

# **COLUMBIA COLLEGE HOLLYWOOD**

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## **2019 CATALOG ADDENDUM 3**

Effective September 30, 2019

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The information contained in the current catalog and in this addendum is certified true and correct in content and policy at the time of publication. This addendum becomes an integral part of the current catalog as of its effective date

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# ADMISSIONS

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## APPLICATION DEADLINES

Columbia College Hollywood actively fosters a supportive, hands-on learning environment with small class sizes on campuses in Los Angeles and Chicago. Prospective students are encouraged to apply online for early decision admission online via the Common Application®.

Prospective students will be considered for admission on a space available basis or will be placed on a waiting list depending on program availability.

## EARLY DECISION ACCEPTANCE

Acceptance by early decision is only available when applying via the Common Application® online at [apply.commonapp.org](http://apply.commonapp.org). A prospective student who applies via the Common Application® and is accepted by early decision must promptly withdraw all applications submitted to other colleges and universities and make no additional applications to any other university in any country.

If an applicant accepted by early decision is seeking financial aid, withdrawal of applications to other institutions is not required until the applicant receives notification of financial aid offered.

## CONDITIONAL ADMISSIONS DECISIONS

### CONDITIONAL ACCEPTANCE

Under special conditions or extenuating circumstances, the Admissions Review Committee or an Admissions Counselor may recommend the conditional acceptance of an applicant who does not meet minimum requirements for admission to the college. When granting conditional acceptance, the college may impose special conditions on the applicant including requiring specific additional documentation. All special conditions must be met, and the student must maintain the minimum standards of Satisfactory Academic Progress (SAP) required for all Columbia College Hollywood students.

## VA EDUCATIONAL BENEFITS ADMISSIONS

Students using Vocational Rehabilitation and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33) will be allowed to enroll in and attend courses and access campus facilities while the college awaits payment for tuition and fees from the VA.

While awaiting receipt of funds from the VA, Columbia College Hollywood will not impose any penalty, charge late fees, or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins on the date the student provides appropriate documentation and continues until funds are received from the VA, up to 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at <https://www.benefits.va.gov/gibill>.

# FINANCIAL INFORMATION

## TUITION PAYMENTS AND DEADLINES

Tuition and related fees for each quarter, including the net balance of any approved and expected financial aid disbursements, are due and payable on or before first day of the quarter. Payments may be made by cash, personal check, cashier's check, money order, major credit card, or wire transfer. Students may pay in person in the Business Office or Student Accounts Office.

*Note: A 2.5% credit card processing fee will apply to all student account payments by credit card or debit card.*

## FEE SCHEDULES

The following fees are charged directly to student accounts and are non-refundable. The Enrollment Deposit may be refunded upon cancellation of enrollment. See the Refund Policy for more information.

2019 LOS ANGELES MAIN CAMPUS FEE SCHEDULE		
Fee Type	Payable	Amount
Application Fee (non-refundable)	one time	\$50.00
Enrollment Deposit (applicable to cost of tuition)	one time	\$250.00
I-20 Processing Fee (international students only)	one time	\$125.00
Student Accident Insurance Fee	quarterly	\$50.00
Production Insurance Fee: Cinema students	quarterly	\$115.00
Production Insurance Fee: VFX & GDIM students*	only when required by course	\$115.00
Laptop computer for VFX & GDIM, estimated**	one time	\$2,500.00
Housing Application Fee (non-refundable)	one time	\$50.00
Housing Security Deposit (refundable)***	each lease term	\$250.00
Voluntary Room Change Fee	each occurrence	\$100.00
Add'l Housing Cleaning & Repair Charges****	each occurrence	as billed
Unreturned Housing Security Access Card	each occurrence	\$50.00
Transcript Fee - Standard Mail	each transcript	\$6.00
Transcript Fee - Rush via Standard Mail	each transcript	\$10.00
Transcript Fee - Rush via Fedex	each transcript	\$35.00
Transcript Fee - International Overnight	each transcript	\$60.00
Degree Petition Fee	each occurrence	\$150.00
Diploma Replacement Fee	each occurrence	\$150.00
Tuition Payment Plan Set-up Fee*****	quarterly	\$100.00
Credit/Debit Card Payment Processing Fee	each occurrence	2.5%
Tuition Late Payment Fee	each occurrence	\$35.00
Missed Financial Aid Deadline Fee	once per academic year	\$150.00
NSF Returned Check Fee/Returned ACH Deposit Fee	each occurrence	\$25.00
Library Late Return Fee	per item	\$5.00
Late Equipment Return Fee	per item, per day	\$20.00
Equipment Abandonment Fee	each occurrence	\$20.00
Unreturned Campus Security Access Card	each occurrence	\$5.00

*\*For students enrolled in BFA Graphic Design + Interactive Media or BFA Visual Effects, production Insurance is charged only for the quarter in which they are enrolled in a production-based course requiring use of Equipment Room resources.*

*\*\*Once purchased, the laptop computer is owned by the student. If the student's laptop computer is lost, stolen, or damaged, the student is solely responsible for all repair and replacement costs.*

*\*\*\*When a student vacates a student housing unit, the Housing Security Deposit is refunded less actual billed charges for move-out cleaning and damage repairs for which the student is responsible.*

*\*\*\*\*Only actual billed costs of cleaning and/or damage repairs will be billed to the student's account. If, upon move-out, the actual billed cost of cleaning and/or damage repairs exceeds the amount of the student's Housing Security Deposit, the additional cleaning and/or repair charges will be billed to the student's account.*

*\*\*\*\*\*The Tuition Payment Plan Set-up fee is waived for students who enroll in a Tuition Payment Plan using auto-debit as the form of payment. If an auto-debit payment is declined, the \$100 Tuition Payment Plan Set-up Fee will be automatically charged to the student's account.*

2019 FLASHPOINT CHICAGO FEE SCHEDULE		
Fee Type	Payable	Amount
Application Fee (non-refundable)	one time	\$50.00
Enrollment Deposit (applicable to cost of tuition)	one time	\$250.00
I-20 Processing Fee (international students only)	one time	\$125.00
Student Accident Insurance Fee	quarterly	\$50.00
Production Insurance Fee: Cinema students	quarterly	\$115.00
Production Insurance Fee: VFX & GDIM students*	only when required by course	\$115.00
U-Pass CTA Fee (full-time students only)	quarterly	\$94.00
Transcript Fee - Standard Mail	each transcript	\$6.00
Transcript Fee - Rush via Standard Mail	each transcript	\$10.00
Transcript Fee - Rush via Fedex	each transcript	\$35.00
Transcript Fee - International Overnight	each transcript	\$60.00
Diploma Replacement Fee	each occurrence	\$150.00
Tuition Payment Plan Set-up Fee**	quarterly	\$100.00
Credit/Debit Card Payment Processing Fee	each occurrence	2.5%
Tuition Late Payment Fee	each occurrence	\$35.00
Missed Financial Aid Deadline Fee	once per academic year	\$150.00
NSF Returned Check Fee/Returned ACH Deposit Fee	each occurrence	\$25.00
Library Late Return Fee	per item	\$5.00
Campus Security Access Card Replacement Fee	each occurrence	\$10.00
Campus Security Access Card Lanyard Replacement Fee	each occurrence	\$5.00

*\*For students enrolled in the following degree programs, production Insurance is charged only for the quarter in which they are enrolled in a production-based course requiring use of Equipment Office resources: BFA Graphic Design + Interactive Media, BFA Visual Effects, AFA Design + Visual Communication, AAS Film, AAS Recording Arts, AFA Visual Effects.*

*\*\*The Tuition Payment Plan Set-up fee is waived for students who enroll in a Tuition Payment Plan using auto-debit as the form of payment. If an auto-debit payment is declined, the \$100 Tuition Payment Plan Set-up Fee will be automatically charged to the student's account.*

## VA EDUCATIONAL BENEFITS

Students using Vocational Rehabilitation and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33) will be allowed to enroll in and attend courses and access campus facilities while the college awaits payment for tuition and fees from the VA.

While awaiting receipt of funds from the VA, Columbia College Hollywood will not impose any penalty, charge late fees, or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins on the date the student provides appropriate documentation and continues until funds are received from the VA, up to 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

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# FINANCIAL AID

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## SCHOLARSHIPS

Columbia College Hollywood is committed to cultivating, inspiring, and empowering students with a wide variety of need- and merit-based scholarships and grants. Unlike student loans, these scholarships and grants don't have to be repaid and are awarded exclusively to Columbia College Hollywood students enrolled on the Los Angeles Main Campus, at Flashpoint Chicago, and online.

Each scholarship or grant has specific eligibility requirements, application instructions, and submission deadlines. Once awarded, some scholarships can be renewed annually, if qualifications are met. New students are encouraged to apply for all scholarships for which they may be eligible, as some scholarships can be combined up to an award total of \$30,000 over the duration of a degree program. The Financial Aid staff is ready to help students identify and apply for all scholarships and grants for which they may qualify.

Students should contact their Admissions Counselors for instructions on how to submit applications and required materials.

Students must submit a FAFSA or Dream Act application by March 2 to be considered eligible for scholarships awarded during the Spring Quarter (not required for students entering on an F-1 visa).

International students are not eligible for need-based scholarships, including the Opportunity Grant. If awarded a scholarship, an international student must also submit a statement of financial support providing proof of funding that meets or exceeds the minimum amount required cover the cost of attendance.

All institutional grants and scholarships are nontransferable and carry no redeemable cash value. Credit balances created as the result of the application of an institutional grant(s) or scholarship(s) to a student's ledger will be retained on the student's ledger and applied to the subsequent term(s) until exhausted.

## SERVICE + LEADERSHIP SCHOLARSHIP

Los Angeles • Chicago • Online

This scholarship recognizes the extraordinary effort of students who have taken initiative to actively contribute to contribute to society in a meaningful way.

VALUE: Up to \$20,000 total for a BFA program. Up to \$10,000 for an associate degree program.

ELIGIBILITY: To be eligible for the Service + Leadership Scholarship, a student must:

- Be a new, 1st term student
- Enroll in a minimum of 8 credit units
- Submit a Personal Essay of 500 words or more that demonstrates the applicant's engagement in a significant community initiative that has a positive impact on the lives of others.
- Submit two letters of recommendation from an appropriate reference, such as an adult supervisor or administrator in the community initiative, teacher, or counselor. Letters of recommendation must be sent directly to the college by the recommender.
- For continued eligibility beyond the first academic year (AY1), students must maintain a CGPA of 3.0 or higher and enroll in a minimum of 8 credits per term.

DISTRIBUTION: The maximum annual award is \$5,000 per academic year, awarded in three equal per-term installments. To receive the maximum award, the recipient must enroll in 16 credit hours per term. Awards are prorated for each term in which the recipient enrolls in less than 16 credit hours.

## COMMUNITY PARTNER GRANT

Los Angeles • Chicago • Online

As a nonprofit institution committed to serving the surrounding community, the college offers a limited number of grants to extraordinary students based on the recommendation of our sponsoring community partner organizations and individuals.



VALUE: 50% reduction in the cost of tuition

ELIGIBILITY: To be eligible for the Community Partner Grant, a student must:

- Be a new, 1st term student
- Enroll in a minimum of 8 credit units
- Submit two letters of recommendation from the student's sponsoring community partner organization or individual asserting that the student has the drive, ability, and commitment to successfully complete a college degree program. If the applicant's high school CGPA falls below the minimum required for admission, the recommender must confirm that the applicant is prepared for the rigor of a Columbia College Hollywood program and help define additional assistance the applicant may need from the college. Letters of recommendation must be sent directly to the college by the recommender.
- For continued eligibility beyond the first academic year (AY1), students must maintain a CGPA of 3.0 or higher and enroll in a minimum of 8 credits per term.

DISTRIBUTION: Awarded each term at the rate of 50% of the student's tuition cost for enrolled credits.

### **TRANSFER STUDENT SCHOLARSHIP**

Los Angeles • Chicago • Online

This scholarship is awarded to new 1st term students who have successfully transferred 12 or more credit units to Columbia College Hollywood that were earned at an eligible prior college or university. Please see the *Transfer Credit Policy* for details. The Transfer Student Scholarship may not be combined with an Achievement Grant.

VALUE: Up to \$25,000 per program

ELIGIBILITY: To be eligible for the Transfer Student Scholarship, a student must:

- Be a new, 1st term transfer student
- Enroll in a minimum of 8 credit units
- Successfully transfer 12 or more credits earned at a prior institution
- Los Angeles and Online applicants: Show a CGPA of 2.75 or higher on a 4.0 scale from the most recently attended eligible institution
- Flashpoint Chicago applicants: Show a CGPA of 2.5 or higher on a 4.0 scale from the most recently attended eligible institution
- For continued eligibility beyond the first academic year (AY1), students must maintain a CGPA of 3.0 or higher each term and enroll in a minimum of 8 credits per term.

DISTRIBUTION: Awarded on a sliding scale based on CGPA at the time of transfer/admission. Awards are prorated if the recipient enrolls in less than 16 credit hours per term.

Los Angeles campus and Online programs:

3.75 - 4.0 CGPA: \$25,000 Scholarship awarded at \$6,250/yr or \$2,083/16 credit term  
3.25 - 3.74 CGPA: \$22,000 Scholarship awarded at \$5,500/yr or \$1,833/16 credit term  
2.75 - 3.24 CGPA: \$20,000 Scholarship awarded at \$5,000/yr or \$1,666/16 credit term

Flashpoint Chicago campus:

3.5 - 4.0 CGPA: \$25,000 Scholarship awarded at \$6,250/yr or \$2,083/16 credit term  
3.0 - 3.49 CGPA: \$22,000 Scholarship awarded at \$5,500/yr or \$1,833/16 credit term  
2.5 - 2.99 CGPA: \$20,000 Scholarship awarded at \$5,000/yr or \$1,666/16 credit term

### **OPPORTUNITY GRANT**

Los Angeles • Chicago • Online

The Opportunity Grant provides extra tuition assistance for the 1st academic year to new students who demonstrate financial need.

VALUE: Up to \$2,000 for the 1st academic year

**ELIGIBILITY:** To be eligible for the Opportunity Grant, a student must:

- Be a new, 1st term student
- Be Pell Grant eligible
- Show a Post-verification (if selected) Expected Family Contribution (EFC) of 1,000 or below.

**DISTRIBUTION:** Awarded in three equal installments during the 1st academic year. For students enrolled on the Los Angeles campus or in an Online program, the award is prorated for terms in which the recipient enrolls in less than 16 credits.

## **ACHIEVEMENT SCHOLARSHIP**

Los Angeles • Chicago • Online

The Achievement Scholarship is a merit-based scholarship awarded to new, first-time students and new, 1st term transfer students.

The Transfer Student Scholarship may not be combined with an Achievement Scholarship. Transfer students who transfer less than 12 credits and meet all eligibility requirements are eligible for the Achievement Scholarship only.

**VALUE:** Up to \$20,000 total per program for bachelor's degree students or up to \$6,000 total per program for associate degree students.

**ELIGIBILITY:** To be eligible for the Achievement Scholarship, a student must:

- Be enrolled as a new, 1st term student
- Los Angeles campus and Online: Show proof of an unweighted CGPA of 2.75 or higher on a 4.0 scale from the most recently attended accredited institution
- Flashpoint Chicago: Show proof of an unweighted CGPA of 2.5 or higher on a 4.0 scale from the most recently attended accredited institution
- Enroll for a minimum of 12 credits in the first term
- For continued eligibility beyond the first enrolled quarter, students must maintain a CGPA of 3.0 or higher during each term and enroll in a minimum of 12 credits per term.

**DISTRIBUTION:** Award funds are applied in equal installments during each academic year. Students enrolled for 16 credits per term will receive the full scholarship award for the term. Students enrolled for 12 credits per term will receive 75% of the scholarship award for the term.

Amounts distributed over four years for a bachelor's degree program (16 credits per term):

AY1: \$2,000 - Maximum term award of \$667  
AY2: \$4,000 - Maximum term award of \$1,334  
AY3: \$6,000 - Maximum term award of \$2,000  
AY4: \$8,000 - Maximum term award of \$2,667

Amounts distributed over two years for an associate degree program (16 credits per term):

AY1: \$2,000 - Maximum term award of \$667  
AY2: \$4,000 - Maximum term award of \$1,334

Award amounts are prorated based on any incoming transfer credit. For example, if an incoming student has four quarters remaining to complete an associate program and enrolls in 16 credits per term to successfully complete the degree program, the maximum Achievement Scholarship award amount would be \$3,334 (\$667 in Q1 funding + \$667 Q2 funding + \$666 in Q3 funding + \$1,334 in Q4 funding).

## **FUTURE FILMMAKER SCHOLARSHIP**

Los Angeles • Chicago

The Future Filmmaker Scholarship is for incoming BFA Cinema and AAS Film program students that demonstrate early initiative and creative potential through a portfolio of film and video work.

**VALUE:** Up to \$10,000 per first academic year

**ELIGIBILITY:** To be eligible for the Future Filmmaker Scholarship, a student must:

- Be a new, 1st term student
- Provide a portfolio of samples of original creative work meeting the published criteria to be reviewed by the Scholarship Committee
- Enroll for a minimum of 12 credits
- Submit the \$250 enrollment deposit prior to submission of work samples

**DISTRIBUTION:** Award funds are applied in equal installments during the first successfully completed academic year.

**SUBMISSION GUIDELINES:** Applicants must submit a portfolio that demonstrates creativity, skill, and collaboration in the area of film through work samples that meet the below criteria. Portfolios will be judged based on the student's vision as evidenced by originality and clarity of story, technical ability, and overall production quality.

Film portfolio submissions must include:

- Minimum one-page write-up that describes the following:
  - The applicant's specific contribution to the work
  - The inspiration for the piece
  - The aesthetic and creative concepts for the piece
- Five pieces of work submitted according to any of the below specifications:
  - Films: Duration: 10 minutes or under (file format: .mov)
  - Still Photographs (file format: .jpg or .PDF)
  - Screenplays, Written Stories, Essays (file format: PDF)
  - Storyboards accompanied by Shot List (file format: .jpg or .PDF)

## **PIXEL PUSHER SCHOLARSHIP**

Los Angeles • Chicago • Online

The Pixel Pusher Scholarship is designed for incoming BFA VFX, BFA Graphic Design + Interactive Media, AFA Design + Visual Communications, and AFA VFX + Animation students who demonstrate initiative and creative potential via submission of a portfolio of work in their chosen field of study.

**VALUE:** Up to \$10,000 per first academic year

**ELIGIBILITY:** To be eligible for the Pixel Pusher Scholarship, a student must:

- Be a new, 1st term student
- Provide a portfolio of samples of original creative work meeting the published criteria to be reviewed by the Scholarship Committee
- Enroll for a minimum of 12 credits per term
- Submit the \$250 enrollment deposit prior to submission of work samples

**DISTRIBUTION:** Award funds are applied in equal installments during the first academic year.

**SUBMISSION GUIDELINES:**

Graphic Design + Interactive Media and Design + Visual Communication submissions must include:

- 7-10 pieces of work
- File Format: .PPT or .PDF
- Work must be done by the applicant
- Can be traditional art, photography, or design work

VFX and VFX + Animation submissions must include:

- 7-10 pieces of work
- File Format: .PPT or .PDF
- Work must be done by the applicant
- Can be traditional art, photography, design, or animated work.
- If the piece is animated, please submit a Vimeo link to a hosted version of the video file.

## **EMERGING ENGINEER SCHOLARSHIP**

Flashpoint Chicago only

The Emerging Engineer Scholarship is for incoming Recording Arts students that demonstrate early initiative and creative potential through a portfolio of audio work.

VALUE: Up to \$10,000 per first academic year

ELIGIBILITY: To be eligible for the Emerging Engineer Scholarship, a student must:

- Be a new, first term student
- Provide a portfolio of samples of original creative work meeting the published criteria to be reviewed by the Scholarship Committee.
- Enroll for a minimum of 12 credits per term
- Submit the \$250 enrollment deposit prior to submission of work samples

DISTRIBUTION: Award funds are applied in equal installments during the first successfully completed academic year.

SUBMISSION GUIDELINES: Applicants must submit a portfolio that demonstrates creativity, skill, and collaboration in the area of recording arts through work samples that meet the below criteria.

Deliver a portfolio of one of the following:

- Music Portfolio: Personally-recorded and/or mixed songs or instrumentals
- Sound Design Portfolio: Original sound design work for film, theater, other media
- Mixed Music/Sound Design Portfolio

MUSIC PORTFOLIO submissions must include:

- Minimum one-page write-up that describes the following:
  - The applicant's specific contribution to the work
  - Instrumentation of the songs
  - The approach to the recordings/mixes/designs
  - Music selections/songs with a minimum of 3-minutes in length
  - There are no musical style criteria. However, music that incorporates recording with mixing human voice and/or physical instruments will take precedence over use of electronic instruments/softsynths.
- Music selections/songs must be delivered in accordance with the following specifications:
  - File format: Stereo .wav files
  - Minimum 16-bit
  - 44.1 kHz

SOUND DESIGN portfolio submissions must include:

- Minimum one-page write-up that describes the following:
  - The applicant's specific contribution to the work
  - The aesthetic and creative concepts behind the creator's design
  - Original work only that is of sufficient length to show quality and creativity, delivered in accordance with the below specifications:
- Sound design for visual media - file format: .mov
- Original sound design not synced to visual media - file format:
  - File Format: stereo .wav files
  - Minimum 16-bit
  - 44.1 kHz

## **FLASHPOINT ALUMNI SCHOLARSHIP**

Flashpoint Chicago only

The Flashpoint Alumni Scholarship is a special scholarship aimed at recognizing alumni achievements and in support of the future education and career goals of a Flashpoint Chicago associate degree graduate.

VALUE: \$5,000 total per BFA program

**ELIGIBILITY:** To be eligible for the Flashpoint Alumni Scholarship, a student must:

- Be a graduate of a Flashpoint Chicago associate degree program
- Be accepted into a Columbia College Hollywood BFA program that continues the graduate's area of study
- Enroll for a minimum of 12 credits per term

**DISTRIBUTION:** Award funds are applied in equal installments during the academic year. Students enrolled for 16 credits per term will receive the maximum award of \$834 per term. Students enrolled for 12 credits per term will receive a reduced award of \$625 per term.

*\*The Alumni Scholarship cannot be combined with the Achievement Scholarship. The award determination will be based on the continuing graduate's eligibility for each award and will take into consideration which scholarship provides the greater financial benefit to the student.*

## **FLASHPOINT PRESIDENTIAL SCHOLARSHIP**

Flashpoint Chicago only

The Presidential Scholarship is awarded to students who demonstrate achievement in academics throughout their enrollment in a degree program at Flashpoint Chicago.

**VALUE:** Up to \$10,000 per awarded academic year

**ELIGIBILITY:** To be eligible for the Presidential Scholarship, a student must:

- Maintain a cumulative GPA of 3.7 or above
- Successfully complete the first academic year, including a minimum of 36 quarter credit hours or 24 trimester credit hours or a combination equaling the same

**DISTRIBUTION:** Award funds are applied in three equal installments during the awarded academic year.

**SUBMISSION GUIDELINES:**

To apply for the Presidential Scholarship, students must:

- Submit an essay discussing their future goals and how this scholarship will help them reach those goals. Essays should be a minimum of 750 words.
- Submit a letter of recommendation from a full-time faculty member
- Email completed submissions to [flashpoint.presidentialscholarship@columbiacollege.edu](mailto:flashpoint.presidentialscholarship@columbiacollege.edu)

Awardees will be determined by Scholarship Committee review. Submissions are accepted at any time during the academic year. Flashpoint reserves the right to withhold the scholarship in any year in which, at the sole discretion of the Scholarship Committee, suitable candidates cannot be found among applicants. Final scholarship awards are at the sole discretion of the Scholarship Committee.

## **YELLOW RIBBON GI EDUCATION ENHANCEMENT SCHOLARSHIP PROGRAM**

Military Veterans

Los Angeles • Chicago • Online

Columbia College Hollywood participates in the Yellow Ribbon Scholarship Program to assist new and continuing veteran students in funding their education. Under the Yellow Ribbon Program, the college coordinates with the Veterans Benefit Administration (VBA) to ensure full coverage of a veteran's institutional charges from the college.

**VALUE:** The college's scholarship amount ensures that the veteran student's tuition and fees are covered 100% despite the annual cap set by the VA.

**ELIGIBILITY:** In order to access this benefit, a veteran student must qualify into the 100% coverage tier of the Chapter 33 Benefits Program.

**Note:** Students using Vocational Rehabilitation and Employment benefits (CH31) or Post-9/11 G.I. Bill® (CH33) will be allowed to enroll in and attend courses and access campus facilities while the college awaits payment for tuition and fees from the VA.

While awaiting receipt of funds from the VA, Columbia College Hollywood will not impose any penalty, charge late fees, or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins on the date the student provides appropriate documentation and continues until funds are received from the VA, up to 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at <https://www.benefits.va.gov/gibill>.

# CALENDAR

<b>2019</b>	
<b>FALL 2019</b>	
September 30	Fall Quarter begins
October 7	Add/Drop deadline @ 5:00 pm
November 11	Veterans Day (campus closed)
November 27-December 1	Thanksgiving Break (campus closed November 28-December 1)
December 2	Last day to withdraw from an individual course with a W grade
December 14	Last day of Fall Quarter classes
December 16	Winter Break begins
<b>2020</b>	
<b>WINTER 2020</b>	
January 13	Winter Quarter begins
January 20	Martin Luther King Jr. Day (campus closed)
January 21*	Add/Drop deadline @ 5:00 pm
March 13	Last day to withdraw from an individual course with a W grade
March 28	Last day of Winter classes
March 30	Spring break begins
<b>SPRING 2020</b>	
April 6	Spring Quarter begins
April 13	Add/Drop Deadline @ 5:00 pm
May 25	Memorial Day (campus closed)
June 5	Last day to withdraw from an individual course with a W grade
June 20	Last day of Spring Quarter classes
June 22	Summer Break begins
<b>SUMMER 2020</b>	
July 3-4	Independence Day (campus closed)
July 6	Summer Quarter begins
July 13	Add/Drop deadline @ 5:00 pm
September 4	Last day to withdraw from an individual course with a W grade
September 7	Labor Day (campus closed)
September 19	Last day of Summer Quarter classes
September 21	Fall Break Begins
<b>FALL 2020</b>	
September 28	Fall Quarter begins
October 5	Add/Drop deadline @ 5:00 pm
November 11	Veterans Day (campus closed)
November 25-29	Thanksgiving Break (campus closed November 26-29)
November 30	Last day to withdraw from an individual course with a W grade
December 12	Last day of Fall Quarter classes
December 14	Winter Break begins
<b>WINTER 2021</b>	
January 11	Winter Quarter begins

*During quarter breaks and holidays, the Equipment Center, Equipment Checkout Office, and campus facilities are generally closed for student production purposes unless otherwise indicated.*

*\*The 2nd Monday of this quarter is a national holiday. Therefore, the Add/Drop deadline is extended to 5:00 p.m. on the second Tuesday of the quarter.*

# ACADEMIC POLICIES

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## ACADEMIC INTEGRITY POLICY

Columbia College Hollywood students are responsible for knowing and following all policies and procedures of the institution and all rules for each course in which they are enrolled. Rules for a course are found in the course syllabi.

Columbia College Hollywood expects all students to fulfill assignments and complete tests independently and honestly. The institution will penalize any student found guilty of cheating, plagiarizing, or any other form of dishonesty. All members of the faculty, administration, and student body are expected to uphold academic honesty in their work.

### CHEATING

Cheating, plagiarism and knowingly furnishing false information are defined by established academic standards in widespread use.

Cheating refers to the use of unauthorized assistance in completing coursework. Unauthorized assistance may include the use of the printed material, computer files, equipment, or personal notes of another student or individual. Cheating on exams and assignments, plagiarism, and knowingly furnishing false information are unacceptable behaviors on the part of a student. Fraud on tests, papers, production work, or any aspect of college life is taken very seriously and is addressed on a case by case basis by the Academic Affairs and Student Services Departments. Cheating or plagiarism may result in permanent dismissal from the college.

Examples of cheating include: using written or produced assignments from one course for academic credit in another course unless expressly allowed; collaborating with another student on an assigned project unless expressly allowed; handing in work written or produced by another student as your own; writing or producing work for another student to use as his or her own; submitting exams or other assignments that contain answers or materials knowingly taken from the work of another student; consulting texts, notes, or other materials while taking an exam, unless expressly allowed; using crib sheets; signing another student's name on an attendance or crew roster; and knowingly and falsely stating that another student was present in a class or on a crew.

### PLAGIARISM

Plagiarism is presenting the words or ideas of another person as one's own, including the use of direct or paraphrased material without proper documentation or attribution

All students are expected to honestly attribute and correctly cite sources included in course assignments. Information and instructions regarding citing sources is available at the campus library.

### DISHONESTY

Other forms of dishonesty may include falsely claiming to have done work, misrepresenting reasons for not completing assignments or taking examinations as scheduled and submitting the same work in more than one course.

An instructor who discovers any student cheating, plagiarizing, or committing other forms of dishonesty will report such action in writing to both the Academic Affairs and Student Affairs departments. The report will be entered into the student's official record for possible disciplinary action that may include receiving a failing grade for the assignment, test or course and may include academic probation, suspension, or in extreme or repeated cases, expulsion.

## TAKING A LEAVE OF ABSENCE

### STANDARD PERIOD OF NON-ENROLLMENT (SPN)

All students in good academic standing who have successfully completed at least two quarters are eligible take one (1) Standard Period of Non-Enrollment (SPN) quarter off while enrolled in a degree program. A student who plans to take a quarter off from school (other than summer quarter) must submit a written request for an SPN. An SPN may not be taken consecutively with a summer quarter off.



Students considering taking an SPN should be aware that some required courses may be offered on a rotating basis (i.e., fall quarter only, every other year). Any student who plans to take an SPN should schedule an academic plan review with an academic advisor to consider how taking a quarter off may affect timely completion of program requirements.

The SPN request must be submitted to the Director of Student Success prior to the first day of classes and no later than the Add/Drop deadline of the quarter the student is planning to be away from the college. After the Add/Drop deadline, no SPN requests are granted. The student must return for the following quarter by the specific date indicated on the Standard Period of Non-Enrollment approval form.

A student who fails to return to the college by the date indicated will be administratively withdrawn from the college. If applicable, the cost of tuition will be adjusted.

### **PERSONAL LEAVE OF ABSENCE (LOA)**

A student in academic good standing who experiences certain types of emergencies, hardships, or life situations requiring the student to take a quarter off may request a one quarter Leave of Absence (LOA).

A student considering taking a Leave of Absence is encouraged to meet with an academic advisor for guidance before filing a request. Because some courses may be offered on a rotating basis (i.e., fall quarter only, every other year), a student who plans to take a Leave of Absence should schedule an academic plan review with an academic advisor to consider how the leave of absence may affect timely completion of program requirements. Students wishing to take a LOA must also meet with the Director of Student Success.

A Request for a Leave of Absence must be submitted to the Director of Student Success accompanied by documentation of the student's reason for the Leave of Absence. The request for a LOA must be approved by the Director of Student Success and representatives of Academic Affairs, Financial Aid, and Student Accounts.

Acceptable reasons for requesting a Leave of Absence are:

- Death of an immediate family member
- Student illness requiring hospitalization (including mental health issues)
- Illness of an immediate family member where the student is the primary caretaker
- Illness of an immediate family member where the family member is the primary financial support
- Abusive relationships
- Divorce
- Previously undocumented disabilities
- Natural Disaster
- Financial hardship such as foreclosure, eviction, or lay-offs
- Documentation from a Professional Counselor
- A lengthy student illness documented by the student's physician
- Military deployment
- Military permanent change of station
- Pregnancy

If a student requests a Leave of Absence after the Add/Drop deadline, the student will be administratively withdrawn from all registered courses. A grade of AW will be recorded on the student's record for all registered courses. If applicable, the cost of tuition will be adjusted. Students taking a LOA will be required to re-take the course(s) from which they withdrew.

A student who does not return to school for the quarter following a Leave of Absence will be administratively withdrawn from the college. If applicable, the cost of tuition will be adjusted.

### **LEAVE OF ABSENCE LIMITS**

BFA students may be granted two (2) Leave of Absence requests totaling no more than 180 days over the duration of the bachelor's degree program. AFA and AAS students may be granted one (1) Leave of Absence request over the duration of the associate degree program.

## GRADE SCALE

GRADE CRITERIA	LETTER GRADE	% GRADE	GRADE POINTS	INCLUDED IN SAP:		
				CGPA	ICR	
					Credit Hours	
				Earned	Attempted	
Performs at the highest level and demonstrates full, uncompromised commitment and effort	A	92.5-100	4.00	Yes	Yes	Yes
	A-	90-92.49	3.75	Yes	Yes	Yes
Performs at a high level and demonstrates consistent and effective achievement in meeting course requirements	B+	87.5-89.99	3.50	Yes	Yes	Yes
	B	82.5-87.49	3.25	Yes	Yes	Yes
	B-	80-82.49	3.00	Yes	Yes	Yes
Meets the basic requirements of the course	C+	77.5-79.99	2.75	Yes	Yes	Yes
	C	72.5-77.49	2.50	Yes	Yes	Yes
	C-	70-72.49	2.25	Yes	Yes	Yes
Meets minimum standards and performs at a level sub-par to basic requirements	D+	67.5-69.99	2.00	Yes	Yes	Yes
	D	62.5-67.49	1.75	Yes	Yes	Yes
	D-	60-62.49	1.50	Yes	Yes	Yes
Fails to meet minimum course requirements	F	< 60	0	Yes	No	Yes
Withdrawal	W	N/A	N/A	No	No	Yes
Administrative Withdrawal	AW	N/A	N/A	No	No	Yes
Transfer credits	T	N/A	N/A	No	Yes	No
Completes or fails a Pass/Fail course	P/F	N/A	N/A	No	Yes	Yes
Incomplete - Requires additional time to successfully complete course requirements	I	N/A	N/A	No	No	Yes
Completes an audited course	AU	N/A	N/A	No	No	No

# ACADEMIC POLICIES • LOS ANGELES CAMPUS

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## LOS ANGELES CAMPUS ATTENDANCE POLICY

Regular class attendance is mandatory and integral to success at Columbia College Hollywood. Students enrolled in on-campus courses are expected to be present at the start of each class session and remain through the entire class period. A student who is absent for a class session is responsible to make up missed coursework.

Class attendance policies and attendance tracking procedures are determined by each instructor and are included in the course syllabus distributed at the beginning of each term. However, the college sets the following minimum attendance standard for all courses:

- Students must attend a class for a minimum of 33 hours during the course's 44 hours of class time in order to receive credit for the course.
- Students who accrue 12 hours (the equivalent of three class periods) or more of unexcused absences will be withdrawn from the course. Excused absences require documentation and are granted at the instructor's discretion.

There are conditions under which students will be administratively withdrawn due to non-attendance:

- A student who fails to attend the first two class sessions of a course will be withdrawn from the course.
- A student who is absent from all registered courses for the entire first week of a term without notice will be administratively withdrawn from all courses and dismissed from the college. If applicable, the cost of tuition will be adjusted. A student who is unable to attend all courses for the first week of a term must notify the college in writing before the first Friday of the quarter in order to remain enrolled.
- At any time, a student who fails to attend all registered courses for a period of 14 consecutive calendar days will be withdrawn from all courses and dismissed from the college.

A student who is administratively withdrawn from a course after the Add/Drop deadline will be charged tuition and fees for the course. Attendance appeals may be submitted to the instructor for approval at the instructor's discretion.

## ONLINE COURSE ATTENDANCE POLICY

In an online course, attendance is recorded twice a week and is based on student participation in the course. Participation in an online course is defined by one of the following actions:

- Posting to a discussion board (i.e. initial post, responding to peers or instructor)
- Submitting an assignment to the assignment link in class
- Completing an online test or quiz within the online environment

Attendance for online courses will be marked twice per week. Sessions are:

- Session 1 - Participation Monday through Wednesday at 11:59 pm PST
- Session 2 - Participation Thursday through Sunday at 11:59 pm PST

Students will only be marked present if they participate in the course between the above timeframes. A student who is marked absent for a class session is responsible to meet the deadlines within the course.

- A student who records absences totaling or exceeding 30% between Weeks 2-9 will be withdrawn from the course and receive a grade of Withdrawal (W).
- A student who records absences totaling or exceeding 30% after Week 9 of a term will be withdrawn from the course and will receive a grade of Fail (F), since the course withdrawal deadline will have passed.

Students can track the attendance for their classes in the student portal.

At the discretion of the instructor(s), absences due to family emergencies, bereavement, and observance of a religious holiday may be excused. Absences will be excused for students who volunteer in an official capacity as emergency workers, including as a volunteer firefighter, emergency medical technician, ambulance attendants, or other first responder. Absences due to medical issues, military service, or legal obligations must be supported by formal documentation and submitted to [appeals@columbiacollege.edu](mailto:appeals@columbiacollege.edu) and/or to the instructor upon return to the next class session.

There are conditions under which students will be administratively withdrawn due to non-attendance:

- Students who fail to attend the first two class sessions of any given course will be withdrawn from that course.
- Students who are absent from all registered courses for the entire first week of a term will be administratively withdrawn from all registered courses and dismissed from the college. If applicable, the cost of tuition will be adjusted. A student who is unable to attend the first week of a term must notify the college in writing before the first Friday of the quarter in order to remain enrolled.
- Students who fail to attend any of the courses in which they are enrolled for a period of fourteen consecutive calendar days will be withdrawn from all courses and dismissed from the college.

## LEARNING RESOURCE CENTER – LOS ANGELES CAMPUS

The goal of the Learning Resource Center is to support the information and research needs of students, faculty, and staff with a print and electronic media library focused on the school's programs.

The Learning Resource Center provides students with individual and collaborative study space for reading and completing homework projects. Individual, hi-speed internet-equipped computer workstations provide access to online resources and commonly used software products. The print, periodical, online, and DVD collections help students extend their learning beyond the classroom context. All required texts are held on reserve.

Wi-Fi throughout the LRC enables students to access online resources on their own laptops. The Production Conference room is available for student groups to work collaboratively on projects. In addition, the Private Viewing Room is available for student film screenings by appointment. The Learning Resource Center also houses Columbia College Hollywood's special holdings and collections.

LRC staff members are available to provide help with research and information technology research during the LRC's hours of operation.

<b>LRC HOURS OF OPERATION</b>		
<b>Day</b>	<b>Fall, Winter, and Spring Hours</b>	<b>Summer Hours</b>
Monday	8:45 am - 9:15 pm	8:45 am - 6:00 pm
Tues, Wed, Thurs	8:45 am - 9:15 pm	8:45 am - 9:15 pm
Friday	9:00 am - 6:00 pm	8:45 am - 6:00 pm
Saturday	9:00 am - 2:00 pm	Closed
Sunday	Closed	Closed

# ACADEMIC POLICIES • FLASHPOINT CHICAGO

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## FLASHPOINT CHICAGO ATTENDANCE POLICY

Regular class attendance is mandatory and integral to success at Flashpoint Chicago. Students are expected to be present at the start of each class session and remain through the entire class period. A student who is absent for all or part of a class session is responsible to make up missed coursework.

For each course, students are required to attend four (4) hours of class sessions per week for 11 weeks for a total of 44 hours or 2,640 minutes of in-class instruction. Attendance is recorded in the number of minutes a student is in attendance over the duration of a course. Absences are calculated as the student's total number of unexcused, missed class minutes over the duration of the course.

- If a student records unexcused absences totaling 15% of the total class minutes or seven (7) hours of class time, the student's final grade for the course will be reduced by one or more full letter grades.
- If a student records unexcused absences totaling 30% or more of total class minutes or 13 hours of class time, the student will fail the course and receive a final grade of F.
- A student who fails or is withdrawn from a required course due to unexcused absences must enroll in and successfully complete the course at a later date.
- A student who records unexcused absences in all registered courses for the entire first week of class will be dropped from all registered courses and dismissed from the college. If applicable, the cost of tuition will be adjusted.
- A student who stops attending classes and records unexcused absences in all registered courses for 14 consecutive calendar days will be administratively withdrawn from all courses and dismissed from the college. All withdrawn courses will receive grade of W on the student's permanent academic record.

## EXCUSED ABSENCES

At the discretion of the instructor(s) and/or the Director of Student Success, absences due to family emergencies, bereavement, military service, and observance of a religious holiday may be excused. In accordance with Illinois state law, absences will be excused for students who volunteer in an official capacity as emergency workers, including as a volunteer fire fighter, emergency medical technician, ambulance attendant, or other first responder. Absences due to legal obligations must be supported by formal documentation and submitted to the instructor(s) and/or the Director of Student Success upon return to the next class session. Transportation issues are not considered excused absences.

A student who will be absent for 14 consecutive calendar days must meet with the Director of Student Success and all instructors prior to leaving and provide advance documentation supporting the need for the absence.

## MEDICAL ABSENCES

A student is allowed two excused class session absences per term for medical reasons. Medical absences will only be excused with proper documentation, including a doctor's note, submitted to the instructor(s) and/or the Director of Student Success within one week of the absence. A doctor's note will not be accepted after one week from the absence date, and the absence will be unexcused.

A student with an on-going medical condition that may result in more than two medical absences must disclose the medical condition prior to starting the term or within the first week of diagnosis supported by medical documentation. Catastrophic or unexpected medical emergencies, such as surgery or the need for ongoing care, will be taken into consideration and excused with proper documentation at the discretion of the Director of Student Success.

## TARDINESS OR EARLY DISMISSAL FOR MEDICAL REASONS

A student who arrives late for a class session for medical reasons must immediately submit proper documentation, including a doctor's note, within one week of the late arrival to class. A student who leaves class early for medical reasons must submit proper documentation within one week of the early departure. A doctor's note will not be accepted after one week of the early departure, and the absence will not be excused.

## ONLINE COURSE ATTENDANCE POLICY

In an online course, attendance is recorded twice a week and is based on student participation in the course. Participation in an online course is defined by one of the following actions:

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Students can track the attendance for their classes in the student portal.

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- Students who are absent from all registered courses for the entire first week of a term will be administratively withdrawn from all registered courses and dismissed from the college. If applicable, the cost of tuition will be adjusted. A student who is unable to attend the first week of a term must notify the college in writing before the first Friday of the quarter in order to remain enrolled.
- Students who fail to attend any of the courses in which they are enrolled for a period of fourteen consecutive calendar days will be withdrawn from all courses and dismissed from the college.

# LEADERSHIP & ADMINISTRATION

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Kelly Stack  
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Interim Dean of Academic Affairs, Los Angeles

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Yuri Lysoivanov  
Department Chair, Recording Arts

Ernesto Paras  
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Becky Reese  
Admissions Operations Manager

Lex Sanderson  
Vice President, Institutional Effectiveness

Brad Statland  
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## **LOS ANGELES MAIN CAMPUS ADMINISTRATION & STAFF**

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Department Chair, Graphic Design + Interactive Media

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Department Chair, General Education

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Department Chair, Cinema

Kevin McCarty, MFA  
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Brandon Green  
Academic Coordinator

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Amen Igbinosun, MFA  
Lead Full-time Faculty, Acting

Milton Santiago, MFA  
Lead Full-time Faculty, Cinematography

Lauren Steffen, MFA  
Lead Full-time Faculty, Cinema Core Curriculum

Ben Sztajnkrycer, MFA  
Lead Full-time Faculty, Screenwriting

Samantha Weisberg, MFA  
Lead Full-time Faculty, General Education

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Academic Advisor

### **LEARNING RESOURCES**

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Director of Learning Resources

**ONLINE EDUCATION**

Richard Liu  
Director, Online Education

**REGISTRAR**

Tina Olvera  
Registrar

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Senior Director of Admissions

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Associate Director, Admissions

Leah Suansing  
Admissions Support Manager

Ozzie Rodriguez  
Executive Admissions Counselor

Myesha Reynolds  
Senior Admissions Counselor

Greg Rosete  
Senior Admissions Counselor

Sarah Scott  
Senior Admissions Counselor

Oshumare Jones  
Enrollment Processor

Christiana Swain  
Admissions Counselor

Cherisse Theriault  
Admissions Counselor

Mylah Tolentino  
Admissions Counselor

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Senior Director, Community Relations

Allie Long  
Associate Director, Community Relations

Harry McDonough  
Community Relations Specialist

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Chief Financial Officer

Ashley Mendoza  
Accounting Manager

Maria Leon  
Business Office Coordinator

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Vice President, Financial Aid

Lisette Sanchez  
Senior Financial Aid Coordinator

Brandie Henry  
Financial Aid Coordinator

Phil Serafin  
Financial Aid Coordinator

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### **HUMAN RESOURCES**

Latora Green  
Human Resources Manager

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### **INSTITUTIONAL EFFECTIVENESS**

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Vice President, Institutional Effectiveness  
Accreditation Liaison Officer

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Veronica Fuentes  
Director of Marketing

Morgan Searles  
Director of Strategic Communications

Ryan Brockmeier  
Art Director

Lisette Hall  
Content Writer/Social Media Coordinator

JoHannah "Jo" Winebrenner  
Digital Content Coordinator

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Vice President, Operations

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Manager, Equipment Center

Joe Siminson  
Assistant Manager, Equipment Center

Darius Frye  
Equipment Center Associate

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Facilities Manager

Vitaly Muzychuk  
Facilities Associate

Clara Hernandez  
Day Porter

**IT & PRODUCTION SERVICES**

Stephen DeLello  
Manager, IT & Production Services

Brian Duncan  
IT Support

Adam Strickland  
IT Support

**FRONT OFFICE**

Victoria Rivera  
Office Supervisor

Stacey Abrams  
Receptionist

**SECURITY**

Vicente Garcia  
Security Officer

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Vice President, Student Affairs

**STUDENT SERVICES**

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Section 504/ADA Coordinator

Brenda Serrano  
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Ricky Randle  
Director, Career Development & Alumni Relations

**COUNSELING**

Laura Kaufman, LMFT  
Counselor

Jordana Epstein, AMFT  
Counselor

**HOUSING**

Angelica Robinson  
Residence Life Manager

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## **FLASHPOINT CHICAGO ADMINISTRATION & STAFF**

### **ACADEMIC AFFAIRS**

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Kieran Delaney, MFA  
Department Chair, Graphic Design + Interactive Media  
Department Chair, Visual Effects

Yuri Lysoivanov, BA, BM  
Department Chair, Recording Arts

Mary Sebek, MA  
Department Chair, General Education

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A. Killian Heilsberg, MFA  
Full-time Faculty, Cinema and Film

Jeffrey Kliment, MA  
Full-time Faculty, Recording Arts

John Otterbacher, MFA, MS  
Full-time Faculty, Cinema and Film

Paul Rodgers, BA  
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Timothy Rusin, BA  
Full-time Faculty, Recording Arts

James Teitelbaum, BA  
Full-time Faculty, Recording Arts

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Director of Learning Resources

### **ONLINE EDUCATION**

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Director, Online Education

Jessica Renslow  
Instructional Designer

### **REGISTRAR**

Sam De La Rosa  
Registrar

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### **ADMISSIONS AND ENROLLMENT SERVICES**

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Admissions Manager

Rebecca Reese  
Admissions Operations Manager

Brian Scurr  
Executive Admissions Counselor

April Pecora  
Senior Admissions Counselor

Lizzette Del Toro  
Admissions Counselor

Holly Dixon  
Admissions Counselor

Bilal Heredia  
Admissions Counselor

Liz Jarmer  
Enrollment Coordinator

Qiana Waddell  
Admissions Counselor

**SUMMER PROGRAMS**

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Director, Summer Programs

**COMMUNITY RELATIONS**

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Senior Community Relations Specialist

Kyle Ryan  
Senior Community Relations Specialist

Valarie Blondi  
Community Relations Specialist

Michael Davis  
Community Relations Specialist

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**FINANCE AND ACCOUNTING**

Richard Crowe, MBA  
Chief Financial Officer

Jaclyn Doerr  
Vice President, Finance

Ellie Rowlett  
Student Accounts Manager

Jose Avila  
Staff Accountant

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### **FINANCIAL AID**

Adrian Gonzalez  
Vice President, Financial Aid

Kyle Miller  
Tuition Planning Specialist

Krystle Pantek  
Disbursements and VA Benefits Coordinator

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### **HUMAN RESOURCES**

Rena Wright  
Director, Human Resources

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### **INSTITUTIONAL EFFECTIVENESS**

Lex Sanderson  
Vice President, Institutional Effectiveness  
Accreditation Liaison Officer

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### **MARKETING AND COMMUNICATIONS**

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Art Director

Lissette Hall  
Content Writer/Social Media Coordinator

JoHannah "Jo" Winebrenner  
Digital Content Coordinator

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### **OPERATIONS**

Ernesto Paras  
Senior Vice President, Operations

### **EQUIPMENT CHECKOUT OFFICE**

John Petrosky  
Production + Studio Manager

Patrick Deasy  
Film & Audio Equipment Assistant

Morgan Farage  
Checkout Clerk

Kenneth McEastland  
Checkout Clerk

**FACILITIES**

Anthony McEastland  
Facilities Specialist

**INFORMATION TECHNOLOGY (IT)**

Joshua Davis  
Helpdesk Technician

**RECORDING ARTS LAB**

Dylan Oakley  
Recording Arts Lab Technician

**CAMPUS SAFETY**

Julian Carrero  
Campus Safety Officer

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**STUDENT AFFAIRS**

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Kelley Lewis  
Senior Director, Career Development & Alumni Relations

Raven Curling  
Senior Career Development & Alumni Relations Advisor

**COUNSELING**

Stephanie Owen, LPC  
Counselor



# FACULTY

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Courses at Columbia College Hollywood are taught by a distinguished faculty comprised of creative professionals who have worked and continue to work as filmmakers, producers, directors, editors, writers, artists, sound engineers, game designers, media makers, cinematographers, and scholars.

Collectively, the faculty of Columbia College Hollywood has contributed talents, creativity, art, skill, knowledge, and expertise to dozens of studio and independent feature films, hundreds of hours of scripted, reality, and nonfiction television programming, and a vast array of digital media content. Their work has been seen in film festivals worldwide.

They're active members of the entertainment industry's most respected professional organizations and guilds, including the Academy of Motion Picture Arts and Sciences (AMPAS), the Academy of Television Arts and Sciences (Emmy), the Society of Motion Picture and Television Engineers (SMPTE), the Writers Guild of America (WGA), the Directors Guild of America (DGA), the Producers Guild of America (PGA), the American Society of Cinematographers (ASC), the Motion Picture Editors Guild (MPEG), the Higher Education Video Game Alliance (HEVGA), and the National Academy of Recording Arts & Sciences (NARAS).

Columbia College Hollywood's adjunct general education faculty members have rich and diverse academic backgrounds in the humanities, natural and social sciences, technology, business, and art.

## 2019 LOS ANGELES MAIN CAMPUS AND ONLINE FACULTY

Jawad Ali  
MFA, Critical Studies, California Institute of the Arts, 2000  
BS, Physics, University of California, Irvine, 1992  
Humanities, Physical and Life Sciences

Maylene Au  
BA, Motion Picture Television, University of California, Los Angeles, 1990  
Cinematography

Linda Beal  
MFA, Film and Television, University of California, Los Angeles, CA, 1991  
JD, Hastings College of Law, 1977  
BA, Art History, University of California, Irvine, 1974  
Television Studies

David Benullo  
BFA, Film & Television, Tisch School of the Arts, New York University, 1992  
Screenwriting

Stu Berg  
BS, Journalism, University of Illinois, Urbana, 1953  
Cinema Production, Directing

Ed Bishop  
BA, Radio-TV-Film, Temple University, 1983  
Cinema, Editing

Dirk Blackman  
MFA, Screenwriting, American Film Institute, 1990  
BA, History, Columbia University, 1985  
Screenwriting

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MFA, Art and Interactive Design, Northern Illinois University, 2001  
BFA, Electronic Media, Northern Illinois University, 1997  
Graphic Design + Interactive Media

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MA, Interdisciplinary Studies, DePaul University, 2010  
BS, Speech Communications, Illinois State University, 1998  
Written and Oral Communication

Amanda Brown  
MS, Counseling, Villanova University, 2013  
BA, Communication, Villanova University, 2010  
General Education

René Bruckner, PhD  
PhD, Visual Studies, University of California, Irvine, 2007  
MA, Visual Studies, University of California, Irvine, 2003  
BA, Visual Arts-Media, University of San Diego, 1994  
Humanities

Franco Castilla  
MFA, Art, Ohio State University, 2005  
BFA, Painting and Printmaking, Virginia Commonwealth University, 2002  
Design Arts, General Fine Arts

Keith Coene  
MFA, Cinema Television Production, University of Southern California, 1991  
BA, Philosophy, University of California, Irvine, 1981  
Cinema Production, Producing

Andrew Conklin  
MFA, Fine Arts, Academy of Art University, 2013  
BFA, Electronic Design, American Academy of Art, 2000  
General Fine Arts

Tim Dailey  
MFA, Digital Arts, Pratt Institute, 2013  
BS, Film and Video, Grand Valley State University, 2008  
Visual Effects

Kadina de Elejalde  
MFA, Acting, Yale University, 1991  
BA, Theater Arts, Barnard College, 1986  
Acting

Rafael Duffie  
MFA in progress, Animation & Visual Effects, Academy of Art University, San Francisco  
BS, Media Arts & Animation, Art Institute of California, Los Angeles  
Visual Effects

Daniel Eaton  
MFA, Music Composition, California Institute of the Arts, 2011  
BM, Performance, University of Wisconsin, Stevens Point, 2008  
Cinema, Sound

James Evans  
MFA, Theatre Arts & Playwriting, Columbia University, 2001  
BA, Creative Writing & Theatre, Santa Fe College of Art and Design, 1993  
Humanities

Gordon Firemark, Esq.  
BA, Telecommunication and Film, University of Oregon, Eugene, 1998  
JD, Southwestern School of Law, 1992  
Entertainment Law

Adam C. Frommelt  
MFA, Communication Design, Harrington College of Design, 2015  
BFA, Communication Design, Harrington College of Design, 2010  
Graphic Design + Interactive Media, Visual Communication

Emily Frydrych  
MA, Social Sciences, University of Chicago, 2001  
BA, Women's Studies, University of Michigan, Ann Arbor, 2000  
Social and Behavioral Sciences, Humanities

Jennifer Fuller  
MS, Digital Cinema, DePaul University, 2010  
BFA, Visual Communication, University of Dayton, 2008  
Graphic Design + Interactive Media

Michael Galbincea  
MFA, Film, Video and New Media, School of the Art Institute of Chicago, 2001  
BA, Communications, Cleveland State University, 1999  
Graphic Design + Interactive Media, Visual Communication

Maria Gavin  
MA, Communications, Stanford University, 1987  
BA, Communications, University of the Pacific, 1985  
Cinema Production, Humanities

Peter Gend  
MFA, Animation and Visual Effects, Academy of Art San Francisco, 2013  
BS, Media Arts and Animation, Art Institute of California, 2005  
Visual Effects, Humanities

Robin Goret  
MA, Theatre Arts, San Diego State University, 2010  
MA, Communication, San Diego State University, 2008  
BS, Communication Studies, New York University, 2005  
Communication, Humanities

Michael Greenspan  
MFA, Directing, American Film Institute, 2002  
BFA, Film Production and Theory, York University, 1999  
BA, Film Studies, Dawson College, 1995  
Cinema Production, Directing

Adam Hall  
MFA, Film Production, University of Southern California, 2011  
BA, Political Science, Carson-Newman College, 2005  
Cinema, Producing, Humanities

Dan Hanners  
MA, Studio Arts and Visual Communication, Northern Illinois University, 2007  
BFA, Visual Communication, Illinois Institute of Art, 1999  
Graphic Design + Interactive Media

David Harris  
MFA, Screenwriting, American Film Institute, 2003  
BA, History, Washington University, 1997  
Cinema, Producing

Oscar Harrison  
MFA, University of Southern California, 1978  
BFA, Howard University, 1972  
Cinema, Producing

Ashley Hay  
ME, Education: Curriculum and Instruction, Olivet Nazarene University, 2017  
BS, Mathematics, Tuskegee University, 2014  
BA, Mathematics Education, Tuskegee University, 2014  
Mathematics

Amen Igbinosun  
MFA, Acting, Harvard University, 2013  
BA, Business Administration and Theater, Fordham University, 2011  
Acting

Julie Janney  
Acting, New York University  
Member, The Actors Studio  
Acting

Rick Jesik, PhD  
PhD, Physics, University of Illinois, Chicago, 1993  
MS, Physics, University of Illinois, Chicago, 1989  
Physical and Life Sciences

Max Keller  
MFA, Film & Television Producing, Chapman University, 2013  
BA, Film Studies, UC Berkeley, 2010  
Humanities

Leslie LaPage  
MFA, Film and Video-Live Action, California Institute of the Arts, 1994  
BA, Theatre Arts, California State University, Los Angeles, 1982  
Cinema, Producing

Linus Lau  
MFA, Film Production, University of Southern California, 2004  
BA, Music Composition, Santa Clara University, 2000  
Cinema, Sound

Jonathan LeMond  
MFA, Film, Columbia University, 2002  
BA, Political Science, Columbia University, 1994  
Cinema, Directing

David Lewis  
MFA, Film and Television, University of California, Los Angeles, 2002  
BA, Radio-Television-Film, Temple University, 1989  
Cinema Production, Directing

Jonathan London  
MFA, Film Production, Columbia University, 2006  
BA, Communications, University of Pennsylvania, 2001  
Cinema, Directing, New Media

Philip Malamuth  
MFA, Cinema Television, University of Southern California, 1986  
BA, Psychology, University of Southern California, 1979  
Cinema, Editing

Tom Malkin  
MBA, Business Administration, Northwestern University, 2005  
MLA, Liberal Arts, University of Chicago BS, Accounting, University of Illinois, 2002  
BS, Accounting, University of Illinois, 1992  
BA, Political Science, University of Illinois, 1992  
Graphic Design + Interactive Media

Pete Markiewicz, PhD  
PhD, Molecular and Cell Biology, University of Chicago, 1984  
BS, Biology, Loyola University New Orleans, 1978  
Physical and Life Sciences, Social Science, Graphic Design + Interactive Media

David Martin  
MFA, Broadcast Cinema, Art Center College of Design, 2011  
BFA, Cinematography, University of North Carolina School of the Arts, 2006  
Humanities, Cinematography, Visual Effects

Ed McGinty  
MFA, Directing, Columbia University, 2006  
BA, Business Administration, Temple University, 1989  
Cinema Production, Directing

Andrew McNary, PhD  
PhD, Physics, University of California, Riverside, 2005  
MS, Soil & Water Sciences, University of California, Riverside, 2004  
MS, Physics, University of New Orleans, 1999  
BS, Mathematics, Virginia Polytechnic Institute and State University, 1994  
BS, Physics, Virginia Polytechnic Institute and State University, 1994  
Mathematics, Physical and Life Sciences

Steve Miller  
BA, Telecommunications, University of Southern California, 1973  
Television Production

Rick Mitz  
MFA in progress, Vermont College of Fine Arts  
Screenwriting

James Napoli  
MFA, Film, London Film School, 1984  
BFA, Film, Massachusetts College of Art & Design, 1982  
Humanities

Will Nedved  
MFA, Film & Television Writing, University of Southern California, 2009  
MA, Theatre Studies, University of New South Wales, 2002  
BA, Theater Arts, University of Iowa, 2001  
Theater History and Criticism, Humanities

Helen Oh-Conklin  
MFA, Communication Design, Harrington College of Design, 2014  
BFA, Fine Art, Columbia College Chicago, 2011  
General Fine Arts

Suruchi Pahwa  
MFA, Communication Design, Harrington College of Design 2014  
BFA, Fine Art, Columbia College Chicago, 2011  
Visual Effects

Sue Palmer  
MFA, Cinema-Television, University of Southern California, 2009  
BA, Theatre, University of Massachusetts, Amherst, 2000  
Screenwriting

J. Paul Preseault  
MFA, Film, Columbia College Chicago, 2010  
MA, Teachers of Educational Theatre in High School, Steinhardt School, New York University, 1994  
BA, Sociology, University of Colorado, Boulder, 1989  
Humanities, Literature Studies, Social and Behavioral Sciences

Vicki Peterson  
MFA, Writing for Stage and Screen, New Hampshire Institute of Art, 2015  
BA, Theatre Arts, University of California, San Diego, 1995  
Screenwriting, Humanities

John Quinn  
BA, Film & Video Editing, Columbia College, Chicago, 1999  
Cinema, Editing

Andy Rattinger  
MFA, Directing, Columbia University, 2007  
BA, Communications, Universidad Iberoamericana, 1997  
Cinema Production, Editing

Alaric Rocha  
MFA, Digital Cinema, DePaul University, 2014  
BM, Music Composition, Lawrence University, 2002  
Cinema Production, Editing

Barbara Romain  
MFA, Otis College of Art and Design, 1995  
BFA, Philadelphia College of Art, 1969  
General Fine Arts

Kathleen Rowell  
MFA, Professional Writing, University of Southern California, 1978  
BA, Motion Picture/Television, University of California, Los Angeles, 1973  
Screenwriting

Mark-Austin Rowell  
MFA, Theater Arts, San Diego State University, 2001  
BA, Theater Arts, California State University, East Bay, 1998  
Design Arts, Art History and Criticism

Bill Rubenstein  
MA, Cinema Television, University of Southern California, 1993  
BA, Harvard College, 1978  
Humanities, Cinema and Media Studies

Melissa Runnels  
MA, Journalism, University of Southern California, 2014  
BA, French, Stephen F. Austin State University, 2006  
Humanities

Milton Santiago  
MFA, Motion Picture Production & Cinematography, University of Miami, 2005  
BA, English & Communication Studies, Canisius College, 1997  
Cinematography

Ron Schmidting  
MS, Geology, University of California, Los Angeles, 1995  
BA, Design Studies in Archeology & Paleontology, University of Southern Mississippi, 1985  
Physical and Life Sciences

Anna Scott  
MA, Humanities, University of Chicago, 2011  
BS, Journalism, Boston University, 2002  
Humanities

Kenneth Selden  
MFA, Film, American Film Institute Conservatory, 1986  
BA, Philosophy, Yale University, 1980  
Screenwriting

Christine Shin  
MFA, Cinema-Television, University of Southern California, 2005  
BA, Communication and English Literature, University of Wisconsin, Madison, 2001  
Cinema Production, Directing

Lauren Steffen  
MFA, Film Production, University of California, Los Angeles, 2004  
BA, Mass Media Communication and Theater, Ursinus College, 1998  
Cinema Production, Editing, Sound, Television

Mark Sult  
Avid Certified Instructor  
Cinema, Editing

John Swanbeck  
MA, Theater, University of California, Los Angeles, 2003  
BS, Speech, Northwestern University, 1983  
Cinema, Directing

Ben Sztajnkrzyer  
MFA, Film and Television, University of California, Los Angeles, 2008  
BA, Motion Picture/Television, University of California, Los Angeles, 1993  
Screenwriting

Chris Tedin  
MFA, Art-Studio, School of Art and Design, Northern Illinois University, 1992  
BA, Art, Gonzaga University, 1987  
Visual Effects, Design Arts, Fine Art

Bridget Terry  
BS, Journalism, Northwestern University, 1974  
Cinema, Producing

Vince Toto  
BS, Communication and Filmmaking, State University of New York, 1985  
Cinematography

Jennie Lew Tugend  
Art & Technique Filmmaking, London Film School  
Cinema, Producing

Patrick Underwood  
MFA, Directing, American Film Institute, 2008  
BA, Cinema and Media Studies, University of Chicago, 2003  
Humanities

Anthony Vasto  
BA, Film & Video, Columbia College, Chicago, 2000  
Cinema Production

Katie Waddell  
MS, Biology, University of Nebraska, 2011  
MA, Art History & Arts Administration, School of the Art Institute of Chicago, 2015  
BA, English Literature & Studio Art, University of North Carolina at Greensboro, 2007  
Humanities, Physical and Life Sciences

Ron Wade  
MFA, Computer Animation, Miami International University of Art and Design, 2008  
BA, Art & Design, Columbia College Chicago, 1987  
Art History and Criticism, Humanities

Samantha Kate Weisberg  
MFA, Writing, The School of the Art Institute of Chicago, 2007  
BFA, Creative Writing, Roger Williams University, 2003  
Written and Oral Communication, Humanities

Courtney White, PhD  
PhD Critical Studies, University of Southern California, 2015  
MA, Critical Studies, University of Southern California, 2008  
BA, Media Studies, Emerson College, 2005  
Humanities

Brandon Wilson  
MFA, Film Production (Directing), University of California, Los Angeles, 1999  
BA, African-American Studies, University of California, Los Angeles, 1994  
Humanities

## 2019 FLASHPOINT CHICAGO FACULTY

James Auwarter  
AS, Recording Arts, Full Sail University, 2004  
Recording Arts

Bill Baykan  
MA, Master of Art Program in the Social Sciences, University of Chicago, 1999  
BA, Film and Television Production, University of California, Los Angeles, 1987  
Film and Cinema

Charles Borg  
MFA, Screenwriting, Chapman University, 2007  
BA, Film Production, California State University, Long Beach, 2005  
AA, Film Studies, San Francisco State University, 2002  
Screenwriting

Andrew S. Conklin  
MFA, Fine Arts, The Academy of Art University, 2013  
BFA, Electronic Design, The American Academy of Art, 2000  
Graphic Design + Interactive Media, Design Arts, Fine Art

Kieran Delaney  
MFA, Communication Design, Harrington College of Design, 2016  
BFA, Graphic Design, The University of Illinois at Chicago, 1998  
BFA, Industrial Design, The University of Illinois at Chicago, 1998  
Graphic Design + Interactive Media

Perry Ergang  
MA, Communication, American University, 1977  
BS, Radio and Television, The University of Illinois at Urbana-Champaign, 1976  
Oral Communication, Literature



Scott Erlinder  
MFA, Film & Video, Columbia College Chicago, 1996  
Film and Cinema

Edwin Etolue-O'Chei  
MS, Immunology and Molecular Biology, University of Southern Maine, 1990  
BS, Medical Biology, University of New England, 1985  
Physical and Life Sciences

Adam C. Frommelt  
MFA, Communication Design, Harrington College of Design, 2015  
BFA, Communication Design, Harrington College of Design, 2010  
Graphic Design + Interactive Media, Visual Communication

Michael Galbincea  
MFA, Film, Video and New Media, School of the Art Institute of Chicago, 2001  
BA, Communications, Cleveland State University, 1999  
Graphic Design + Interactive Media, Visual Communication

Killian Heilsberg  
MFA, Film and Video Production, University of North Carolina, Greensboro, 1998  
BA, Theatre, Berea College, 1992  
Film and Cinema

Courtney Hitson  
MFA, Poetry, Columbia College Chicago, 2012  
BA, English, Indiana University-Purdue University, Indianapolis, 2010  
Written and Oral Communication

Chuck Kawal  
BA, Recording Arts, Columbia College Chicago, 1986  
Recording Arts

John Klein  
MFA, Cinema, DePaul University, 2016  
BA, Film, Television, and Theater, University of Notre Dame, 2006  
Film and Cinema

Jeff Kliment  
MA, Art Education, School of the Art Institute of Chicago, 2016  
BA, Broadcast Communication Arts, San Francisco State University, 1983  
Recording Arts

Bradley LaRocco  
BA, Liberal Arts, American Studies, Colorado State University, 2004  
AAS, Film & Broadcast, Tribeca Flashpoint, 2014  
Film and Cinema

Yuri Lysoivanov  
BA, Economics, Loyola University Chicago, 2010  
BM, Music Synthesis, Berklee College of Music, 2005  
Recording Arts

Alaric Martin  
BA, Broadcast Communications, Columbia College Chicago, 1982  
Film and Cinema, Editing

Brian Mellen  
MFA, Digital Cinema, DePaul University, 2014  
BS, Journalism, The University of Illinois at Urbana-Champaign, 2007  
Film and Cinema, Editing

Justin Mohlman  
BFA, The Illinois Institute of Art, 2004  
Visual Effects

Ahmad Nooraldeen  
PhD, Philosophy, Anna University, India, 2009  
MS, Physics, University of Technology, Iraq, 2001  
BS, Physics, Ministry of Education, Iraq, 1984  
Mathematics, Physical and Life Sciences

John Otterbacher  
MFA, Film, Vermont College of Fine Arts, 2015  
MS, Communications, Grand Valley State University, 2005  
BA, Film Production, Grand Valley State University, 2003  
Film and Cinema

John Petrosky  
BS, Telecommunications, News and Production, Ball State University, 1995  
Film and Cinema

J Paul Preseault  
MFA, Film, Columbia College Chicago, 2010  
MA, Teachers of Educational Theatre in High School, Steinhardt School, New York University, 1994  
BA, Sociology, University of Colorado, Boulder, 1989  
Humanities, Literature Studies, Social and Behavioral Sciences

Mica Racine  
MFA, Creative Writing, Columbia College Chicago, 2000  
BA, Mass Communications, Sioux Falls College, 1989  
Written and Oral Communication, Literature Studies

Amy Rising  
MAM, Arts Management, Columbia College Chicago, 2006  
BFA, The University of Illinois at Urbana-Champaign, 1988  
Film and Cinema

Paul Rodgers  
BA, Communications, Columbia College Chicago, 1988  
Recording Arts

Tim Rusin  
BA, Recording Arts, Columbia College Chicago, 2004  
Recording Arts

Anna Scott  
MA, Humanities, University of Chicago, 2011  
BS, Journalism, Boston University, 2002  
Written and Oral Communication, Humanities

Mary Sebek  
MA, Corporate Communications, Eastern Illinois University, 2004  
BA Speech Communication, Eastern Illinois University, 2003  
Written and Oral Communication, Humanities, Literature Studies

Andrew Shabat  
BS, Film Production, Occidental College, 2004  
AAS, Recording Arts, Tribeca Flashpoint Media Arts Academy, 2011  
Recording Arts

Matt Skonicki  
BA, Art Direction, Columbia College Chicago, 1998  
Visual Effects

Chris Tedin  
MFA, Art-Studio, School of Art and Design, Northern Illinois University, 1992  
BA, Art, Gonzaga University, 1987  
Visual Effects, Design Arts, Fine Art

James Teitelbaum  
BA, Interdisciplinary Studies, Northeastern Illinois University, 2018  
SA, Recording Arts, Full Sail University, 1993  
Recording Arts

Daniel Tinkler  
MA, Sound Arts and Industries, Northwestern University, 2018  
BS, Audio Engineering, Illinois Institute of Art, 2014  
Recording Arts

Patrick Underwood  
MFA, The American Film Institute Conservatory, 2008  
BA, Cinema and Media Studies, The University of Chicago, 2003  
Film and Cinema, Screenwriting

Katie Waddell  
MA, Art History and Art Administration, 2014  
BA, Arts and Sciences, University of North Carolina, Greensboro, 2007  
Art History and Criticism, Humanities

Ronald E. Wade  
MFA, Computer Animation, Miami International University of Art and Design, 2008  
BA, Art & Design, Columbia College Chicago, 1987  
Visual Effects, Design Arts