Education Junior Portfolio Review 0
AE 3263 Methods of Art Education, K-12 Part I 3
AE 3264 Methods of Art Education, K-12 Part II 3
AE 4245 Classroom Management 3
AE 4255 Student Teaching: Elementary 6
AE 4265 Student Teaching: Secondary 6
AE 4931 Student Teaching Seminar Part I 5
AE 4932 Student Teaching Seminar Part II 5

Fine Arts: 15 Credits
ART 1110 Ceramics I 3
ART 1140 Painting I 3
PH 1010 Darkroom I 3
ART 1160 Printmaking I 3
ART 1170 Sculpture I 3

Illustration Emphasis: 15 credits
IL 2520 Illustration Media 3
IL 2570 Basic Illustration 3
IL 3000 Illustration Junior Portfolio Review 0
IL 3590 Non-Fiction Illustration 3
IL 3650 Children’s Book Illustration I 3
IL 4550 Digital Illustration I 3
OR
IL 1020 Mastering the Pencil 3

Total Credits Required 124

ART EDUCATION COURSE DESCRIPTIONS

AE 2000
ART EDUCATION SOPHOMORE PORTFOLIO REVIEW
(0 CREDITS)

Students who have completed 45-60 credit hours are required to participate in a sophomore portfolio review. Students will present original art and design work from Foundations courses where faculty evaluate mastery of foundational skills, identify strengths and areas of improvement. Art and design work will illustrate competency in visual elements and principles of design, drawing, color theory, and three-dimensional fundamentals. Upon successful completion of the Sophomore Portfolio Review, students transition into their major course of study. This course is Pass/Fail.

In addition to these requirements, AE students’ reviews will include the following Colorado Department of Education (CDE) requirements; a cumulative portfolio of work from art education courses, review of field experience hours, documentation of passed CBI fingerprint and background checks, and a review of dispositions necessary for teaching in a K-12 environment.

Prerequisites: AE 2215 Introduction to Art Education; AE 2220 Philosophy of Art + Education; AE 2230 Psychology of Creativity; AE 2240 Instructional Technology; cleared fingerprint and CBI background checks

AE 2215
INTRODUCTION TO ART EDUCATION
(3 CREDITS)

Field experience hours: 10 clock hours in a public or private school setting. The goal of this lecture/field experience class is to introduce philosophical issues about art education and to anticipate the practical application and resolution of these issues. Students research introductory and basic elements of curriculum design, lesson/unit plans, and assessment strategies. They generate applicable and pedagogically sound solutions addressing whom to teach, what to teach, and how and when to teach. At the conclusion of this course, students will be familiar with leaders in art education and the issues and debates that currently define the field. Utilizing classroom observations and hands-on teaching practice, students will gain the knowledge to engage in learning and teaching as a reflective and active process.

Prerequisites: None

AE 2220
PHILOSOPHY OF ART + EDUCATION
(3 CREDITS)

Field experience hours: 15 clock hours in a public or private school setting. This course discusses and analyzes philosophical issues in art and education and their historical contexts. Students analyze the differences between and similarities among many philosophies and examine how each lead to and affect one another—as well as society and culture. At the conclusion of this course, students have developed an individualized philosophy of art and education. Students identify theories and philosophies in action through readings, discussions, and field observations in K-12 classrooms; they better understand current debates in art education and how they affect society and culture.

Prerequisites: AE 2215 Introduction to Art Education; must be an Art Education major
AE 2230
PSYCHOLOGY OF CREATIVITY
(3 CREDITS)
Field experience hours: 15 clock hours in a public or private school setting. This course offers an in-depth study of the aspects of the human personality that support or block creative impulses. The material includes discussion of well-known creative people in all disciplines, including science, literature, music, and art. Students examine how positive and negative aspects of personality influence creative people’s work. Students explore the influence of culture and social standards on creativity and further understand their own personal creative process and style. At the conclusion of this course, students are able to apply the principles of psychology to the process of creativity. Through assignments, papers, observations, fieldwork, and readings, students learn of the complexity of creative thinking and how it applies in K-12 art education.
Prerequisites: AE 2215 Introduction to Art Education; must be an Art Education major

AE 2240
INSTRUCTIONAL TECHNOLOGY
(3 CREDITS)
Students learn applications that support instruction and enhance student learning, including the use of the computer as an image-making tool. Skills at various levels include: technical use of the computer, spreadsheets, databases, presentation software, wikis, blogs, basic stop motion animation and editing, digital storytelling, and use of the Internet. By the conclusion of the course, students are able to use the computer for a variety of teaching situations, are familiar with digital image-making software, can track and analyze student progress, and have prepared and delivered visual presentations.
Prerequisites: AE 2215 Introduction to Art Education; must be an Art Education major

AE 3000
ART EDUCATION PORTFOLIO REVIEW
(0 CREDITS)
Students who have completed 75 - 90 credit hours participate in a portfolio review to ensure they are progressing adequately in the art education program. A cumulative portfolio of work from Art Education courses is presented by the student; field experience hours are reviewed; and a review of dispositions necessary for teaching occurs through a presentation of professional work by the teacher candidate.
Prerequisites: Complete 60+ credit hours or chair approval

AE 3220
Teaching in a Multicultural Environment
(3 credits)
Field experience hours: 20 clock hours in a public or private school setting. Students learn how race, culture, and immigration affect society, and the role of public education in a democratic society. Students investigate how culture affects education. They learn current theories of multicultural education and their place in the contemporary politics of public education. Students use this knowledge to develop successful instructional practices that create positive learning environments for a variety of diverse K-12 learners. By the conclusion of this course, students have developed curriculum that educates K-12 students on the importance of critical citizenship, and have learned how to take action on social issues in their own lives.
Prerequisites: AE 2220 Philosophy of Art + Education; AE 2230 Psychology of Creativity; AE 2240 Instructional Technology; must be an Art Education major

AE 3240
READING IN THE CONTENT AREA
(3 CREDITS)
Field experience hours: 20 clock hours in a public or private school setting. The course has three main goals: identifying the meta-cognitive skills inherent in an arts curriculum; investigating models of arts integration; and researching potential texts, art making activities, and classroom activities that support higher order thinking in the arts. Objectives include comparing and contrasting the common elements of written, spoken, and visual language. Journaling serves as a main strategy. By the conclusion of this course, students understand the many correlations between visual arts and literacy development, and have developed lesson plans that illustrate learning that is unique to the arts classroom. They demonstrate an understanding of visual literacy through the development of strategies for teaching and the creation of lesson plans that incorporate critical thinking skills in arts-based curricula.
Prerequisites: AE 2220 Philosophy of Art + Education; AE 2230 Psychology of Creativity; AE 2240 Instructional Technology; must be an Art Education major

AE 3263 / 3264
METHODS OF ART EDUCATION, K-12 PART I + II
(3 CREDITS EACH)
Field experience hours: 100 clock hours in a public or private school setting. This studio course provides students the opportunity to synthesize their learning before going into the field as a student teacher. This methods class puts theory and planning into practice. Students will participate in a fieldwork practicum in this course and author and instruct standards-based units that effectively combine their practice as artists, their knowledge as educators, and their Liberal Arts courses. Students will apply the elements of curriculum design, lesson/unit plans, accommodations, modifications, and assessment strategies as part of their own action research in the field. Students will model and demonstrate the skills intrinsic to the lesson, participate in the process, and create the art product resulting from the lesson objectives. Students will understand what it means to be part of a professional learning environment, based on common inquiry, personal reflections, and peer feedback. Research and investigations of student diversity, multicultural objectives, learning styles, and exceptionality are incorporated into practical applications. At the conclusion of this course, students will develop a professional portfolio that demonstrates findings of their research as it relates to their teaching philosophy, methods, and strategies for developing art programs for the K-12 student, instructional objectives, lesson, and unit plans using a variety of media, and personal reflection based on classroom practice. (Formerly AE 3263/3264 Methods of Art Education, K-12 Part I and Part II; 2 credits each)
Prerequisites: AE 3220 Teaching in a Multicultural Environment; AE 3240 Reading in the Content Area; must be an Art Education major. This course is taken the term directly prior to Student Teaching.
AE 3280
STATISTICS: ASSESSING LEARNING + TEACHING
(3 CREDITS)

The course introduces basic statistics principles and applies them to the purposes for and approaches to assessment, both traditional and alternative. Study includes quantitative and qualitative methods for assessing student performance in art and design, as well as course and program effectiveness. Proficiencies are determined by measuring the student’s ability to organize data; plan teaching effectiveness; devise and demonstrate assessment; and evaluate instruments and methodologies. At the conclusion of this course, students will have learned basic statistical methods for data collection and analysis for the purpose of assessing teaching and learning in K-12 schools. Students will also become familiar with how to assess their own teaching skills and to recognize the importance and methods of assessing student learning in the classroom.

Prerequisites: AE 3220 Teaching in a Multicultural Environment; must be an Art Education major.

AE 4245
CLASSROOM MANAGEMENT
(3 CREDITS)

Field experience hours: 20 clock hours in a public or private school setting. The goal of this course is to enable teacher candidates to design, organize, and facilitate positive learning environments. Students will observe, document, devise, and discuss consistent teacher behaviors that encourage high standards of student involvement in classroom activities. Students will investigate how effective management skills and high quality instruction can facilitate learning environments where all students can learn and succeed. Proficiencies are determined by the candidate’s ability to plan and design clear expectations about appropriate and inappropriate behavior, efficient use of time, room organization, dissemination of materials, cleanup, and project storage. Study includes the teaching cycle, positive characteristics of classroom managers, and prescriptions for effective management of the classroom and instruction. Legal rights, due process, and school governance augment the course objectives.

Prerequisites: AE 3220 Teaching in a Multicultural Environment; AE 3240 Reading in the Content Area; must be an Art Education major.

AE 4255
STUDENT TEACHING: ELEMENTARY
(6 CREDITS)

Field experience hours: 300 clock hours in a Denver Metro area public or private secondary school setting. This is an extended field experience practicum and mentorship completed during the final term of the AE program. The student teacher spends eight weeks in an elementary school setting. The student teacher is observed, guided, and coached by a cooperating teacher in the accredited public or private school and a supervising teacher from the college. The cooperating teacher has a minimum of three years experience in teaching art. Responsibility for taking over the teaching by the RMCAD student teacher is gradually increased, allowing growth in a safe, supervised environment. The student teacher keeps a reflective journal and learning portfolio as an assessment instrument and a future resource. Feedback is consistently given and documented. A summative evaluation of the student teacher’s performance establishes proficiencies, which are translated into a Pass/Fail grade. AE 4930 Student Teaching Seminar is taken concurrently. (Formerly AE 4250)

Prerequisites: AE 3264 Methods of Art Education, K-12 Part II, 200 Field Experience Hours completed, Fingerprint and CBI Background Check cleared.
Corequisite: AE 4931 Student Teaching Seminar Part I or 4932 Student Teaching Seminar Part II.

AE 4265
STUDENT TEACHING: SECONDARY
(6 CREDITS)

Field experience hours: 300 clock hours in a Denver Metro area public or private secondary school setting. This is an extended field experience practicum and mentorship completed during the final term of the AE program. The student teacher spends eight weeks in a secondary school setting. The student teacher is observed, guided, and coached by a cooperating teacher in the accredited public or private school and a supervising teacher from the college. The cooperating teacher has a minimum of three years experience in teaching art. Responsibility for taking over the teaching by the RMCAD student teacher is gradually increased, allowing growth in a safe, supervised environment. The student teacher keeps a reflective journal and learning portfolio as an assessment instrument and a future resource. Feedback is consistently given and documented. A summative evaluation of the student teacher’s performance establishes proficiencies, which are translated into a Pass/Fail grade. AE 4930 Student Teaching Seminar is taken concurrently. (Formerly AE 4260)

Prerequisites: AE 3264 Methods of Art Education, K-12 Part II, 200 Field Experience Hours completed, Fingerprint and CBI Background Check cleared.
Corequisite: AE 4931 Student Teaching Seminar Part I or 4932 Student Teaching Seminar Part II.

AE 4600
PROFESSIONAL PRACTICE
(3 CREDITS)

This senior level course aligns with Fine Art industry standards and professional experience to prepare students with essential knowledge and practical strategies necessary to effectively seek out venues for their own art. This includes gallery representation, co-operative and alternate spaces, commissions, government grants, competitions, residencies, and graduate schools. The class visits area artists’ studios, galleries, art centers, and museums. Students are exposed to working professionals such as artists, art administrators, gallery directors, and museum curators. Students will also learn how to properly display, store, and ship art using sound archival methods. At the conclusion of the course, students will have created professional-grade portfolio materials and an online presence, which includes an artist statement, résumé, and documentation of artwork. Students use their portfolios to submit applications to exhibitions, residency programs, grants, and graduate schools.

Prerequisites: Completion of 72+ credits.

AE 4931 / 4932
STUDENT TEACHING SEMINAR PART I + II
(.5 CREDITS EACH)

This capstone, culminating course is taken concurrently with the student teaching courses AE 4255 and AE 4265. Student teachers share experiences, challenges, celebrations, concerns, and strategies from their student teaching assignments. The course content is based on real-life, ethnographic experiences and events that impact philosophy, theory, and practice. Other seminar objectives include career opportunities, interview strategies, résumé critique, advising on the students’ action research project that culminates in a Teacher Work Sample document, and portfolio assessment. Proficiencies are determined by quantity of participation and quality of shared insights, observable application of discussions and solutions, and the demonstration of knowledge, skills, and strategies that make up the content of all art education and education coursework. (Formerly AE 4935 Student Teaching Seminar)

Corequisites: AE 4255 Student Teaching: Elementary or AE 4265 Student Teaching: Secondary.
10 F. FASHION DESIGN DEPARTMENT

FASHION DESIGN MISSION

The Fashion Design Department at Rocky Mountain College of Art + Design is committed to upholding the organizational culture dedicated to student learning. Our educators model professional behavior, encourage innovation, and foster student growth. We partner with our local and global industry to ensure that student skills meet the needs of the demanding market. We deliver content to meet the needs of multiple learning styles. We foster community in our diverse population—teaching students to work as members of global teams. We enable student exit competencies and prepare students to become contributing professionals in our exciting and fast-paced industry.

FASHION DESIGN PROGRAM DESCRIPTION

When students join the Fashion Design department, they bring with them a desire to create innovative designs; to learn an array of construction techniques; to access the industry of product development and management; and finally, to understand the needs of the human form. Courses provide a broad range of studio and educational experiences that foster artistic, professional, and personal growth. In the degree, Fashion Design core courses emphasize the fundamental principles of material investigation, garment design, garment construction, manufacturing, and the management of garment design development. Foundations courses seek to develop in students the principles of visual composition, observation, and the necessary practice to critique their own work and that of others in a professional manner. Liberal Arts courses offer a broad path of study across academic disciplines in which students develop critical thinking, academic writing skills, and creative inquiry. The Fashion Design Department educates and develops future fashion designers in the technical and conceptual abilities necessary to pursue professional careers in the fashion industry. This degree program is offered only in hybrid format and is not available solely online.

FASHION DESIGN PROGRAM OUTCOMES

CONCEPT: Students demonstrate the ability to forecast trends in the fashion industry and determine their unique stylistic characteristics through color, pattern, texture, and finish of materials.

FOUNDATIONAL: Students will understand the vocabulary of the fashion industry, comprehend the timeline involved in product development from design concept to retail sales, and have an awareness of fashion and marketing practices.

CONSTRUCTION: Students will demonstrate the ability to translate fashion designs for manufacturing reproduction by draping, flat pattern, marking, and sewing construction.

TECHNICAL: Students will demonstrate the ability to create flat sketches and technical packages used within the apparel industry. Students will create design ideas through hand drawing and computer-aided design.

PROFESSIONAL: Students will demonstrate essential knowledge and practical strategies necessary to market product design from the original concept through merchandising, financing, sourcing, contracting, quality control, and sale. Students will learn behaviors consistent with professional practices within the apparel industry.

FASHION DESIGN BFA ON-GROUND DEGREE REQUIREMENTS

Liberal Arts: 45 credits
Art History 12
AH 2090 History of Fashion 3
EN 1110 Composition I 3
EN 1111 Composition II 3
Communication + Critical Thought 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Humanities 3
Mathematics 3
Physical + Natural Sciences 3
Social + Behavioral Science 6
See Liberal Arts Department for specific classes

Foundations: 24 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1280 Drawing II 3
FD 1370 Life Drawing I 3
FD 1380 Life Drawing II 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2300 Foundations Sophomore Portfolio Review 0

Fashion Design: 54 credits
FS 1000 Fashion Industry Survey 3
FS 1110 Fashion Design I 3
FS 1310 Construction I: Industry Sewing Basics 3
FS 1350 Construction II: Draping + Drafting 3
FS 2510 Textile Science 3
FS 2110 Fashion Design II 3
FS 2130 Apparel 3
FS 2150 Accessories 3
FS 2180 Sustainable Fashion 3
FS 2310 Construction III: Flat Pattern Techniques 3
FS 2410 Design Technologies 3
FS 3000 Fashion Design Junior Portfolio Review 0
FS 3170 Couture Construction 3
FS 3210 Product Development + Management 3
FS 3310 Construction IV: Production Construction 3
FS 3470 CAD Production Patternmaking 3
FS 3570 Textiles: Knits + High Tech 3
FS 3601 Fashion Design Internship Part I 1.5
FS 3602 Fashion Design Internship Part II 1.5
FS 4000 Senior Portfolio + Fashion Show 0
FS 4210 Professional Practices 3

Total Credits Required 123
**FASHION DESIGN COURSE DESCRIPTIONS**

**FS 1000**
**FASHION INDUSTRY SURVEY**
3 CREDITS

This lecture course provides an introduction and overview of the operations of the fashion industry from concept to consumption. Students explore topics such as the vocabulary of fashion, the process of product development, marketing, and business practices. At the conclusion of this course, students will demonstrate an understanding of foundational aspects of the fashion industry. (Formerly FS 1210 Fashion Industry Survey)

Prerequisite: none

**FS 1110**
**FASHION DESIGN I**
(3 CREDITS)

In this freshman-level course, students will develop the essential practice of conveying a design concept in a manner that can be interpreted for reproduction, which includes researching design practices, sketching, drawing, and silhouette development. An introduction to textiles, basic texture rendering and product specification will also be addressed. At the conclusion of this course, students will present their fashion design concepts on a comprehensive illustration board, demonstrating their understanding of the defining production implications.

Prerequisite: FD 1275 Drawing I and FS 1000 Fashion Industry Survey

**FS 1310**
**CONSTRUCTION I: INDUSTRY SEWING BASICS**
(3 CREDITS)

In this freshman-level course, students will learn how to cut and sew textiles together to create three-dimensional garments by hand and sewing machine. Various techniques for seaming, basting, turning, shaping, and finishing will be practiced to finish garment. Woven and knitted fabrics will be handled to experience the different methods of construction. During the process, students will document these techniques to begin construction specifications. At the conclusion of this course, students will have sewn together pattern parts to construct a complete garment supported by instructions for the duplication process.

Prerequisite: none

**FS 1350**
**CONSTRUCTION II: DRAPING + DRAFTING**
(3 CREDITS)

This freshman-level course initiates design concepts through the draping processes on a production dress form to teach foundational pattern drafting and truing. Students will learn the process of patterning their fashion designs, a blueprint for garment manufacturing. At the conclusion of this course, students will have basic sloper/block patterns to begin the process of creating patterns for their original fashion design concepts. (Formerly FS 1300 Draping + Drafting I, FS 1350 Draping + Drafting)

Prerequisite: FS 1310 Construction I: Industry Sewing Basics

**FS 2110**
**FASHION DESIGN II**
(3 CREDITS)

In the second of a two-course sequence, students further develop and refine their skills in sketching, drawing, and silhouette development with an emphasis on global fashion trends. Students will progress toward the development of complete apparel line presentations that incorporate contemporary fashion movements with originality of design, fabric, color, and silhouette. At the conclusion of this course, students will have developed a broader understanding of their task to communicate and position their personal fashion design concepts with credibility and innovation within the global fashion market.

Prerequisite: FS 1110 Fashion Design I

**FS 2130**
**APPAREL**
(3 CREDITS)

This course explores distinctions between three genres of apparel design: Womenswear, Menswear, and Childrenswear—along with a variety of subcategories for advanced study in second level courses. Students will study the history of apparel design evolution in a cultural context from modernity to contemporary fashion to assist the student in determining their design predilection. At the conclusion of this course, students will have identified a propensity for a specific category of apparel design to direct their future studies in the fashion design program.

Prerequisite: completion of 30+ credit hours

**FS 2150**
**ACCESSORIES**
(3 CREDITS)

This course focuses on three distinct categories of fashion accessory: footwear, handbags, and headgear/millinery. Students will examine the design and technical aspects of creating fashion accessories for complementing apparel. Form and function will be studied from a historical perspective and from contemporary design practice. Materials beyond the textiles of apparel will be investigated for accessory fabrication and construction to include leather, plastics, felts, and novelties. At the conclusion of this course, students will have a broad understanding of a wide range of fashion accessories that require specific design knowledge to direct their future studies in the fashion design program.

Prerequisite: completion of 30+ credit hours

**FS 2180**
**SUSTAINABLE FASHION**
(3 CREDITS)

This course focuses on the philosophy of sustainable design by teaching design approaches and methods that comply with the principles of social, economic, and ecological sustainability in design of textiles and product. At the conclusion of this course students will have developed an understanding of how to minimize negative environmental impact and encourage social consciousness and responsibility.

Prerequisite: completion of 30+ credit hours
FS 2310
CONSTRUCTION III: FLAT PATTERN TECHNIQUES
(3 CREDITS)

The sophomore-level course teaches students the process of flat pattern techniques. Students will learn to manipulate basic slopers to create complete garments, as well as drafting flat pattern from measurements. At the conclusion of this course, students will advance their skills to interpret, craft, and pattern their personal designs from the manufacturing perspective—culminating in a complete finish garment with specifications. (Formerly FS 2310 Construction II)

Prerequisite: FS 1350 Construction II: Draping + Drafting

FS 2410
DESIGN TECHNOLOGIES
(3 CREDITS)

This course introduces students to the fundamentals of computer-aided design (CAD) used by leading apparel and textile companies for design rendering, and textile development. At the conclusion of this course, students will have a comprehensive scope of the CAD technologies available to them for documenting, translating, and engineering their design intentions for market presentation.

Prerequisites: FS 1110 Fashion Design I and FD 1020 2D Design: Elements + Principles

FS 2510
TEXTILE SCIENCE
(3 CREDITS)

This course explores the scientific fundamentals of natural and synthetic textile fibers, yarn, and production fabric construction for both weaving and knitting. Students will investigate the related processes of dyeing, printing, and finishing. At the conclusion of this course, students will apply their working knowledge of various textiles properties toward an original fashion design for evaluation.

Prerequisite: completion of 30+ credit hours

FS 3000
FASHION DESIGN JUNIOR PORTFOLIO REVIEW
(0 CREDITS)

Students who have completed 60 – 90 credit hours present a cumulative portfolio of work from Fashion courses in a portfolio review to ensure they are progressing adequately in the Fashion program. This review is designed to identify students’ strengths and weaknesses so that they may address both in their upcoming major coursework.

Prerequisite: completion of 60+ credit hours and must complete this course before completing 90 credits.

FS 3170
COUTURE CONSTRUCTION
(3 CREDITS)

This advanced-level course introduces special tailoring techniques and garment construction associated with couture’s drape and design. Students will examine high fashion construction and practice various duplicating methods to develop a sophisticated sample library of design structure and creation. At the conclusion of this course, students will understand the complexity of couture design construction and the special handling of couture production. (Formerly FS 2170 Couture Construction)

Prerequisite: FS 2310 Construction III: Flat Pattern Techniques

FS 3210
PRODUCT DEVELOPMENT + MANAGEMENT
(3 CREDITS)

This course focuses on the scope of product line development and management. Students will develop skills for coordinating, editing, and merchandising a full collection of fashion items, including the scheduling for manufacturing production and marketing release. Technical packages will be developed. At the conclusion of this course, students will have a working knowledge of how to manage the development of a complete line of products from concept to wholesale release.

Prerequisite: FS 2410 Design Technologies.

FS 3220
VISUAL MERCHANDISING
(3 CREDITS)

This course introduces the student to the craft of visually merchandising fashion products in a promotional display. Retailing principles and procedures will be explored to incorporate fashion in context. At the conclusion of this course, students will have a fundamental understanding of how to arrange fashion products in a display for visual impact.

Prerequisite: none

FS 3310
CONSTRUCTION IV: PRODUCTION CONSTRUCTION
(3 CREDITS)

This senior-level course focuses on product construction beyond sample making techniques. Students will learn and apply the theory of assembly line construction and production materials for manufacturing. At the conclusion of this course, students will have completed the order of production assembly and have the knowledge to direct product construction in a manufacturing plant. (Formerly FS 3310 Construction III)

Prerequisite: FS 2310 Construction III: Flat Pattern Techniques
FS 3470
CAD PRODUCTION PATTERNMAKING
(3 CREDITS)
This advanced-level course expands the knowledge of CAD design technologies used in manufacturing production to include the development of production patterns, pattern grading, zero waste markers, laser cutting, and inventory control. Students will experience the full capacity of pattern design software systems to understand the process of a product’s mass production cycle along with the skills to make decisions of cost efficiency. At the conclusion of this course, students will have the knowledge to develop and supervise the engineering of mass pattern parts prepared for construction in production manufacturing.
Prerequisite: FS 2410 Design Technologies and FS 1350 Construction II: Draping + Drafting

FS 3570
TEXTILES: KNITS + HIGH TECH
(3 CREDITS)
The emphasis of this course is to advance knowledge in textiles specific to high performance and knitting novelties. Students will experiment with a variety of knitting techniques using software, and will examine and test various high-tech synthetic fiber qualities to determine durability, utility, and function relevant to fashion implementation of performance apparel and products. At the conclusion of this course, students will have a working knowledge of the potential to engineer performance apparel and specialized knitting applications in fashion and product design.
Prerequisite: FS 2510 Textile Science

FS 3601 / 3602
FASHION DESIGN INTERNSHIP PART I + II
(1.5 CREDITS EACH)
The Fashion Internship program enables students to work with established professionals, specifically related to their academic and career interests. Under the direction of the Department Chair, Department Internship Coordinator, and the Office of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection, and a planned program of activities is then coordinated with the professional internship sponsor. Upon successful completion of the internship program, students will have real-world work experience, preparing them for a career in the fashion industry.
Prerequisites: Approval of Department Chair or Department Internship Coordinator

FS 4000
Senior Portfolio + Fashion Show
(0 credits)
This portfolio review begins the student’s preparation for the graduation fashion show and for transition from the academic environment to the professional world. The student’s portfolio is critiqued by department faculty and post graduation plans are discussed.
Prerequisite: FS 3170 Couture Construction

FS 4210
FASHION PROFESSIONAL PRACTICES
(3 CREDITS)
This advanced-level course prepares the Fashion major with essential knowledge and practical strategies necessary to market product design from the original concept through merchandising, financing, sourcing, contracting, quality control, and sales to include exposure to global international trade and e-commerce. At the conclusion of this course, students will have fundamental knowledge of how a fashion industry business functions and how to oversee productivity to include the venture of entrepreneurship.
Prerequisite: completion of 90+ credit hours
10 G. FINE ARTS DEPARTMENT

The Fine Arts Department educates and develops in future artists the conceptual and technical abilities necessary to pursue professional careers in art. The curriculum addresses the cross-disciplinary approaches that have become the mainstay of cutting-edge, contemporary art, as well as the specializations within contemporary art. Courses provide a broad range of studio and educational experiences that foster artistic, professional, and personal growth. Core courses stress the fundamental principles of art, and encourage the assimilation of personal ideas, global thinking, and varying approaches and technical skills for the creative process. These core courses include a rotation of painting, sculpture, ceramics, printmaking, photography, and video. All Fine Art students identify their education goals through core courses; elective courses subsequently permit a customized learning experience.

Within the interdisciplinary RMCAD philosophy, beginning Fine Arts students study the human form, drawing, painting, sculpture, photography and design concepts. Using a variety of materials, visual and technical skills are expanded upon and explored. As the program becomes more intense, students progress to more advanced problems in concept and composition.

Advanced coursework provides for in-depth artistic development, expression, and increasingly advanced visual and conceptual stimuli: contemporary figurative work, nonobjective work, abstraction, installation, large-scale projects, and expanded definitions of art in contemporary terms. Personal and group critiques offer informed analysis of student work. Form and content, structured experimentation, and theoretical and philosophical areas of study provide the advanced student with a basis for developing a lifelong personal visual vocabulary.

The Fine Arts faculty is comprised of practicing artists who exhibit a diversity of interests, objectives, experiences, and expertise. Visiting artists, gallery/museum visits, and field trips to artists’ studios and regional public art collections all enhance the atmosphere of the studio classroom. Fine Arts graduates are well prepared for careers in the arts and for graduate studies. Equally important, they are able to make unique, informed, active judgments and to use their art to affect the future of the world around them.

This degree program is offered only in hybrid format and is not available solely online.

PROGRAM OUTCOMES

CONCEPT: The artwork reveals a strong sense of conceptual thinking and risk-taking (Concept development; clarity of concept; manifestation and realization of one’s intent.)

PROCESS: The artwork demonstrates an attention to materials that is commensurate with the concept and exhibits a willingness to develop the technical skills to develop the artwork (experimentation, complexity/simplicity, perceptive use and choice of materials, relationship of detail to whole).

THEORY: The student can articulate and the artwork reveals an understanding of historical and/or contemporary issues/theories and their relation to culture/society (visual, conceptual, and technical awareness of historical and/or contemporary issues/theories).

PRACTICE: The artwork demonstrates the student’s commitment to the profession and the community (self-motivation, respect for diversity of viewpoints, constructive peer critique, respect for all facilities/equipment, adherence to attendance, and studio policies).

FINE ARTS
ON-GROUND BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
ART 4400 Seminar in Contemporary Art 3
EN 1110 Composition I 3
EN 1111 Composition II 3
Communication + Critical Thought 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Mathematics 3
Physical + Natural Sciences 3
Social + Behavioral Science 6
See Liberal Arts Department for specific classes

Foundations: 21 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Sophomore Portfolio Review 0

Fine Arts Core Requirements: 51 credits
ART 1110 Ceramics I 3
ART 1140 Painting I 3
PH 1010 Darkroom I 3
ART 1160 Printmaking I 3
ART 1170 Sculpture I 3
ART 2210 Ceramics II 3
ART 2240 Painting II 3
PH 2250 Darkroom II: Alternative Process 3
ART 2260 Printmaking II 3
ART 2270 Sculpture II 3
ART 2400 Form + Content 3
ART 3000 Fine Arts Portfolio Review 0
ART 3240 Painting III 3
ART 3270 Sculpture III 3
ART 3500 Experimental Studies 3
ART 4600 Professional Practice 3
ART 4800 Senior Studio 3
ART 4801 Senior Exhibition 3

Studio Electives: 6 credits
Students select 6 elective credits from the below offerings
ART 3300 Installation 3
ART 3301 Special Topics in Fine Arts 3
ART 3330 Fibers Studio 3
ART 3340 Figure Painting 3
ART 3520 Experimental Drawing 3
ART 3601 Fine Arts Internship Part I 1.5
ART 3602 Fine Arts Internship Part II 1.5
ART 4710 Ceramics Advanced Studio 3
ART 4740 Painting Advanced Studio 3
PH 4250 Special Topics in Photo Media 3
ART 4770 Sculpture Advanced Studio 3

Total Credits Required 123
FINE ARTS COURSE DESCRIPTIONS

ART 1110 CERAMICS I (3 CREDITS)
This introductory level course introduces students to the basic skills and conceptual ideas within ceramics. Students learn basic handbuilding techniques using ceramic materials to make sculpture and vessels. Emphasis is placed on individual style and how clay can be used as a vehicle for expression. Students work from low-fire clay using a combination of coil, slab, and texturing techniques, surface slips, and glazes. An introduction to ideas about sculpture, the vessel, and the Raku process are presented through slide lectures and research assignments. At the conclusion of this course, students will be well-versed in handbuilding techniques, basic glaze formulation, and firing of electric and Raku kilns. Students will learn to develop strategies to translate an idea into sculptural form.
Prerequisites: FD 2130 3D Design: Space + Materiality

ART 1140 PAINTING I (3 CREDITS)
This introductory level course provides basic skills and conceptual ideas within painting. Students learn to create using a variety of painting tools, techniques, and materials. Processes include building stretcher frames, stretching and preparing the canvas, and paint application with various brushes and tools. Self-expression is cultivated through exploration and research. Students will participate in critiques and demonstrate their knowledge of canvas and panel construction, painting techniques, light and color, and a basic knowledge of contemporary art trends. At the conclusion of this course, students will be technically prepared to undertake projects in higher-level painting courses.
Prerequisites: FD 1120 Topics in Color

PH 1010 DARKROOM I (3 CREDITS)
This course introduces students to traditional black and white film darkroom processes from a historical and contemporary fine-art perspective. Using 35mm SLR cameras, students will learn baseline camera controls and techniques to create narratives that communicate conceptual ideas. The class covers film types, camera formats, the Zone System of Photographic Tone Control, film development, and silver-based printing. Extensive lab and studio time is provided during the class. At the end of this course, students will have illustrated, through a portfolio of images, an understanding of the technical, creative, and darkroom components of the medium.
(Formerly ART 1150 Photography + Video I)
Prerequisite: none

ART 1160 PRINTMAKING I (3 CREDITS)
This introductory level course provides basic skills and conceptual ideas within printmaking. Printmaking I emphasizes the exploration of traditional and contemporary printmaking techniques with an emphasis on non-toxic methods. Students learn technical skills to then fulfill their artistic visions in the following mediums: relief, collagraph, drypoint, photo-intaglio, polyester plate lithography, and screen-printing. At the conclusion of this course, students will have gained knowledge in the techniques, materials, and proper use of printmaking equipment.
Prerequisites: FD 1020 2D Design: Elements + Principles

ART 1170 SCULPTURE I (3 CREDITS)
This introductory level course introduces students to the basic skills and conceptual ideas within sculpture examining a wide variety of the processes, materials, and conceptual aspects of 3D art-making. Students learn to engage their art-making in a three-fold approach: critical thinking as a process, attention to materials, and knowledge and exposure to contemporary and historical artists through lectures. Students investigate formal aspects of sculpture and the development of ideas. They expand written and oral communication skills regarding aesthetics and art as they develop and employ research methods by which to nourish their art-making. They explore a variety of new working methods: individual, small group, and class collaboration. At the conclusion of this course, students will have worked with wood, fibers, metals, and other alternative forms to create a coherent body of work.
Prerequisites: FD 2130 3D Design: Space + Materiality

ART 2210 CERAMICS II (3 CREDITS)
This sophomore-level course provides an overview of more advanced skills and concepts in ceramics focusing specifically on using the potter’s wheel as a tool to make functional and sculptural forms. Emphasis is placed on combining and altering forms made on the wheel; experimenting with low-fire clays; surface slips and glazes; and developing critical skills for looking at art. Students research the works from historical time periods and of contemporary clay artists. At the conclusion of this course, students will understand the immense possibilities of using the wheel and the clay process and its application to their personal vision.
Prerequisites: ART 1110 Ceramics I

ART 2240 PAINTING II (3 CREDITS)
This sophomore-level course provides an overview of more advanced skills and concepts in painting. The course includes an exploration of varying subject matter as they study the relationship between figure and ground. As students begin to define their individual directions, creative integration of concept, drawing, painting, color, and composition become important concerns. At the conclusion of this course, students are expected to demonstrate knowledge of research skills and its application to individual process, and begin to apply this to their practice.
Prerequisites: ART 1140 Painting I
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH 2250</td>
<td>DARKROOM II: ALTERNATIVE PROCESS</td>
<td>3</td>
<td>Completion of 30+ credits and in relationship to content in class projects. Are expected to demonstrate knowledge of visual vocabulary formally.</td>
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<tr>
<td>ART 2260</td>
<td>PRINTMAKING II</td>
<td>3</td>
<td>Prerequisites: ART 1170 Sculpture I</td>
</tr>
<tr>
<td>ART 2270</td>
<td>SCULPTURE II</td>
<td>3</td>
<td>Prerequisites: ART 1160 Printmaking I</td>
</tr>
<tr>
<td>ART 2400</td>
<td>FORM + CONTENT</td>
<td>3</td>
<td>Prerequisites: Completion of 30+ credits</td>
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<tr>
<td>ART 3000</td>
<td>Fine Arts Portfolio Review</td>
<td>0</td>
<td>All students are required to participate in their upper level departmental Portfolio Review, which occurs at the completion of +60 credits. This review enables the department to redirect students toward certain remedial tasks and help them to focus on their professional objectives. At the end of this review, students and faculty have identified and discussed strengths and weaknesses in the student portfolio so that the student may address both in their upcoming major coursework. (Formerly ART 3000 Fine Arts Junior Portfolio Review)</td>
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<tr>
<td>ART 3240</td>
<td>PAINTING III</td>
<td>3</td>
<td>Prerequisites: ART 2240 Painting II</td>
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<tr>
<td>ART 3270</td>
<td>SCULPTURE III</td>
<td>3</td>
<td>Prerequisites: ART 2270 Sculpture II</td>
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<tr>
<td>ART 3300</td>
<td>INSTALLATION</td>
<td>3</td>
<td>Prerequisites: Completion of 45+ credits or approval of department Chair.</td>
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<td>Fine Arts Department</td>
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ART 3301
SPECIAL TOPICS IN FINE ARTS
(3 CREDITS)
This intermediate course focuses on both concepts and skills outside the Fine Arts degree core coursework expanding awareness of materials and concepts available in the field of fine art. Each Special Topics in Fine Art class is unique and proposed by RMCAD professors. Contemporary and/or traditional materials and methods are introduced, including, but not limited to: kinetic and electronic art, public art, earth art, interactive art, sound and light, relational art, intervention art, and figure studies. At the conclusion of this course, students are versed in the topic selected for the term and create work that demonstrates this knowledge.
Prerequisites: Completion of 45+ credits or approval of department Chair

ART 3330
FIBERS STUDIO
(3 CREDITS)
This intermediate course focuses on both concepts and skills outside the Fine Arts degree core coursework exploring various fiber media. On and off-loom weaving (including handmade, strap, table, or floor looms) are integrated with soft-sculpture approaches. Basic fabric dyeing and manipulation, felting, and papermaking techniques will be introduced. Public art will be addressed through the contemporary movement of Yarn Graffiti where students will learn crocheting, knotting, and knitting techniques. At the conclusion of this course, students will be familiar with the diverse vocabulary of fiber media through a variety of hands-on and research assignments.
Prerequisites: Completion of 45+ credits or approval by department Chair

ART 3340
FIGURE PAINTING
(3 CREDITS)
This intermediate course focuses on both concepts and skills outside the Fine Arts degree core coursework—exploring the theme of figure as it is utilized as a point of departure within the discipline of painting. Issues of craft, content, and the dialogue between the artist and the viewer are emphasized. A broadening of format, image, and theme allows students to independently analyze and develop their own painting media and forms. At the conclusion of this course students will have a deeper understanding and confidence in the use of the figure in their work.
Prerequisites: ART 2240 Painting II

ART 3500
EXPERIMENTAL STUDIES
(3 CREDITS)
This upper division course examines experimental studies of 21st century skills and concepts. Students explore definitions and applications of contemporary sensibilities. The merging of existing art forms into innovative and experimental approaches, including the utilization of new technologies, also blends into considerations of site and audience in this multi-dimensional course. At the conclusion of this course, the student’s project exhibits awareness of current art practices, as well as increased art literacy and understanding of the role of technology and experimentation in contemporary art.
Prerequisites: Completion of 60+ credits

ART 3520
EXPERIMENTAL DRAWING
(3 CREDITS)
This intermediate course examines experimental studies of 21st century skills and concepts focused on an individually-oriented pursuit of drawing. The sense of artistic discovery is enhanced by the development of a series of drawings in which sources in contemporary art history, along with an awareness of selected materials and media, are combined with a more conceptual, creative process. Extreme departures in scale, surface tool, and medium are investigated. At the conclusion of this course students will be versed in an expansive knowledge of experimental drawing concepts and techniques that can be directly applied to their work.
Prerequisites: Completion of 45+ credits or approval of department Chair

ART 3601 | 3602
FINE ARTS INTERNSHIP PART I + PART 2
(1.5 ELECTIVE CREDITS EACH)
This intermediate course aligns with professional practice in the field of study and incorporates industry standards and experience by enabling students to work with established art and design professionals specifically related to their academic and career interests. Under the direction of the department Chair, department Internship Coordinator, and the Office of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection, and a planned program of activities is then coordinated with the professional internship sponsor. Upon successful completion of the internship program, students will have real-world work experience, preparing them for a career in art and design.
Prerequisites: Approval of FA Department Chair, FA Department Head, or FA Internship Coordinator

ART 4600
PROFESSIONAL PRACTICE
(3 CREDITS)
This senior-level course aligns with Fine Art industry standards and professional experience to prepare students with essential knowledge and practical strategies necessary to effectively seek out venues for their own art. This includes gallery representation, co-operative and alternate spaces, commissions, government grants, competitions, residencies and graduate schools. The class visits area artists’ studios, galleries, art centers, and museums. Students are exposed to working professionals such as artists, art administrators, gallery directors, and museum curators. Students will also learn how to properly display, store, and ship art using sound archive methods. At the conclusion of the course, students will have created professional-grade portfolio materials and an online presence, which includes an artist statement, résumé, and documentation of artwork. Students use their portfolios to submit applications to exhibitions, residency programs, grants, and graduate schools.
Prerequisites: Completion of 90+ credits
ART 4710
CERAMICS ADVANCED STUDIO
(3 CREDITS)
This senior-level course exhaustively studies the skills and concepts aligned with studio practices in ceramics, focusing on studio time that supports mastery of skill sets learned in previous related courses. The goal of this course establishes a critical framework for individual directed studio time where students will be presented with a variety of research work related to their specific field of study. This objective will further their understanding of the historical and contemporary context in which they are working. At the conclusion of this course, students will have the experience as mentors and leaders in their field, which is designed to empower them through their actions to help others.

Prerequisites: ART 2210 Ceramics II and completion of 75+ credits

ART 4740
PAINTING ADVANCED STUDIO
(3 CREDITS)
This senior-level course exhaustively studies the skills and concepts aligned with studio practices in painting, focusing on studio time that supports mastery of skill sets learned in previous related courses. The goal of this course establishes a critical framework for individual-directed studio time where students will be presented with a variety of research work related to their specific field of study. This objective will further their understanding of the historical and contemporary contexts in which they are working. At the conclusion of this course, students will have the experience as mentors and leaders in their field, which is designed to empower them through their actions to help others.

Prerequisites: ART 3240 Painting III and completion of 75+ credits

ART 4770
SCULPTURE ADVANCED STUDIO
(3 CREDITS)
This senior-level course exhaustively studies the skills and concepts aligned with studio practices in sculpture focusing on studio time that supports mastery of skill sets learned in previous related courses. The goal of this course establishes a critical framework for individual directed studio time where students will be presented with a variety of research work related to their specific field of study. This objective will further their understanding of the historical and contemporary contexts in which they are working. At the conclusion of this course, students will have the experience as mentors and leaders in their field, which is designed to empower them through their actions to help others. (Formerly ART 4770 Sculpture Advanced Studies)

Prerequisites: ART 3270 Sculpture III and completion of 75+ credits

ART 4800
SENIOR STUDIO
(3 CREDITS)
This senior-level course focuses on preparing conceptual ideas for final departmental experiences, such as the senior graduation exhibition, by allowing students to work independently with instructor assisting as needed. Personal interpretations of the meaning of art are encouraged. Emphasis is placed on incorporating design elements, material handling, technique, concept development, expression, and in the meaning of the work presented. In-depth individual and group critique analysis is expected. At the conclusion of this course, students will have a formal conceptual idea for their senior graduation exhibition and will have started with the works creation.

Prerequisites: must be a senior in their second to last term

ART 4801
SENIOR EXHIBITION
(3 CREDITS)
This senior-level course focuses on preparing conceptual ideas for final departmental experiences in a studio-intensive time of production of students’ artwork for the senior graduation exhibition. Students should enter the class with a clear plan for their exhibition artwork as developed in the previous Senior Studio course. The faculty member teaching Senior Graduation Portfolio will individually guide students through the aesthetic, conceptual, and technical concerns they encounter while preparing for the senior graduation exhibition. This class will culminate with a professional Artist Talk to the community and a formal Graduation Exhibition critique.

Prerequisites: must be a senior in their last term
10 H. FOUNDATIONS DEPARTMENT

FOUNDATION STUDIES MISSION STATEMENT

Foundation Studies educates students in the development of creative studio practice by fostering individualized and collaborative learning that emphasizes cultural engagement, process, critical thinking, and visual literacy.

FOUNDATIONS DEPARTMENT PROGRAM DESCRIPTION

Each RMCAD student, regardless of major, is required to take foundation coursework. The Foundations Department includes courses for all RMCAD students and is based on the simple philosophy that any student who is willing can learn the skills and principles necessary to be successful in the visual arts. The Foundations faculty strive to develop artists and designers as individuals with an awareness of their impact on community and environment. The departmental curriculum is designed to be progressive in nature, with ideas developed, integrated, and incorporated by students from one class to the next. Courses in Foundations are designed to provide a thorough understanding of the fundamentals of art and design through background, theory, and practice.

Foundation Studies seeks to instill in students the development of technical, conceptual, problem solving, verbal, and intuitive skills necessary for future success in the visual arts. During their first year, students develop the vocabulary to critique their own work and that of others in a professional manner. Later, principles of visual composition, observation, history, theory, practice, and critical thinking are integrated within students' understanding of their role as professional artists and designers.

PROGRAM OUTCOMES

COMMUNICATION: Communicate clearly regarding art and design through the use of relevant vocabulary, context, and cultural connections when writing, speaking, or project creation.

TECHNICAL SKILLS: Apply tools, materials, techniques, and proper use and care for equipment through appropriate craftpersonship.

VISUAL STRATEGIES: Apply strategies of visual organization within two, three, and four-dimensional works.

PROBLEM SOLVING: Develop creative problem solving strategies in the design process.

CRITICAL THINKING: Apply critical thinking skills in the development of art and design through research supported by the development of visual literacy and awareness of culture and historic references.

FOUNDATIONS COURSE DESCRIPTIONS

FD 1020
2D DESIGN: ELEMENTS + PRINCIPLES
(3 CREDITS)

This freshman-level studio course introduces students to compositional aspects of two-dimensional work as they pertain to art and design practices using digital media. Through a variety of projects, students explore the fundamentals of visual organization and investigate methodologies of visual communication that include form, content, and culture. Upon completion of this course, students will have a greater understanding of how to develop and analyze two-dimensional, digital visual compositions.

Prerequisite: FD 1600 Studio Seminar: Methods of Inquiry
Co-requisite: FD 1030 Design Lab

FD 1030
DESIGN LAB
(0 CREDITS)

This entry-level Design Lab is for all students enrolled in 2D Design. The lab is designed to support students who are new to digital technologies in understanding the fundamental skills used within 2D Design. Through self-paced technical exercises and “how-to-guides,” students will develop key skills essential to completing 2D Design successfully.

Co-requisite: FD 1020 2D Design: Elements + Principles. Offered online only.

FD 1120
TOPICS IN COLOR
(3 CREDITS)

This freshman-level course introduces students to the relationships between color, perception, and space as it pertains to art and design practices. Through hands-on studio projects, students investigate how color is utilized within design strategies, as it relates to properties of color, color psychology, spatial perception, and cultural significance while studying the historic evolution of color systems. Upon successful completion of this course, students will recognize and demonstrate the impact of color in the compositional aspect of design and utilize color as a creative element in the design process.

Prerequisites: FD 1275 Drawing I

FD 1275
DRAWING I
(3 CREDITS)

This freshman-level course introduces students to methods of structural-based drawing through rigorous observational practices. With an emphasis on composition, ideas such as light, shade, value contrast, proportion, texture, mass, volume, and technique are introduced. Utilizing the study of natural and man-made objects, students become familiar with one, two, and three-point perspective. At the conclusion of this course, the students demonstrate improved knowledge and skills in translating what is observed from life into a 2D picture plane.

Prerequisites: none
Corequisite: FD 1210 Drawing Lab
FD 1210
DRAWING LAB
(0 CREDITS)

This entry-level Drawing Lab is for all students enrolled in Drawing 1. The lab is designed to support students in understanding the fundamental skills used within drawing. Through 'how-to-guides' and tutorials, students will develop key skills essential to completing Drawing 1 successfully.

Corequisite: FD 1275 Drawing I. Offered online only.

FD 1280
DRAWING II
(3 CREDITS)

This freshman-level course investigates the creative possibilities found in the act of drawing and thinking. Students draw from seen and invented subject matter to practice with conceptual ideas, experimental materials, and techniques. Drawing exercises emphasize composition, positive/negative space, figure-ground relationship, and multiple points of view. At the conclusion of this course, students demonstrate improved ability to implement solutions to visual problems. (Formerly FD 1375)

Prerequisites: FD 1275 Drawing I

FD 1370
LIFE DRAWING I
(3 CREDITS)

This freshman-level course focuses on the basic anatomy of the human figure. Students improve their understanding of figure drawing through nude studies, examination of skeletal structures, and muscle masses of the human body. Issues such as foreshortening, accurate proportions, lighting, and composition are explored through long life drawing poses.

Prerequisites: FD 1275 Drawing I

FD 1380
LIFE DRAWING II
(3 CREDITS)

This freshman-level course introduces students to expressive issues in drawing the human figure. Students learn to analyze the figure in terms of planes, masses, shapes, action, proportion, rhythm, and personal mark making. The study of gesture, long poses, foreshortening, and composition are studies through examining the nude figure.

Prerequisites: FD 1370 Life Drawing I

FD 1600
SEMINAR: METHODS OF INQUIRY
(3 CREDITS)

This required entry-level seminar combines ideation methodologies and studio practice as a holistic introduction to the visual arts. This early interdisciplinary experience lays the foundation for active and critical reflection and engagement. The course focuses on critical thinking, problem solving, and visual strategies utilized in studio practices. These methods and processes are supported by lectures, class discussions, research, and writing. Additionally, the course is complemented by hands-on studio projects that draw on creative and critical skills and critiques, which are executed both individually and collaboratively. Lectures and discussions will be the springboard for creative manifestations. Essential to core studio work, students will have an enhanced understanding of conceptual thinking, problem solving and culture as it relates to the visual arts.

Prerequisites: none

FD 2130
3D DESIGN: SPACE + MATERIALITY
(3 CREDITS)

This sophomore-level course explores theories and practices of three-dimensional design. Students use a variety of materials, processes, and techniques to explore fundamental issues such as volume mass, gravity, tension, compression, light, color, and structure.

Prerequisites: FD 1020 2D Design: Elements + Principles

FD 2210
4D DESIGN: STILLS TO MOTION
(3 CREDITS)

This sophomore-level studio course introduces students to key concepts and practices of time-based works. Through a variety of projects, students explore the elements of the moving image through serial, sequential, and narrative ordering. Additionally, students will examine the relationships between sound and image, historic contexts, and approaches and advancements within the field of time-based works. Upon the completion of the course, students will have a greater understanding of the visual language of time-based works.

Prerequisites: FD 1020 2D Design: Elements + Principles, FD 1600 Studio Seminar: Methods of Inquiry

FD 2300
FOUNDATIONS SOPHOMORE PORTFOLIO REVIEW
(0 CREDITS)

Students who have completed 45-60 credit hours are required to participate in a sophomore portfolio review. Students will present original art and design work from Foundations courses where faculty evaluate mastery of foundational skills, and identify strengths and areas of improvement. Art and design work will illustrate competency in visual elements and principles of design, drawing, color theory, and three-dimensional fundamentals. Upon successful completion of the Sophomore Portfolio Review, students transition into their major course of study. This course is Pass/Fail. Students who fail either Sophomore Portfolio Review or the Major-Specific Portfolio Review must schedule and retake the portfolio review within 30 days.

FD 2510
SPECIAL TOPICS
(3 CREDITS)

This elective course is open to all levels of students and examines specific topics not otherwise covered in the campus curriculum. Specific topics and faculty will be announced prior to registration. Students will develop projects that encompass the topic at hand.

Prerequisites: none
10 I. GAME ART DEPARTMENT

GAME ART DEPARTMENT MISSION

Video games are one of the fastest growing industries in this age of immersive entertainment and media. From Serious Games that can be utilized for training and education to Generation 4 entertainment, the Game Art program at RMCAD seeks to prepare students for entry into this diverse industry as creators with the vision and adaptability to temper the technical with artistic innovation.

GAME ART PROGRAM DESCRIPTION

Game Art coursework focuses on utilizing the student’s vision to create something new, different, and unique—without catering to the limitations of programming. At RMCAD, art drives technology. Students are introduced to the industry at each level of production; from storyboarding and concept art to modeling, digital sculpting, and animation/motion capture.

The BFA in Game Art builds upon the foundational disciplines of 3D Animation and allows students to take their ideas from the conceptual to the tangible in a mainstream game engine. With a focus on cooperation and collaboration, students are encouraged to work with peers from a variety of other degree programs to create works that are comprehensive, complete, and professional.

With budgets for triple-A games often surpassing those of feature films, it is not enough to have a game that simply works—it must be rich in story and able to engage the audience for hours at a time. It is with this in mind that the curriculum is built on a foundation of effective and engaging narrative.

While many students look to join a studio with an emphasis on entertainment production, others find fulfillment in founding independent studios or utilizing game-engines for cutting-edge development in training, education, product fabrication, and scientific discovery. With such evolutionary tools, every idea is an opportunity.

PROGRAM OUTCOMES

TECHNICAL: Demonstrate understanding of software, hardware, and use of materials, sound studio, editing systems, and other peripheral devices and tools used in animation production.

FOUNDATIONAl: Demonstrate strong drawing, composition, anatomy, color, and perspective skills.

CREATIVE: Demonstrate artistry, unique voice, conceptualization, and process including thumbnails, comps, and character designs.

PROFESSIONAL: Demonstrate strong work ethic, punctuality, cooperative attitude, communication skills, time management, organizational skills, and personal initiative.

GROWTH: Demonstrate ability to assess and critique own work, acquire increasingly advanced concepts and production skills with a strong focus on goals, and learn independently.

CRITICAL: Demonstrate critical + analytical thinking and problem-solving abilities related to technical prowess, fundamental animation principles, and storytelling skills. Demonstrate effective application of critique.

COLLABORATION: Demonstrate cooperative attitude in class discussions, collective projects, and communications with other students and instructors.

STORY: Demonstrate understanding of narrative + visual storytelling fundamentals, cinematic form, and coherent delivery.

ANIMATION: Demonstrate a thorough knowledge of animation fundamentals and believability in motion, timing, and structure.

GAME ART ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
Art History 12
AH 2020 History of International Animation 3
EN 1110 Composition I 3
EN 1111 Composition II 3
Communication + Critical Thought 3
H U 1110 Humanities I: World Thought I 3
H U 1111 Humanities II: World Thought II 3
Humanities 3
Mathematics 3
Physical + Natural Sciences 3
Social + Behavioral Science 6
See Liberal Arts Department for specific classes

Foundations: 24 credits
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1380 Life Drawing II 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Skills to Motion 3
FD 2300 Foundations Sophomore Portfolio Review 0

Core Requirements: 48 credits
AN 1110 Introduction to Animated Storytelling 3
AN 2270 Digital Painting for Film + Games 3
AN 3130 Business Ethics + Copyright for Animation 3
AN 3D 1210 3D Computer Fundamentals 3
AN 3D 2320 3D Computer Lighting + Materials 3
AN 3D 3230 3D Computer Animation Motion Studies 3
GA 2220 Game Creation Fundamentals 3
GA 2710 Strategy + Psychology in Games 3
GA 3050 Game Thesis Proposal Review 0
GA 3120 3D Modeling 3
GA 3220 Game Shader Development 3
GA 3330 Character + Level Design 3
GA 3380 Game Thesis I 3
GA 3860 Digital Sculpting 3
GA 4000 Game Art Senior Portfolio Review 0
GA 4110 Game Animation + Motion Capture 3
GA 4350 Character Rigging 3
GA 4880 Game Thesis II 3

Studio Electives: 6 credits
Choose 2 from the following:
AN 2D 1390 Drawing + Acting 3
AN 2D 3230 Character Animation + Motion Studies 3
AN 2D 4240 Advanced Character Animation + Motion Studies 3
AN 3D 4250 Advanced 3D Computer Animation 3
ART 1110 Ceramics I 3
ART 1140 Painting I 3
ART 1170 Sculpture I 3
CP 1111 Digital Photography I (online) 3
CP 1112 Digital Photography II 3
CP 1710 Digital Post Production 3
GA 3601 Game Art Internship Part I 1.5
GA 3602 Game Art Internship Part II 1.5

Foundations: 24 credits
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1370 Life Drawing I 3
FD 1380 Life Drawing II 3
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Skills to Motion 3
FD 2300 Foundations Sophomore Portfolio Review 0

Core Requirements: 48 credits
AN 1110 Introduction to Animated Storytelling 3
AN 2270 Digital Painting for Film + Games 3
AN 3130 Business Ethics + Copyright for Animation 3
AN 3D 1210 3D Computer Fundamentals 3
AN 3D 2320 3D Computer Lighting + Materials 3
AN 3D 3230 3D Computer Animation Motion Studies 3
GA 2220 Game Creation Fundamentals 3
GA 2710 Strategy + Psychology in Games 3
GA 3050 Game Thesis Proposal Review 0
GA 3120 3D Modeling 3
GA 3220 Game Shader Development 3
GA 3330 Character + Level Design 3
GA 3380 Game Thesis I 3
GA 3860 Digital Sculpting 3
GA 4000 Game Art Senior Portfolio Review 0
GA 4110 Game Animation + Motion Capture 3
GA 4350 Character Rigging 3
GA 4880 Game Thesis II 3

Studio Electives: 6 credits
Choose 2 from the following:
AN 2D 1390 Drawing + Acting 3
AN 2D 3230 Character Animation + Motion Studies 3
AN 2D 4240 Advanced Character Animation + Motion Studies 3
AN 3D 4250 Advanced 3D Computer Animation 3
ART 1110 Ceramics I 3
ART 1140 Painting I 3
ART 1170 Sculpture I 3
CP 1111 Digital Photography I (online) 3
CP 1112 Digital Photography II 3
CP 1710 Digital Post Production 3
GA 3601 Game Art Internship Part I 1.5
GA 3602 Game Art Internship Part II 1.5
GAME ART COURSE DESCRIPTIONS

GA 2220
GAME CREATION FUNDAMENTALS
(3 CREDITS)

This studio-based course is an introduction to scripting and engines for games. Students will learn the fundamentals of how a game engine works; how to differentiate between various genres (such as FPS, Action, Side Scroller etc); modify and import custom assets; and use basic scripting to influence game play. At the conclusion of this class, students will have demonstrated familiarity and proficiency with an engine through the creation of test assets and simple level prototypes. (Formerly GA 1120 and GA 2010)

Prerequisites: AN3D 1210 3D Computer Fundamentals

GA 2710
STRATEGY + PSYCHOLOGY IN GAMES
(3 CREDITS)

This sophomore-level course studies why we play video games; what makes game play engaging or educational; as well as topics such as immersion, social components, and addiction in video games. The class explores the use of games for art, story, and the place of story in our culture, as well as discussing games of the past and future directions for games. Through discussions, video, and writing essays, the student investigates the relationship between games, psychology, and human culture and its expression in games and interactive media. At the conclusion of the course, students will have gained an understanding of the psychological, ethical, and social aspects of games through storyboarding, essays, and discussions.

Prerequisites: Completion of 60+ credit hours

GA 3050
GAME THESIS PROPOSAL REVIEW
(0 CREDITS)

This junior/senior-level review is the last step before gaining admittance into Thesis level courses. Students are required to submit a comprehensive design document outlining their Thesis idea and the desired outcome. Projects may be focus-specific, but incomplete or insubstantial ideas will require resubmission before work on the project may begin. A passing score is necessary before students may enter GA 3380 Game Thesis I.

Prerequisites: GA 2220 Game Creation Fundamentals, AN3D 2320 3D Computer Lighting + Materials, and AN3D 3230 3D Computer Animation Motion Studies

GA 3120
3D MODELING
(3 CREDITS)

In this studio-based course, students will learn to utilize spline-based and polygonal modeling techniques to build upon the skills learned in 3D Computer Fundamentals. Coursework focuses on modular modeling techniques and UV optimization. Students will learn to differentiate the levels of detail in a hero mesh. Upon completion of this course, students will have created an environment and base character model that is ready to be detailed in digital sculpting software.

Prerequisites: AN3D 1210 3D Computer Fundamentals

GA 3220
GAME SHADER DEVELOPMENT
(3 CREDITS)

Building on the skills learned in AN3D 2220 3D Computer Lighting + Materials, students will use 2D and 3D painting techniques and photography to expand their personal texture library and build complex shader systems utilizing a game engine. This studio-based course will explore advanced shader systems including those for animated, intelligent, reactive, and scripted materials. At the conclusion of this course, students will have produced a fully textured environment utilizing a variety of animated and/or intelligent shader systems. (Formerly GA 3220)

Prerequisites: AN3D 2320 3D Computer Lighting + Materials and GA 2220 Game Creation Fundamentals

GA 3330
CHARACTER + LEVEL DESIGN
(3 CREDITS)

This studio-based course focuses on exploring techniques that lead to quality design for games. At the conclusion of the course, students will have created concept art covering subjects such as characters, vehicles, props, creatures, level maps, GUI overlays, and environments.

Prerequisites: AN 2270 Digital Painting for Film + Games

GA 3380
GAME THESIS I
(3 CREDITS)

In this studio-based class, students begin pre-production on their senior project, as determined by their (approved) design document from GA 3050 Game Thesis Proposal Review. The course allows for intensive production time dedicated to the student's individual focus. Pre-production tasks such as concept art, storyboarding, initial modeling, and rigging will be completed by the end of the course. (Formerly GA 4510)

Prerequisites: GA 3050 Game Thesis Proposal Review
GA 3601 / 3602
GAME ART INTERNSHIP PART I + II
(1.5 CREDITS EACH)

The Game Art Elective Internship program enables students to work with established art and design professionals specifically related to their academic and career interests. Under the direction of the Department Chair, Department Internship Coordinator, and the Office of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection and a planned program of activities is then coordinated with the professional internship sponsor. Upon successful completion of the internship program, students will have real-world work experience, preparing them for a career in art and design.

Prerequisites: Approval of Department Chair or Department Internship Coordinator

GA 3860
DIGITAL SCULPTING
(3 CREDITS)

In this junior-level class, students gain the ability to model assets using digital sculpting software. This class focuses on subdivision polygon modeling and displacement sculpting while emphasizing topology and edge flow. By the end of this course, students will have gained competency with digital sculpting tools and learned the foundations of poly-painting, enabling them to create high-quality assets that are prepared for the next phase of production.

Prerequisites: none

GA 4000
GAME ART SENIOR PORTFOLIO REVIEW
(0 CREDITS)

In this senior review, students present their final portfolio showcasing the best of their work from the breadth of their degree program. The presentation will emphasize the student’s area of expertise and the culmination of work produced for their Game Thesis, and will be critiqued by department faculty. Post-graduation plans are discussed as well. Students who are enrolled in this review will conduct their portfolio review during their Game Art Thesis II course meeting time.

Corequisite: GA 4880 Game Thesis II

GA 4110
GAME ANIMATION + MOTION CAPTURE
(3 CREDITS)

In this studio-based class, students will learn the techniques used in the production of animation for games. Students will animate character loops and cut scenes using keyframe animation and motion-capture data. At the conclusion of the course, students will have developed a series of looping and transitional character animations as well as a dialog cut scene. (Formerly GA 3110)

Prerequisites: AN3D 3230 3D Computer Animation Motion Studies

GA 4350
CHARACTER RIGGING
(3 CREDITS)

In this studio-based course, students will learn to build character rigs designed for use in a game engine. Topics include full skeletal and facial rigging. Students will also explore character setup for motion capture and discover the importance of naming conventions and hierarchical systems. At the conclusion of the course, students will have created a fully customized, rigged character suitable for export to a game engine. (Formerly GA 3350)

Prerequisites: GA 3120 3D Modeling

GA 4360
GAME PARTICLES + EFFECTS
(3 CREDITS)

In this studio-based course, students will explore the techniques necessary to create custom particle effects to enhance the look and feel of their game worlds. Many games rely on strong, dynamic particles to represent attacks, environments, puzzles, traps, and more! By course’s end, students will have produced custom particle shaders, colliders, and animation. (Formerly GA 3360)

Prerequisites: GA 3220 Game Shader Development. Offered online only.

GA 4480
GAME THESIS II
(3 CREDITS)

In this studio-based course, students will complete their Thesis project as determined by their (approved) design document from GA 3050 Game Thesis Proposal Review. Course works emphasizes the finalization of any remaining production tasks such as modeling, rigging, texturing, animation, cinematics, game scripting, and or/ lighting. At the conclusion of the course, students will have a completed, portfolio-quality work tailored to their personal design document. (Formerly GA 4520)

Prerequisites: GA 3380 Game Thesis I
Corequisite: GA 4000 Game Art Senior Portfolio Review
10 J. GRAPHIC DESIGN DEPARTMENT

GRAPHIC DESIGN DEPARTMENT MISSION STATEMENT

The Graphic Design program aims to increase and combine design thinking, planning, and practice to best prepare students for dynamic business environments.

GRAPHIC DESIGN PROGRAM DESCRIPTION

Discovery, inspiration, creativity, ideas...used separately these are powerful words, but integrated into a process of critical thinking, research, observation, and innovation, they create new opportunities for design students at Rocky Mountain College of Art + Design. The Graphic Design program combines theory and practice, challenging students to discover their own individual design expression, and at the same time preparing them for today's new business environment. With the development of new technologies and interactive media, the global marketplace is changing the role of the contemporary designer. RMCAD recognizes and embraces this enormous potential by combining these technologies with a classical art education founded in drawing, sociology, photography, theory, and form.

Graphic Design students learn to evaluate research and understand design problems by creating processes for design solutions that can be used throughout their careers. They will enter a profession that plans and executes the design of visual communication according to the needs of audiences by learning from the experiences that people have. Students use research methods drawn from sociology and anthropology, resulting in rich descriptions of people's behavior, interactions, and environmental conditions. By integrating this research into the process of design and user needs, students create new insights, identify opportunities and design meaningful solutions to business problems. The goal is to educate future design professionals who leave the program with an in-depth understanding of visual Graphic theory and real-life practice through observing, questioning, synthesizing, and developing innovative but effective ideas.

Outside design professionals are brought in for workshops, presentations, and advanced teaching engagements throughout the program and deliver hands-on experiences with real projects. Presentation of concepts and ideas allows students to learn the importance of talking about the value of design and how it can be used in real business scenarios. Real deadlines and budgets are developed in order for students to learn how projects are managed from beginning to end. By partnering with nonprofit and business communities, students have the opportunity to interact with professionals and design final solutions that are targeted to meet the project needs. Annual award shows are used as class assignments and many graduates have been recognized with design excellence awards worldwide. International instructors and visiting faculty bring a broader perspective bringing critical ideas to the program.

Putting people at the center of everything we teach and practice is the mission of the Graphic Design Department at RMCAD. Through our rigorous curriculum, we instill an in-depth understanding of research, design methodologies, technologies, and visual Graphic theory. Using design strategy and intuition, our graduates discover their personal voice by developing solutions to human-centered problems in the global environment and enter the field with an intense commitment to creating success for human beings.

PROGRAM OUTCOMES

Students demonstrate the ability to solve communication problems.

Students demonstrate research and information gathering, analysis, generation of alternative solutions.

Students demonstrate the ability to prototype, user test, and evaluate outcomes.

Students demonstrate the ability to describe and respond to the audiences and contexts, which communication solutions must address.

Recognition of the physical, cognitive, cultural, and social human factors that shape design decisions.

Students demonstrate the ability to create and develop visual form in response to communication problems.

Students demonstrate the ability to understand symbolic representation.

Students demonstrate the ability to understand principles of visual organization/composition and information hierarchy.

Students demonstrate an understanding of the proper use of typography and its various applications.

Students demonstrate an understanding of tools and technology, including an understanding of creation, reproduction, and distribution of visual messages.

Students demonstrate an understanding of design history, theory, and criticism.

Students demonstrate an understanding of basic business practices, including the ability to organize design projects and to work productively as a member of teams.

GRAPHIC DESIGN ONLINE + ON-CAMPUS BFA

DEGREE REQUIREMENTS

Liberal Arts: 45 credits
Art History 12
AH 2050 History of Graphic Design 3
EN 1110 Composition I 3
EN 1111 Composition II 3
Communication + Critical Thought 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Humanities 3
Mathematics 3
Physical + Natural Sciences 3
Social + Behavioral Science 6
See Liberal Arts Department for specific classes

Foundations: 18 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3
FD 2210 4D Design: Stills to Motion 3
FD 2300 Sophomore Portfolio Review 0
**Graphic Design: 48 credits**

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<tr>
<td>GD 2210</td>
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<td>Photography for Graphic Designers</td>
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**Studio Electives: 12 credits**

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<td>GD 4520</td>
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Total Credits Required: **123**

**GRAPHIC DESIGN COURSE DESCRIPTIONS**

**GD 1310**
**TYPE + LAYOUT**
(3 CREDITS)

In this freshman course, students learn elements and principles of typography as well as electronic page layout using Adobe InDesign. Through a series of exercises and projects, students study letterforms, type classification, legibility, organization, hierarchy, grids, and multi-page composition. By the conclusion of this course, students demonstrate an understanding of electronic page layout through multiple projects.

Prerequisites: FD 1020 2D Design: Elements + Principles

**GD 2210**
**VECTOR ILLUSTRATION**
(3 CREDITS)

This sophomore course introduces students to the concept of semiotics and vector-based art. Through demonstrations and exploration of tools and techniques in Adobe Illustrator, students create icons, symbols, and illustrations in conjunction with typographic forms. At the conclusion of this course, students demonstrate an understanding of basic typography as it relates to electronic page layout through multiple projects.

Prerequisites: FD 1020 2D Design: Elements + Principles

**GD 2220**
**RASTER IMAGE PROCESSING**
(3 CREDITS)

This sophomore-level course introduces digital photo manipulation and imaging techniques for visual communication. Through demonstrations and exploration of concepts that make for effective communication, students learn tools and techniques available in Adobe Photoshop. At the conclusion of this course, students demonstrate an understanding of photo manipulation software and its uses for the visual communicator.

Prerequisites: FD 1020 2D Design: Elements + Principles

**GD 2410**
**INFORMATION VISUALIZATION**
(3 CREDITS)

This sophomore course focuses on information design, information architecture, and information visualization. In group and individual projects, students learn strategies to organize and display data from tabular data to graphs, charts, and infographics. Storytelling will be utilized to make data more accessible and relatable. New technologies will be exercised for dynamic data displays. At the conclusion of this course, students demonstrate a responsible use of data, molding it into information that enhances knowledge and understanding.

Prerequisites: GD 1310 Type + Layout, GD 2210 Vector Illustration and GD 2220 Raster Image Processing

**GD 2440**
**TYPOGRAPHIC DESIGN**
(3 CREDITS)

This formative course is an in-depth examination of the elements and principles of typography via hand-assembled and digital studio projects. Reader and audience demographics are also thoroughly covered. At the conclusion of this course, students demonstrate conceptual and technical proficiencies with letterform structures, legibility, readability, text manipulation, typographic space, and communication hierarchies.

Prerequisites: FD 1120 Topics in Color and GD 1310 Type + Layout.

Students enrolled in a Graphic Design Minor may be eligible for a prerequisite override of FD 1120 Topics in Color upon portfolio review and department Chair approval.

**GD 2510**
**SIGN + SYMBOL**
(3 CREDITS)

This sophomore course develops the principles of semiotics and visual communication. Three principles are addressed in this course: Semantics, Syntactics, and Pragmatics. Students working as individuals and in teams will complete studio projects that address the nature of signs, symbols, pictograms, and logotypes. At the conclusion of this course, students demonstrate an understanding of basic visual communication theory and practice. (Formerly GD 2510 Sign + Symbol)

Prerequisites: GD 2210 Vector Illustration, GD 2220 Raster Image Processing and GD 2440 Typographic Design
**GD 3000**
**GRAPHIC DESIGN JUNIOR PORTFOLIO REVIEW**
**(0 CREDITS)**

Students who have completed more than 60 credit hours are required to participate in a mid-career portfolio review before reaching 90 credits. This review is designed to identify students' strengths and weaknesses so that they may address both in their upcoming major coursework.

Prerequisites: Completion of 60+ credits or approval of department Chair

**GD 3010**
**PHOTOGRAPHY FOR GRAPHIC DESIGNERS**
**(3 CREDITS)**

This course prepares students to utilize photography with the primary purpose of creating dynamic and compelling images of products and people for advertising. Students become adept at using technology including the digital SLR (standard settings, manual overrides, and experimentation); understand lighting (both interior studio settings and exterior outdoor settings); facilitate between lens options (macro, specialty filters and wide angle); and learn the importance of a dynamic portfolio stage setting through appropriate documentation. Modest digital post production will be explored including industry standard software.

Prerequisites: GD 2220 Raster Image Processing

**GD 3040**
**DESIGN SYSTEMS**
**(3 CREDITS)**

This intensive course focuses on the principles and elements of brands and identity systems. Students work as individuals and in teams to engage in long-term projects that address the significance of brand design, applications, and identity management. Company mission, goals, and objectives are researched, investigated, and presented in detail. Content hierarchy, complex grid systems, typographic hierarchy, text/image integration, and color identification are explored in depth. Students also examine 20th century and contemporary branding systems. At the conclusion of this course via long-term projects, students demonstrate the conceptual and technical ability to understand, establish, define, and create a complex design system.

Prerequisites: GD 2510 Sign + Symbol

**GD 3105**
**USER PROTOTYPING**
**(3 CREDITS)**

This is a foundation design course that establishes a set of best practices allowing the student to approach digital media through a user-centered lens. Students research and explore a variety of pre-visualization methods that are inherent in the online digital environment, merging new tools like user interface, interactivity, visual sequencing, and storytelling into their final projects. At the conclusion of this course, students will gain a thorough understanding of paper prototyping, user testing, and pre-visualization methods for on-screen environments creating a user-centered design foundation for digital media.

Prerequisites: GD 2210 Vector Illustration and GD 2220 Raster Image Processing

**GD 3115**
**WEB DESIGN I**
**(3 CREDITS)**

This intermediate course uses the knowledge from GD 3105 User Prototyping and focuses on taking the principles from traditional graphic design and applying them to the online environment. Students are introduced to site architecture, concept mapping, and digital code. Websites will be tested and used for optimal browser display, information architecture, and user needs. At the conclusion of this course, students will have gained an understanding of the common challenges of creating and designing interactive media through prototyping, flow charting, pre-production, production, and execution of a final website design.

Prerequisites: GD 3105 User Prototyping

**GD 3120**
**VISUAL SEQUENCING**
**(3 CREDITS)**

The significance of design research, analysis, and demographics is addressed in this advanced course. Using concepts and principles from the previous courses, students research and explore more complex multi-page visual communication problems. Principles and elements include: conceptual development, grid systems, sequencing, typographic hierarchy, and text/image integration. Working in teams and as individuals, students are introduced to written, verbal, and visual presentation techniques in order to articulate why specific solutions have been employed to solve Graphic Design problems. At the conclusion of this course, students demonstrate the ability to conceptualize, design, and execute more complex communication projects.

Prerequisites: GD 2210 Vector Illustration, GD 2220 Raster Image Processing and GD 2440 Typographic Design

**GD 3230**
**STORYTELLING + VIDEO I**
**(3 CREDITS)**

In this junior course, storytelling is explored in-depth as a communication tool. Stories are written, analyzed, spoken, and performed. Writers, storytellers, songwriters, and filmmakers are researched with the focus on their creations and their craft. Students experiment with a variety of forms from documentary, narrative, poetic, and comedic. Point of view—both as a storytelling device and as a device in capturing the story—is considered. Video is used extensively to document the course. At the conclusion of the course, students demonstrate digital video production skills, a deep appreciation of storytelling, and the ability and skills to tell their own stories.

Prerequisites: GD 2220 Raster Image Processing

**GD 3440**
**EXPERIMENTAL TYPOGRAPHY**
**(3 CREDITS)**

This advanced course addresses in-depth relationships between form and content in typographic communication. Elements and principles such as contrast, scale, space, rhythm, and sound are fully examined. Students work as individuals and in teams with a wide range of hand-assembled and digital media. Contemporary typographers are studied and inform the studio projects. At the conclusion of this course, students understand both abstract and objective forms of typography.

Prerequisites: GD 2440 Typographic Design
GD 3470
3D PACKAGING
(3 CREDITS)

Students utilize both traditional and digital media as an introduction to the skills necessary for designing packaging graphics and preparing accurate mock-ups as practiced within the Graphic Design industry. Content includes basic concept rendering, developing die-cut patterns, model-making, mock-up techniques, and both visual and verbal presentation skills. The course includes visits to package design and fabrication facilities in the Denver area.

Prerequisites: GD 2210 Vector Illustration and GD 2220 Raster Image Processing

GD 3601 / 3602
GRAPHIC DESIGN INTERNSHIP PART I + II
(1.5 ELECTIVE CREDITS EACH)

The GD Elective Internship program enables students to work with established art and design professionals specifically related to their academic and career interests. Under the direction of the department Chair, department Internship Coordinator, and the Office of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection, and a planned program of activities is then coordinated with the professional internship sponsor. Upon successful completion of the internship program, students will have real-world work experience, preparing them for a career in art and design.

Prerequisites: Approval of Department Chair or Department Internship Coordinator

GD 3900
SPECIAL TOPICS IN GRAPHIC DESIGN
(3 CREDITS)

This elective course open to juniors and seniors examines specific topics not otherwise covered in the Graphic Design curriculum. Specific topics and faculty will be announced prior to registration. Students will work towards a Keystone project that encompasses the topic at hand.

Prerequisites: Completion of 60+ credits and approval of department Chair

GD 3985
PROFESSIONAL PRACTICES IN GRAPHIC DESIGN
(3 CREDITS)

The course in Professional Practices will introduce students into freelancing and self-employment along with the business and ethical practices of the Graphic Design Profession. Students will learn what freelancing is, the benefits and drawbacks to being creatively self-employed, and plan for their futures. Students will work through projects geared toward learning real-world skills they can then use when they start freelancing including learning how much to charge, how to market their services, working with clients, and legal matters. At the conclusion of this course, students will have developed a business plan and marketing materials geared towards self-employment.

Prerequisites: GD 3000 Graphic Design Junior Portfolio Review, GD 3040 Design Systems

GD 4020
EXPERIENCE DESIGN
(3 CREDITS)

This integrated course fully explores the significance and impact of experience design. Moving beyond traditional Graphic Design concepts, this course strives to create experiences beyond products and services. Students work as individuals and in teams on multifaceted projects that address: way-finding, environmental graphic design, information architecture, and fabrication connections and resources. Students address issues such as: product or service life cycles, user interfaces, and the creation of environments that connect on an emotional or value level to customers. As in previous courses, students sharpen analytical, verbal, written, and visual presentation techniques. At the conclusion of this course, students demonstrate a sound knowledge of research and user-centered design concepts via studio projects and client/user presentations.

Prerequisites: GD 3040 Design Systems

GD 4210
WEB DESIGN II
(3 CREDITS)

In this senior-level course, students will continue upon the topics learned in GD 3115 Web Design I. Exploration of web technologies such as content management systems, dynamic content and javascript will be covered along with designing across multiple devices and screens. At the conclusion of this course, students will combine the skills into a final website design.

Prerequisites: GD 3115 Web Design I

GD 4220
STORYTELLING + VIDEO II
(3 CREDITS)

This senior course builds on the storytelling and research methodologies used in GD 3230 Storytelling + Video I. Students refine their previous research and print media into real-time non-linear editing for video and sound. Technical proficiencies include script refinements, interviewing methods, storyboarding, editing, and the poetics of time. At the conclusion of this course, students demonstrate high-level skills in storytelling through digital video and post-production techniques. (Formerly GD 3130)

Prerequisites: GD 3230 Storytelling + Video I

GD 4230
MOTION DESIGN
(3 CREDITS)

This senior course explores advanced processes in designing and developing 2D motion graphics. Students write script, animate, produce, and composite sequences for television, film, web, and mobile devices. At the conclusion of this course, students demonstrate an enhanced knowledge of the processes for designing and creating digital media projects through the use of scripting, animation, sequencing, titling, and final production.

Prerequisites: GD 3230 Storytelling + Video I
GD 4410
ENVIRONMENTAL GRAPHIC DESIGN
(3 CREDITS)
In this senior course, students explore the human-centered experience with signage as it relates to branding, identification and direction within the built environment. In group and individual projects, students learn strategies in way-finding, ADA (American with Disabilities Act), sign design, fabrication techniques and sustainable materials use. Innovations and new technologies will be studied to advance user interaction in public and private spaces. At the conclusion of this course, students demonstrate a greater understanding of communication within the built/branded environment.
Prerequisites: GD 2440 Typographic Design and GD 2220 Vector Illustration

GD 4520
INTERACTION DESIGN
(3 CREDITS)
In this senior course, students hone their digital interactive design skills. Students study interaction design, industrial design, and cognitive science in order to focus on the mental models and specific gestures that allow humans to interact with the designed world. Interface conventions are deconstructed and rebuilt. Interaction models are built and tested. The future of interface as invisible computing is explored and prototyped. At the conclusion of the course, students demonstrate an understanding of how and why some digital products “feel good” to use, and how to use those findings within a user-centered design process to better their design solutions.
Prerequisites: GD 3115 Web Design I

GD 4980
SENIOR GRAPHIC DESIGN SEMINAR
(3 CREDITS)
This course investigates seminal issues and ideas in Graphic Design. Topics include the changing role of the Graphic Designer in contemporary culture, conflicts between commercial practice and social responsibility, and practical issues as they relate to securing a professional position in the field. Visiting designers contribute to a thought-provoking seminar environment. At the conclusion of this course, students have successfully completed a thesis project, writing portfolio, and marketing materials.
Prerequisites: must be a senior in their last semester

GD 4990
GRAPHIC DESIGN GRADUATION PORTFOLIO
(3 CREDITS)
The designer’s portfolio of work is the employer’s primary tool for assessing the skills and talents of a prospective employee. The portfolio is the art student’s most important asset in successfully gaining employment upon graduation. Portfolio class explores these issues as well as what constitutes a professional-looking portfolio, who should see it, and how to arrange appointments. Instructors assist the students in selecting artwork for refinement and inclusion in the portfolio and in assembling the portfolio for maximum effect.
Prerequisites: GD 4980 Senior Graphic Design Seminar and must be a senior in their last semester
10 K. ILLUSTRATION DEPARTMENT

ILLUSTRATION DEPARTMENT MISSION

The Mission of the Illustration Department at RMCAD is to educate, train, and otherwise prepare students artistically and intellectually for careers and lives as artists/illustrators. We value and appreciate the importance of the individual voice and encourage each student to find and celebrate their own.

ILLUSTRATION DEPARTMENT PROGRAM DESCRIPTION

When students join the Illustration Department, they bring with them a passion for learning classic representational drawing and painting. Upon mastering these basic skills, Illustration students learn to use them to tell their stories in their own way, often applying computer technology expressively, communicating their ideas to a global array of diverse clients. Some enter the world of fine arts and the gallery, while other illustrators are hired for their professional skills to collaborate with movie directors, book authors, animation studios, television, advertising agencies, toy manufacturers, video gaming corporations, children’s book publishers, comic book studios, graphic designers, greeting card companies, and a host of other businesses whose needs depend on imaginative visual thinkers.

The Illustration Department provides a program in the visual arts that emphasizes the significant issues necessary to work professionally. The department’s primary objective is to develop conceptual, technical and business skills necessary to ensure the success of each student. Faculty members who are experienced professional illustrators teach students the principles of visual communication through studio courses emphasizing visual perception, aesthetic awareness, conceptual problem solving, and the mastery of skills in drawing and painting using both traditional and digital media to promote imaginative illustrations.

PROGRAM OUTCOMES

Students demonstrate an understanding of and proficiency in professional practice.

Students demonstrate a strong use and proficiency in media skills and digital skills.

Students demonstrate a strong use and proficiency in drawing skills as well as the use of value and color.

Students demonstrate a strong use and proficiency in composition theory.

Students demonstrate a strong use and proficiency in critical thinking.

Students demonstrate a strong use and proficiency in storytelling + communication.

Students demonstrate a strong sense of personal style.

ILLUSTRATION - ONLINE

The Illustration Department offers an area of specialization with two advanced courses in Children’s Book Illustration. With a well-prepared portfolio and commitment to the profession, RMCAD graduates are well qualified to focus upon a variety of career opportunities available to them.

The online BFA Degree in Illustration and the emphasis areas in Children’s Book Illustration, Concept Art, and Sequential Art are designed for students needing remote access to the educational requirements for careers in Illustration and related media.

The degree consists of 123 credit hours with courses delivered in 8-week sessions in a regulated sequence to allow for the acquisition of necessary skills, the retention and transfer of knowledge and the professional discipline necessary for entry-level practice.

ILLUSTRATION ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS

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Total Credits Required 123
CHILDREN’S BOOK AREA OF CONCENTRATION ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS

Students must officially declare the Children’s Book Illustration Area of Concentration in order for it to be indicated on the permanent student record.

**Liberal Arts: 45 credits**
- Art History: 12
- AH 2060 History of American Illustration: 3
- EN 1110 Composition I: 3
- EN 1111 Composition II: 3
- Communication + Critical Thought: 3
- HU 1110 Humanities I: World Thought I: 3
- HU 1111 Humanities II: World Thought II: 3
- Humanities: 3
- Mathematics: 3
- Physical + Natural Sciences: 3
- Social + Behavioral Science: 6
See Liberal Arts Department for specific classes

**Foundations: 21 credits**
- FD 1020 2D Design: Elements + Principles: 3
- FD 1030 Design Lab: 0
- FD 1120 Topics in Color: 3
- FD 1275 Drawing I: 3
- FD 1210 Drawing Lab: 0
- FD 1370 Life Drawing I: 3
- FD 1380 Life Drawing II: 3
- FD 1600 Studio Seminar: Methods of Inquiry: 3
- FD 2130 3D Design: Space + Materiality: 3
- FD 2300 Foundations Sophomore Portfolio Review: 0

**Illustration: 54 credits**
- IL 1020 Mastering the Pencil: 3
- IL 1510 Perspective: 3
- IL 2550 Life Drawing III: 3
- IL 2560 Still Life Painting: 3
- IL 2570 Basic Illustration: 3
- IL 2650 Life Painting I: 3
- IL 3000 Illustration Junior Portfolio Review: 0
- IL 3250 Life Painting II: 3
- IL 3580 Landscape Painting: 3
- IL 3590 Non-fiction Illustration: 3
- IL 3610 Life Drawing IV: 3
- IL 3650 Children’s Book Illustration I: 3
- IL 3660 Illustrating Literature: 3
- IL 4450 Illustration Marketing: 3
- IL 4640 Typography for Illustration: 3
- IL 4550 Digital Illustration I: 3
- IL 4551 Digital Illustration II: 3
- IL 4650 Children’s Book Illustration II: 3
- IL 4990 Illustration Graduation Portfolio: 3

**Studio Electives: 3 credits**
The following are recommended:
- IL 2840 Animal Anatomy + Drawing: 3
- IL 2520 Illustration Media: 3

Total Credits Required: 123

CONCEPT ART EMPHASIS ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS

Students must officially declare the Concept Art Emphasis in order for it to be indicated on the permanent student record.

**Liberal Arts: 45 credits**
- Art History: 12
- AH 2060 History of American Illustration: 3
- EN 1110 Composition I: 3
- EN 1111 Composition II: 3
- Communication + Critical Thought: 3
- HU 1110 Humanities I: World Thought I: 3
- HU 1111 Humanities II: World Thought II: 3
- Humanities: 3
- Mathematics: 3
- Physical + Natural Sciences: 3
- Social + Behavioral Science: 6
See Liberal Arts Department for specific classes

**Foundations: 21 credits**
- FD 1020 2D Design: Elements + Principles: 3
- FD 1030 Design Lab: 0
- FD 1120 Topics in Color: 3
- FD 1275 Drawing I: 3
- FD 1210 Drawing Lab: 0
- FD 1370 Life Drawing I: 3
- FD 1380 Life Drawing II: 3
- FD 1600 Studio Seminar: Methods of Inquiry: 3
- FD 2130 3D Design: Space + Materiality: 3
- FD 2300 Foundations Sophomore Portfolio Review: 0

**Illustration: 39 credits**
- IL 1020 Mastering the Pencil: 3
- IL 1510 Perspective: 3
- IL 2550 Life Drawing III: 3
- IL 2560 Still Life Painting: 3
- IL 2570 Basic Illustration: 3
- IL 3000 Illustration Junior Portfolio Review: 0
- IL 3250 Life Painting II: 3
- IL 3580 Landscape Painting: 3
- IL 2650 Life Painting I: 3
- IL 3655 Character Design: 3
- IL 4550 Digital Illustration I: 3
- IL 4551 Digital Illustration II: 3
- IL 4450 Illustration Marketing: 3
- IL 4990 Illustration Graduation Portfolio: 3

**Concept Art Emphasis: 15 credits**
- IL 4600 People, Places + Things: Elements of Concept Art I: 3
- IL 4620 People, Places + Things: Elements of Concept Art II: 3
- AN 1110 Introduction to Animated Storytelling: 3
- AN 2310 Creative Visualization: 3
- GA 3330 Character + Level Design: 3

**Studio Electives: 3 credits**
The following are recommended:
- IL 2840 Animal Anatomy: 3
- IL 2520 Illustration Media: 3
- IL 3660 Illustrating Literature: 3

Total Credits Required: 123
SEQUENTIAL ART AREA OF CONCENTRATION
ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS

Students must officially declare the Sequential Art Area of Concentration in order for it to be indicated on the permanent student record.

Liberal Arts: 45 credits
- Art History: 12
  - AH 2060 History of American Illustration: 3
- Communication + Critical Thought: 3
  - EN 1110 Composition I: 3
  - EN 1111 Composition II: 3
- Humanities: 3
  - HU 1110 Humanities I: World Thought I: 3
  - HU 1111 Humanities II: World Thought II: 3
- Mathematics: 3
- Physical + Natural Sciences: 3
  - Physical + Natural Sciences: 3
- Social + Behavioral Sciences: 6
  - Social + Behavioral Science: 6
See Liberal Arts Department for specific classes

Foundations: 21 credits
- 2D Design: Elements + Principles: 3
  - FD 1020 2D Design: Elements + Principles: 3
- Studio Lab: 0
  - FD 1275 Drawing I: 3
  - FD 1210 Drawing Lab: 0
  - FD 1270 Life Drawing I: 3
- Life Drawing: 3
  - FD 1380 Life Drawing II: 3
  - FD 1600 Studio Seminar: Methods of Inquiry: 3
  - FD 2130 3D Design: Space + Materiality: 3
  - FD 2300 Foundations Sophomore Portfolio Review: 0

Illustration: 54 credits
- Mastering the Pencil: 3
  - IL 1020 Mastering the Pencil: 3
- Perspective: 3
  - IL 1510 Perspective: 3
  - IL 2550 Still Life Painting: 3
  - IL 2570 Basic Illustration: 3
- Life Painting: 3
  - IL 2650 Life Painting I: 3
  - IL 2710 Sequential Art I: 3
  - IL 2715 Sequential Art II: 3
  - IL 3000 Illustration Junior Portfolio Review: 0
- Life Drawing: 3
  - IL 3250 Life Painting II: 3
  - IL 3580 Landscape Painting: 3
  - IL 3590 Non Fiction Illustration: 3
  - IL 3610 Life Drawing IV: 3
  - IL 3660 Illustrating Literature: 3
  - IL 4450 Illustration Marketing: 3
  - IL 4640 Typography for Illustration: 3
  - IL 4550 Digital Illustration I: 3
  - IL 4551 Digital Illustration II: 3
  - IL 4990 Illustration Graduation Portfolio: 3

Studio Electives: 3 credits
- Animal Anatomy + Drawing: 3
  - IL 2840 Animal Anatomy + Drawing: 3
- Illustration Media: 3
  - IL 2520 Illustration Media: 3

Total Credits Required: 123

ILLUSTRATION COURSE DESCRIPTIONS

IL 1020
MASTERING THE PENCIL
(3 CREDITS)

This course will focus entirely on finely-rendered, small-scale pencil drawings. At the completion of this course, the student will have a great appreciation of how to apply sharp-focus line drawing, fundamental perspective methods, tonal emphasis, and subtle form description as it pertains to narrative illustrations.

Prerequisites: none

IL 1510
PERSPECTIVE
(3 CREDITS)

This freshman-level course establishes the basic knowledge necessary for advanced perspective drawing through a series of lectures, demonstrations, exercises and studio projects. At the completion of this course, students will have finished a series of drawing projects that show the application of one, two, and three-point perspective, and that require the student to substantiate their mastery of the principles involved in accurate three-dimensional construction from a particular viewpoint.

Prerequisites: FD 1275 Drawing I

IL 2520
ILLUSTRATION MEDIA
(3 CREDITS)

Students explore a variety of media that are particularly effective for illustrators working with deadlines. The emphasis of this course is experimentation with innovative techniques using both water-based and oil media to discover new ways to express their ideas visually. At the conclusion of this course, the student will have practical usage and application of various drawing and painting media. They will show a curiosity and openness to experimentation in nontraditional solutions. The student will understand efficient methods of creating images that require short deadlines.

Prerequisites: FD 1120 Topics in Color

IL 2550
LIFE DRAWING III
(3 CREDITS)

This course focuses on the anatomy of the human figure. Students improve their understanding of figure drawing through nude studies of the human body and examination of skeletal structures and muscle masses. This figure-drawing course allows students to exercise and develop both observational and constructive drawing skills. Students continue their study of gesture, the effect of light and shade on form, planes, constructive anatomy techniques, and achieving effective proportion through daily drawings of the draped and undraped figure. Character development, pose, composition, and illustrative storytelling themes add interest to the studies. Students use charcoal, conté crayon, inks, and pastels on various drawing surfaces. At the end of this course, students will, in a variety of media, have improved their ability to apply perceptual, geometric/constructive, and anatomical modes to the drawing of the clothed and unclothed human figure, and be able to place figures in a coherent storytelling setting.

Prerequisites: FD 1380 Life Drawing II
IL 2560
STILL LIFE PAINTING
(3 CREDITS)
This course introduces basic acrylic painting materials and methods, using the still life as inspiration to develop the student's perceptual abilities. At the conclusion of this course, the student will have been introduced to and understand the basics of observational painting materials and methods in acrylics, using the still life as subject matter.
Prerequisites: FD 1120 Topics in Color

IL 2570
BASIC ILLUSTRATION
(3 CREDITS)
This course is the foundation illustration course. Students learn to apply their problem-solving skills to make narrative illustrations in various media, such as pencil, pen and ink, scratchboard, charcoal, and watercolor. Students are challenged to develop finished illustrations through a series of preliminary drawings, which analyze and direct the meaning of the work. Projects challenge the student's ability to create pictures that communicate to a mass audience with impact and style. Upon completion of this course, students will have the knowledge of how professional quality illustrations are produced. They will have an understanding of how to produce preliminary sketches and to develop conceptual solutions. Students will comprehend the methods and steps required in successful compositional arrangements. They will be able to take their ideas and fully render them as a finished work of art.
Prerequisites: IL 1510 Perspective

IL 2650
LIFE PAINTING I
(3 CREDITS)
Students paint from live nude models to further develop artistic skills in this studio course. They explore the potential of the human figure as a vehicle for creative visual expression. The integration of drawing, painting, composition, color, and content are important. At the end of this course, the student will have created a portfolio of figure paintings demonstrating a command of color, form, gesture, and anatomy in rendering the clothed and unclothed figure.
Prerequisites: IL 2550 Life Drawing III

IL 2710
SEQUENTIAL ART I
(3 CREDITS)
Students will explore aspects of sequential art, including narrative structure, storyboarding, panel layout, character design, the relationship of text and image, professional practices, and working with design, color, and composition. At the conclusion of this class, the student should have an increased knowledge of the process needed to complete a comic book project, as well as an increased understanding of storytelling, design, character development, and other basic illustration principles.
Prerequisites: IL 2710 Sequential Art I

IL 2715
SEQUENTIAL ART II
(3 CREDITS)
Sequential Art II is the second half of Sequential Art I. Individual assignments augment the earlier course and extend the practical methods. At the conclusion of this class, the student should have an increased knowledge of how professional quality illustrations are produced. They will have an understanding of how to produce preliminary sketches and to develop conceptual solutions. Students will comprehend the methods and steps required in successful compositional arrangements. They will be able to take their ideas and fully render them as a finished work of art.
Prerequisites: IL 2710 Sequential Art I

IL 2710
SEQUENTIAL ART I
(3 CREDITS)
Students will explore aspects of sequential art, including narrative structure, storyboarding, panel layout, character design, the relationship of text and image, professional practices, and working with design, color, and composition. At the conclusion of this class, the student should have an increased knowledge of the process needed to complete a comic book project, as well as an increased understanding of storytelling, design, character development, and other basic illustration principles.
Prerequisites: IL 2710 Sequential Art I

IL 2840
ANIMAL ANATOMY + DRAWING
(3 CREDITS)
Students of all abilities learn wildlife sketching and drawing techniques based on comparative anatomical studies of the principal families of animals. Various resources available to the artist are explored in order to create accurate environments for animal art. Sessions take place at the Denver Zoo and the Denver Museum of Nature and Science. At the end of this course, the student will have developed sketchbooks of animal drawings that demonstrate knowledge of the various proportions, anatomical structure, and characteristic gestures of a wide variety of animals, and a final composition project placing various animals into a storytelling picture.
Prerequisites: IL 1510 Perspective

IL 2850
FIGURATIVE SCULPTURE
(3 CREDITS)
In this sophomore level course students will learn the basic tools, materials, and process for sculpting the human head. From armature to finish, students learn to measure proportions and utilize gesture, volume, and planes, and gain anatomical understanding as they hone their observational skills to create lifelike sculptures in W.E.D. clay. At the conclusion of this course, students will have learned classical sculpting techniques and will have developed their own creative perception. Students also will have learned to master the technical accuracy of structure, volume, and plane, as well as the subtleties of constructing the human head and figure.
Prerequisites: FD 1380 Life Drawing II

IL 3000
ILLUSTRATION JUNIOR PORTFOLIO REVIEW
(0 CREDITS)
All juniors are required to participate in their departmental Junior Portfolio Review, which occurs at the completion of the junior year. This review enables the department to redirect students toward certain remedial tasks and helps them to focus on their professional objectives. At the end of this review, students and faculty have identified and discussed strengths and weaknesses in the student portfolios so that the students may address both in their upcoming major coursework.
Prerequisites: none
IL 3250
LIFE PAINTING II
(3 CREDITS)

Students paint from live nude models to further develop artistic skills in this studio course. With emphasis on personal style, expressive approaches, and employing both the draped and undraped model, this course continues the anatomical, constructive, and compositional ideas introduced in IL 2650 Life Painting I. Oils and acrylics are the primary materials used in this painting course. At the conclusion of this class, the student will have a portfolio of paintings of the model in and out of costume, demonstrating a firm grasp of a variety of techniques in oil painting.

Prerequisites: IL 2650 Life Painting I

IL 3310
ARTISTS’ BOOKS AS VISUAL LITERATURE
(3 CREDITS)

This course investigates the book structure as a space for the containment of visual communication. Students will create artists’ books through a guided exploration that will include basic bookbinding skills, conceptual development, typographic hierarchy, sequencing, grid systems and visual/textural integration. Upon completion of this course, students will have the knowledge to more effectively conceptualize, design, and execute complete visual communication problems while learning practical hands-on skills.

Prerequisites: none

IL 3580
LANDSCAPE PAINTING
(3 CREDITS)

Landscape painting continues the illustrator’s study of basic oil painting materials and methods. Students further their understanding of representational painting through both studio and location work and employing plein-air studies that observe the landscape to master traditional compositional principles. At the conclusion of the course, the student will understand the basics of observational painting in oils, using the landscape as subject matter.

Prerequisites: FD 1120 Topics in Color

IL 3590
NON-FICTION ILLUSTRATION
(3 CREDITS)

The information age demands that the illustrator must absorb complicated text and summarize it with a single image. In the areas of advertising, editorial, and institutional illustration, the artist does just that. This course defines and develops the necessary methods required to successfully conceive and produce powerful single-image illustrations that quickly communicate to a mass audience. Studio projects will rely on the analytical method of thumbnail sketches, reference gathering, preliminary drawings, and color studies for the production of finished illustrations. At the conclusion of this course, students will gain knowledge and skills in story analysis, compositional development, and the production of finished illustrations in a variety of techniques.

Prerequisites: IL 2570 Basic Illustration

IL 3601 / 3602
ILLUSTRATION INTERNSHIP PART I + II
(1.5 CREDITS EACH)

The IL Elective Internship program enables students to work with established art and design professionals specifically related to their academic and career interests. Under the direction of the department Chair, department Internship Coordinator, and the Office of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection, and a planned program of activities is then coordinated with the professional internship sponsor. Upon successful completion of the internship program, students will have real-world work experience, preparing them for a career in art and design.

Prerequisites: Approval of Department Chair or Department Internship Coordinator

IL 3610
LIFE DRAWING IV
(3 CREDITS)

This course focuses on the anatomy of the human figure. Students improve their understanding of figure drawing through nude studies of the human body, examination of skeletal structures and muscle masses. This figure-drawing course utilizes pastels, watercolors, charcoal, graphite, and conte crayon to exercise and develop the drawing skills of the student. Students study advanced concepts of storytelling, costumed drapery, pose, character development, composition, and continue their study of the anatomy with particular emphasis on the head and hands. Students also examine the effect of light on form. At the end of this course, students will have a portfolio of drawings in different media demonstrating an improvement in the essentials of figure drawing developed in Life Drawing I, II, and III, with special emphasis on the expressive possibilities of the head and hands, and in-form lighting through long poses of the clothed and unclad figure.

Prerequisites: IL 2550 Life Painting III

IL 3650
CHILDREN’S BOOK ILLUSTRATION I
(3 CREDITS)

Students are familiarized with the illustrator’s role in the development and creation of a children’s book. Assignments include breaking up manuscripts, designing characters, creating a storyboard, a wrap around jacket, a 3D page dummy and several finished pieces. Other areas covered in class are story flow, consistency, age-appropriateness, professional practices, working with text, design, color, and composition. At the conclusion of this class, the student will have an understanding of the process of illustrating a children’s picture book as well as increased understanding of storytelling, character, and other basic illustration skills.

Prerequisites: IL 2570 Basic Illustration

IL 3655
CHARACTER DESIGN
(3 CREDITS)

Telling good stories involves creating memorable characters. How is this accomplished? What is the role of costume? How can the artist develop vivid personalities to inhabit the author’s stories? How does knowing the audience help define the character? The answers to these questions are the basis for this advanced course in character design. Students develop a series of characters traditionally on paper (character sketches, turnarounds, sheets, and finished drawings) and with Sculpey or other clay 3D materials. At the conclusion of this class, the student will have a better understanding of how to create a more fully developed drawn character.

Prerequisites: FD 1380 Life Drawing II
IL 3660 ILLUSTRATING LITERATURE (3 CREDITS)

This course is designed to inform students about the issues involved in visual storytelling. Through a series of interpretive studio projects, students will derive their inspiration from various texts, illustrating classic short stories, poems, and children’s literature. By emphasizing advanced story analysis, development process, pictorial composition, and color organization, students will analyze and develop a succession of narrative illustrations. At the conclusion of this class, the student will have a better understanding of storytelling, understanding and interpreting text as well as other basic illustration principles such as composition, communication, drawing, character, and color.

Prerequisites: IL 2570 Basic Illustration

IL 3700 TOPICS IN ILLUSTRATION (3 CREDITS)

This junior-level course examines various aspects of Illustration. The course content varies, allowing students to explore specific aspects of the discipline with greater depth and mastery. Students will work on a series of projects that address the topic at hand. At the conclusion of this course, students possess a deeper understanding of specific aspects of Illustration.

Prerequisites: IL 2570 Basic Illustration

IL 4450 ILLUSTRATION MARKETING (3 CREDITS)

This course enables students to create a professional marketing plan and brand identity that reflects their personal career goals through strategically advertising their services to clients using a range of new web technologies and traditional marketing modalities. Upon successful completion of this course, students will be able to determine which marketing tools are most effective and know how to use them. Students will be able to demonstrate a solid understanding of how to leverage offline and online tools, like new media, to drive art buyers to an illustration portfolio website. Students will understand focused methods to present a portfolio online or in-person. Finally, students will be able to clearly communicate and implement actionable steps to competitively market their professional illustration services.

Prerequisites: Completion of 90+ credit hours

IL 4550 DIGITAL ILLUSTRATION I (3 CREDITS)

For many areas of illustration, the computer is the tool of choice, used in creating sketches, studies and refined/finished artwork. Working from various illustration themes, students will combine traditional skills and materials with the computer to learn a variety of methods for developing their artwork digitally. At the completion of this course, students will have learned the basic tools for raster and vector programs that are used for digital drawing, painting, and composition.

Prerequisites: FD 1020 2D Design: Elements + Principles

IL 4551 DIGITAL ILLUSTRATION II (3 CREDITS)

This course is the second half of Digital Illustration, a course meant for furthering the illustrator’s ability to combine traditional art skills with the advantages inherent in the computer. At the completion of this course, students will have continued their exploration of digital painting methods and learned advanced techniques for raster and vector programs that are used for digital drawing, painting, and composition.

Prerequisites: IL 4550 Digital Illustration I

IL 4600 PEOPLE, PLACES + THINGS: ELEMENTS OF CONCEPT ART I (3 CREDITS)

This course focuses on the different elements that a concept artist will be expected to create for a project, whether it be a game or film (animated or live action). The course will focus on what is expected of a concept artist in the professional studio or freelance situation. This course will cover both traditional and digital media. At the end of this course the student will have a better understanding of what the expectations are of a concept artist and the process it takes to create work for this field on a professional level.

Prerequisites: IL 2570 Basic Illustration

IL 4620 PEOPLE, PLACES + THINGS: ELEMENTS OF CONCEPT ART II (3 CREDITS)

This course continues from where Elements of Concept Art I left off. Students will get the opportunity to create characters, environments, and objects for one single project or further explore one area of concept art such as character design or environmental design. This will aid in bringing consistency and uniformity to the work. The student will also learn about business and industry standards and how to seek out and promote her/himself to a studio. At the conclusion of this course the student will have a deeper understanding of what it takes to complete a project in all areas of Concept Art and/or a deeper understanding and experience in a specific area of Concept Art. The student will also have an understanding of industry practices and expectations.

Prerequisites: IL 4600 People, Places + Things: Elements of Concept Art I
IL 4640
TYPOGRAPHY FOR ILLUSTRATION
(3 CREDITS)
This course examines the relationship of typographic design to illustration. Students will learn to apply the basic elements and principles of graphic design to a range of typographic projects to learn how type works with images to communicate ideas. In addition, students will discuss historical and contemporary use, examining page layout and identifying crucial relationships, with special emphasis on creative typographic design solutions. By the end of this class, students will exhibit increased abilities to arrange, design, and manipulate typography as a visual tool in order to more effectively communicate ideas. (Formerly IL 2440 Typography for Illustration)

Prerequisites: IL 4550 Digital Illustration I

IL 4650
CHILDREN'S BOOK ILLUSTRATION II
(3 CREDITS)
Children's Book Illustration II is the second half of Children's Book Illustration. Individual assignments augment the earlier course and extend the practical methods. At the conclusion of this class, the student should have an increased knowledge of the process needed to complete a 32-page picture book project, as well as an increased understanding of storytelling, design, character development, and other basic illustration principles.

Prerequisites: IL 3650 Children's Book Illustration I

IL 4990
ILLUSTRATION GRADUATION PORTFOLIO
(3 CREDITS)
This course allows senior students to develop their individual illustration concepts within the boundaries of editorial, advertising, or book illustration areas. Timetables and assignment themes are self-directed in consultation with the instructor. Students will gain information on how to set up a small business focusing on pricing, contracts, and taxes. Upon successful completion of this course, students will create a portfolio of professional-level work for display in the graduation exhibition.

Prerequisites: must be a senior in their last term
INTERIOR DESIGN DEPARTMENT MISSION

Interior design shapes human experience and enhances quality of life through the creation of environments that are sustainable, meaningful, innovative, and functional. RMCAD's Interior Design graduates create spaces that are as aesthetically pleasing as they are healthy and resource-efficient while promoting the health, safety, and welfare of the public as well as all of the earth.

INTERIOR DESIGN PROGRAM DESCRIPTION

The mission of the Interior Design program is to provide a comprehensive educational experience that prepares students to be creative, responsible, ethical interior designers who are qualified to successfully enter the design profession, gain the necessary experience to successfully complete the NCIDQ examination, and contribute to the health, safety, and welfare of society and the planet. The program prepares students to draw upon critical and analytical thought processes in order to meet the current demands of professional practice, and provides the means and lifelong learning skills to positively impact the future of interior design. The mission of the Interior Design program is to provide a comprehensive educational experience that prepares students to be creative, responsible, ethical interior designers who are qualified to successfully enter the design profession, gain the necessary experience to successfully complete the NCIDQ examination, and contribute to the health, safety, and welfare of society and the planet. The program prepares students to draw upon critical and analytical thought processes in order to meet the current demands of professional practice, and provides the means and lifelong learning skills to positively impact the future of interior design.

The Interior Design program prepares students to contribute to society as skilled, ethical, and environmentally-responsible designers committed to improving the health, safety, and welfare of the public. This philosophy holds that the built environment is central to many quality of life issues including physical and emotional health and well-being; productivity; resource efficiency; environmental conservation; and aesthetic experiences. As the world’s cultures become increasingly complex and interdependent and natural resources become increasingly diminished and degraded, the demands upon the built environment to meet a wide range of physical and psychological needs also increase. In order to create interiors that support the growing and diverse needs that human beings require of their environments, it is essential that interior design students acquire and develop an understanding of the dynamic reciprocity between people and environments. The program addresses this dynamic relationship through an interdisciplinary orientation, drawing upon research and practice from related disciplines of art, architecture, environmental design, landscape design, sustainable design, industrial design, and graphic design.

Additionally, the program includes relevant information from the social and natural sciences of psychology, sociology, anthropology, ecology, and biology as part of the interior design profession’s expanding knowledge base. This philosophical foundation is synthesized with the technical, practical, ethical, and professional knowledge and skills necessary to fully prepare students, as part of an integrated design team; to think critically and holistically about design problems; and to develop effective, creative, and socially and environmentally responsible design solutions.

The Sustainable Design Specialization option allows students to investigate and apply advanced studies in green/sustainable design using methods, products, and processes that minimize the ecological impact of design and construction upon the earth and its species. RMCAD’s on-campus and online Interior Design program is accredited by CIDA (Council for Interior Design Accreditation). Both the on-campus and online programs follow a strict and logical sequence of studio courses, which increase in difficulty. Each course in this sequence builds upon the knowledge and skills acquired from previous courses.

PROGRAM OUTCOMES

The Interior Design Department uses the Professional Standards set forth by the Council for Interior Design Accreditation found at http://accreditid.org/professional-standards.

INTERIOR DESIGN - ONLINE

The online BFA Degree in Interior Design is a first-professional degree for students needing remote access to the educational requirements for careers in interior design. The online BFA Degree in Interior Design is accredited by CIDA (Council for Interior Design Accreditation).

The degree consists of 126 credit hours with courses delivered in 8-week sessions in a regulated sequence to allow for the acquisition of necessary skills; the retention and transfer of knowledge; and the professional discipline necessary for entry-level interior design practice.

INTERIOR DESIGN ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS

Liberal Arts: 39 credits
AH 1100 Art + Design History I: Ancient to Medieval 3
AH 1200 Art + Design History II: Renaissance to 3
Post Impressionism
AH 2300 Art History III: Fauvism through Modern 3
AH 3070 History of Architecture, Interiors and Furnishings I 3
AH 3071 History of Architecture, Interiors, and Furnishings II 3
EN 1110 Composition I 3
EN 1111 Composition II 3
HU 1110 Humanities I: WorldThought I 3
HU 1111 Humanities II: WorldThought II 3
Humanities OR Social + Behavioral Science 6
Mathematics 3
Physical + Natural Sciences 3
See Liberal Arts Department for specific courses

Foundations: 15 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3

Interior Design: 66 credits
ID 1230 Introduction to Sustainable Design 3
ID 1510 Survey of Interior Design 3
ID 1550 Interior Materials 3
ID 1710 Drafting 3
ID 2000 Interior Design Sophomore Portfolio Review 0
ID 2530 Building Codes + Regulations 3
ID 2710 Introduction to Computer Aided Design (CAD) 3
ID 2750 Architectural Perspective + Rendering Techniques 3
ID 2840 Design Process + Planning 3
IDSD 2860 Residential Perspective - Sustainable Design 3
IDSD 2870 Holistic Design - Sustainable Design 3
ID 3510 Building Structures + Systems 3
ID 3530 Lighting Layout + Design 3
ID 3610 Interior Design Professional Practices 3
ID 3715 Building Information Modeling 3
IDSD 3845 Hospitality Design - Sustainable Design 3
IDSD 3870 Office Design - Sustainable Design 3
ID 4000 Interior Design Senior Portfolio Review 0

INTERIOR DESIGN DEPARTMENT
ID 4611 Interior Design Internship Program Part I 1.5
ID 4612 Interior Design Internship Program Part II 1.5
ID 4755 Advanced CAD 3
IDSD 4840 Design Research - Sustainable Design 3
IDSD 4870 Special Use Design - Sustainable Design 3
IDSD 4990 Senior Design Project - Sustainable Design 3
ID 4995 Construction Documents 3

Studio Electives: 6 Credits
The following are recommended:
ID 2570 Architectural Model Making 3
IDSD 3200 Sustainable Design Strategies + Technologies 3
ID 3550 Custom Furnishings 3
ID 3630 Interior Design Portfolio Development 3
IDSD 4200 Sustainable Design Studio 3

Total Credits Required 126

SUSTAINABLE DESIGN SPECIALIZATION
ONLINE + ON-CAMPUS
BFA DEGREE REQUIREMENTS

Students must officially declare the Sustainable Design Specialization in order for it to be indicated on the permanent student record.

Liberal Arts: 39 credits
AH 1100 Art + Design History I: Ancient to Medieval 3
AH 1200 Art + Design History II: Renaissance to Post Impressionism 3
AH 2300 Art History III: Fauvism through Modern 3
AH 3070 History of Architecture, Interiors and Furnishings I 3
AH 3071 History of Architecture, Interiors, and Furnishings II 3
EN 1110 Composition I 3
EN 1111 Composition II 3
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Humanities OR Social + Behavioral Science 6
Mathematics 3
Physical + Natural Sciences 3
See Liberal Arts Department for specific courses

Foundations: 15 credits
FD 1020 2D Design: Elements + Principles 3
FD 1030 Design Lab 0
FD 1120 Topics in Color 3
FD 1275 Drawing I 3
FD 1210 Drawing Lab 0
FD 1600 Studio Seminar: Methods of Inquiry 3
FD 2130 3D Design: Space + Materiality 3

Interior Design: 72 credits
ID 1230 Introduction to Sustainable Design 3
ID 1510 Survey of Interior Design 3
ID 1550 Interior Materials 3
ID 1710 Drafting 3
ID 2000 Interior Design Sophomore Portfolio Review 0
ID 2530 Building Codes + Regulations 3
ID 2710 Introduction to Computer Aided Design (CAD) 3
ID 2750 Architectural Perspective + Rendering Techniques 3
ID 2840 Design Process + Planning 3
IDSD 2860 Residential Design – Sustainable Design 3
IDSD 2870 Holistic Design – Sustainable Design 3
IDSD 3200 Sustainable Design Strategies + Technologies 3
ID 3510 Building Structures + Systems 3
ID 3530 Lighting Layout + Design 3
ID 3610 Interior Design Professional Practices 3
ID 3715 Building Information Modeling 3
IDSD 3845 Hospitality Design - Sustainable Design 3
IDSD 3870 Office Design – Sustainable Design 3
IDSD 4200 Sustainable Design Studio 3
IDSD 4250 Sustainable Design Senior Portfolio Review 0
ID 4611 Interior Design Internship Program Part I 1.5
ID 4612 Interior Design Internship Program Part II 1.5
ID 4755 Advanced CAD 3
IDSD 4840 Design Research – Sustainable Design 3
IDSD 4870 Special Use Design – Sustainable Design 3
IDSD 4990 Senior Design Project - Sustainable Design 3
ID 4995 Construction Documents 3

Total Credits Required 126

INTERIOR DESIGN COURSE DESCRIPTIONS

ID 1230
INTRODUCTION TO SUSTAINABLE DESIGN
(3 CREDITS)

This freshman-level course provides an overview of the core philosophical and practical principles of sustainable design and introduces students to sustainability as an environmental and social issue. Students explore the interrelated concepts, standards, materials, and systems of sustainable design through research analysis and apply that knowledge to inform the integrated decision-making process as it relates to ecological responsibility, the built environment, and human well-being. Upon successful completion of this course, students will have an understanding of sustainable design concepts, as well as their implications and approaches in preparation for future design courses and projects.

Prerequisites: none

ID 1510
SURVEY OF INTERIOR DESIGN
(3 CREDITS)

This freshman-level course is an introduction to the interior design profession and practice. The course introduces students to the principles, theories, and practices related to the interior environment and human behavior within a variety of contexts. Students learn terminology and fundamental skills related to interior design and architecture and apply that knowledge using a variety of communication methods and constructs. Upon successful completion of this course, students will have broad perspective awareness of the processes, practices, terminology, and basic skills necessary for continued study; and a foundation for the ethical approach to creating interior environments in the 21st century.

Prerequisites: none
ID 1550 INTERIOR MATERIALS (3 CREDITS)

This freshman-level course is an in-depth study of the materials and finishes used in interior design. Students learn to evaluate materials and their applications based on their inherent functional, environmental, and aesthetic qualities. Emphasis is on the appropriate selection of interior materials within the constraints of environmental stewardship and life safety standards for both residential and commercial use. Upon completion of this course, students will be able to analyze interior finish materials according to functional, responsible, aesthetic and regulatory criteria and specify them for appropriate use in the built environment.

Prerequisites: ID 1230 Introduction to Sustainable Design, ID 1510 Survey of Interior Design, and ID 1710 Drafting

ID 1710 DRAFTING (3 CREDITS)

This freshman-level course covers the principles and elements of drafting as applied to interior design, architecture, and environmental graphic design. Utilizing relevant industry tools and techniques, students learn the basic techniques and methods of manual drafting as well as architectural graphic standards within the context of both presentation and construction drawing types. Upon successful completion of the course, students will have acquired the necessary manual drafting skills and understanding of drawing conventions to apply to future studies in interior design. (Formerly ID 1820)

Prerequisites: none

ID 2000 INTERIOR DESIGN SOPHOMORE PORTFOLIO REVIEW (0 CREDITS)

Students who have completed 45-60 credit hours are required to participate in a sophomore portfolio review. Students will present original art and design work from Foundations courses where faculty evaluate mastery of foundational skills and identify strengths and areas of improvement. Art and design work will illustrate competency in visual elements and principles of design, drawing, color theory, and three-dimensional fundamentals. Upon successful completion of the Sophomore Portfolio Review, students transition into their major course of study. This course is Pass/Fail.

Prerequisites: IDSD 2870 Holistic Design - Sustainable Design

ID 2530 BUILDING CODES + REGULATIONS (3 CREDITS)

This sophomore-level course provides students with an in-depth study of the laws, codes, regulations, and standards for interior design practice. Emphasis is on understanding the relationship between interior construction and building systems and occupants’ health, welfare, and safety. Students also learn the importance of specification types and how they impact code compliance. Upon successful completion of the course, students will be able to interpret and apply relevant jurisdictional requirements to a variety of design project types.

Prerequisites: ID 1710 Drafting, ID 1510 Survey of Interior Design and ID 1710 Drafting

ID 2840 Design Process + Planning

ID 2570 ARCHITECTURAL MODEL MAKING (3 CREDITS)

This sophomore-level course introduces students to enhanced three-dimensional visualization techniques for commercial and residential environments using non-digital techniques. Various types of scale models and construction techniques are investigated, allowing students to assemble accurate three-dimensional representations based on existing plans and elevations. Upon successful completion of this course, students will have the skills to create appropriate scale models to represent the desired three-dimensional intent of a given design. (Formerly ID 2200)

Prerequisites: FD 2130 3D Design and ID 2840 Design Process + Planning

ID 2710 INTRODUCTION TO COMPUTER AIDED DESIGN (CAD) (3 CREDITS)

This sophomore-level course introduces students to the use of CAD systems as a drafting/design tool for interior design. Areas of study include CAD systems (hardware, software, procedures, and standards) and terminology as applied to architectural drawing types. Emphasis is on proper use of software commands; layer organization and strategies; efficient drawing practices; and the production of scaled two-dimensional drawings. Upon successful completion of this course, students will understand the terminology and use of CAD systems and commands following acceptable standards and procedures and utilize appropriate file management methods for the creation of two-dimensional CAD drawings. (Formerly ID 2010)

Prerequisites: FD 1020 2D Design: Elements + Principles, ID 1510 Survey of Interior Design and ID 1710 Drafting

ID 2750 ARCHITECTURAL PERSPECTIVE + RENDERING TECHNIQUES (3 CREDITS)

This sophomore-level course introduces the artistic and presentation techniques of perspective and rendering for the interior design profession. Students develop skills in both the conceptual and technical process of manually constructing one, two, and three-point perspective drawings, as well as professional rendering techniques that include color palette use, light sources and shading, surface and detail indications, and entourage. Upon successful completion of this course, students will understand and demonstrate the free-hand and mechanical drawing and rendering skills necessary to successfully illustrate their design solutions in presentation drawings. (Formerly ID 2830)

Prerequisites: FD 1275 Drawing I and ID 1710 Drafting
ID 2840
DESIGN PROCESS + PLANNING
(3 CREDITS)
This sophomore-level course introduces students to the design process as it relates to programming and spatial development. Emphasis is on programming methodology, problem solving strategies, and the role of space planning for residential and small commercial spaces within the context of the relationship between human beings and their environment. Upon successful completion of this course, students will have the ability to plan common residential and commercial spaces with considerations for physical and psychological factors, spatial relationships, functionality, safety, accessibility, and specific need. (Formerly ID 2850)
Prerequisites: ID 1510 Survey of Interior Design and ID 1710 Drafting

ID 3510
BUILDING STRUCTURES + SYSTEMS
(3 CREDITS)
This junior-level course examines the integration of building structural methods and materials with building and environmental systems as they relate to interior design practice. Emphasis is on understanding and illustrating building construction in compliance with building and life safety codes. Upon successful completion of this course, students will understand typical construction materials, methods, and systems, as well as experimental and sustainable alternatives; utilize primary reference sources for specific building systems and materials; and produce a set of residential construction documents within the context of graphic standards in the industry. (Formerly ID 3750)
Prerequisites: ID 2530 Building Codes + Regulations and ID 2710 Introduction to Computer Aided Design (CAD)

ID 3530
LIGHTING LAYOUT + DESIGN
(3 CREDITS)
This junior-level course introduces students to the theoretical, technical, and practical application of lighting strategies within the built environment. Students learn to specify light sources and systems based on functionality, aesthetics, and the physical and psychological relationship between humans and their environment. Emphasis is on the understanding and application of lighting criteria through the use of source calculations, lighting and reflected ceiling plans, energy efficiency strategies, and building system integration. Upon successful completion of this course, students will be able to determine and design appropriate lighting solutions within the context of design standards for human well-being for both residential and commercial spaces. (Formerly ID 3970)
Prerequisites: ID 2710 Introduction to Computer Aided Design, IDSD 2860 Residential Design Process + Planning, ID 2840 Design Process + Planning and ID 2530 Building Codes + Regulations

ID 3550
CUSTOM FURNISHINGS
(3 CREDITS)
This junior-level course emphasizes innovation and creativity in the design of functional furniture pieces. Students investigate appropriate materials, including sustainable alternatives, and apply relevant assembly and construction techniques for their designs. Upon successfully completing this course, students will understand and implement the creative, technical, and practical processes involved in the design and construction of custom furniture for specific uses. (Formerly ID 4850)
Prerequisites: FD 2130 3D Design

ID 3610
INTERIOR DESIGN PROFESSIONAL PRACTICES
(3 CREDITS)
This junior-level course introduces students to the fundamental considerations and processes involved in creating and running a professional interior design business including the legal, ethical, practical, and professional requirements involved in interior design practice. Students investigate types of business structures and practices; documents and contracts; professional working relationships with related disciplines; principles of job-cost estimating; and project management methods. Students also investigate and develop effective marketing techniques for themselves in anticipation of their internship in addition to job placement upon graduation. Upon successful completion of this course, students will have the ability to successfully assess their interior design career options, demonstrate the necessary skills to enter professional practice, and understand the principles and practices of the interior design profession.
Prerequisites: ID 3530 Lighting Design + Layout, IDSD 2870 Holistic Design - Sustainable Design

ID 3630
INTERIOR DESIGN PORTFOLIO DEVELOPMENT
(3 CREDITS)
This junior-level course provides students with direction and guidance for the development of their interior design portfolio. Emphasis is on the format and presentation of coursework completed to date to create a visual representation of skill development and progression. Students investigate a variety of manual and digital methods to enhance their portfolios and market their abilities. Upon successful completion of this course, students will have a working portfolio that illustrates their individual skills and knowledge of interior design through completed projects in a professional format. (Formerly ID 3300)
Prerequisites: ID 3715 Building Information Modeling and IDSD 3845 Hospitality Design - Sustainable Design
ID 3715  
BUILDING INFORMATION MODELING  
(3 CREDITS)  
This junior-level course introduces students to Building Information Modeling (BIM) software and its use for three-dimensional modeling and rendering for design development, presentation, and construction drawings. Emphasis is on the appropriate use of commands, routines, operations, and settings for studying and presenting designs for the built environment. Upon successful completion of this course, students understand the software and systems studies and use those systems to develop three-dimensional computer models to represent design solutions. (Formerly ID 4750)  
Prerequisites: ID 2530 Building Codes + Regulations and ID 2710 Introduction to Computer Aided Design (CAD)  

ID 4000  
INTERIOR DESIGN SENIOR PORTFOLIO REVIEW  
(0 CREDITS)  
All seniors who are ready to graduate are required to participate in their departmental senior portfolio review. This pre-graduation portfolio review is an initial step in preparing students to move from the academic environment into the professional world. Specific portfolio requirements and schedules vary by department. Upon successful completion of this review, students will be able to further develop their individual portfolios for entrance into the design profession and/or graduate school.  
Prerequisites: ID 2000 Interior Design Sophomore/Junior Portfolio Review, IDSD 4840 Design Research - Sustainable Design, and IDSD 4870 Special Use Design - Sustainable Design  

ID 4611  
INTERIOR DESIGN INTERNSHIP PROGRAM PART I  
(1.5 CREDITS)  
Students will enroll in this part I version of the course to meet the requirements of the internship. This senior-level course enables students to work with established design professionals specifically related to their career interests. Under the direction of the Department Chair and the Director of Career + Alumni Services, students are carefully evaluated to facilitate the best possible student/sponsor connection. A planned program of activities is then coordinated with the professional internship sponsor. Students are exposed to a variety of on-the-job experiences such as space planning, drafting, showroom use, presentation boards, installation supervision, and client and manufacturer interaction. Students must participate in a scheduled pre-internship seminar prior to enrolling in the internship program. Upon successful completion of the internship program, students will have real-world experience working with a design, architectural, or related firm that prepares them to successfully enter the design profession. (Formerly ID 4880)  
Prerequisites: ID 4611 Interior Design Internship Program Part I  

ID 4755  
ADVANCED CAD  
(3 CREDITS)  
This senior-level course provides in-depth application of industry CAD standards and procedures using advanced application and utility functions. Emphasis is on two-dimensional drafting and design as they relate to the interior design industry through the development of detailed CAD drawings using protocols and management/distribution systems and their manipulation for different drawing types. Also, students are introduced to three-dimensional computer modeling as a design development and presentation tool. Upon successful completion of this course, students will demonstrate competence with advanced CAD standards and procedures through the development, management and distribution of CAD documents, as well as the use of three-dimensional modeling software for design investigation and presentation. (Formerly ID 3710)  
Prerequisites: ID 3510 Building Structures + Systems  

ID 4995  
CONSTRUCTION DOCUMENTS  
(3 CREDITS)  
This senior-level course builds upon the skills and knowledge acquired throughout the program to complete a set of construction documents defending their senior project and all spaces. Students apply in-depth knowledge of the codes, laws, and standards governing interior design practice for the preparation of a valid set of constructions, specification, and cost estimations. Upon successful completion of this course, students will have the ability to create and assemble a set of code compliant construction documents for their three term senior project. (Formerly ID 3780 Construction Documents)  
Prerequisites: ID 4990 Senior Design or IDSD 4990 Senior Design Project - Sustainable Design
SUSTAINABLE DESIGN COURSE DESCRIPTIONS

IDSD 2860
RESIDENTIAL DESIGN – SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. This sophomore-level course examines the functional and aesthetic elements and considerations for residential environments within the context of current design philosophies, contemporary issues impacting housing and shelter, and best practices. Students investigate and apply design solutions for diverse client populations through projects that include appropriate space planning and spatial definition, furniture and finish selections, and presentation methods. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will have the ability to recognize, evaluate, apply, and present different residential design alternatives using problem solving strategies based on socio-cultural needs, contemporary issues for human function, and behavior specifically for safe and supportive residential environments.

Prerequisites: ID 2750 Architectural Perspectives + Rendering Techniques and ID 2840 Design Process + Planning

IDSD 2870
HOLISTIC DESIGN – SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. This sophomore-level course provides students with an in-depth understanding and working application of the theoretical principles and issues related to environmental behavior and sustainability as a part of ethical design practice. Emphasis is on industry-specific research methods and problem-solving strategies using conceptual iterations and collaborative charrettes to apply design theories within the context of critical solution-based project presentations. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will be able to demonstrate their knowledge of human behavioral theory as it applies to a variety of healthy, sustainable, and supportive design types.

Prerequisites: ID 1230 Introduction to Sustainable Design and ID 2840 Design Process + Planning

IDSD 3200
SUSTAINABLE DESIGN STRATEGIES + TECHNOLOGIES
(3 CREDITS)

Students must enroll in this course to meet the requirements of the Sustainable Design Specialization. This junior-level course builds upon the foundations of sustainable design principles and processes developed in previous courses by challenging students to further develop and apply their understanding of the environmental, social, and economical impacts of resource use; design strategies; and building technologies to a variety of design applications. Emphasis is on thinking critically about the interdependence of sustainability issues and strengthening problem-solving and communication skills through in-depth analysis of sustainable design procedures as they apply to high performance buildings using collaborative, research-based application of strategies and performance-based specifications, as well as a variety of third-party sustainable design rating systems. Coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will be able to analyze and apply industry recognized sustainable design strategies and approaches using appropriate LEED and other Sustainable Design rating systems within residential and commercial design projects.

Prerequisites: ID 2530 Building Codes + Regulations, and IDSD 2870 Holistic Design – Sustainable Design

IDSD 3845
HOSPITALITY DESIGN – SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. This junior-level course introduces students to the physical, psychological, cultural, and social considerations of designing hospitality spaces using collaborative approaches and research methods. Students integrate this knowledge with space planning strategies, brand development, life safety codes and standards; and furniture, finish, and equipment specifications from a design development and presentation perspective. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will have the ability to formulate and communicate a comprehensive design for a hospitality environment based on research integration for human needs. (Formerly ID 3860)

Prerequisites: ID 2530 Building Codes + Regulations and IDSD 2870 Holistic Design – Sustainable Design

IDSD 3870
OFFICE DESIGN – SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. Students in this junior-level course gain the technical and practical knowledge and skills necessary to design large-scale work environments based on human productivity and business organizations and their goals. Emphasis is on advanced programming, space planning, furniture, finish and equipment specification, and building system integration while adhering to fire and safety codes and ADA requirements as part of design development and presentation. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will have the ability to formulate and communicate a comprehensive design for a work environment based on research and advanced problem-solving strategies. (Formerly ID 3810)

Prerequisites: ID 3715 Building Information Modeling, ID 3530 Lighting Design + Layout, IDSD 2870 Holistic Design – Sustainable Design
IDSD 4200
SUSTAINABLE DESIGN STUDIO
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. This course is the culmination of the Sustainable Design Specialization and incorporates advanced knowledge of the processes, systems, and applications necessary to design a truly sustainable environment. Students analyze and apply evidence-based data to investigate sustainable design in a holistic, systems-thinking context that is conceptualized, interpreted, and implemented at varying scales from the building site to structure to interiors. Emphasis is on the articulation and evaluation of new ideas and agendas for a sustainable future, as well as to examine familiar design problems with a new perspective and clear understanding of their environmental impacts using a variety of learning experiences and approaches. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Students who successfully complete this course will have developed a full understanding of sustainability in the context of the built environment; have detailed working knowledge of the appropriate use of sustainable design rating systems; and demonstrate the ability to specify building and interior materials in construction documents through a portfolio that highlights their sustainable design expertise.

Prerequisites: IDSD 3200 Sustainable Design Strategies + Technologies, and IDSD 3845 Hospitality Design – Sustainable Design

IDSD 4250
SUSTAINABLE DESIGN SENIOR PORTFOLIO REVIEW
(0 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. Senior students who have declared a specialization in Sustainable Design complete this review to verify that all requirements and competencies for the Sustainable Design Specialization have been achieved. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of the review, students will be able to further develop their individual portfolios and will be prepared to move from the academic environment into the professional world. (Formerly ID 4100)

Prerequisites: IDSD 4200 Sustainable Design Studio
Corequisite: IDSD 4990 Senior Design Project – Sustainable Design

IDSD 4840
DESIGN RESEARCH - SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. Students in this course develop an understanding of research methodologies and information gathering for application to their senior design project. Emphasis is on the compilation and analysis of research critical to the identification of specific problems using evidence-based design strategies within sociocultural, behavioral, historical, and environmental systems contexts. Upon successful completion of this course, students will have researched, compiled, and analyzed all information relevant to their senior design project and developed preliminary design concepts for the beginning application of research for their commercial project. The students will complete an organized professional reference source that includes a detailed project proposal, programming analysis, and preliminary schematics defending the project proposal.

Prerequisites: IDSD 3845 Hospitality Design – Sustainable Design, IDSD 3870 Office Design – Sustainable Design, ID 3715 Building Information Modeling

IDSD 4870
SPECIAL USE DESIGN – SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. This course emphasizes the development of complex building types and mixed-use occupancies for users with special needs. Students apply knowledge of contemporary issues in the built environment based on research strategies including human behavior, evidence-based design, socioeconomic, cultural, and age-related criteria. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will demonstrate advanced abilities to plan and implement design solutions for complex design problems using a variety of communication methods.

Prerequisites: IDSD 3870 Office Design – Sustainable Design

IDSD 4990
SENIOR DESIGN PROJECT – SUSTAINABLE DESIGN
(3 CREDITS)

Students will enroll in this version of the course to meet the requirements of the Sustainable Design Specialization. Students develop and present a comprehensive design project of individual interest in this course. Emphasis is on the application of research completed in the Design Research course to a commercial project that entails all aspects of skill, knowledge, and creative problem solving acquired to date. The project must meet the program’s guidelines and departmental approval. Each student presents and defends the finished project to a jury of professional designers. As part of the Sustainable Design Specialization, coursework must be completed using the sustainable knowledge and strategies obtained to date. Upon successful completion of this course, students will demonstrate the ability to complete a comprehensive design project illustrating all of their skills and knowledge as pre-professionals while taking ownership of their individual vision as designers.

Prerequisites: IDSD 4840 Design Research - Sustainable Design
Corequisite: IDSD 4250 Sustainable Design Senior Portfolio
LIBERAL ARTS DEPARTMENT MISSION

The Liberal Arts Department at Rocky Mountain College of Art + Design is committed to promoting academic excellence through rigorous and engaged pedagogical practices. Through our own professional development, as academics and educators, Liberal Arts provides the necessary skills for artists to develop as professionals, engaged citizens, and actualized human beings prepared to flourish in a complex global world. Students in Liberal Arts engage a variety of academic disciplines that emphasize the skills necessary for informed, meaningful, and effective writing and the capacity to think critically about their lives, their work, and the larger world.

LIBERAL ARTS PROGRAM DESCRIPTION

Rocky Mountain College of Art + Design is proud of its strong Liberal Arts tradition. About one-third of each student’s degree plan is comprised of courses within the Liberal Arts, which emphasize a broad course of study in a variety of academic disciplines, while providing students with the necessary tools to develop critical thinking and communication skills for their intellectual, creative, and personal growth.

The Liberal Arts curriculum emphasizes critical thinking, academic writing, and creative inquiry. Through an engagement with a variety of academic disciplines, students acquire multiple perspectives for perceiving complexities of thought, contextualizing knowledge, and becoming self-directed learners with the capacity for thoughtful action in the world and in their lives.

Students begin the Composition + Critical thought sequence in their first year, which initially emphasizes the emerging writer’s voice, process, and competencies, but proceeds to a greater focus on academic texts and formal writing skills, culminating in a research project by the end of the second term of the sequence.

Art History is a crucial component of the Liberal Arts curriculum. In the Art History sequence, students broaden their understanding of art through historical, cultural, and stylistic contexts. Art History places a great deal of emphasis on critical thinking and discipline-specific formal writing, providing students with breadth of coverage and a greater understanding of Art History as an academic discipline.

The Humanities sequence complements the Art History curriculum with a similar interest in historical, cultural, and stylistic contexts, but with a primary interest in literature, philosophy, social movements, and intellectual history.

As part of their Liberal Arts education, students are also required to take courses in Mathematics, Social + Behavioral Science, and Natural + Physical Sciences. Additionally, students may elect to take an additional course in the Humanities or Social Behavioral Sciences, which are topics-based courses.

The philosophy of a Liberal Arts education is to provide students with an intellectual and ethical basis for self-directed learning and active global citizenship. The Liberal Arts Department is committed to supporting the college’s mission, vision, and values as well as the Diversity Statement and the Diversity within the Curriculum clause.

LIBERAL ARTS ONLINE + ON-CAMPUS BFA DEGREE REQUIREMENTS 2DNA, 3DAN, FS, FA, GA GD, IL AND PH

Art History: 15 credits
AH 1100 Art History I: Ancient to Medieval 3
AH 1200 Art History II: Renaissance to Post Impressionism 3
AH ---- Discipline Specific by major 3
AH 2300 Art History III: Fauvism through Modern 3
AH 3010 Topics in the History of Western Art 3
OR
AH 3050 Topics in the History of Nonwestern Art 3
Communication + Critical Thought 9
EN 1110 Composition I 3
CCT 1111 Composition II 3
Choose one additional CCT course:
CCT 2000 Introduction to Speech Communication 3
CCT 2100 Interpersonal Communication 3

Humanities: 9 credits
HU 1110 Humanities I: World Thought I 3
HU 1111 Humanities II: World Thought II 3
Choose one additional HU course:
HU 1120 Introduction to Philosophy 3
HU 1130 Introduction to World Religion 3
HU 1140 History of American Capitalism 3
HU 2212 Modern + Contemporary World History 3
HU 2320 Ethics 3
HU 3310 Topics in History 3
HU 3320 Topics in Philosophy 3
HU 3342 Theatre Studies 3
HU 3350 Film Studies 3

Mathematics: 3 credits
MA 1220 Financial Principles + Practices 3

Physical + Natural Science: 3 credits
Choose one Physical + Natural Science course:
NS 2030 Biology 3
NS 2040 Environmental Studies 3
NS 3050 Human Ecology 3

PROGRAM OUTCOMES

Students demonstrate critical thinking skills, defined as the capacity to challenge assumptions, contextualize information, identify problems, conceptuize responses.

Students demonstrate writing skills, which encompass thesis statement, organization, conclusion, grammar, syntax, and spelling.

Students demonstrate scholarly research skills.

Students demonstrate public speaking skills.

Students demonstrate critical engagement in theory through discussion and writing.

Students demonstrate discipline specific knowledge.

Students demonstrate acquaintance with major artistic, cultural, and intellectual accomplishments throughout history.

Students demonstrate awareness of and apply methodology, which the department defines as the logic that brings the research together.

Students demonstrate competence in discipline-specific citation styles.
LIBERAL ARTS DEPARTMENT

LIBERAL ARTS COURSE DESCRIPTIONS

ART HISTORY

AH 1000
INTRODUCTION TO ART + VISUAL DESIGN
(3 CREDITS)

This entry-level course introduces students to the disciplines of art and design through the exploration of various academic topics within the fields. Lectures, readings, and discussions investigate topics such as what defines art and how artists and designers engage within the framework of time and space. Students explore art and design through content, aesthetic values, and explorations of visual critical thinking. At the end of this course, students will be versed in the formal elements and principles of design; the various types of media found within the visual arts and design disciplines; the art market; and art historical categorical divisions. Additionally, students will obtain elementary knowledge of art criticism, theory, and methodologies.

Prerequisites: none

AH 1100
ART HISTORY I: ANCIENT TO MEDIEVAL
(3 CREDITS)

In the first of the sequence of required courses in the history of art, students explore the major artists, movements, and artistic themes of the Western tradition—beginning with the Renaissance and concluding with Medieval Art. Lectures and readings examine ways in which artists conceive of religion, society, politics, and the role of men and women within their historical and stylistic context. In addition, the course considers various media and materials, such as painting, sculpture, and architecture, as well as the fundamentals of design and composition. At the conclusion of this course, students will recognize a broad range of artists, works, and styles from the Renaissance and concluding with Post Impressionism. Further, students will become familiar with relevant art theory and methodology; learn to conduct research within the discipline of art history; and write knowledgeably on topics from the Renaissance to Post Impressionism.

Prerequisites: AH 1100 Art History I: Ancient to Medieval

AH 1200
ART HISTORY II: RENAISSANCE TO POST IMPRESSIONISM
(3 CREDITS)

In the second of the sequence of required courses in the history of art, students explore the major artists, movements, and artistic themes of Western tradition—beginning with the Renaissance and concluding with Post Impressionism. Lectures and readings examine ways in which artists conceive of religion, society, politics, and the roles of men and women within their historical and stylistic context. In addition, the course considers various media and materials, such as painting, sculpture, and architecture, as well as the fundamentals of design and composition. At the conclusion of this course, students will recognize a broad range of artists, works, and styles from the Renaissance and concluding with Post Impressionism. Further, students will become familiar with relevant art theory and methodology; learn to conduct research within the discipline of art history; and write knowledgeably on topics from the Renaissance to Post Impressionism.

Prerequisites: AH 1100 Art History I: Ancient to Medieval

AH 2020
HISTORY OF INTERNATIONAL ANIMATION
(3 CREDITS)

This course explores the evolution of the animation art form; its ways of expression; the power of its language; symbolism; variety of media; communication of ideas; political viewpoints; creation of impact; and mood. Students study the visual and design styles of both commercial and independent animation from America, Western Europe, Eastern Europe, and the Far East. At the conclusion of this course, students will understand the art of animation from its early roots through the present—having studied the development of animators, studios, technologies, styles, business, and the influence of social/political change. (Formerly AN 1310)

Prerequisites: AH 1000 Introduction to Art + Visual Design or AH 1100 Art History I: Ancient to Medieval. Offered online only.

AH 2050
HISTORY OF GRAPHIC DESIGN
(3 CREDITS)

This seminar and research course addresses important historical and contemporary developments in visual communication. Beginning with the roots of pictorial and written languages, the content moves to key 19th and 20th century periods (including the emergence of the Bauhaus and typographic history), then culminates with the contemporary scene. At the conclusion this course, students will have engaged in reading, writing, and verbal critical thinking skills—both as individuals and in teams. Students will understand the embedded relationships between graphic design, culture, technology, and society.

Prerequisites: AH 1000 Introduction to Art + Visual Design or AH 1100 Art History I: Ancient to Medieval. Offered online only.
AH 2060
HISTORY OF AMERICAN ILLUSTRATION
(3 CREDITS)

This course offers the beginning illustration student a broad view of the major personalities who influenced the illustration field. Examining how past illustrators conceived and produced their artwork for the mass media, this course uncovers the roots of style and reveals the singular philosophies that shaped the major avenues of illustration. By the end of this course, students will exhibit increased skills and knowledge in reading, writing, and in employing analytical skills in evaluating the influences of the past in shaping visual storytelling styles within American culture.

Prerequisites: AH 1000 Introduction to Art + Visual Design or AH 1100 Art History I: Ancient to Medieval. Offered online only.

AH 2080
HISTORY OF PHOTOGRAPHY
(3 CREDITS)

This course explores the history of photography from its beginnings in the 1830s to current developments in photographic practice. Lectures and readings examine major schools of photography (i.e. pictorialism, formalism, straight photography), as well as technological developments and photographic processes which expand the possibilities of the medium. Photography blurs the boundaries between art, science, and document; challenges our conception of reality; and raises questions about authenticity and artistic merit. The goal of this course is to develop a better understanding of the complex history of photography, its diversity of social functions, its affect on our modern vision of the world, and to address the theoretical questions inherent to this modern medium. At the conclusion of this course, students possess a deeper understanding of the history of photography.

Furthermore, students will conduct research and write knowledgeably on topics from the history of photography.

Prerequisites: AH 1000 Introduction to Art + Visual Design or AH 1100 Art History I: Ancient to Medieval. Offered online only.

AH 2090
HISTORY OF FASHION DESIGN
(3 CREDITS)

This course explores the evolution of wearing apparel and personal adornment throughout history to examine more than 20,000 years of fashion periods reflecting politics, economics, fine art, and anthropological influences. Students will investigate how history interplays with the defining styles that have emerged in clothing from the beginning of time to the contemporary interpretations of couture fashion. At the conclusion of this course, students will have a thorough understanding of how wearing apparel evolved from function to fashion as it related to the historical context and cultural influence in which it developed.

Prerequisites: AH 1000 Introduction to Art + Visual Design or AH 1100 Art History I: Ancient to Medieval. Offered online only.

AH 2300
ART HISTORY III: FAUVISM THROUGH MODERN
(3 CREDITS)

In this course, students explore the major artists, movements, and artistic themes of Fauvism through the modern period. Lectures and readings examine ways in which artists conceive of religion, society, politics, and the roles of men and women within their historical and stylistic context. In addition, the course considers various media and materials; the fundamentals of design and composition; and global/cultural perspectives. At the conclusion of this course, students will recognize a broad range of artists, works, and styles—from Fauvism through the modern period. Furthermore, they will become familiar with relevant art theory and methodology; learn to conduct research within the discipline of art history; and write knowledgeably on topics from Fauvism through the modern period (Formerly AH 1030).

Prerequisites: AH 1200 Art History II: Renaissance to Post Impressionism

AH 2400
SEMINAR IN CONTEMPORARY ART
(3 CREDITS)

This seminar course focuses on issues, art movements, and criticism from Postmodern to the present. Students investigate Postmodern and contemporary art through the writings of artists and critics, lectures, and readings. Furthermore, students will become familiar with relevant art theory and methodology; learn to conduct research within the discipline of art history; and write knowledgeably on Postmodern and contemporary topics. At the conclusion of this course, students will be able to articulate Postmodern and contemporary art issues—both critically and historically—in relation to larger social and political contexts.

Prerequisites: AH 2300 Art History III: Fauvism through Modern

AH 3010
TOPICS IN THE HISTORY OF WESTERN ART
(3 CREDITS)

In the last of the sequence of required courses in the history of art, students concentrate on one topic in the history of modern and contemporary art and design. Advanced studies are designed to allow students to focus intensively on themes, issues, methods, and theoretical frameworks that define twentieth and twenty-first century art and design. Lectures, readings, and assignments emphasize research, writing, and oral presentations. Topics vary from one term to another. Sample topics include: Abstract Expressionism, the Body in contemporary art, Art and War in the 20th century, and modern German art. At the conclusion of this course, students possess a deeper understanding of art historical movements, methods, and theorey. Furthermore, students refine and deepen their research and writing skills—researching and writing knowledgeably on topics from the course.

Prerequisites: AH 2300 Art History III: Fauvism through Modern
AH 3070
HISTORY OF ARCHITECTURE, INTERIORS, + FURNISHINGS I
(3 CREDITS)

This survey course provides a history of the built environment based on architecture, interiors, and furnishings from antiquity through Historicism of the early 19th century. Students investigate and document period design within the context of the cultural, sociological, and technological issues of each era—including interior and exterior architectural elements, furniture, design motifs, and ornamentation. Upon successful completion of the course, students will have the ability to identify and evaluate the elements of architecture and interiors for each period studied and apply those skills to period renovation, restoration, or to reinterpret historical elements for current use. (Formerly AH 2070 History of Architecture + Interiors)

Prerequisites: AH 2300 Art History III: Fauvism through Modern. Offered online only.

AH 3071
HISTORY OF ARCHITECTURE, INTERIORS, + FURNISHINGS II
(3 CREDITS)

This survey course provides a history of the built environment based on architecture, interiors, and furnishings from the Reform movements of the 19th century through the contemporary era. Students investigate and document period design within the context of the cultural, sociological, and technological issues of each era including interior and exterior architectural elements, furniture, design motifs, and ornamentation. Upon successful completion of the course, students will have the ability to identify and evaluate the elements of architecture and interiors for each period studied and apply those skills to period renovation, restoration, or to reinterpret historical elements for current use. (Formerly AH 2070 History of Architecture + Interiors)

Prerequisites: AH 3070 History of Architecture, Interiors, and Furnishings I. Offered online only.

AH 3500
TOPICS IN THE HISTORY OF NONWESTERN ART
(3 CREDITS)

In the last of the sequence of required courses in the history of art, students concentrate on nonwestern topics and themes. Advanced studies are designed to allow students to focus intensively on themes, issues, methods, and theoretical frameworks that define non western artistic traditions. Lectures, readings, and assignments emphasize research, writing, and oral presentations. Topics vary from one term to another. Sample topics include: Arts of China, Arts of Japan, Religion and Art in the nonwestern world, modern Latin American art, etc. At the conclusion of this course, students possess a deeper understanding of art historical movements, methods, and theories from the nonwestern world. Furthermore, students refine and deepen their research and writing skills—researching and writing knowledgeably on topics from the course.

Prerequisites: AH 2300 Art History III: Fauvism through Modern

COMMUNICATION + CRITICAL THOUGHT

EN 1110
COMPOSITION I
(3 CREDITS)

This is the first course in the English Composition sequence and serves as an introduction to college-level reading, writing, discussion, and critical thinking. Students engage in a variety of academic texts and literature, as well as literary, aesthetic, and social criticism. By exploring a variety of writing styles, analyzing elements of form and mechanics, and engaging all aspects of the writing process, students find and demonstrate their writing voice to write with greater authority, clarity, and insight. At the conclusion of this course, students will develop their writing and critical thinking skills through critical reading, class discussion, and their own writing. (Formerly CCT 1020)

Prerequisites: none

EN 1111
COMPOSITION II
(3 CREDITS)

Composition II emphasizes critical thinking, reading, and writing skills by engaging students in all aspects of the writing process. At the conclusion of the course, students will have encountered a variety of academic texts; participated in critical discourses regarding the content, meaning, and function of these texts; and have developed their thinking through written responses to the readings. Students will also have been formally introduced to academic research and are expected to complete a formal research paper by the end of the semester. (Formerly CCT 1030)

Prerequisites: EN 1110 Composition I

CCT 2000
INTRODUCTION TO SPEECH COMMUNICATION
(3 CREDITS)

In this sophomore-level course, students explore the medium of speech and the basics of public speaking within oral communication. Lectures, presentations, readings, discussions, exercises, written essays, and speeches explore the major theories, concepts, and skills of public speaking. At the conclusion of this course, students will demonstrate critical thinking and strategic planning in the process, delivery, and assessment of public speaking. Furthermore, they will demonstrate the ability to speak in a variety of communication contexts, exhibit proficient listening and writing skills, and display the ability to identify communication theory and concepts.

Prerequisites: EN 1110 Composition I

CCT 2100
INTERPERSONAL COMMUNICATION
(3 CREDITS)

In this sophomore-level course, students explore human interaction and processes by which emotions, information, and meaning are exchanged through both verbal and nonverbal communication through various interpersonal relationships, problems, and situations. Lectures, presentations, readings, discussions, exercises, and written essays analyze the theoretical issues of self-concept and perception as they are affected by verbal and nonverbal communication. At the conclusion of this course, students will demonstrate an understanding of the basic theory, ethics, principles, practices, and skills of interpersonal communication. Furthermore, they will comprehend the role human communication plays in the development and maintenance of social structures.

Prerequisites: EN 1110 Composition I
HUMANITIES

HU 1110
HUMANITIES I: WORLD THOUGHT I
(3 CREDITS)

This sophomore-level course explores significant developments in the ancient and middle periods (from the start of human history through the end of the fifteenth century) through engagement with important primary texts and their contextualization within history, geography, and civilizations. The first of two such core humanities courses, this is intended to provide students with an intellectual vocabulary; exposure to various worldviews and religions; ethical thought; and mythology through literature and drama, philosophical, and religious writings. Emphasis is placed on honing scholarly research skills and further development of critical-thinking skills. Through course readings and research-based writing, students gain broad exposure to the development of thought in Asia, Asia Minor, the Mediterranean world, and Europe.

Prerequisites: EN 1110 Composition I

HU 1111
HUMANITIES II: WORLD THOUGHT II
(3 CREDITS)

This sophomore-level course explores significant developments from the 16th through 19th centuries, with an emphasis on European expansion and the rise of colonialism. The second of two such core humanities requirements, this course is intended to provide students with an intellectual vocabulary; exposure to various worldviews and religions; ethical thought; and philosophy through literature and drama, philosophical, and religious writings. Emphasis is placed on honing scholarly research skills and further development of critical thinking skills. Through course readings and research-based writing, students gain broad exposure to the development of thought—especially in Asia, Asia Minor, the Mediterranean world, Europe, and the New World.

Prerequisites: HU 1110 Humanities I: World Thought I

HU 1120
INTRODUCTION TO PHILOSOPHY
(3 CREDITS)

This class offers an introduction to Western Philosophy that examines topics such as knowledge formation; the nature of existence; and the foundations of morality, free will, subjectivity, and consciousness. Students explore these topics through primary readings, lectures, and class discussions. By the end of the course students increase their understanding of Philosophy as a field of study, improve their critical thinking skills, and will have engaged a variety of philosophical texts.

Prerequisite: EN 1110 Composition I

HU 1130
INTRODUCTION TO WORLD RELIGIONS
(3 CREDITS)

This class provides students with an introduction to the major Western religions: Judaism, Islam, and Christianity, and the major Eastern religions: Hinduism, Buddhism, Taoism, and Confucianism. Students explore the origins, history, practices, cultural contexts, and meanings of each religious tradition. Students demonstrate a deeper understanding and appreciation for the varieties of religious thought, belief, practices, and meanings.

Prerequisites: EN 1110 Composition I

HU 1140
HISTORY OF AMERICAN CAPITALISM
(3 CREDITS)

In this survey course, students explore the economic development and history of American capitalism beginning in the 19th century. Lectures, presentations, readings, and discussions examine ways in which American capitalism grew from its small industrial beginnings to a dominant global economic force. The course considers various subtopics related to the political and social developments affecting American economic development in the 20th and 21st centuries, such as the fiscal consequences of external and internal warfare; gender and race relations; the altering structures of businesses in the United States; and the role of American capitalism within the world economy in the 20th and 21st centuries. At the conclusion of this course, students will contextualize American economic development within the global political and social framework.

Prerequisites: EN 1110 Composition I

HU 2212
MODERN + CONTEMPORARY WORLD HISTORY
(3 CREDITS)

Modern and Contemporary World History explores the shape and identity of western culture in the 20th and 21st centuries. Lectures and readings examine developments in technology, economics, political structures, religious institutions and faith, and social ideals. At the conclusion of this course, students will recognize the major historical achievements of western culture in the 20th and 21st centuries.

Prerequisites: HU 1111 Humanities II: World Thought II

HU 2320
ETHICS
(3 CREDITS)

This class examines ethical theories and their application towards ethical/philosophical problems. The course also examines the history and evolution of ethics as a major branch of western philosophy. Students explore ethical topics through primary readings, lectures, and class discussions. By the end of the course, students improve their capacity to think ethically about their lives and the world, and will have engaged a variety of philosophical texts.

Prerequisite: HU 1111 Humanities II: World Thought II

HU 3310
TOPICS IN HISTORY
(3 CREDITS)

This junior-level course explores various aspects of history as a field of study. The course content varies, allowing students to explore specific aspects of history with greater depth and mastery.

Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only

HU 3320
TOPICS IN PHILOSOPHY
(3 CREDITS)

This class examines ethical theories and their application towards ethical/philosophical problems. The course also examines the history and evolution of ethics as a major branch of western philosophy. Students explore ethical topics through primary readings, lectures, and class discussions. By the end of the course, students improve their capacity to think ethically about their lives and the world, and will have engaged a variety of philosophical texts.

Prerequisite: HU 1111 Humanities II: World Thought II
This junior-level course explores various philosophical texts, movements, debates, and important figures. Students increase their understanding of philosophy as a field of study, improve their critical thinking skills, and improve their capacity to read and comprehend philosophical texts. By the end of the course, students demonstrate greater understanding of philosophy and a greater capacity to engage philosophical texts.

Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only

HU 3342 THEATER STUDIES
(3 CREDITS)

This junior-level course examines various approaches to the study of theater. The goal of the course is to engage students in the study of theater from a variety of perspectives. Through the study of relevant theoretical approaches and significant aesthetic, political, and social movements, students learn to analyze theater performances within larger historical and cultural contexts. By the end of the course, students have improved their capacity to think critically about performance from a variety of perspectives. (Formerly HU 4020)

Prerequisites: HU 1111 Humanities II: World Thought II

HU 3350 FILM STUDIES
(3 CREDITS)

This junior-level class will explore the scope of American cinema and its impact on culture, race, gender, and technology. By studying various social, political, artistic, and philosophical perspectives, students will form a deeper understanding of how the art of film reinforces, re-imagines, and constructs our collective self-identity. During the semester, students will view and dissect films from Hollywood’s silent era to more recent films produced in the 21st century. At the end of the course students will be able to discuss and dissect how the American film industry has shaped and informed our cultural identity.

Prerequisites: HU 1111 Humanities II: World Thought II

MATHEMATICS

MA 1205 COLLEGE ALGEBRA
(3 CREDITS)

This course provides students an integrated approach to algebraic topics through applications and visualizations. Topics include equations and inequalities; functions and their graphs; exponential and logarithmic functions; linear and non-linear systems; selection of topics from among graphing of the conic sections; introduction to sequences and series; permutations and combinations; the binomial theorem; and theory of equations. At the conclusion of the course, students will show their mastery of the topics discussed through assignments and exams.

Prerequisites: none

MA 1215 APPLIED MATHEMATICS
(3 CREDITS)

This course introduces students to aspects of mathematics that are particularly relevant to art and design. A basic knowledge of mathematics is required (first year of high school level). Topics include: numeric and geometric patterns in art and nature (Fibonacci series, tiling); symmetry, perspective, polyhedra, equations, and graphs of trajectories; computer graphics; and fractals. At the conclusion of this course, students will be able to apply mathematical equations to solve problems related to the topics listed above.

Prerequisites: none

MA 1220 FINANCIAL PRINCIPLES + PRACTICES
(3 CREDITS)

This freshman-level math course introduces students to the nature and purpose of financial principles. The goal is for students to develop mathematical skills in financial accounting and gain basic knowledge of the principles and practices needed to understanding the contemporary business world. Through lecture presentations, demonstrations, practice exercises, case studies, and quizzes, students will demonstrate basic financial concepts and financial statement creation and analysis.

Prerequisites: none

MA 1230 STATISTICS
(3 CREDITS)

This is an introductory course in the fundamentals of modern statistical methods. The goal of this course is to provide students with the basic knowledge and skills for working with statistics. Topics include descriptive statistics, probability, random sampling, tests of hypotheses, estimation, simple linear regression, and correlation. By the end of the course, students will have increased their understanding of statistics and have improved their capacity for working with statistics.

Prerequisites: none
PHYSICAL + NATURAL SCIENCE

NS 2030
BIOLOGY
(3 CREDITS)
In this course, students will explore the basic aspects of life on earth. The course will cover cells, photosynthesis, DNA, genetics, evolution, natural selection, biodiversity, population dynamics, and global climate. Students will explore these topics through field trips, classroom activities, laboratory exercises, and lectures. After completing this course, students will understand the biological, chemical, and physical processes living organisms utilize to sustain life.
Prerequisites: none

NS 2040
ENVIRONMENTAL STUDIES
(3 CREDITS)
This course will examine major topics in environmental science, including human population growth, conservation, species extinction, pollution, water use, energy, and climate change. Students will explore these topics through field trips, classroom activities, laboratory exercises, and lectures. At the conclusion of this course, students will not only understand current environmental issues from a scientific perspective, they will also be aware of the social and political conditions that influence environmental science.
Prerequisites: none

NS 3050
HUMAN ECOLOGY
(3 CREDITS)
Human Ecology examines the relationship of humans to the environment through an analysis of historical and theoretical understandings of the relationship between environment; biology and cultures; and a review of ecological principles and terms. Topics include disease, sustainability, famine, and pollution at the local and global levels. At the conclusion of the course, students are able to knowledgeably discuss and write about the key theories in ecological anthropology, including the historical contexts in which they arose and environmental issues within the contexts of politics, economics, culture, and the environment.
Prerequisites: none

SOCIAL + BEHAVIORAL SCIENCE

SBS 1110
INTRODUCTION TO ANTHROPOLOGY
(3 CREDITS)
Anthropology is the study of human beings throughout time and across space. In this course, students explore human evolution; our place in the animal kingdom; our knowledge of others; and our knowledge of ourselves through a focus on specific peoples and cultures. Students also critically evaluate the relationship between the observer and observed culture. At the end of the course, students will learn about a variety of cultures and grasp and use the principles governing the discipline of anthropology—including its methods of research and writing.
Prerequisites: EN 1110 Composition I

SBS 1120
INTRODUCTION TO ECONOMICS
(3 CREDITS)
This course provides an introduction to macro and microeconomics. The course begins by focusing on microeconomics and the study of individual consumer and firm behavior. In the second part of the course, the emphasis changes to macroeconomics, which involves the study of the economy as a whole—especially issues related to output, unemployment, productivity, inflation, and growth. By the end of the course, students have a greater understanding of the economy and economics as a field of study.
Prerequisite: EN 1110 Composition I

SBS 1130
INTRODUCTION TO POLITICAL SCIENCE
(3 CREDITS)
The Introduction to Political Science course includes important theories of political concepts, issues, political behavior, processes, comparative politics, public administration, policy, and international relations. By the end of the course, students have a greater understanding of political systems and political science as a field of study.
Prerequisites: none

SBS 1140
INTRODUCTION TO PSYCHOLOGY
(3 CREDITS)
This course provides an introduction to the scientific study of behavior and mental processes. Topics include social, cognitive, developmental, and personality psychology. By the end of the course, students have a greater understanding of psychology as a field of study.
Prerequisites: EN 1110 Composition I

SBS 1150
INTRODUCTION TO SOCIOLOGY
(3 CREDITS)
This course provides an introduction to classical and contemporary views of modern society. Topics include the nature of community, social inequality, class, race, gender, and sexuality. Students engage with theoretical texts and case studies. By the end of the course, students have a greater understanding of social forces, movements, and issues that highlight sociology as a field of study.
Prerequisite: EN 1110 Composition I

SBS 3020
AMERICAN POLITICAL LANDSCAPES
(3 CREDITS)
American Political Landscapes provides an overview of current political climates in the United States to encourage students to develop informed political citizenship. This course explores the history of American political thought, socio-political issues, media and politics, and civic engagement. Additional topics include the Constitution, the Electoral College, campaigning, and voting. Outcomes: through discussion, writing, and research, students gain an in-depth understanding of the history, theories, and processes of American politics.
Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only
SBS 3310
TOPICS IN ANTHROPOLOGY
(3 CREDITS)
This junior-level course explores various aspects of Anthropology as a field of study. The course content varies, allowing students to explore specific aspects of Anthropology with greater depth and mastery. By the end of the course, students demonstrate greater understanding of anthropology and a greater capacity to engage anthropological texts.

Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only

SBS 3340
TOPICS IN PSYCHOLOGY
(3 CREDITS)
This junior-level course explores various aspects of psychology as a field of study. The course content varies, allowing students to explore specific aspects of psychology with greater depth and mastery. By the end of the course, students demonstrate greater understanding of psychology and a greater capacity to engage with anthropological texts.

Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only

SBS 3350
TOPICS IN SOCIOLOGY
(3 CREDITS)
This junior-level course explores various aspects of sociology as a field of study. The course content varies, allowing students to explore specific aspects of sociology with greater depth and mastery.

Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only

SBS 3360
TOPICS IN CULTURE
(3 CREDITS)
Topics in Culture familiarizes students with the interdisciplinary field of cultural studies. Topics may include gender, race, ethnicity, sexuality, youth, and family. By the end of the course, students have a greater understanding of cultural studies, particularly regarding issues of power in social relations.

Prerequisites: HU 1111 Humanities II: World Thought II, offered on ground only
PHOTOGRAPHY ON-CAMPUS BFA DEGREE REQUIREMENTS

**Liberal Arts: 45 credits**
- AH 2080 History of Photography 3
- EN 1110 Composition I 3
- EN 1111 Composition II 3
- Communication + Critical 3
- HU 1110 Humanities I: World Thought I 3
- HU 1111 Humanities II: World Thought II 3
- Mathematics 3
- Physical + Natural Sciences 3
- Social + Behavioral Science 6
- See Liberal Arts Department for specific classes

**Foundations: 21 credits**
- FD 1020 2D Design: Elements + Principles 3
- FD 1030 Design Lab 0
- FD 1120 Topics in Color 3
- FD 1275 Drawing I 3
- FD 1210 Drawing Lab 0
- FD 1280 Drawing II 3
- FD 1600 Studio Seminar: Methods of Inquiry 3
- FD 2130 3D Design: Space + Materiality 3
- FD 2210 4D Design: Stills to Motion 3
- FD 2300 Foundations Sophomore Portfolio Review 0

**Photography: 51 credits**
- CP 1112 Digital Photography II 3
- CP 1710 Digital Post Production 3
- CP 1720 Lighting I: Fundamentals 3
- PH 2250 Darkroom II: Alternative Process (Ground only) 3
- CP 2310 Lighting II: Studio 3
- CP 2351 Cinematography II 3
- PH 3000 Junior Portfolio Review 0
- CP 3110 Lighting III: Studio 3
- CP 3251 Cinematography II 3
- PJ 3350 Documentary: Environmental Portraiture 3
- CP 3410 Advanced Digital Imaging 3
- CP 3530 Project Development Portfolio 3
- CP 3720 Conceptual Projects 3
- PH 4000 Senior Portfolio Review 0
- PH 4250 Special Topics in Photo Media 3
- CP 4951 Professional Practices: Marketing 3

**Studio Electives: 6 credits**
- CP 3390 Screenwriting 3
- CP 3450 Audio for Video Production 3
- CP 3521 Architectural Photography 3
- CP 3571 Fashion 3
- PH 3621 Advanced Projects and Internships Part I 1.5
- PH 3622 Advanced Projects and Internships Part II 1.5
- CP 4490 Video Field Production 3
- PJ 3130 Fundamentals of Photojournalism 3
- PJ 3310 Advanced Photojournalism 3

**Total Credits Required** 123
PHOTOGRAPHY ONLINE BFA DEGREE REQUIREMENTS

Liberal Arts: 45 credits
- Art History: 12
- AH 2080 History of Photography: 3
- EN 1110 Composition I: 3
- EN 1111 Composition II: 3
- Communication + Critical: 3
- HU 1110 Humanities I: World Thought I: 3
- HU 1111 Humanities II: World Thought II: 3
- Mathematics: 3
- Physical + Natural Sciences: 3
- Social + Behavioral Science: 6

See Liberal Arts Department for specific classes

Foundations: 21 credits
- FD 1020 2D Design: Elements + Principles: 3
- FD 1030 Design Lab: 0
- FD 1120 Topics in Color: 3
- FD 1275 Drawing I: 3
- FD 1210 Drawing Lab: 0
- FD 1280 Drawing II: 3
- FD 1600 Studio Seminar: Methods of Inquiry: 3
- FD 2130 3D Design: Space + Materiality: 3
- FD 2210 4D Design: Stills to Motion: 3
- FD 2300 Foundations Sophomore Portfolio Review: 0

Photography: 51 credits
- CP 1111 Digital Photography I: 3
- CP 1112 Digital Photography II: 3
- CP 1710 Digital Post Production: 3
- CP 1720 Lighting I: Fundamentals: 3
- CP 2310 Lighting II: Location: 3
- CP 2321 Portraiture: 3
- CP 2350 Professional Practices: Business: 3
- CP 2511 Cinematography I: 3
- PH 3000 Junior Portfolio Review: 0
- CP 3110 Lighting III: Studio: 3
- PJ 3130 Fundamentals of Photojournalism: 3
- CP 3251 Cinematography II: 3
- PJ 3350 Documentary: Environmental Portraiture: 3
- CP 3410 Advanced Digital Imaging: 3
- CP 3530 Project Development Portfolio: 3
- CP 3571 Fashion: 3
- CP 3720 Conceptual Projects: 3
- PH 4000 Senior Portfolio Review: 0
- CP 4951 Professional Practices: Marketing: 3

Studio Electives: 6 credits
- CP 3450 Audio for Video Production: 3
- CP 3521 Architectural Photography: 3
- CP 3390 Screenwriting: 3
- CP 4490 Video Field Production: 3
- PH 3621 Advanced Projects and Internships I: 1.5
- PH 3622 Advanced Projects and Internships II: 1.5
- PJ 3310 Advanced Photojournalism: 3

Total Credits Required: 123

COMMERCIAL PHOTOGRAPHY COURSE DESCRIPTIONS

CP 1111 DIGITAL PHOTOGRAPHY I
(3 CREDITS)
This introductory course in digital photography serves as an important reference point in digital camera functions through assignments addressing composition, the effective use of light, color theory, understanding single and multi-image narratives, and post-production. Through lectures, discussions, and assignments, students will gain insight into the medium’s importance in contemporary visual culture, the technical functionality of the camera, and creating effective narratives.

Prerequisites: none. Offered online only.

CP 1112 DIGITAL PHOTOGRAPHY II
(3 CREDITS)
This course advances the dialogue in regards to the dynamics of the digital photographic medium. Included is instruction in the areas of composition, DSLR camera functions, and the understanding, use, and manipulation of light. Additionally, digital post-production using Adobe Photoshop and Adobe Lightroom, as well as other essential skills will help in the making of compelling images. At the conclusion of this course, students will have gained technical proficiency and insight into the medium through instructional lectures, research, logistics, and the completion of advanced photographic assignments.

Prerequisites: none.

CP 1710 DIGITAL POST PRODUCTION
(3 CREDITS)
Serving as the technical standards in the profession, this course, by way of instruction and assignments, guides students through digital workflow (using Photoshop and Lightroom independently and in tandem), file management, color theory, visual interpretation, and the printing of images. At the conclusion of this course, students will have gained a thorough knowledge of these important tools and be able to apply the skill sets to assignments and real life projects.

Prerequisites: none

CP 1720 LIGHTING I: FUNDAMENTALS
(3 CREDITS)
This course serves as an introduction to the language of light, the interpretation of ideas and how light is an integral tool in the making of photographs. The instructive process, as well as assignments, will clearly illustrate how hard and soft light, the placement of light, along with strong content and composition, communicates unique narratives. The use of on-camera flash, studio electronic flash, and available light will be critical areas of instruction. At the conclusion of this course, and through the creation of a portfolio of images, students will have a clear understanding of the qualities of light and their communicative power.

Prerequisites: CP 1112 Digital Photography II and CP 1710 Digital Post Production
CP 2310
LIGHTING II: LOCATION
(3 CREDITS)
Photographers regularly face unique challenges when assigned to make powerful images of individuals in varied locations, often adding light sources and using available light in their creative process. This course will instruct students in the area of creating compelling and clearly communicated photographs while on location assignments. At the end of this course, students will have created a portfolio of photographs that communicates a sense of place through their understanding of meaningful composition and effective use of lighting.
Prerequisites: CP 1720 Lighting I: Fundamentals

CP 2321
PORTRAiture
(3 CREDITS)
This course is an exploration of photographing people. The instruction of the interpretative power of portraits in varied contexts will be relevant. These include corporate, magazine/editorial, and new media such as social media and other web-based platforms. At the conclusion of this course, students will have used specific learned skills such as lighting, composition, and context to create a portfolio of photographs that address these categories of portraiture. (Formerly CP 2320 Portraiture: Business, Editorial, Social)
Prerequisites: CP 1710 Digital Post Production

CP 2350
PROFESSIONAL PRACTICES: BUSINESS
(3 CREDITS)
In a given photographic assignment for businesses and publications, it is often incumbent on the photographer to provide their interpretive vision regarding the fulfillment of client needs. This course, through instruction and assignment-based projects, guides students through the process of research, logistics, project assessment, image production, and ethics. At the conclusion of this course students will, through the creation of a synthesized, assignment-based portfolio, have a clear understanding of how to work within the client-based culture while developing an understanding as to how their unique vision has marketing value. (Formerly CP 2340 Commercial Photography I)
Prerequisites: CP 2321 Portraiture
Corequisite: PH 3000 Junior Portfolio Review

CP 2351
CINEMATOGRAPHY I
(3 CREDITS)
Due to great advances in DSLR cameras and their HDR video capabilities, the professional photographer is often called upon to shoot corporate, journalistic, and personal project films and documentaries. This course introduces students to camera shooting techniques, storytelling, editing, and sound. At the end of this course, students will have an excellent understanding of all processes of DSLR, including project logistics; video production; creating and working with storyboards; script interpretation; and post-production editing software. (Formerly CP 2510 Commercial Video I: The DSLR and Motion)
Prerequisites: CP 2350 Professional Practices: Business

CP 2351
CINEMATOGRAPHY II
(3 CREDITS)
Building on skills acquired in CP2510 Cinematography I, this course offers pointed instruction in the areas of increasingly effective video camera work in the use of DSLR camera technology. Now referred to as HDSLR’s as they have become progressively more relevant in the making of theatrically released films, broadcast television productions, commissioned work for companies, and commercials for marketing campaigns. Through an intensive series of assignments based on an understanding and illustration of video and editing technology, storyboarding, lighting, location logistics, and video production, students will emerge from this course through specific assignments, with a high degree of knowledge in the area of creating compelling video narratives. (Formerly CP 3250 Cinematography)
Prerequisites: CP 2351 Cinematography I

CP 3390
SCREENWRITING
(3 CREDITS)
Especially important in the production of an effective and professional video project is the understanding of the written narrative prior to the video production component. A shooting script, a rough outline of the necessary shots, is the first element of this process, followed by the establishment of a series of storyboards, which includes sketches, photographs, and copy derived from the shooting script. Important in the processes of a professional is the understanding of all relevant methods in video assignments and production from the first client meeting to its completion. At the end of this course, students will have completed assignments in which they are required to write a shooting script; create a series of storyboards; illustrate their understanding of the written narrative; and interpreted, through the completion of project assignments, a strong visual narrative content.
Prerequisites: CP 3251 Cinematography II
CP 3410
ADVANCED DIGITAL IMAGING
(3 CREDITS)
As culture increasingly engages in a creative dialogue in the area of digital image-making (with its lead tool being photography), it is important to understand the avenues by which descriptive and conceptual imagery is made. In this course the processes of constructive imagery will be emphasized. Conceptualism in the editorial markets; the leaning of advertising toward documentary space; integration of art into the commercial market; and still photography morphing into video and vice versa will be explored and realized. At the conclusion of this course, students will have an advanced knowledge of Adobe Photoshop, Lightroom, and digital printing—using these platforms to create a highly-developed portfolio of digital images. (Formerly CP 4310 Advanced Digital Imaging)
Prerequisites: CP 1710 Digital Post Production

CP 3450
AUDIO FOR VIDEO PRODUCTION
(3 CREDITS)
Inescapable from the area of creating excellence in the profession of video production is the importance of audio content. The ability to capture sound, create it specifically for film content, and apply it effectively is an enhance, critical element of compelling video and film narratives, and is the basis for this course. At the conclusion of this course, having used state of the art audio equipment and software, students will have captured sounds as they occur in dynamic staged and natural environments, created audio tracks for a short video, and through the use of audio post production tools, altered sound for both realistic and abstract contexts. At the conclusion of this course, using state of the art audio equipment and software, students will have captured sounds as they occur in dynamically staged and natural environments; created audio tracks for a short video; and, through the use of audio post production tools, altered sound for both realistic and abstract contexts.
Prerequisites: CP 3251 Cinematography II

CP 3521
ARCHITECTURAL PHOTOGRAPHY
(3 CREDITS)
Based on the concept of capturing the built landscape in its most perfect form, architectural and industrial photography is the marriage of photographic skill, technical aptitude, and artistic vision. This course uses contextual lectures, interpretative visioning, and practical experience to guide students through a process of evaluation and understanding of architectural principles. At the conclusion of this course, students will, through logistical planning and photographic assignments, have a strong understanding of the power of architectural and industrial photographs and how they communicate integrity, credibility, and vibrancy. (Formerly CP 3520 Architectural and Industrial Landscapes)
Prerequisites: CP 1710 Digital Post Production

CP 3530
PROJECT DEVELOPMENT PORTFOLIO
(3 CREDITS)
In the development of a clearly styled portfolio of photographs, it is critical that students have an opportunity to write proposals and create a series of photographs that stays true to that proposal. In this course students will incorporate technical and logistical skills learned from previous classes such as writing, assignment logistics, lighting, and compelling compositions to develop and articulate a clearly defined project. At the conclusion of this class, students will have gained insight into project development manifested by the creation of a pointed portfolio of photographs.
Prerequisites: Completion of 90+ credit hours and chair approval
Corequisites: PH 4000 Senior Portfolio Review

CP 3571
FASHION
(3 CREDITS)
The hallmark of fashion portraiture is the communication of fashion genres within the context of making magazine and editorial photographs from a ‘street’ perspective. In this course, students will acquire expertise in the area of highly visible photographic assignments, reference the context of working within an editorial environment, research and discuss the development and evolutionary histories of fashion work as it pertains to photographing fashion models in public spaces. At the end of this course, and through pointed and rigorous assignment based projects, students will have added important logistical components to their skill sets including relevant fashion strategies; the photographing models unique to crowded urban spaces; and understand the magazine and publishing industries importance in fashion work. (Formerly CP 3570 Street Style Fashion Photography)
Prerequisites: CP 1710 Digital Post Production

CP 3720
CONCEPTUAL PROJECTS
(3 CREDITS)
Professional photographers are often asked to insert their ideas into a specific project, to serve as a conduit to fulfill the needs of a client. In this course, through a series of real world examples, students will be guided through an evaluative process, that of developing ideas and interpreting needs. At the conclusion of this course students will have developed the skills to conduct research, and create a challenging series of photographs that illustrates their unique approach to problem solving and client needs interpretation.
Prerequisites: CP 3410 Advanced Digital Imaging

CP 4210
SPECIAL PROJECT
(1 CREDIT)
Serving as a bridge between academic and professional careers, this three-week project course gives students the opportunity to work under the guidance of faculty and in partnership with the marketing department of a company, the creative department of a design firm, or a photo editor of a news bureau or newspaper. This mini-internship allows students to apply skills learned during their coursework such as the creation of effective, pointed photographs, assignment logistics, client relations, and needs fulfillment. As an outcome, students will have produced a client-based assignment that incorporates all aspects of the commercial photography business.
Prerequisites: CP 2321 Portraiture
CP 4490
VIDEO FIELD PRODUCTION
(3 CREDITS)

Working on location is the hallmark of creating compelling and beautiful video-based projects for clients. In that vein, this course offers instruction, professional examples, and assignment-based projects specific to the challenges of location-based video projects. Logistical issues such as permitting, private and public property permissions, and equipment specific to shooting on location, as well as weather protection, the use of generators as power sources, location lighting, and grip equipment are important elements to be discussed and implemented. At the end of this course, students will have researched and chosen a difficult location for video production, created a logistical plan of action for an assignment; used location-specific equipment, used scripts and storyboards, and completed a selected component for photographing and completing the video project.

Prerequisites: CP 3251  Cinematography II

CP 4951
PROFESSIONAL PRACTICES: MARKETING
(3 CREDITS)

This studio course prepares students with critical knowledge and practical strategies as they apply to their post degree profession in the field of Commercial Photography and Photojournalism/Documentary. The central elements of these efforts are the processes of portfolio synthesis and the use of web-based media platforms supplemented by personal interactions with the organizations where marketing and photography professionals interact. This course will, through instructional processes and photographic project assignments, guide students through the stages of website development using templates, social media, direct marketing, effective marketing strategies, business branding, and a universal comprehension of the business of photography. As an outcome, students will have created recent photographic work; an identity package including business cards; a template based website; established directed multiple social media pages; and involved themselves in client based professional organizations. (Formerly CP 4950 Professional Practices: Real World Marketing)

Prerequisites: Completion of 90+ credit hours.

PHOTOGRAPHY COURSE DESCRIPTIONS

PH 1010
DARKROOM I
(3 CREDITS)

This course introduces students to traditional black and white film darkroom processes from a historical and contemporary fine-art perspective. Using 35mm SLR cameras, students will learn baseline camera controls and techniques to create narratives that communicate conceptual ideas. The class covers film types, camera formats, the Zone System of Photographic Tone Control, film development and silver-based printing. Extensive lab and studio time is provided during the class. At the end of this course, students will have illustrated, through a portfolio of images, an understanding of the technical, creative, and darkroom components of the medium.

Prerequisites: none

PH 2250
DARKROOM II: ALTERNATIVE PROCESS
(3 CREDITS)

This course introduces students to advanced work in the area of Alternative Processes in darkroom-based work from a contemporary perspective. Cyanotypes, Van Dyke Brown, Salt Prints, Wet Plate Collodion, as well as other experimental processes serve as important aesthetics in communicating significant, related conceptual narratives. Emphasis is placed on a variety of image-making techniques including photograms, chemigrams, camera obscura, pinhole, plastic camera, and large-format photography. Also covered is the production of digital negatives for contact printing. At the end of this course students will learn and apply alternative process aesthetics in the creation of a focused body of work. Extensive lab and studio time is provided during the class.

Prerequisite: PH 1010 Darkroom I

PH 3000
JUNIOR PORTFOLIO REVIEW
(0 CREDITS)

All juniors are required to participate in their departmental Junior Portfolio Review, which occurs at the completion of the junior year. This review enables the department to direct students toward certain skills and tasks and helps them to focus on their professional objectives. At the end of this review, students and faculty have identified and discussed strengths and weaknesses in the student portfolios so that the students may address both in their upcoming major coursework.

Prerequisite: Students must have completed a total of at least 60 credit hours, of which 30 credits must be CP studio coursework.
Corequisite: CP 2350 Professional Practices: Business

PH 3621 / 3622
ADVANCED PROJECTS + INTERNSHIPS PART I + II
(1.5 CREDITS EACH)

As a preparatory process in the transition from an academic environment to a professional one, this course serves as an important conduit for graduating students who will work directly with creative departments in corporations, graphic design firms, and advertising agencies. This hands-on experience will be manifested through the logistical processes of client communication, assignment planning, scheduling + completing photo shoots, and digital post-production. At its conclusion, students will have created a portfolio of images that reflects their understanding of the many and varied processes of assignment-based-work as they apply in actual, real world contexts. (Formerly CP 3621 / 3622 Advanced Projects and Internships Part I and II or PJ 3611 / 3612 Advanced Projects and Internships Part I and II)

Prerequisites: CP 2350 Professional Practices: Business

PH 4000
SENIOR PORTFOLIO REVIEW
(0 CREDITS)

The senior portfolio review program is designed to provide graduating students an opportunity to present their work to a group of carefully selected faculty and photography professionals specific to the chosen emphasis. Through an advisory and evaluative process, students will receive a clear understanding as to the status of their work and its readiness in a post-graduation environment. At the conclusion of this review process, students will have made important refinements to their portfolios, serving as a central marketing piece in their profession.

Prerequisites: Completion of 90+ credits and chair approval
Co-requisites: CP 3530 Project Development Portfolio
PH 4250
SPECIAL TOPICS IN PHOTO MEDIA
(3 CREDITS)

This course has as its core an experimental studies context and advanced processes and narratives in lens-based media. Included are traditional film, self-constructed cameras, digital camera and scanner platforms, 8mm and 16mm moving film, experimental darkroom, and digital printing processes. Students will extend their knowledge of traditional film from the perspective of contemporary commercial photography or fine-art applications. The course advances the dialogue in context to film and digital photography with an emphasis on the unique visual quality and characteristics of each, exploring conceptual and technical hacks to create new media. At the end of this course, student will have constructed non-traditional cameras and applied forward-thinking knowledge and skills in experimental processes to create a focused body of works.

Prerequisites: Completion of 90+ credit hours

PHOTOJOURNALISM COURSE DESCRIPTIONS

PJ 3130
FUNDAMENTALS OF PHOTOJOURNALISM
(3 CREDITS)

This is an introductory skills course for students pursuing a career in photojournalism. A rigorous process of weekly exercises of photographic storytelling coupled with instructional lectures related to working with editors, as well as assessing and defining the news value of visual circumstances, gives students the ethical, historical, and philosophical nature of the profession. As an outcome, students will have researched and produced compelling spot news photographs and short photo essays.

Prerequisites: CP 2321 Portraiture

PJ 3310
ADVANCED PHOTOJOURNALISM
(3 CREDITS)

This course addresses advanced skills and problem-solving in the profession. Through assignments and instructional lectures, the refinement of techniques in news assessment, the use of available light, electronic flash, content research, and assignment logistics will be stressed. On completion of this class, students will have increased their proficiency in both technical skills and journalistic content through research and project completion.

Prerequisites: PJ 3130 Fundamentals of Photojournalism

PJ 3350
DOCUMENTARY: ENVIRONMENTAL PORTRAIENCE
(3 CREDITS)

The ability of an editorial photographer to communicate clearly and succinctly the essence of a particular person and story through their placement in an environment is perhaps one of the most important tools in the profession. As an assignment and lecture based process, this course instructs students in both the classic and contemporary forms of environmental portraiture. At the conclusion of this class, students will have completed assignments in which they have had pre-shoot discussions with their subjects, engaged in a location scouting process, and photo shoots with a strong narrative content.

Prerequisites: CP 2321 Portraiture
10 O. UNDECLARED

UNDECLARED PROGRAM DESCRIPTION

The offices of Academic Affairs, Academic Support, and Academic Services are committed to RMCAD students interested in exploring the various degree options available to them and those who do not yet have a major in mind.

POLICY FOR UNDECLARED STUDENTS

Students must declare a major by the end of their first academic year, or two semesters, and prior to earning 30 credits. Earned credit hours include those from RMCAD as well as all applied transfer credit from other institutions and college credit received in high school such as Advanced Placement or International Baccalaureate. Undeclared students in the BFA track may take a maximum of six studio electives which must be approved by the manager of advising and a combination of liberal arts and foundations courses. It is recommended that elective credits pertain to students’ major(s) of interest. Credits earned are not guaranteed to apply to the student’s declared major. A registration hold will remain on the student enrollment record until a major has been applied to the student’s permanent record. Change of major policies will apply for declaring a major.

Undeclared students may be considered off of program sequence once they declare a major and should work with the Academic Advising office regularly to ensure timely graduation.

ELECTIVE CREDIT HOURS

Students in program majors will be given registration priority in major coursework. Undeclared students or declared students enrolling in courses outside of their major are not guaranteed enrollment in elective courses.

UNDECLARED – ON CAMPUS + ONLINE

BFA TRACK

Liberal Arts: 9
EN 1110 Composition I  3
EN 1111 Composition II  3
Social + Behavioral Sciences  3

Foundations: 15
FD 1020 2D Design: Elements + Principles  3
FD 1030 Design Lab  0
FD 1120 Topics in Color  3
FD 1275 Drawing I  3
FD 1210 Drawing Lab  0
FD 1600 Studio Seminar: Methods of Inquiry  3
FD 2150 3D Design: Space + Materiality  3

Electives: 6
Select two courses from the below:
AN 1110 Introduction to Animated Storytelling  3
FS 1000 Fashion Industry Survey  3
GD 1310 Type + Layout  3
ART 1110 Ceramics I  3
ART 1140 Painting I  3
PH 1010 Darkroom  3
ART 1160 Printmaking I  3
ART 1170 Sculpture I  3
FD 1370 Life Drawing I  3
FD 2210 4D Design: Stills to Motion  3
IL 1020 Mastering the Pencil  3
ID 1510 Survey of Interior Design  3

Total Credits Required  30

UNDECLARED – ON CAMPUS + ONLINE

Liberal Arts: 24
AH 1000 Introduction to Art + Visual Design  3
EN 1110 Composition I  3
EN 1111 Composition II  3
HU 1140 History of American Capitalism  3
MA 1220 Financial Principle + Practices  3
Physical + Natural Sciences  3
SBS 1120 Introduction to Economics  3
Social + Behavioral Sciences  3

Electives: 6

Total Credits Required  30
11. GRADUATE PROGRAMS

RMCAD's graduate program provides advanced level study in specific disciplines related to leadership, education and, art, and design. The graduate program incorporates the values, approaches and methods supporting the College’s core mission to advance scholarship and creativity, and cultivate professionals for career advancement.

Our graduate program emphasizes critical analysis, meaningful inquiry, social engagement, and creative problem-solving approaches for advanced careers. Students graduate with the ability to define themselves as leaders, scholars, and creatives within a global, interdisciplinary context.

The graduate program is offered in the online format, in order to accommodate the busy schedules of working professionals.

11 A. PHILOSOPHY OF LEARNING + TEACHING

While traditional educational approaches of lecture, demonstration, teaching by example, and presentation of studio techniques are used in RMCAD’s art and design programs, many of the underlying methodologies of experiential learning and scaffolding are incorporated into Graduate education. RMCAD is responsive to the contemporary climate of the changing needs of today’s learner, regardless of discipline.

Methods incorporate the newest processes and ideas to challenge students in an atmosphere that encourages experimentation and critical reflection. RMCAD’s graduate program encourages professional practice and engagement with academic communities. Although RMCAD is not a research college, graduate students are encouraged to seek professional publication of their work and course content utilizes academic literature in the relevant fields.

11 B. COURSE PREFIXES

ELET Education, Leadership + Emerging Technologies

DEFINITIONS

Prerequisite: A course that must be taken prior to a given course.

Corequisite: A course that must be taken at the same time as a given course.

11 C. MASTER OF ARTS EDUCATION, LEADERSHIP + EMERGING TECHNOLOGIES

MISSION STATEMENT

RMCAD’s graduate program provides advanced level study in specific disciplines related to leadership, education, art, and design. Additionally, the program provides learners with necessary skills to utilize diverse technologies for learning.

PROGRAM DESCRIPTION

The program focuses on using sound educational theory and research to create effective and motivating learning materials using technology and media. Students will learn about digital imagery, video, website design and HTML, games, leadership skills, working in Learning Management Systems, and the theories and research to support the use of these technologies in educational environments. Students will analyze topics on distance learning, motivation, leadership in education, visual literacy, as well as emerging technologies, trends, and issues and use published literature in the field to synthesize research, practice, and technology.

PROGRAM OUTCOMES

Students will demonstrate the use of a variety of technologies, grounded in appropriate learning theories.

Students’ work will include evaluation of instructional design research for use in practical educational environments.

Students will demonstrate professional leadership qualities and skills.

Students will demonstrate ability to collaborate with others and to collectively complete a project.

Students will demonstrate ability to problem solve using analysis of research.

Students will demonstrate assessment of contemporary ethical issues related to teaching, learning, and technology.

EDUCATION, LEADERSHIP + EMERGING TECHNOLOGIES ONLINE MA DEGREE REQUIREMENTS

Degree Specific : 24 Credits

ELET 5100 Visual Literacy through Digital Investigations 3
ELET 5120 Understanding Learning Theories for Education 3
ELET 5140 Leadership and Motivation 3
ELET 5160 Advanced E-Learning Strategies 3
ELET 5300 Developing Multimedia for Learning Environments 3
ELET 5320 Contemporary Issues + Approaches 3
ELET 5900 Investigating Educational Research 3
ELET 5920 Research + Assessment Approaches 3

Practicum: 3 Credits

ELET 5500 Leadership Development 3

Thesis/Applied Project: 3 credits

ELET 5940 Graduate Research Project Part I 1.5
ELET 5945 Graduate Research Project Part II 1.5

Electives: 3 credits

ELET 5325 Leadership for Innovation 3
ELET 5340 Business Foundations 3
ELET 5331 Games and Simulations for Education 3

Total Credits Required 33
EDUCATION, LEADERSHIP + EMERGING TECHNOLOGIES COURSE DESCRIPTIONS

ELET 5100
VISUAL LITERACY THROUGH DIGITAL INVESTIGATIONS
(3 CREDITS)

This graduate course provides students with the practical application of media tools and web applications and their impact on communication and learning communities, with a focus on an integration of understanding media through a critical lens. Students investigate techniques and capabilities of software programs and web applications within the context of composition theory for education and instructional planning. Throughout this course, students will create educational media as part of sequential, planned curriculum integration.

Prerequisites: none

ELET 5120
UNDERSTANDING LEARNING THEORIES FOR EDUCATION
(3 CREDITS)

This course provides students with an introduction to learning theories as they relate to cognition and developmental meaning. A variety of theoretical constructs are studied to address meaningful connections and diverse learning styles. Conceptual frameworks are explored for engaging children and adult learners using appropriate methodologies. Students apply knowledge of learning theory to the practical application of media-based instructional development in their personal and professional environments. Upon completion of the course, students will be able to incorporate knowledge of learning theories in learning environments.

Prerequisites: ELET 5100 Visual Literacy Through Digital Investigations

ELET 5140
LEADERSHIP + MOTIVATION
(3 CREDITS)

This course investigates and compares intrinsic and extrinsic motivation to support and enhance learning. Activities include the use of motivational frameworks and plans for instructional methods and media for classroom education, e-learning environments and/or training. Students are also introduced to the concepts and methods of assessment and critique as part of authentic motivation to learn.

Prerequisites: ELET 5100 Visual Literacy Through Digital Investigations and ELET 5900 Investigating Educational Research

ELET 5160
ADVANCED E-LEARNING STRATEGIES
(3 CREDITS)

This course provides exposure to e-learning environments, learning management systems, instructional design methods, and quality assurance based on their relationships to online education. Students will collaboratively create an online instructional activity as part of a team including an instructional design document, planned media use, content organization and assessment to meet the needs of a diverse learning population. Upon completion of the course, students will applied their knowledge of e-learning environments and their processes for a deeper understanding of online educational strategies.

Prerequisites: ELET 5100 Visual Literacy Through Digital Investigations

ELET 5300
DEVELOPING MULTIMEDIA FOR LEARNING ENVIRONMENTS
(3 CREDITS)

This course provides students the opportunity to create didactic instructional media using contemporary research in education and design. Topics include presentation software, video, games, and web technologies with a focus on how to develop and use media in a variety of learning environments. Upon completion of the course, students will have several complete media pieces for use in education.

Prerequisites: ELET 5100 Visual Literacy for Digital Investigation

ELET 5320
CONTEMPORARY ISSUES + APPROACHES
(3 CREDITS)

This course provides an investigation into contemporary issues facing today’s teachers and trainers. Through a critical examination of contemporary issues, research, and ideas, students explore the relationships between cultural, social, economic, and political policies and their impact on technology for teaching and learning. Upon completion of this course, students will have an expanded awareness of the issues and relationships impacting teaching and training with the ability to identify appropriate approaches for specific situations.

Prerequisites: ELET 5140 Leadership + Motivation

ELET 5325
LEADERSHIP FOR INNOVATION
(3 CREDITS)

This course introduces students to professional leadership strategies with a focus on leadership styles, team dynamics, motivational strategies and change management. Theories are investigated to help learners build strong collaboration and effective communication. Emphasis is on understanding new perspectives in leadership and business based on self-awareness, diversity, and engagement and motivation theories for facilitating change in practice and in thought process. Upon completion of the course, students will understand leadership as a component of organizational culture as it forms their own personal leadership styles.

Prerequisites: none

ELET 5331
GAMES + SIMULATIONS FOR EDUCATION
(3 CREDITS)

The goal of this course is to examine the theory and practice of using games and simulations for teaching and learning. Students will study the history of games for education and the current research on using games and simulations as learning tools. The class explores differences between different types of games and simulations including rules, fidelity, media, competition, and structure. Upon completion of this course students will have a game or simulation that includes rules, learning objectives, interactive feedback, and summative assessment. (Formerly ELET 5330 Educational Games and Simulations)

Prerequisites: none
ELET 5340
BUSINESS FOUNDATIONS
(3 CREDITS)

This course introduces students to the practices, concepts, and language of business. Students investigate core areas of business management and strategy to develop a better understanding of the relationships between both fields and to develop a comparative framework for future practice. Upon completion of the course students will develop an improved understanding of the relationship between business practices and design concepts and the how they impact business decisions.

Prerequisites: none

ELET 5500
LEADERSHIP DEVELOPMENT
(3 CREDITS)

This course provides students with real-life experiences through a practicum in observation and mentoring. Emphasis is on the independent shadowing of a leader in their professional field in which they can glean a better understanding of leadership styles, and approaches to problem solving and conflict resolution as agents of change. Students will use their experiences to reflect upon opportunities for institutional and cultural changes that influence their future professional goals. Upon completion of the course, students will have gained personal experience and insight into their roles as leaders bringing with them new skills to impact change.

Prerequisites: ELET 5140 Leadership + Motivation

ELET 5900
INVESTIGATING EDUCATIONAL RESEARCH
(3 CREDITS)

This course provides an introduction to graduate level research through the identification of credible sources, reviews of literature, and investigations of relevant issues for critical analysis. Through the development of introductory research processes and writing, students develop preliminary research questions to guide further investigation into the impact of technology and media on learning environments. Upon completion of the course, students will be able to effectively research a topic of personal and academic relevance to education.

Prerequisites: none

ELET 5920
RESEARCH + ASSESSMENT APPROACHES
(3 CREDITS)

This course focuses on the quantitative and qualitative methods of research necessary for the completion of the Graduate Research Project. Students identify a project for in-depth exploration of a specific topic and problem related to their academic and/or professional interests. Emphasis is on a comprehensive investigation of the instructional-related issues and potential media for new interpretations to the identified problem. Students will study different evaluation models and tools to determine appropriate assessment processes. Upon completion of this course, students will have the first drafts of their proposals for the Graduate Research Project.

Prerequisites: ELET 5900 Investigating Educational Research

ELET 5940
GRADUATE RESEARCH PROJECT PART I
(1.5 CREDITS)

In this course, students will produce a proposal to research and create an original, creative and innovative body of work using appropriate technology, media, theory, and research. Upon completion of the course, students will have a completed proposal for their Graduate Research Projects and approval from the school’s Institutional Review Board to gather data. This course is graded Pass/Fail.

Prerequisites: ELET 5920 Research + Assessment Approaches

ELET 5945
GRADUATE RESEARCH PROJECT PART II
(1.5 CREDITS)

This course is the conclusion of the Graduate Research Project in which students will complete their Action Research or Applied Projects and present the results. Emphasis is on the written summary and analysis of the project and its process in accordance with the requirements published in the Graduate Research Project Handbook. Upon completion of this course, students will have completed the Graduate Research Project and presented the results. This course is graded Pass/Fail.

Prerequisites: ELET 5940 Integrated Thesis Project Part I
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