



Cogswell
Polytechnical College

Catalog Addendum

Effective April 2015

1175 Bordeaux Drive
Sunnyvale, CA 94089
www.cogswell.edu

For more information about our graduation rates, the median debt of students that completed the program, and other important information, please visit our website at <http://www.cogswell.edu/about/disclosures.php>.

The Catalog Addendum is not a standalone document and must be accompanied by the most current version of the 2013-2015 catalog. It serves as notification of corrections to content and changes to college policy, tuition and fees, programs, courses, admission and graduation requirements and staff updates which have occurred since the catalog was published.

Disclaimers & Disclosures Addendum

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Catalog Disclaimer

This catalog is intended to provide general information to students and prospective students. The College reserves the right to make changes to this catalog to reflect changes to federal and state regulations and any other changes the College deems necessary which may be in the form of an addendum. This catalog covers 2013-2015 academic years.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at:

Address: 2535 Capitol Oaks Drive, Suite 400
Sacramento, CA 95833
P.O. Box 980818
West Sacramento, CA 95798-0818

Website address: www.bppe.ca.gov

Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897
(916) 431-6959 or by fax (916) 263-1897

Facility Addendum

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Cogswell College is conveniently housed in one large 65,000 square foot, single story building, supporting our culture of collaboration and the fusion of arts and engineering. The College also has free parking and is within walking distance to bus routes and VTA light rail.

All classes (with exception of online) are held at Cogswell College. Our cutting edge facilities make it possible to create games, render and animate short films, develop complex computer software, track, edit, mix and master soundtracks, and more – all while collaborating with peers and faculty.

Location:

1175 Bordeaux Drive
Sunnyvale, CA 94089
Website | www.cogswell.edu
Telephone | 408-498-5100 / 800-264-7955

Facility Hours:

- Mon – Thurs. 9:00 AM – 6:00 PM
- Fri 8:00 AM – 5:00 PM
- Sat 9:00 AM – 1:00 PM
- Sun Closed

Academic Calendars Addendum

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Undergraduate Academic Calendars

Spring 2015 Semester On-Campus

October 1, 2014 – Registration begins
November 28, 2014 - Registration deadline
December 1, 2014 - Late registration fees start
January 15, 2015 - New student orientation
January 19, 2015 - Martin Luther King Day
January 20, 2015 - First day of classes
January 23, 2015 - Last day to ADD classes
January 30, 2015 - Last Day to DROP classes
February 16, 2015 - President's Day
February 20, 2015 - Spring Graduation Applications due
March 2-7, 2015 - Midterm week
March 11, 2015 – Midterm grades due from faculty
March 16-21, 2015 - Spring Break
April 3, 2015 - Last day to WITHDRAW from class
May 9, 2015 - Last day of classes
May 13, 2015 – Final grades due from faculty
May 16, 2015 - Commencement Ceremony

Spring 2015 Semester Online

October 1, 2014 – Registration begins
November 28, 2014 - Registration deadline
December 1, 2014 - Late registration fees start
January 15, 2015 - New student orientation
January 19, 2015 - Martin Luther King Day
January 20, 2015 – First day of classes
January 25, 2015 - Last day to Add/Drop classes
February 9-15, 2015 – Midterm week
February 18, 2015 - Midterm grades due from faculty
February 20, 2015 - Spring Graduation Applications due
February 22, 2015 - Last day to withdraw from class
March 15, 2015 – Last day of classes
March 18, 2015 – Final grades due from faculty

Summer 2015 Semester On-Campus

March 2, 2015 - Registration begins
May 1, 2015 - Registration and tuition payment deadline
May 4, 2015 - Late registration fees start
May 21, 2015 - New Student Orientation
May 25, 2015 - Memorial Day
May 26, 2015 - First day of classes/HS Summer Program
May 29, 2015 - Last day to add/drop classes
June 22-26, 2015 - Midterm week
July 1, 2015 – Midterm grades due from faculty
July 3-4, 2015 - Independence Day
July 10, 2015 - Last day to withdraw from classes
July 31, 2015 - Last day of classes/HS Summer Program
August 14, 2015 – Final grades due from faculty

Fall 2015 Semester On-Campus

March 2, 2015 - Registration Begins
August 7, 2015 - Registration and tuition payment deadline
August 10, 2015 - Late registration fees start
August 27, 2015 - In-state new student orientation
September 3, 2015 - Out-of-state new student orientation
September 7, 2015 - Labor Day
September 8, 2015 - First day of classes
September 11, 2015 - Last day to ADD classes
September 18, 2015 - Last day to DROP classes
September 30, 2015 - Fall Graduation Applications due
October 19-24, 2015 - Midterm week
October 28, 2015 – Midterm grades due from faculty
November 13, 2015 - Last day to WITHDRAW from classes
November 26-27, 2015 - Thanksgiving Break
December 19, 2015 - Last day of classes
December 23, 2015 – Final grades due from faculty
December 24, 2015- January 1, 2016 Winter Break

Personnel Addendum

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Remove from College Administrators:

Beth Violette, Director of Regulatory and Administrative Affairs
Rejino Castaneda, Vice President of Finance and Administration

Add/Edit to College Administrators:

Kenneth Banks, Senior Vice President of Finance and Accounting
Lauren Miklovic, Librarian and Resource Center Manager
Milla Zlatanov, Executive Director of Institutional Research and Quality Assurance
Nikki Love, Director of Compliance and Interim Director of Career Services

General Policies and Procedures Addendum

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Application Procedures (revised)

Applicants for admissions must submit the following to the Admissions Office:

1. Interview with a College admissions advisor,
2. A completed application form,
3. An essay from the applicant which describes his/her interest in Cogswell College's educational programs,
4. A completed recommendation form or recommendation letter,
5. An official high school transcript, or an official report of scores earned on the General Educational Development (GED) test, or proof of completion in a home school program,
6. A portfolio of original work for the Digital Arts and Animation (DAA), Digital Audio Technology (DAT), Game Design Art (GDA), and Digital Media Management programs, where applicable,
7. Complete placement tests in Mathematics, English and Music Theory, if applicable, to assess the competency level of each subject. Placement tests may be waived.

Subject	Passing Scores Engineering	Subject	Passing Scores Non-Engineering
English	70%	English	70%
Mathematics*	75% Online Test 70% Paper-based Test	Mathematics	65% Online Test 70% Paper-based Test
Music Theory	N/A	Music Theory	60% for DAT Non-Engineering

* Engineering students that score between 40-74% on the online, or 30-69% on the paper-based test, will be placed in MATH116. Engineering students that score 39% or less on the online, or 29% or less on the paper-based test, will be placed in remedial MATH003.

Requirements for Visitor Students (revised)

Visitors may register for classes by submitting:

1. A completed Visitor Registration Form
2. Pay the appropriate tuition prior to class start.

Current matriculated students have priority seating and visitors will be registered one (1) week prior to the semester. A visitor may only attend Cogswell Polytechnical College for up to 12 semester credits. In certain circumstances visitors may appeal the limit to Dean of College.

A Visitor may decide to apply to a degree-seeking status upon completion of admission requirements as listed in the current Catalog and Addendum.

Requirements for Auditing Students (revised)

Students will need to complete a registration form in-person available at the Registrar's Office. Students may then interview with faculty or Program Director for approval prior to registration. Form must be submitted to Registrar's Office for processing after fees have been met with the Financial Aid/Business Office and approval from faculty members has been received.

Students will be responsible to pay the audit fee, textbooks and supplies, if applicable. Refer to the Financial Information section for prices.

Once students register into courses in an audit status cannot change to any other status.

Requirements for Readmission (revised)

Students that have withdrawn/dropped from the College for 12 months or more since their last day of attendance must reapply by following the application procedures for admissions, as listed in this Catalog.

Students that have withdrawn/dropped from the College less than 12 months since their last day of attendance may request in writing to be readmitted. The request must address the reason(s) student stopped attending and include an action plan student will follow to ensure satisfactory completion of their program of study, if applicable.

In either scenario, if readmitted, students will return under any current academic, admission, curricula, academic procedures, and degree plans listed in the College Catalog and/or Addendum.

Requirements for International Students (revised)

Cogswell College welcomes students from other countries. International students must complete their Cogswell College application in time to process required documents with the United States Citizenship and Immigration Services (USCIS). International students may enroll as full-time students only. Applicants are to submit the following application materials to the Admissions Office, attention Designated School Official (DSO):

1. A completed application
2. An official transcript from each college attended. Applicants must have transcripts translated, if applicable, and evaluated by a member of the National Association of Credential Evaluation Services (NACES) or Association of International Credentials Evaluators (AICE).
3. All instruction is conducted in English. Proof of English language proficiency is required using one of the following methods:
 - TOEFL test results; the minimum accepted score is 525 (paper-based), 197 (computer-based), and 69 (internet-based)
 - IELTS test results: the minimum accepted score is 6.5 for undergraduate and 7.0 for graduate students.
 - Unless the native language of the international student is English, and the College can confirm the native language, then the student is not required to take the TOEFL or IELTS test. There is no limited amount of times a student can take the tests; test scores are valid for two (2)

years after the test date. The official scores becomes part of the permanent student record once the student has enrolled with the College.

- Students may also waive the English proficiency tests (TOEFL & IELTS) if students can provide evidence of receiving at least four (4) years educational training in English language. Students will then take Cogswell's placement exam to assess competency in English.

4. An affidavit of financial support.

In addition to the above, international students must fulfill all admission requirements prior to issuing a Form I-20. Consult the Admissions Department or Designated School Official for additional information.

Transfer of Credit Policy (revised)

In accordance with WASC, Senior College and University Commission's Transfer of Credit Policy Criteria, Cogswell assumes control of award of credits based on the following:

- Comparability and Applicability
- Balance in the use of Accreditation Status in Transfer Decisions
- Consistency
- Accountability for Effective Public Communication
- Commitment to Address Innovation
- Applicability of Credit for Degree Purposes
- Evaluation of Credit From Foreign Institutions

Residency Requirements

At a minimum, a student enrolled in an undergraduate program must complete at least 25% of the program of study in residence with Cogswell College (example: Program of study with 120 credits must complete a minimum of 30 credits in residence).

At a minimum, a student enrolled in a graduate program must complete at least 75% of the program of study in residence with Cogswell College (example: Program of study with 30 credits must complete 22 credits in residence).

Evaluation of Transfer Credit

Cogswell College has developed and implemented a transfer credit policy and implementation practices for consistent application to all students. Full and accurate disclosure of policies and practices are important to ensure to all Cogswell College transfer applicants that the transfer process is built on a strong commitment to fairness and effectiveness.

Award of transfer of credit toward program completion is based upon; 1) comparability of transfer credit to requirements of the specific course in a selected program of study, and 2) compliance with stated criteria for this credit at Cogswell College.

Criteria for consideration of transfer of credit are contingent on the following conditions:

1. For undergraduate students, coursework completed must have a minimum grade of "C". For graduate students, coursework completed must have a minimum grade of "B". Courses taken for credit with a "P" grade may be transferred if a clearly defined institutional policy identifies the "P" grade as equivalent to a "C" or better for undergraduate work, or a grade of "B" or better for graduate study.
2. Cogswell does not accept work experience, physical education, English as a second language (ESL), or developmental/remedial courses.

3. Cogswell will consider foreign postsecondary official transcripts if evaluated and translated by a member of National Association of Credential Evaluation Services (NACES) or Association for International Credentials Evaluators, INC. (AICE).
4. Courses completed beyond ten (10) years are evaluated on a case-by-case basis.
5. Coursework must have been completed at the same level (upper or lower) as course for which is deemed comparable.
6. Coursework must be awarded for credit value comparable to, or greater than, that required for Cogswell course (i.e., semester or quarter converted basis must equal or exceed that required by Cogswell).
 - a. Conversion of quarter credit to semester credits is as follows:
 3 semester credits equate to 4.5 quarter credits. (multiply semester credits by 1.5)
 4.5 quarter credits are equal to 3 semester credits (divide credits by 2/3rds)
7. Official Transcripts must be sent directly to the Registrar's Office within 30 calendar days of the start of a semester. Transcripts marked "Unofficial" or "Issued to Student" will not be considered for evaluation for transfer credit.

Credits Earned at the U.S. Armed Forces Institute

Credit will be awarded, at the sole discretion of the College, for U.S. Armed Forces Institute (USAFI) courses if in compliance with the Guide to the Evaluation of Educational Experiences in the Armed Forces, published by the American Council on Education (ACE).

College Level Examination Program (CLEP)

Students may receive college credit for certain courses through exams administered by the College Level Examination Program (CLEP) and the Defense Activity for Non-Traditional Education System (DANTES). Both programs are governed by the College Entrance Examination Board. Minimum passing scores are detailed in the tables below.

CLEP Subject	Pass	Cogswell Equivalent	Credits
American Government	49+	SSC200 U.S. Government	3
American Literature	49+	ENG210 Cultural Diversity in Literature	3
Analyzing and Interpreting Literature	49+	ENG210 Cultural Diversity in Literature, or ENG230 Classics of the World Stage	3
Biology	49+	GE: Physical and Biological Sciences Requirement	3
Calculus	49+	MATH143 Calculus 1	4
Chemistry	49+	GE: Physical and Biological Sciences Requirement	3
College Algebra	49+	MATH115 College Algebra and Trigonometry	3
College Composition	49+	ENG100 English Composition	3
College Mathematics	49+		
English Composition Modular	49+	ENG100 English Composition	3
English Literature	49+	ENG210 Cultural Diversity in Literature, or ENG230 Classics of the World Stage	3
Financial Accounting	49+	DMM250 Financial Models and Management 1	3
History of the US I	49+	SSC200 U.S. Government	3
History of the US II	49+	HUM200 History of the Modern World	3
Humanities	49+	GE: Letters Requirements	3
Introductory to Business Law	49+	DMM110 Digital Media Business Models 1	3

Natural Sciences	49+	GE: Physical and Biological Sciences Requirement	3
Pre-Calculus	49+	MATH116 Pre-Calculus	4
Principles of Management	49+	DMM110 Digital Media Business Models 1	3
Principles of Marketing	49+	DMM141 Digital Media Marketing	3
Principles of Microeconomics	49+	GE: Comparative Systems Requirements	3
Social Sciences and History	49+	GE: Comp or Social	3
Western Civilization I: Ancient Near East to 1648	49+	HUM122 World Music	3
Western Civilization II: 1648 to the Present	49+	HUM125 Music in Western Culture	3

DANTES DSST Subject	Pass	Cogswell Equivalent	Credits
Art of Western World	48+	HUM120 The Nature and History of Western Art, or HUM130 Modern Art History	3
Business Ethics and Society	400+	DMM365 Ethics, Development and Responsibility Management	3
Business Law II	44+	DMM125 Cover Your Assets	3
Ethics in America	46+/400+	DMM365 Ethics, Development and Responsibility Management	3
Fundamentals of College Algebra	47+/400+	MATH115 College Algebra and Trigonometry	3
Introduction to Business	46+/400+	DMM110 Digital Media Business Models I	3
Principles of Finance	46+/400+	DMM250 Financial Models and Management 1	3
Principles of Physical Science I	47+	GE: Physical and Biological Sciences Requirement	3
Technical Writing	49+	ENG220 Technical Writing	3
West Europe Since 1945	49+	HUM200 History of Modern World	3

Advanced Placement Program

Students may receive college credit for certain courses based on scores of the Advanced Placement Test (AP). Credit in appropriate courses will be given for examinations passed with a score of 3 or higher. These tests are administered by national testing organizations and test results must be sent directly to the College by the organization in order to be valid. The following Advanced Placement Courses transfer directly into Cogswell courses:

AP Test	Cogswell Class
AP Music Theory	DAT102 Music Theory 1
AP Studio Art 2D Design Portfolio	DAA100 2D Design 1
AP Studio Art Drawing Portfolio	DAA110 Sketching
AP Studio Art 3D Design Portfolio	DAA230 Introduction to Sculpture
AP Computer Science A	SWE 212 Java Programming
AP Microeconomics	DMM150 Digital Media Forecasting
AP Art History	HUM120 Nature and History of Western Art
AP English Language and Composition	ENG100 English Composition
AP English Literature and Composition	ENG230 Classics of the World Stage

AP United States Government and Politics	SSC200 U.S. Government
AP European History, or AP United States History, or AP World History	HUM200 History of the Modern World
AP Comparative Government and Politics	HUM200 U.S. Government
AP Calculus AB	MATH143 Calculus 1
AP Calculus BC	MATH144 Calculus 2
AP Psychology	SSC180 Introduction to Psychology
AP Physics 1, or AP Physics 2	SCI100 Basic Concepts in Physics
AP Physics 1 or B	SCI145 College Physics 1
AP Physics 3 or C	SCI245 College Physics 2

Credit by Examination Challenge

Under certain circumstances as determined by the appropriate Program Director/Chair and as approved by the Dean of the College, students may demonstrate competency and receive course credit by successfully completing associated examinations and/or assignments rather than attending class and meeting the course learning outcomes.

There is a \$75.00 non-refundable fee for taking a challenge examination. Examination may only be taken one (1) time. Challenge exams will only be given for lower division courses, excluding developmental/remedial courses. A course previously failed, withdrawn, audited, enrolled in, or one in which a student has received an Incomplete grade, may not be challenged.

See course listings for challenge examination availability.

Program	Course
Digital Art and Animation	DAA100 2D Design 1
Digital Art and Animation	DAA105 Color Theory
Digital Art and Animation	DAA106 Digital Imaging Concepts
Digital Art and Animation	DAA108 Introduction to Photography
Digital Art and Animation	DAA109 Web Design
Digital Art and Animation	DAA110 Sketching
Digital Art and Animation	DAA115 Figure Drawing 1
General Education	ENG100 English Composition
General Education	ENG227 Scriptwriting
General Education	ENG228 Creative Writing
General Education	ENG250 Speech and Oral Communication
General Education	HUM120 The Nature and History of Western Art
General Education	HUM122 World Music
General Education	HUM125 Music in Western Culture
General Education	HUM130 Modern Art History
General Education	HUM200 History of the Modern World
General Education	HUM227 Film History

General Education	MATH115 College Algebra and Trigonometry
General Education	MATH116 Pre-Calculus
General Education	MATH143 Calculus 1
General Education	MATH144 Calculus 2
General Education	MATH245 Calculus 3
General Education	SSC200 U.S. Government
Engineering	SWE101 Introduction to Scripting: Python for Non-Programmers
Engineering	SWE110 C Programming
Engineering	SWE212 Java Programming

Students that desire to challenge must see the Registrar's Office. Please note that challenge examinations are not counted when determining full or part time status for the term.

Transfer of Credit After Matriculation

A student who is requesting to attend another academic institution may do so by completing a Transfer of Credit after Matriculation Permission Form available from the Registrar's Office. Students should not register at another academic institution until receiving confirmation Cogswell College has approved the proposed transfer credit. Students may only transfer a maximum of 20 semester credits after matriculation.

Approval requires the action of the Dean of the College and Registrar.

Students may need to provide the following information:

- Name of Institution
- Course Numbering System
- Credit Hour Policy
- Course Description
- Cogswell Equivalency
- Proof of Registration

Students that are attending another academic institution should consult with the Registrar; it is advised that students register for at least six credits with Cogswell Polytechnical College to be an active student. Students that are not registered for one (1) semester may be withdrawn, excluding summer semester.

No transfer credits will be accepted during the last 12 semester units of course work.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution (revised)

The transferability of credits you earn at Cogswell College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the baccalaureate and/or master degree you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the baccalaureate and/or master degrees that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Cogswell College to determine if your baccalaureate and/or master degree will transfer.

Articulation Agreements

Cogswell College establishes articulation agreements with other academic institutions. A list of those institutions can be found below:

- Ohlone College
- San Jose City College

To see the full agreement between both institutions, please visit the College website at www.cogswel.edu.

Registration and Records Addendum

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Waitlist (added)

Students that have been placed on the waitlist for a course may sit in class during the Add/Drop period only if there are seats available. Students that are registered and listed on the class roster have priority. Below are items students should know about attending a course while on a waitlist:

1. The faculty member for the assigned course has to permit a student to sit in class. Faculty may choose to now allow this on a per class basis and seat availability.
2. If by the end of the drop period, seats do not come available, a student will be removed from the waitlist and will not be able to continue with the course.
3. Sitting in class does not guarantee that the student will be registered into the course by the end of the add/drop period.
4. Students may be asked to leave upon faculty request at any time to accommodate students that are registered in the course.
5. If seats become available students will be registered into the course(s) by order listed on the waitlist.

Transcripts and Other Official Documents (revised)

Official and unofficial transcripts may be requested at the Registrar's Office, including other school documents. A \$10 fee will be assessed for each official transcript. Any request for unofficial transcripts or other official documents can be provided by the Registrar's Office at no charge.

Request must be completed online or complete the Document Request Form and return to the Registrar's Office via fax, school email, or mail.

Financial Information Addendum

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The following statement is to be removed: *The first three official transcripts and/or documents are free. More details are provided on the transcripts section of the catalog.*

Process for Withdrawing from Academic Institution (revised)

Students must provide notice to the Registrar's Office of intent to withdraw from the College. Notice must be made in writing and return any College property: i.e., ID Badge, library books and equipment, etc.

Student's Right to Cancel (revised)

You may cancel your enrollment with Cogswell Polytechnical College, without any penalty or obligation during the first seven (7) calendar days from the start of the program.

If you cancel, any payments you have made and any negotiable instruments signed by you shall be returned to you within 30 calendar days following the receipt of your notice to withdraw from the program.

If you have received any student ID/access badge, you must return the ID/access badge within 30 days of the date you signed your notice of cancellation.

To cancel your enrollment with Cogswell Polytechnical College you must mail or hand deliver a signed and dated copy of your written notice to:

Cogswell Polytechnical College
 Attn: Registrar's Office
 1175 Bordeaux Drive
 Sunnyvale, CA 94089

REMEMBER THAT YOU MUST CANCEL IN WRITING (email notification is not acceptable). You do not have the right to cancel by telephoning the school or by not attending class.

Refund Policy (revised)

Students who drop classes, with written notice, within the designated add/drop period are entitled to a refund of all monies paid for the dropped classes. Classes dropped after the add/drop period are not eligible for 100% refund. The College shall provide the refund no later than 30 days of receiving the notice to drop classes.

Students who withdraw from the College, with written notice, after the start of the semester will be subject to a pro-rata tuition charge; including students who are dismissed after 14 consecutive calendar days of absences from the last date of attendance. They will owe a percentage of their tuition corresponding to the last day of recorded attendance. A prorated refund from the first day of instruction, up to the 60th percent point in the academic period, will be applied to students who withdraw from Cogswell College. For example, the 60th percentile point will be equivalent to a 40% refund of tuition charges.

If applicable, refunds to agencies, private loans, scholarships, and to the student will be made within 45 days of the date the student is determined to have withdrawn.

The Technology, Associated Student Body, Credit by Examination, Late Registration, and Application for Student Housing Fee may be non-refundable. Fees may be refundable if written request of cancellation is submitted within the cancellation period. Please refer to the Other Charges and Fees Table.

The following is the refund percentage by calendar days, including holidays, for students:

Fall and Spring 15 Week Terms		Summer 12 Week Term	
1-7 Days (if written cancellation is received)	100%	1-7 Days (if written cancellation is received)	100%
Between 8 to 21 Days	80%	Between 8-15 Days	82%
Between 22 to 35 Days	66%	Between 16 to 29 Days	74%
Between 36 to 49	52%	Between 30 to 43 Days	57%
Between 50 to 63 Days	40%	Between 44 to 50 Days	40%
Beyond the 63 rd Day	0%	Beyond the 50 th Day	0%

Tuition and Fees Undergraduate Programs

Tuition Pricing Effective Fall 2015

Full-Time (12-16 Credits) Tuition and Expenses Per Semester	Without Housing	With Housing
Tuition Per Semester	\$8230	\$8230

Technology Fee	\$50	\$50
Associate Student Body Fee	\$40	\$40
Housing Fee	\$0	\$4,000
Estimated Total	\$8320	\$12,320

Part-Time (1-11 Credits) Tuition and Expenses Per Semester	Without Housing	With Housing
Tuition Per Credit	\$644	\$644
Technology Fee	\$50	\$50
Associate Student Body Fee	\$40	\$40
Housing Fee	\$0	\$4,000
Estimated Total	\$734 - \$7,174	\$4,734 - 11,174

Other Charges and Fees	Amount
Late Registration Fee (continuing students)	\$20 per class (non-refundable)
Official Transcript	\$10 per transcript
Graduation Fee	\$100
Credit by Examination Fee	\$75 per examination (non-refundable)
Audit Fee	\$500 per course (non-refundable)
Diploma Reprint	\$75
Student ID Card Replacement	\$10
Student Housing Application Fee	\$100 (non-refundable)

- Tuition is same for in and out-of-state students.
- The Associate Student Body Fee funds the Cogswell's Association Student Body (ASB), the student run organization that plans events and advocates for student needs.
- Student Housing Application Fee is effective Summer 2015. Housing fees are \$4,000 for a shared room in a shared apartment per semester.
- Tuition and fees are subject to change upon approval by the Board of Trustees.

STUDENT TUITION RECOVERY FEE

You must pay the state imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program who is a California resident or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:

1. You are not a California resident or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

To qualify for STRF reimbursement you must file a STRF application within one year of receiving notice from the Bureau that the school is closed. If you do not receive notice from the Bureau, you have four years from the date of closure to file a STRF application. If a judgment is obtained you must file a STRF application within two years of the final judgment.

It is important that you keep copies of the enrollment agreement, financial aid papers, receipts or any other information that documents the monies paid to the school. Questions regarding the STRF may be directed to:

Bureau for Private Postsecondary Education (BPPE)

Web site: www.bppe.ca.gov

Physical address: 2535 Capitol Oaks Drive, Suite 400, Sacramento, California, 95833

Mailing address: P.O. Box 980818, West Sacramento, California 95798-0818

Phone Number: Toll Free (888) 370-7589; (916) 431-6959

Fax: (916) 263-1897

Financial Aid Addendum

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Scholarships

Cogswell Polytechnical College offers need-based scholarships to students who are enrolled full-time in a degree program at Cogswell College and continue to show academic success throughout their program. This scholarship applies only to tuition and has no cash value. To be eligible for a scholarship, the student is required to maintain a minimum 2.5 cumulative grade point average throughout the program. If a student's

enrollment is canceled or the student withdraws prior to successfully completing the semester, the student will become ineligible for the scholarship.

Students who lose eligibility for failure to keep the minimum CGPA of 2.5 and enrolled in a full-time status may regain eligibility for future semesters only if they meet both the required minimum CGPA and full-time status.

For complete program details, please contact the Financial Aid Office.

General Policies Addendum

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Family Educational Rights and Privacy Act (FERPA)

Cogswell College complies with the Family Education Rights and Privacy Act (FERPA) regulations (also known as the Buckley Amendment (1974)). This act gives eligible students certain rights to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the College receives the request
2. The right to request the amendment of the student's education records that the student believes is inaccurate
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
4. The right to prevent disclosure of Directory information (Name, Degree received, Major and dates of attendance). If you wish to withhold the disclosure of all of the items of "Directory Information", complete the Directory Information Opt-Out Form and submit it to the Registrar. This form must be received by the Registrar prior to the close of the Course Add/Drop period in any given semester or term to ensure that the above information is not released for the remainder of the semester.
5. The right to be annually reminded about his/her rights under FERPA
6. 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 Department of Education that administers FERPA:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

The Buckley Amendment grants the College the authority to release directory information to any person on request, unless a student requests in writing that directory information be kept as private. The College directory information will be disclosed at the College's discretion. The College regards the following as directory information:

- Student's Name
- Dates of Attendance
- Degrees/Awards Earned
- Major Field Study

It is important that parents/eligible students have the opportunity to make informed decisions about the use of their student's directory information. However, there are times when schools must be allowed to implement policies that will permit them to effectively protect their students. As such, the Department of Education has

also changed the directory information exception to state that parents may not, by opting out of directory information, prevent a school from requiring a student to wear or present a student ID badge.

A copy of the Family Education Rights may be requested from the College or viewed at the following website <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Student Grievance and Complaint Procedure

A non-academic student complaint may be a complaint related to civil rights, services, violation of FERPA Regulations, or other complaints not academic in nature.

If a student has a complaint, he or she should initially attempt to resolve that issue with the other person(s) involved no later than two (2) weeks after the relevant incident/dispute. If the student is not satisfied with the outcome of that attempt, then he or she should submit a formal complaint, within 10 business days after the attempt to resolve the issue, by following the steps outlined below:

To file a formal complaint, the student must complete a formal letter outlining their grievance and complaint. The submission of this letter must be made to the Dean of Students. The Dean of Students will send an email acknowledging the initiation of the formal complaint process.

The Dean of Students will convene a meeting with the student either in person or via telephone conference call. The Dean will conduct any necessary investigation prior to the meeting. The Dean will make a recommendation taking all relevant factors into consideration.

If the student is unsatisfied with the response from the meeting with the Dean of Students, he or she may request a review of the complaint by the Dean of the College. At that time, the formal written complaint and the statement of facts as he or she understands them will be submitted to the Dean of the College. Within one (1) week of the time the Dean has received copies of the applicable documentation, at the Dean's sole discretion, grievance appeals may be held in one of the following two ways:

1. The Dean of the College will review the information provided by the student and administration. The Dean may convene a formal meeting with the student either in person or via telephone conference. Parties of interest may include the student, Dean of the College, and other official campus representatives deemed necessary. The Dean will render the final decision taking all relevant factors into consideration.

OR

2. The Dean of College will appoint an ad-hoc committee who will consider the written appeal. A telephone conference may be scheduled with the parties in question. After careful deliberation and consideration, the committee will recommend to the Dean of the College what should be done in the case. The Dean of the College will render the final decision taking all relevant factors into consideration.

If after this process you are still not satisfied, you may contact the following organizations:

- A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.
- The Department of Consumer Affairs, Consumer Information Division, 1635 North Market Blvd., Suite N 112, Sacramento, CA 95834, or call (916) 574-7720.
- You may also contact the State of California, Department of Justice, Office of the Attorney General, <http://oag.ca.gov/contact>.

Academic Policies Addendum

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On-Campus Attendance Policy

Cogswell students are expected to attend every class session scheduled for each course in which they enroll. Students who miss a class must arrange with instructors to take any examination or complete any make-up work at an alternate time. The following are the attendance policies that apply to all students at Cogswell:

- A student that does not attend an individual class for 14 consecutive calendar days may be withdrawn from the class by the College. A withdrawal “W” grade will be given if withdrawal occurs on or prior to the last day to withdraw deadline. A withdrawal after the last day to withdraw will be assigned a withdrawal fail “WF” grade.
- A student that is absent from all classes for 14 consecutive calendar days may be withdrawn from the school and subject to the refund policies. For each registered course, a withdrawal “W” grade will be given if withdrawal occurs on or prior to the last day to withdraw deadline. A withdrawal after the last day to withdraw will be assigned a withdrawal fail “WF” grade for each registered course.

Students may appeal the attendance policy as described in the Attendance Appeal Policy.

Online/Hybrid Attendance Policy

Cogswell provides two distance learning delivery methods with the utilization of a Learning Management System (LMS): e.g., ‘Online’ and ‘Hybrid.’ Distance learning courses are held Monday through Sunday.

Cogswell students registered for online courses are encouraged to participate often in each course they enroll. At a minimum, a student must submit a gradable item each week. A gradable item is defined as a threaded discussion, assignment, test, or quiz.

Cogswell students registered for hybrid courses will require students to attend, at the least, once a week in class lecture while submitting assignments via LMS.

The following are the attendance policies that apply to all students at Cogswell enrolled in any distance learning delivery method:

- A student that does not participate in an individual class for 14 consecutive calendar days (two (2) weeks) will be withdrawn from the class by the College. A withdrawal “W” grade will be given if withdrawal occurs on or prior to the last day to withdraw deadline. A withdrawal after the last day to withdraw will be assigned a withdrawal fail “WF” grade.
- A student that is absent from all classes for 14 consecutive calendar days (two (2) weeks) will be withdrawn from the school and subject to the refund policies described below. For each registered course, a withdrawal “W” grade will be given if withdrawal occurs on or prior to the last day to withdraw deadline. A withdrawal after the last day to withdraw will be assigned a withdrawal fail “WF” grade for each registered course.

Students may appeal the attendance policy to extenuating circumstances as described in the Attendance Appeal Policy.

Attendance Appeal Policy and Reinstatement

Students seeking to be readmitted to class after having been withdrawn for excessive absences should obtain an Appeal of Attendance Form from the Registrar's Office. Students will have seven (7) calendar days from the date of the withdrawal to complete the appeal.

The form must be completed and approved by the faculty for which student is seeking re-admittance.

If denied by the faculty, student may continue through the appeal process by submitting the form to the Registrar's Office on or before the deadline. A committee will assemble to review the appeal and any supporting documentation provided. A determination will be provided to the student within five (5) calendar days.

Until the decision has been finalized, students may not attend course(s) from which they are withdrawn.

Incompletes

An Incomplete ("I") grade may be used if the student has essentially completed the course except for a missing examination, project, or paper due to circumstances beyond the student's control. An Incomplete is not considered a grade, and will not satisfy the prerequisite requirement of any subsequent course.

It is the responsibility of the student to bring pertinent information to the instructor regarding why s/he cannot fulfill all the work during the current semester and to reach agreement on the means by which the remaining course requirements will be satisfied. If the instructor agrees, the instructor will submit a Petition for Incomplete Grade form with an "I" grade for that course for that semester.

It is a student's responsibility to follow up with the instructor to remove an Incomplete. The instructor will assign a final grade when the work agreed upon has been completed and evaluated. The instructor will then submit a Change of Grade form to the Registrar for processing.

Incomplete grade changes must be cleared within 30 calendar days from the last day of a semester. Failure to meet deadlines will result in the incomplete grade changed to the default grade. Exception may be considered under mitigating circumstances by providing supporting documentation.

Program/Course Addendum

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General Education Requirements

Class	Applicable Courses	Credits	Prerequisites
<i>*Remedial Classes</i>			
ENG050	Grammar & Composition	**3	None
MATH003	Intermediate Algebra	**3	None
<i>***Additional Math Class</i>			
MATH116	Pre-Calculus	**4	MATH003 or Placement Exam
<i>BASIC SKILLS – 9 credits in 3 areas</i>			
WRITTEN COMMUNICATION – 3 credits			
ENG100	English Composition	3	ENG050 or Placement Exam
ORAL COMMUNICATION – 3 credits			
ENG235	Art of Argumentation	3	ENG100
ENG250	Speech and Oral Communication	3	ENG100
ENG280	Apocalypse & The American Imagination	3	ENG100
HUM210	The Experimental Tradition in Film, Music, and Literature	3	ENG100
HUM240	Space, Time, Mind	3	ENG100
SSC210	Introduction to Consciousness	3	ENG100
CRITICAL THINKING – 3 credits			
ENG110	Critical Thinking	3	ENG100 or Approval
ENG220	Technical Writing	3	ENG 100
ENG235	Art of Argumentation	3	ENG100
ENG250	Speech and Oral Communication	3	ENG100
ENG280	Apocalypse & The American Imagination	3	ENG100
ENG300	Essentials of Written Communication	3	ENG100
HUM210	The Experimental Tradition in Film, Music, and Literature	3	ENG100
HUM240	Space, Time, Mind	3	ENG100
HUM227	Film History	3	ENG100
HUM228	Video Games and Society	3	ENG100
HUM230	History of Animation	3	ENG100
SSC210	Introduction to Consciousness	3	ENG100
<i>HUMANITIES & ARTS – 9 credits in three areas</i>			
ARTS – 3 credits			
HUM120	The Nature and History of Western Art	3	None
HUM122	World Music	3	None
HUM125	Music in Western Culture	3	None
HUM130	Modern Art History	3	None
HUM140	Modern Art History and Film	3	ENG100
HUM227	Film History	3	ENG100
HUM228	Video Games and Society	3	ENG100
HUM230	History of Animation	3	ENG100
LETTERS – 3 credits			
ENG227	Scriptwriting	3	ENG100
ENG228	Creative Writing	3	ENG100
ENG230	Classics of the World Stage	3	ENG100
ENG280	Apocalypse & The American Imagination	3	ENG100
HUM210	The Experimental Tradition in Film, Music, and Literature	3	ENG100
WRITTEN COMMUNICATION II – 3 credits			
ENG110	Critical Thinking	3	ENG100 or Approval
ENG220	Technical Writing	3	ENG100
ENG227	Scriptwriting	3	ENG100
ENG228	Creative Writing	3	ENG100
ENG230	Classics of the World Stage	3	ENG100
ENG235	Art of Argumentation	3	ENG100
ENG280	Apocalypse & The American Imagination	3	ENG100

ENG300	Essentials of Written Communication	3	ENG100
ENG310	Classics of Western Drama	3	ENG100
HUM227	Film History	3	ENG100
HUM228	Video Games and Society	3	ENG100
HUM230	History of Animation	3	ENG100
SSC230	Human Behavior and Entrepreneurship	3	ENG100
SOCIAL SCIENCES – 12 units in 3 areas			
HUMAN BEHAVIOR – 3 credits			
ENG280	Apocalypse & The American Imagination	3	ENG100
HUM228	Video Games & Society	3	ENG100
SSC180	Introduction to Psychology	3	ENG100
SSC210	Introduction to Consciousness	3	ENG100
SSC230	Human Behavior and Entrepreneurship	3	ENG100
COMPARATIVE SYSTEMS – 3 credits			
DMM150	Digital Media Forecasting	3	MATH115
HUM200	History of the Modern World	3	ENG100
HUM240	Space, Time, Mind	3	ENG100
SSC200	U.S. Government	3	ENG100
SSC332	Global Political Economics	3	ENG100
SOCIAL ISSUES – 3 credits			
ENG280	Apocalypse and The American Imagination	3	ENG100
HUM200	History of the Modern World	3	ENG100
SSC200	U.S. Government	3	ENG100
SSC230	Human Behavior and Entrepreneurship	3	ENG100
MATH & SCIENCES for Non-Engineering Majors – 9 credits in two areas			
MATHEMATICAL CONCEPTS & QUANTITATIVE REASONING – 3 credits			
MATH115	College Algebra and Trigonometry	3	MATH003 or Placement Exam
MATH116	Pre-Calculus	4	MATH003 or Placement Exam
MATH143	Calculus 1	4	MATH116
PHYSICAL & BIOLOGICAL SCIENCES – 6 credits			
SCI100	Basic Concepts in Physics	3	MATH115, 116, or 143
SCI110	Science of Motion: Humans, Animals, Objectives	3	MATH115, 116, or 143
SCI130	Basic Concepts of Anatomy and Physiology	3	MATH115, 116 or 143
SCI145	College Physics 1	4	MATH143
SCI200	General Science: Principles and Trends	3	SCI100, SCI110, SCI130, or SCI145
SCI220	Foundations of Musical Acoustics (Required for DAT)	3	SCI100 or SCI145
MATH & SCIENCES for Engineering Majors – 11 OR 12 credits in two areas			
MATHEMATICAL CONCEPTS & QUANTITATIVE REASONING – 4 credits			
MATH143	Calculus 1	4	MATH116
PHYSICAL & BIOLOGICAL SCIENCES – 7 or 8 credits			
SCI145	College Physics 1 (Required for engineering)	4	MATH143
SCI245	College Physics 2 (Required for SWE)	4	MATH143
SCI200	General Science: Principles and Trends	3	SCI100, SCI110, SCI130, or SCI145
SCI220	Foundations of Musical Acoustics (Required for DAT)	3	SCI100 or SCI145
UPPER-DIVISION GENERAL EDUCATION – 6 credits			
300-LEVEL GE ELECTIVE – 3 credits			
ENG300	Essentials of Written Communication	3	Junior Status
ENG310	Classics of Western Drama	3	Junior Status
HUM361	Contemporary Ethical Issues	3	Junior Status
SSC332	Global Political Economics	3	Junior Status
SENIOR-LEVEL RESEARCH & WRITING – 3 credits			
HUM400	Research & Writing Capstone Project	3	Senior status

Course Descriptions

DAA120 TRADITIONAL PAINTING (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

The course in painting emphasizes perception development through specific painting exercises to develop an orderly approach and disciplined perception. Students learn about painting materials and their specific uses, and increase their understanding of color theory. May be repeated once for credit with recommendation from the instructor. **Prerequisite:** DAA105 AND DAA110, **Co-requisite:** None

DAA320 Digital Painting may be used to satisfy course requirement in lieu of DAA120 Traditional Painting for certain educational programs such as Digital Arts and Animation.

DAA335 PORTRAIT SCULPTURE (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

Explores portrait sculpture for character development. Emotive qualities of human expression using plastine. Students focus on the anatomy of the head and neck as critical to the development of emotionally convincing characters. **Prerequisite:** DAA230, **Co-requisite:** None

DAA330 Figure Sculpture may be used to satisfy course requirement in lieu of DAA335 Portrait Sculpture.

DAA364 DRAWING ANIMATION 2 (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

A continuation of Drawing Animation 1. Further life studies of human figures and animals emphasizing anatomical simplification, clarity, and motion. Introduction to facial construction and expression. Students learn to incorporate layout, perspective, and backgrounds into character drawing. **Prerequisite:** DAA264. **Co-requisite:** None

DAA312 Animal Drawing and Motion may be used to satisfy course requirement in lieu of DAA364 Drawing Animation 2.

DAA365 3D ANIMATION 2 (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

Continuation of 3D Animation 1. Explores the creation of character walks, acting and posing using the animation software module. Introduction to character development, scene blocking, and animating using dialogue tracks, and quadruped walks. Uses provided 3D models for pantomime animation, staging, silhouette, performance, weight and overlap exercises that emphasize character.

Prerequisite: DAA360. **Co-requisite:** None

DAA321 Quadruped Animation may be used to satisfy course requirement in lieu of DAA365 3D Animation 2.

DAA440 MODELING 3 (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

Explores modeling of creatures and humans for interactive applications including games and cinematic work. Maintaining fidelity to reproduction of artwork and observed subjects, texturing and lighting. Students learn to parameterize for animation and muscular flow. **Prerequisite:** DAA340. **Co-requisite:** None

DAA465 3D ANIMATION 3 (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

Continuation of 3D Animation 2 with an emphasis on acting and performance. Advanced scene blocking for dialogue and introduction to facial animation and expression. Focus on refining animation, breaking joints for overlap, subtle movement and settling. Analysis of phonemes for speech and expression in eyes and mouth to maximize expression. Students will produce original animation with the option of using their own models. **Prerequisite:** DAA365 or DAA321. **Co-requisite:** None

DAT335 MUSIC PERCEPTION AND COGNITION (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	45	0	45

Survey of research on perceptual and cognitive theories of sound and music. Topics include characteristics of sound, anatomy of the ear, hearing function, cognitive skills related to music perception, and memory in music. **Prerequisite:** SCI100 or SCI145, **Co-requisite:** None

DAT342 INTERACTIVE GAME COMPOSITION (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

Advanced composition of videogame music. Analysis of settings, characters and gameplay for music support. Designing for adaptive evolution of musical themes. Orchestration aspects of adaptive music. Students will score model interactive projects. **Prerequisite:** DAT202 and DAT212. **Co-requisite:** None

DAT404 THE ULTIMATE ELECTRONIC MUSIC PRODUCTION (new)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

A study of a selection of electronic musical genres, production practices and the reproduction of elements characteristic to a set of genres. Focus on cultural forces, stylistic influences, music theory analysis and technological developments unique to the production of electronic music. Project work

includes the re-production of several ground-breaking musical works, advanced sound synthesis using hardware and software, specialized sequencing and mixing practices, remixing. Production of original music in a given style along with a presentation of the history, stylistic characteristics and evolution of a sub-genre. **Prerequisite:** DAT320 or Junior Level Status

DAT404 is equivalent in course learning outcomes as DAT303 or DAT338.

DAT483 DAT COLLABORATIVE PROJECT (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	15	60	75

A collaborative, potentially interdisciplinary, practical project. May be a live project with real-life client(s) and strict deadlines. Students work on two 7-week, or one 15-week full-cycle audio- or audiovisual production in an audio production team, where student may be required to fulfill various roles, typically that of an audio engineer, sound designer, composer and project manager. Full-cycle production may include client meetings, concept development, production and delivery. The lecture part of the course will include client communications, team management- and communication principles, the EER approach and file management practices. The deliverables of the course can be integrated into individual student portfolios. Prior approval required. **Prerequisite:** DAT320 or faculty approval for non-DAT majors. **Co-requisite:** None

ENG100 ENGLISH COMPOSITION (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	45	0	45

This course develops written communication and critical thinking skills. It explores techniques and practices of expository and argumentative writing. Students learn to generate ideas for writing based on readings, learn to organize and support their ideas, and learn to apply techniques of revision to produce polished, professional work. Content, format and correct grammatical structures are emphasized. **Prerequisite:** ENG050. **Co-requisite:** None

ENG110 CRITICAL THINKING (new)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	45	0	45

This course focuses on identifying and articulating skills needed for academic and professional success. Coursework provides instruction and practice in critical thinking and problem-solving through analysis of critical reading and reasoning, as well as through examination of problem-solving methodologies. Students learn to identify and resolve problems and to use research effectively to gather and evaluate relevant and useful information. **Prerequisite:** ENG100 or Advisor Approval

MATH115 COLLEGE ALGEBRA AND TRIGONOMETRY (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	45	0	45

Principles and applications of inequalities, functions and graphs, polynomials and rational functions, systems of equations and inequalities, matrices and determinants. Analytic geometry including conic

sections. Trigonometric functions, identities, equations, inverse functions, trigonometric applications including vector definition, operations, and dot product. Students are introduced to the basic concepts for computer graphics. **Prerequisite:** MATH003. **Co-requisite:** None

SCI100 BASIC CONCEPTS OF PHYSICS (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

Basic principles: motion, gravitation, electricity and magnetism, light, relativity and atomic physics. Students are introduced to the fundamentals of physics. **Prerequisite:** MATH115, MATH116, or MATH143. **Co-requisite:** None

SCI110 THE SCIENCE OF MOTION: HUMANS, ANIMALS, OBJECTS (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

Analysis of movement of biological systems and objects based on the mechanical principles of motion. Topics covered in lectures and labs: linear kinematics including walking, running, jumping, and climbing; kinematics of joints (elbows, knees, hips, etc.), angular kinematics, forces acting on a body and objects, work and energy, positive and negative work of muscles and total body, conservation of energy during body and object movement, center of mass and its calculation, torque, mechanical and anatomical levers, joint torque calculation and joint reaction force, rotational motion and angular momentum, buoyancy, lift and drag forces acting on wings, swimming propulsion. Fulfills the requirement for a basic lab science. **Prerequisite:** MATH115, MATH116, or MATH143. **Co-requisite:** None

SCI130 BASIC CONCEPTS OF ANATOMY AND PHYSIOLOGY (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

This course presents a systematic approach to the study of the human body beginning with an introduction to anatomical terminology. Topics covered include the gross and microscopic anatomy of the following system: skeletal; muscular, nervous, circulatory, respiratory, digestive, urinary and reproductive. Laboratory work will parallel and reinforce concepts introduced in the lectures, using practical models and other visual aids. **Prerequisite:** MATH115, MATH116, or MATH143. **Co-requisite:** None

SCI200 GENERAL SCIENCE: PRINCIPLES AND TRENDS (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

This course introduces the fundamentals of classical and modern physics. Topics include basic principles of mechanics, fluids and thermodynamics, waves motion, sound, light, electricity and magnetism, and modern physics, including special theory of relativity, quantum mechanics, atomic and nuclear physics. **Prerequisite:** SCI100, SCI110, SCI130, or SCI145. **Co-requisite:** None

SCI220 FOUNDATIONS OF MUSICAL ACOUSTICS (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

Waves and wave propagation, sound pressure level and measurement, reflection, absorption and diffusion. Acoustic characteristics of building materials, room acoustics. Bass traps, diffusers and other acoustic interventions. Acoustic aspects of studio design. **Prerequisite:** SCI100 or SCI145 **Co-requisite:** None

SSC230 HUMAN BEHAVIOR AND ENTREPRENEURSHIP (new)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	45	0	45

This course addresses the psychology of entrepreneurship: conceiving, creating, bootstrapping, managing, leading and potentially selling an innovative business idea. Our goal is to offer mission-critical concepts and best practices of entrepreneurship with a focus on psychology of business, social networking, influence, and leadership. Basic literacy in key areas of marketing, management, and finance combine with psychological profiling of entrepreneurs: Creative, innovative, passionate; self-confident; obsessive; oppositional-defiant. The course features discussion, peer engagement and social networking, case analysis, behavior journaling, and building a business plan for your own creative entrepreneurial idea. **Prerequisites:** ENG100

SWE101 INTRODUCTION TO SCRIPTING: PYTHON FOR NON-PROGRAMMERS (NEW)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

This class is a practical introduction to programming, using Python programming language. Topics include the concepts of declarative (“what”) versus imperative (“how”) programming, problem breakdown, and solution techniques. Emphasis is put on the syntax of the programming language, and the process of starting with a problem and writing a program to solve it. Students will implement several small programming projects during the course. **Prerequisite:** None **Co-requisite:** None

SWE102 INTRODUCTION TO SCRIPTING: PYTHON FOR PROGRAMMERS (NEW)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

This class is a practical introduction to programming, using Python programming language. Topics include the concepts of declarative (“what”) versus imperative (“how”) programming, problem breakdown, and solution techniques. Basic subjects and terms in computer science will be introduced, such as data-structures, efficiency of a program, object-oriented programming, and Model-View-Controller paradigm. Emphasis is put on the syntax of the programming language, and the process of starting with a problem and writing a program to solve it. Students will implement several small programming projects during the course. **Prerequisite:** None **Co-requisite:** None

SWE449 TOOLS PROGRAMMING (revised)

Semester Credits	Lecture Hours	Lab Hours	Total Contact Hours
3	30	30	60

Advance Scripting. Mel Scripting. C++ Plug-in. **Prerequisite:** SWE315 or Program Director approval.
Co-requisite: None