

Fei Tian College Cuddebackville Catalog

2021-2023

MISSION

The mission of Fei Tian College is to provide an outstanding postsecondary education to students that imparts knowledge and skills for professional success, fosters an appreciation of classical virtues, and prepares students for lifelong learning.

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ABOUT FTC CUDDEBACKVILLE

1.1 ABOUT THE COLLEGE

Fei Tian College is a private, nonprofit institution of higher education. Established in 2011 in the State of New York, Fei Tian began by offering programs in classical dance and music, and soon gained recognition for producing artists of outstanding caliber. The College has since grown to two campuses that offer undergraduate and graduate degrees in both the arts and sciences.

With a total student population of around 200, the College provides an intimate and student-centered learning environment. Students receive one-on-one attention from faculty and advisors who are committed to their success.

1.2 CUDDEBACKVILLE CAMPUS

Fei Tian College at Cuddebackville (FTC Cuddebackville) is situated on 30 acres of private grounds in the picturesque mountains of New York's Lower Hudson Valley. The campus provides a stunning blend of classical Chinese architectural elements and state-of-the-art performance facilities. Several of the campus buildings are breathtaking replicas of Tang Dynasty temples and a first of their kind in the Western hemisphere. A bucolic lake and traditional Chinese gardens round out the landscape and invite students to de-stress and enjoy a moment of quiet contemplation or communion with nature.

FTC Cuddebackville is dedicated to the preservation, development, and promotion of traditional performing arts and culture.

In classical arts, it is believed that it takes much more than just technical or physical skill to become a superior artist. It also takes a deep understanding of life and humanity, refinement of the mind, and respect for something higher than oneself.

Thus, FTC Cuddebackville takes a holistic approach to higher education. In addition to achieving advanced skills in the performing arts, students must also broaden their intellectual capacity by developing skills in written and oral communication, critical and creative thinking, and cross-cultural communication, as well as a deeper awareness of the history and cultures of major world civilizations. This knowledge plays an invaluable role in informing their artistic sensibilities.

At the heart of a Fei Tian education, though, lies character development. Both faculty, staff, and students at FTC Cuddebackville hold themselves to the universal values of Truthfulness,

Compassion, Forbearance—the basic tenets of Falun Dafa, a meditation and cultivation practice with ancient roots. These seemingly simple words establish a fundamental moral framework and guide the students as they strive to continually elevate in mind, body, and spirit. They are the principles that distinguish a Fei Tian education.

1.3 THE FEI TIAN DIFFERENCE

Fei Tian is proud to count among its graduates a multitude of world-class artists who have distinguished themselves in international competitions and by their professional placements in leading performance companies. Five features define Fei Tian's approach to education and are interwoven throughout its undergraduate programs:

- ▶ Attention to the fundamentals of one's art or program of study
- ▶ Fostering the ability to think critically and engage in life-long learning
- ▶ Providing significant performance experience before graduation
- ▶ A well-rounded general education that is rich in the humanities
- ▶ Developing moral reasoning and ethical awareness

Fei Tian is particularly attentive to the development of the whole student, and to this end seeks to ensure small classes and individualized attention.

1.4 PROGRAM OFFERINGS

FTC Cuddebackville's degree programs are rigorous and are designed for the serious aspiring artist who seeks a professional career or advanced studies in classical Chinese dance, music, or stage production and design.

This campus currently offers the following degree programs:

- ▶ Bachelor of Fine Arts in Classical Chinese Dance [HEGIS Code 1008.00]
- ▶ Master of Fine Arts in Classical Chinese Dance [HEGIS Code 1008.00]
- ▶ Bachelor of Music in Performance [HEGIS Code 1004.00]
- ▶ Master of Music in Performance [HEGIS Code 1004.00]
- ▶ Bachelor of Fine Arts in Stage Production and Design [HEGIS Code 1007.00]

These programs, together with their respective Departments of Dance, Music, and Stage Production and Design, complement one another and offer students a well-rounded academic experience. Moreover, through the College's partnership with the renowned performing arts organization Shen Yun Performing Arts, students have ample opportunity to collaborate with world-class artists and to hone their artistry.

Meanwhile, the Department of Liberal Arts and Sciences (LAS) offers a curriculum that serves as the foundation of a college education, including a broad, coherent array of non-specialized coursework that ensures a breadth of knowledge that extends beyond the student's major or specialization. Through the LAS courses, students develop the basic competencies that support continued growth and achievement in their careers and professions as well as in their lives more generally.

1.4 AUTHORIZATION AND ACCREDITATION

Fei Tian College has been chartered as a spiritually-affiliated nonpublic, nonprofit education corporation by the New York State Board of Regents with authorization to operate postsecondary educational programs since June 21, 2011.

It has been accredited by the New York State Board of Regents and the Commissioner of Education since February 14, 2014.

1.5 LEADERSHIP

The Board of Trustees is the highest authority of Fei Tian College. The Board is independent and autonomous in carrying out its fiduciary and other duties. The Board members represent diverse backgrounds appropriate for the stewardship of the College's operations and growth.

The President, appointed by the Board of Trustees, and other senior administrators of the College, manage and oversee the institutional operations.

1.6 REVISION OF THE CATALOG

The Fei Tian College Catalogs are the official publications describing the College's programs and services. The printed Catalogs are normally published annually or biannually, and addenda are issued as needed between full publications.

Fei Tian College reserves the right to change requirements, courses, prerequisites, calendars, tuition and fee rates, and other policies and procedures without prior notice according to the best interests of the Fei Tian community.

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ADMISSIONS

FTC Cuddebackville admits students who have demonstrated a high degree of artistic talent, scholastic achievement, intellectual capacity, and good character. The College is also seeking those who have an appreciation for the unique cross-cultural and bilingual educational opportunities at FTC Cuddebackville and who stand to truly benefit from such an environment. The admissions requirements and procedures are designed to select qualified and motivated students from diverse backgrounds.

Inquiries about admission should be directed to the Office of Admissions and Records.

2.1 GENERAL GUIDELINES

Admission to FTC Cuddebackville normally takes place at the beginning of each academic session. A student interested in pursuing studies at this campus should submit a completed application package at least three months (or five months for international students) prior to the start of the session in which he/she intends to first enroll. In special situations, applications may be accepted at other times.

Nondiscrimination Policy

FTC Cuddebackville admits students of any race, color, sex, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the College.

Rescission Policy

FTC Cuddebackville reserves the right to rescind admission for any applicant whose application materials are found to be insufficient or to contain false information.

2.2 UNDERGRADUATE ADMISSIONS

Programs of Study

FTC Cuddebackville's undergraduate degree programs are rigorous and designed for the serious aspiring artist who seeks a professional career or advanced studies in classical Chinese dance, music, or production and design.

This campus currently offers the following undergraduate degree programs:

- ▶ Bachelor of Fine Arts (BFA) in Classical Chinese Dance
- ▶ Bachelor of Music (BM) in Performance
- ▶ Bachelor of Fine Arts (BFA) in Stage Production and Design

Applicant Types

Before submitting an application for admission, prospective applicants should review the categories below to understand how the application will be considered. The categories are not mutually exclusive.

Freshman

Freshman, or first-year, applicants for undergraduate admission typically either are in high school or have completed the equivalent of a U.S. high school education but have not enrolled in a degree-seeking program.

Applications in this category are evaluated based on the strength of the applicant's high school coursework, grades, GPA, class rank, and quality of instruction at the applicant's high school. Strong performance in high school English and history classes is a plus; participation in extracurricular activities, especially in arts and culture, is also valued. In addition, the application essay is an opportunity for applicants to discuss what motivates them to pursue advanced studies in classical and traditional arts in the United States.

Admitted students in this category must present proper evidence of the attainment of a high school diploma, GED, or equivalent by the time of initial enrollment.

Transfer

Transfer applicants are individuals who have completed the equivalent of a U.S. high school education and are currently, or have been, enrolled as a degree-seeking student at a college or university that is accredited by a U.S. Department of Education-recognized accrediting agency or an international institution recognized by Fei Tian College.

Evaluation of applications in this category focuses on the applicant's recent performance in college and high school. In addition, the application essay is an opportunity for transfer applicants to discuss what motivates them to pursue advanced studies in classical and traditional arts as well as how they feel they can make a positive contribution to the Fei Tian community.

International

See Chapter 6. International Student Services for details.

Resumed Education

Applicants for resumed education are individuals whose formal high school or college education was interrupted for several years.

Admission in this category is based primarily on an appraisal of the applicant's experience, maturity, commitment, motivation to complete a degree program at Fei Tian, prior training, and future academic and professional potential.

Readmission or Reinstatement

Students who have not registered for courses at FTC Cuddebackville for one full year or more (excluding those who are away on an approved leave of absence) must apply for readmission or reinstatement if they wish to re-enroll. (Consult the Office of Admissions and Records for details.) An official transcript from any and all institutions of higher education attended since the last enrollment in the College, as well as a written statement explaining the circumstances for non-enrollment, must be submitted with the application.

Second Degree

Second degree applicants are individuals seeking an additional degree at the same level but in an essentially different area of study, typically after conferral of the first degree.

Admission in this category is based primarily on the applicant's audition, recommendations, and motivation to complete a second degree program at Fei Tian.

Non-Matriculated

Applicants for non-matriculated status are individuals seeking to take course(s) at the College but without being enrolled in a degree program. FTC Cuddebackville reviews applications for non-matriculated studies selectively.

Declaration of Program and/or Major

All applicants must declare their intended program and/or major at the time of application. No double program or double major is offered at FTC Cuddebackville. Those wishing to apply to multiple programs at Fei Tian must apply separately to each and indicate which program they would enroll in if admitted to more than one.

Applicants to the music degree programs are admitted through audition on the basis of their principal instrument. An applicant who is equally proficient on a second instrument and wishes to be auditioned on it must list the instrument in the appropriate space on the audition form. However, music students are permitted to major in only one instrument.

English Language Proficiency

The ability to speak, read, and understand English fluently is an important factor in the admission decision.

All applicants who do not fall into any of the following categories must include in their application a test score establishing English-language proficiency:

- ▶ Applicants whose primary language is English and who have graduated from a high school that uses English as the primary language of instruction.
- ▶ Applicants who have earned at least three semester credits of freshman English composition with a grade of at least C+ at colleges or universities accredited by U.S. Department of Education-recognized accrediting bodies.
- ▶ Applicants who have studied for at least three years in a high school or college that uses English as the primary language of instruction.

English proficiency is preferably demonstrated through an official score on the TOEFL (Test of English as a Foreign Language). It may also be proven through performance on other tests and measures such as IELTS (The International English Language Testing Service), the SAT (Evidence-based Reading and Writing section), the ACT exam, or a combination of Lexile (reading) and Accuplacer (writing). The following table lists the minimum scores required.

Test Type	Minimum Score
TOEFL	73
SAT (EBRW)	500
IELTS	6
ACT	20
Lexile & Accuplacer (W)	1100 & 4

Use code 7077 to submit an official TOEFL or SAT score to Fei Tian College.

Chinese Language Proficiency

Proficiency in Chinese is desirable but not required for admission to FTC Cuddebackville's programs. Applicants who do not demonstrate Chinese proficiency should be prepared to take the Chinese language courses required to graduate.

Admission Requirements

Admission to FTC Cuddebackville's undergraduate degree programs requires all of the following:

- ▶ Attainment of a high school diploma, GED, or equivalent
- ▶ Background or demonstrated interest in the chosen field of study

- ▶ Good character
- ▶ Potential to achieve a professional level

However, these requirements serve merely as a threshold to admission. The admission decision is based on a comprehensive evaluation of the application package. Furthermore, for dance and music applicants, the applicant's audition is a key component.

Application Process

Application Checklist

A complete application for undergraduate admission includes the following materials:

1. A completed application form
2. Application fee (\$50) or fee waiver*
3. Transcripts
4. Test scores
5. Personal statement
6. Two recommendations
7. Performance video recording (dance and music applicants only)
8. Résumé and/or portfolio
9. At least two recent photographs of the applicant (dance applicants only)

* Eligibility for application fee waivers is determined by FTC Cuddebackville. Students with financial need are welcome to complete the Financial Aid Application to find out whether they qualify for an application fee waiver.

Transcripts

Applicants are required to submit an academic transcript from each secondary school and college or university attended.

Test Scores

Submission of SAT or ACT test scores is optional.

However, applicants whose native language is not English must establish English-language proficiency through submission of an appropriate test score (see the English Language Proficiency section above for details). Applicants who are required but unable to take an English Language Proficiency test may include in their application a request for an SAT/ACT waiver. If the request is granted, the applicant will be administered an alternative academic background assessment exam.

Submission of a test score establishing Chinese-language proficiency is optional.

Personal Statement

Applicants are required to submit a 1-2 page personal statement to discuss why they wish to pursue advanced studies in classical and traditional arts at Fei Tian.

Recommendations

Applicants are required to provide two letters of recommendation: one must be from a teacher of an academic subject, counselor, or supervisor of the applicant, and one must be from a primary arts teacher of the applicant.

Performance Recording

Applicants to the BFA in Classical Chinese Dance degree program must submit a 15-minute video file of the applicant performing classical Chinese dance and/or another dance form. The video must have been made within six months of the date of application. The recording must be unedited and clearly labeled with the applicant's full name and a list of the repertoire performed therein. After review of the recording and application, applicants who advance to the next round may be scheduled for a live audition.

Applicants to the BM in Performance degree program must submit a 15-20-minute unedited video recording of the applicant performing the selected repertoire. For Western instrument applicants, repertoire must be from the Baroque, Classical, and/or Romantic periods. Applicants should choose works that best represent their individual artistry. The recording must have been made within six months of the date of application. Recordings must be clearly labeled with the applicant's full name, instrument, and a list of the repertoire performed therein. It is not required that the technical quality of the recording be up to professional studio standards, but the sound quality should be as good as is feasible. After review of the recording and application, applicants who advance to the next round may be scheduled for a live audition.

The media type of the video could be a viewable online video link (e.g., YouTube or Vimeo), a video file sharing link (e.g., Google Drive, Microsoft OneDrive, or Dropbox), or a DVD that contains recording(s) of the applicant's performance.

Portfolio

Applicants to the BFA in Stage Production and Design degree program must submit a portfolio of relevant material that clearly establishes the applicant's prior experience as a stage technician or designer. The portfolio must be clearly labeled with the applicant's full name and a list of the materials contained. After review of the portfolio and application, applicants who advance to the next round may be scheduled for an interview.

Photographs

Dance applicants are required to submit, in digital format of > 800x600 pixels, at least two recent photographs of the applicant showing full-body frontal view and full-body back view in form-fitting attire.

Special Considerations

While FTC Cuddebackville specifies standard requirements for admission, it also admits individuals with special talents and circumstances on the following exceptional bases:

- ▶ An exceptional background or high school performance in courses related to the intended program of study, as demonstrated by achievements in competitions, standardized tests, awards, etc.
- ▶ An exceptional level of artistic achievement or artistic potential.
- ▶ Great motivation and maturity in challenging situations.

Such individuals, if enrolled, may need remedial coursework that could extend the time needed to complete their programs.

Applying

Application forms and instructions for each of this campus's programs are available online at: cb.feitian.edu/admissions/ .

Applications must be completed in English. If any records are in a language other than English, applicants should include certified translations of those materials.

Completed applications may be uploaded at cb.feitian.edu or submitted electronically to the Office of Admissions and Records at: admissions@feitian.edu . Alternatively, applications may be sent by postal mail to:

Attn: Admissions Committee
Office of Admissions and Records
Fei Tian College at Cuddebackville
140 Galley Hill Road
Cuddebackville, NY 12729
U.S.A.

Application fees are non-refundable, and application materials will not be returned.

Pre-screening

Submitted applications are sorted and screened by the Office of Admissions and Records and then sent to the appropriate admissions officers. Individual academic departments then review the applications. The departments also draw up a list of dance and music applicants for audition.

Audition

The audition for the BFA in Classical Chinese Dance degree program focuses on the performance of classical Chinese dance movement combinations and lasts for approximately one and a half hours. Each auditionee should prepare two contrasting solo dances of up to two minutes each, set to prerecorded music. At the audition, auditionees may be asked to perform movement combinations under the instructions of the audition panel. Those who demonstrate a strong technical foundation during the first part of the audition will be asked to perform one or both of their solo dances. Auditionees may then be invited to perform a brief repertory sequence that will be taught and coached.

Dance applicants are ultimately evaluated as to their potential to become professional artists of classical Chinese dance, based on the following criteria:

- ▶ Potential for a career in dance
- ▶ Body alignment
- ▶ Coordination and flexibility
- ▶ Rhythmic accuracy
- ▶ A physique conducive to classical Chinese dance as a major or career
- ▶ Ability to replicate movement combinations
- ▶ Understanding of the special characteristics of classical Chinese dance
- ▶ Commitment to character development in the process of becoming a professional artist at Fei Tian College

The audition for the BM in Performance degree program focuses on the performance of contrasting works of classical music. Each auditionee should prepare two solo pieces of contrasting styles. For Western instrument auditionees, repertoire must be from the Baroque, Classical, and/or Romantic periods. At least one of the pieces should be set to musical accompaniment. Auditionees who use prerecorded musical accompaniment must bring an audio file of their music to the audition. Alternatively, auditionees may request in writing in the appropriate space on the audition form to use one of the College's piano accompanists. Auditionees must bring their scores to the audition. At the music audition, auditionees may be invited to perform one or both of their solo pieces. Auditionees may also be asked to perform major and minor scales as well as a sight-reading passage. Auditionees should be familiar with all clefs in common use for their instrument.

Music applicants are ultimately evaluated as to their potential to become professional musicians of classical Western or Chinese music, based on the following criteria:

- ▶ Potential for a career in music
- ▶ Musicianship potential for meeting the technical and artistic standards of FTC Cuddebackville's undergraduate music degree program

- ▶ Ability to sight-read
- ▶ Appreciation of classical Western and Chinese music and cross-cultural music
- ▶ Commitment to character development in the process of becoming a professional musician at Fei Tian College

Decision and Notification

FTC Cuddebackville will notify applicants of the admissions decisions and next steps within approximately one month after the audition or interview. International applicants will be given information on the F-1 student visa, including instructions on how to apply for an I-20 from Fei Tian College.

2.3 GRADUATE ADMISSIONS

Programs of Study

FTC Cuddebackville's Master's degree programs are designed for students who have completed prior undergraduate studies in classical Chinese dance, classical Western and Chinese music, or voice and who are interested in advancing their knowledge, skills, and experience in their respective fields of art.

This campus currently offers the following Master's degree programs:

- ▶ Master of Fine Arts (MFA) in Classical Chinese Dance
- ▶ Master of Music (MMus) in Performance

Graduate Admission Requirements

Admission to a Master's degree program at FTC Cuddebackville requires all of the following:

- ▶ Attainment of a baccalaureate degree in a related field
- ▶ Prior training and/or experience in the performance or teaching of the art form
- ▶ Ability and desire to collaborate with other artists and colleagues
- ▶ High degree of artistic achievement
- ▶ Good character, as evidenced through recommendation(s)

However, these requirements serve merely as a threshold to admission. The admission decision is based on a comprehensive evaluation of the application package and audition.

Application Process

Application Checklist

A complete application for graduate admission includes the following materials:

- ▶ A completed graduate application form
- ▶ Application fee (\$75) or fee waiver*
- ▶ Transcripts
- ▶ Test scores
- ▶ Curriculum vitae
- ▶ Personal statement
- ▶ Two recommendations
- ▶ Performance recording
- ▶ Recent photographs (dance applicants only)
- ▶ Additional artistic or creative materials that may help the admissions committee evaluate the applicant's artistic background, creativity, and/or potential (optional)

* Eligibility for application fee waivers is determined by FTC Cuddebackville. Students with financial need are welcome to complete the Financial Aid Application to find out whether they qualify for an application fee waiver.

Test Scores

Applicants are required to present proof of English-language proficiency through submission of either an appropriate test score (see the English Language Proficiency section above for details) or a transcript verifying completion of baccalaureate studies at an institution of higher education that uses English as the primary language of instruction.

Applicants who are required but unable to take an English Language Proficiency test may include in their application a request for a waiver. If the request is granted, the applicant will be administered an alternative academic background assessment exam.

Submission of a test score establishing Chinese-language proficiency is optional.

Curriculum Vitae

Applicants are required to submit a CV detailing the applicant's prior experience in dance or music, education, scholarship, professional experience, and/or public leadership, accompanied by a portfolio of relevant material that clearly establishes the applicant's prior experience in the field.

Personal Statement

Applicants are required to submit a personal statement of 750 to 1,000 words discussing the applicant's aspirations, focus, artistic vision, and objectives in dance or music.

Recommendations

Applicants are required to provide two letters of recommendation from qualified academic or professional personnel regarding the applicant's artistic strengths and suitability for the intended graduate program.

Performance Recording

Applicants to the MFA in Classical Chinese Dance degree program must submit a 15-minute video file of the applicant performing classical Chinese dance. The video must have been made within six months of the date of application. The recording must be unedited and clearly labeled with the applicant's full name and a list of the repertoire performed therein. After review of the recording and application, applicants who advance to the next round may be scheduled for a live audition.

Applicants to the MMus degree program must submit a 15-30-minute unedited video recording of the applicant performing the selected repertoire. For Western instrument applicants, repertoire must be from the Baroque, Classical, and/or Romantic periods. Applicants should choose works that best represent their individual artistry and highest technical ability. The recording must have been made within six months of the date of application. Recordings must be clearly labeled with the applicant's full name, instrument, and a list of the repertoire performed therein. It is not required that the technical quality of the recording be up to professional studio standards, but the sound quality should be as good as is feasible. After review of the recording and application, applicants who advance to the next round may be scheduled for a live audition.

The media type of the video could be a viewable online video link (e.g., YouTube or Vimeo), a video file sharing link (e.g., Google Drive, Microsoft OneDrive, or Dropbox), or a DVD that contains recording(s) of the applicant's performance.

Photographs

Dance applicants are required to submit, in digital format of > 800x600 pixels, at least two recent photographs of the applicant showing full-body frontal view and full-body back view in form-fitting attire.

Special Considerations

While FTC Cuddebackville specifies standard requirements for admission, it also admits individuals with special talents and circumstances on the following exceptional bases:

- ▶ Exceptional talent in the field
- ▶ Exceptional motivation

Such individuals, if enrolled, may need remedial coursework, which could extend the time needed to complete their programs.

Applying

Application forms and instructions for each of this campus's programs are available online at: cb.feitian.edu/admissions/ .

Applications must be completed in English. If any records are in a language other than English, applicants should include certified translations of those materials.

Completed applications may be uploaded at cb.feitian.edu or submitted electronically to the Office of Admissions and Records at: graduateadmissions@feitian.edu. Alternatively, applications may be sent by postal mail to:

Attn: Graduate Admissions Committee
Office of Admissions and Records
Fei Tian College at Cuddebackville
140 Galley Hill Road
Cuddebackville, NY 12729
U.S.A.

Application fees are non-refundable, and application materials will not be returned.

Pre-screening

Submitted applications are sorted and screened by the Office of Admissions and Records and sent to the appropriate admissions officers. Individual academic departments then review the applications and draw up a list of applicants for audition.

Audition

The audition for the MFA in Classical Chinese Dance degree program consists of a condensed class in classical Chinese dance technique and lasts for approximately one and a half hours. Each auditionee should prepare a solo dance that the auditionee has learned or choreographed, set to prerecorded music playable from an MP3 player or similar device.

Dance applicants are ultimately evaluated as to their potential to become leading professional artists in the field of classical Chinese dance, based on the following criteria:

- ▶ Prior systematic training in classical Chinese dance or dance competency
- ▶ Prior professional experience in dance performance, choreography, and/or dance teaching
- ▶ Experience or exhibiting keen interest in using the form of classical Chinese dance as a means of cross-cultural transmission of traditional culture
- ▶ Commitment to developing character as an integral part of becoming a leading professional artist in the field

The audition for the MMus degree program focuses on the performance of solo works that demonstrate the candidate's highest skill level. For Western instrument auditionees, repertoire must

be from the Baroque, Classical, and/or Romantic periods. Each auditionee should prepare two solo works of contrasting styles composed prior to 1900, at least one of which is a required piece chosen from a list provided by the department, and which in total do not exceed 30 minutes in playing length. A departmental accompanist shall be provided for the audition. Auditionees must bring their scores to the audition. Auditionees may be asked to sight-read a passage of music.

Music applicants are ultimately evaluated based on whether they have the potential to become leading professional musicians, based on the following criteria:

- ▶ Prior undergraduate training in applied instrument or vocal studies or music competency
- ▶ Prior experience in solo performance, ensemble performance, music composition, and/or music teaching
- ▶ Experience or exhibiting keen interest in using the form of music as a means of cross-cultural transmission of traditional culture
- ▶ Commitment to developing character as an integral part of becoming a leading professional artist in the field

Decision and Notification

FTC Cuddebackville will notify applicants of the admissions decisions and next steps within approximately one month after the audition. International applicants will be given information on the F-1 student visa, including instructions on how to apply for an I-20 from Fei Tian College.

2.4 CREDIT FOR PRIOR LEARNING

FTC Cuddebackville offers matriculated students the opportunity to receive academic credit for documented prior college-level learning acquired through previous study or through non-classroom experiences.

Prior learning may include, but is not limited to, the following:

- ▶ Credit transfer from another institution
- ▶ Credit by examination
- ▶ Credit by portfolio evaluation

The awarding of prior learning credit is conditioned on the following:

- ▶ The student must be matriculated at Fei Tian College.
- ▶ Prior learning must not duplicate or overlap previous coursework, or diminish the rigor of the program.
- ▶ Credit from prior learning is not included in calculating grade point average.

- ▶ The total number of credits awarded for prior learning may not exceed 50 percent of the credits required for graduation.

The determination of credit for prior learning is ultimately made by the Director of Admissions and Records and the department Chairs.

For more information about credit for prior learning, contact the Office of Admissions and Records.

Credit Transfer

Students may apply for transfer of credit earned at other institutions, including institutions accredited by U.S. Department of Education-recognized accrediting bodies, degree-granting institutions authorized by the NYS Board of Regents, and colleges and universities outside of the U.S. that are recognized by Fei Tian College.

Transfer of credit is subject to the following conditions:

- ▶ The credit must carry a grade of at least C+ for general education courses and at least B for courses in the student's area of study. Pass/no pass credit is not transferable unless a pass/no pass option also exists at Fei Tian for the equivalent course.
- ▶ The other institution offering the course allows it to be taken for credit toward the equivalent degree.
- ▶ The course offered at the other institution is substantially similar in content and rigor to the course at Fei Tian: i.e., (1) covers at least 75 percent of the same course material; (2) yields at least the same number of credits as does the equivalent course at Fei Tian; (3) includes requirements for comparable graded assignments/exams; and (4) uses a comparable textbook (if applicable).
- ▶ In computing transfer credits, quarter credits shall be converted to semester credits. Unless specified otherwise, one quarter credit equals two-thirds of a semester credit (e.g., 3 quarter credits equal 2 semester credits).
- ▶ For the BFA degree programs, a student may transfer up to 30 general education credits toward the degree.
- ▶ For the BM degree program, a student may transfer a maximum of 30 general education credits and 30 music credits, up to a total of 60 credits, toward the degree.

Students may request a transfer of credit from another institution by submitting a Transfer Credit Form to the Office of Admissions and Records, together with an official transcript, course descriptions and syllabi of the courses for which transfer credit is sought, and any other information FTC Cuddebackville requires to conduct a proper evaluation.

Approved transfer credits will appear on FTC Cuddebackville transcripts within approximately four weeks of official receipt of the request.

Credit by Examination

Standardized Exams

FTC Cuddebackville recognizes standardized exams, including Advanced Placement (AP), College-Level Examination Program (CLEP) Examinations, and International Baccalaureate (IB). To request credit by standardized exam, the student must submit a written request to the Director of Admissions and Records and order an official score report to be sent to the Office of Admissions and Records. A student may earn credit from a maximum of five standardized exams. Approved credit(s) by standardized exam will appear on the student's transcript within approximately four weeks of receipt of the official score report(s).

FTC Comprehensive Exams

Students who have acquired the knowledge and skills taught in a particular course can opt to demonstrate that they can pass the course without taking it. To do so, the student must submit a written request to the Chair of the department offering the course, explaining how the student has already met the goals and objectives of the course. The Chair will determine whether the course is available for credit by examination and whether the student is eligible to sit for the exam. If the Chair is satisfied with the student's performance on the exam, the Chair can recommend to the Director of Admissions and Records that the student receive credit for the course. Normally, a student may earn credit by exam for at most one course per semester.

Credit by Portfolio Evaluation

Students may develop a portfolio for credit to document experiential learning acquired through professional, creative, volunteer, or other experiences, to be assessed by faculty or equivalent subject area experts.

Credit by Examination

Standardized Exams

FTC Cuddebackville recognizes standardized exams, including Advanced Placement (AP), College-Level Examination Program (CLEP) Examinations, and International Baccalaureate (IB). To request credit by standardized exam, the student must submit a written request to the Director of Admissions and Records and order an official score report to be sent to the Office of Admissions and Records. A student may earn credit from a maximum of five standardized exams. Approved credit(s) by standardized exam will appear on the student's transcript within approximately four weeks of receipt of the official score report(s).

FTC Comprehensive Exams

Students who have acquired the knowledge and skills taught in a particular course can opt to demonstrate that they can pass the course without taking it. To do so, the student must submit a written request to the Chair of the department offering the course, explaining how the student has already met the goals and objectives of the course. The Chair will determine whether the course is available for credit by examination and whether the student is eligible to sit for the exam. If the Chair is satisfied with the student's performance on the exam, the Chair can recommend to the Director of Admissions and Records that the student receive credit for the course. Normally, a student may earn credit by exam for at most one course per semester.

Credit by Portfolio Evaluation

Students may develop a portfolio for credit to document experiential learning acquired through professional, creative, volunteer, or other experiences, to be assessed by faculty or equivalent subject area experts.

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TUITION AND FEES

3.1 TUITION AND FEES

Table 3.1-1 Tuition and Fee Rates for the 2021-2022 Academic Year

Description	Amount
Tuition	\$29,760 (full-time)
(\$1,240 per undergraduate credit)	
(\$1,653 per graduate credit)	
College Enrollment Fee	\$800
Technology Access Fee	\$1,400
Student Service Fee	\$540
Total	\$32,500 (full-time)

Table 3.1-2 Tuition and Fee Rates for the 2022-2023 Academic Year

Description	Amount
Tuition	\$30,720 (full-time)
(\$1,280 per undergraduate credit)	
(\$1,707 per graduate credit)	
College Enrollment Fee	\$840
Technology Access Fee	\$1,460
Student Service Fee	\$560
Total	\$33,580 (full-time)

The tuition and fee rates for the 2023-2024 academic year are expected to increase based on inflation, subject to approval by the Board of Trustees.

Part-time students pay the per-credit tuition rate plus all applicable fees.

Tuition covers:

- Enrollment in any course applicable toward a student's degree program.

- ▶ For degree-seeking undergraduate students, a limit of 45 total credits per academic year (22.5 credits per semester).
- ▶ For graduate students, a limit of 40 total credits per academic year (20 credits per semester).
- ▶ For dance students, enrollment in the amount of private or class instruction required for the degree, and the use of dance studios and necessary equipment.
- ▶ For music students, enrollment in the amount of private or class instruction required for the degree, and the use of music practice rooms and necessary equipment.

A student who wishes to register for more than the total allowable credits per academic year is subject to a charge of the per-credit rate for each additional credit.

The College enrollment fee covers expenses associated with various administrative services, such as enrollment and degree certification, course drops and adds done before published deadlines, diplomas, official transcripts and their production, and maintenance of files. The technology access fee covers expenses associated with maintaining servers, Internet access, and supplies for the computer and audio/video laboratories. It also covers fees associated with access to various studios. The student service fee covers expenses associated with student activities and services on campus.

3.2 COST OF ATTENDANCE

For the convenience of financial planning for students and their parents, other expenses a student is expected to incur per year are estimated as follows.

Table 3.2-1 Estimated Annual Living and Other Expenses for the 2021-2022 Academic Year

	Living on Campus	Living at Home	Living in Off-Campus Housing
Room and Board	\$7,580	\$2,500	\$10,850
Books and Academic Supplies	\$780	\$780	\$780
Artistic Supplies	\$1,540	\$1,540	\$1,540
Personal Expenses	\$2,900	\$2,900	\$2,900
Transportation Expenses	\$1,140	\$1,600	\$1,600
Total	\$13,940	\$9,320	\$17,670

Table 3.2-2 Estimated Annual Living and Other Expenses for the 2022-2023 Academic Year

	Living on Campus	Living at Home	Living in Off-Campus Housing
Room and Board	\$7,880	\$2,500	\$10,850
Books and Academic Supplies	\$820	\$820	\$820
Artistic Supplies	\$1,600	\$1,600	\$1,600
Personal Expenses	\$3,020	\$3,020	\$3,020
Transportation Expenses	\$1,180	\$1,600	\$1,600
Total	\$14,500	\$9,540	\$17,890

The estimated total annual cost of attendance, including tuition and fees, living expenses, and other costs, is as follows. The actual total annual cost of attendance will vary depending on how many credits a student takes, where and with whom a student lives, and whether the student has dependent or independent status. The costs listed are per year based on full-time studies for a student who lives near campus, where all figures are based on estimates.

Table 3.3-1 Estimated Total Annual Cost of Attendance for the 2021-2022 Academic Year

	Living on Campus	Living at Home	Living in Off-Campus Housing
Cost of Attendance	\$46,440	\$41,820	\$50,170

Table 3.3-2 Estimated Total Annual Cost of Attendance for the 2022-2023 Academic Year

	Living on Campus	Living at Home	Living in Off-Campus Housing
Cost of Attendance	\$48,080	\$43,120	\$51,470

3.3 PAYMENT OF THE COLLEGE BILL

All charges and credits from FTC Cuddebackville's offices are aggregated in a student's financial account and presented on the College bill.

The Office of Financial Services, which is responsible for managing FTC Cuddebackville's billing, collecting, refunding, and cashiering functions, sends the College bill to students one month before the start of each semester. For accounts with a balance due, a second bill is sent one month after the start of the semester.

The tuition and fees are due and must be received by 5:00 p.m. the day before the new semester begins. They may be paid by mail or in person at the Office of Financial Services. Students receiving

financial aid must apply the aid received to the unpaid balance at the time the financial aid is posted and no later than the due date.

Payment may be made by personal check, cashier's check, money order, travelers' check, cash, or electronic funds transfer, or charged to a credit card for the exact amount due.

A monthly \$30 late payment fee is applied for charges not paid by the deadline. A one-percent interest charge will be assessed monthly on all past-due accounts.

3.4 TUITION REFUND POLICY

Students who drop or withdraw from course(s) while in good standing may be eligible to receive a refund of tuition in accordance with the tuition refund schedules in Tables 3.5 and 3.6. Fees are generally not refundable. Students dismissed from FTC Cuddebackville for disciplinary reasons or who are administratively withdrawn from the College are not eligible for a tuition refund.

The student must submit a completed Course Registration Add/Drop Form to the Office of Admissions and Records and request a tuition refund from the Office of Financial Services. The amount of the refund will depend on the date of the student's official cancellation of course(s). The amount refundable plus any overpayment of fees or financial aid awards in excess of fees is presented on the College bill. Refunds are processed routinely throughout the semester.

Table 3.5 Tuition Refund Schedule for Partial Cancelation of Course(s) (while remaining enrolled in at least one course)

Course(s) Canceled:	Refundable Tuition:
During the first two weeks of classes	100% tuition refund
During the third or fourth week of classes	55% tuition refund
After the fourth week of classes	No tuition refund

Table 3.6 Tuition and Fee Refund Schedule for Withdrawal from the College

Official Withdrawal Date:	Refundable Tuition and Fees:
By the day before the semester begins	100% tuition and fees refund
During the first week of classes	100% tuition refund
During the second week of classes	70% tuition refund
During the third or fourth week of classes	55% tuition refund
After the fourth week of classes	No refund

Tuition Refund Appeal

Under special circumstances, such as medical needs or military service, FTC Cuddebackville may be able to make an exception and refund tuition based on an appeal. The student must submit a written statement explaining the reason for the withdrawal and prepare supporting documentation (e.g., military activation orders). The College will make a decision on the appeal within 2 to 3 weeks.

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FINANCIAL AID

4.1 STUDENT FINANCIAL AID POLICIES

Financial aid is monetary assistance provided to students who seek higher education at Fei Tian College. It is generally expected that the cost of a U.S. college education will be borne by students and/or their families.

However, FTC Cuddebackville administers financial aid programs for all eligible students. Financial aid is awarded for the academic year, or portion thereof, during which a student anticipates being enrolled. Should a student discontinue a portion of that enrollment period or change enrollment status, appropriate adjustments will be made to the student's award in accordance with the return and refund policies in effect at the College.

4.2 TYPES OF FINANCIAL AID AVAILABLE AT THE COLLEGE

FTC Cuddebackville strives to provide various forms of financial aid to students who are talented and motivated to pursue advanced studies at FTC Cuddebackville.

Scholarships offered at FTC Cuddebackville for the 2021-2022 academic year are as follows:

Description	Amount
Tuition and Fees Waiver	\$32,500
Room and Board	\$7,580
Supply Assistance	\$2,320
Transportation Assistance	\$1,140
Full College Scholarship	\$43,540

Scholarships offered at FTC Cuddebackville for the 2022-2023 academic year are as follows (subject to change):

Description	Amount
Tuition and Fees Waiver	\$33,580
Room and Board	\$7,880
Supply Assistance	\$2,420

Description	Amount
Transportation Assistance	\$1,180
Full College Scholarship	\$45,060

Tuition and Fees Waiver

Under this type of scholarship, the student does not pay tuition or fees for educational costs, including, but not limited to, costs associated with instruction received, academic and other student services, and institutional supports.

Room and Board

Under this type of scholarship, the student receives free housing and meals on campus.

Supplies Assistance

Under this type of scholarship, the College provides the student with the necessary academic and artistic supplies required for instruction (e.g., textbooks, dance clothing and equipment).

Transportation Assistance

Under this type of scholarship, the student receives assistance to pay for the transportation expenses associated with participating in the program.

Full College Scholarship

This type of scholarship provides a total tuition and fees waiver, room and board, supplies assistance, and transportation assistance. Personal expenses are not covered.

4.3 OTHER SOURCES OF FINANCIAL AID

The Office of Admissions and Records provides information on other sources of financial aid. Because FTC Cuddebackville provides a sufficient number of scholarships to all students, however, it is not anticipated that students will require financial assistance from other sources.

4.4 FINANCIAL AID APPLICATION PROCEDURE

Scholarships are normally awarded on a yearly basis with the possibility of renewal. Outstanding students may be awarded multiyear scholarships. Except under extraordinary circumstances, only full-time students are eligible for the Full College Scholarship and Tuition and Fees Waiver.

Decisions on admission and scholarships for new students are made at the same time.

In order to be eligible for a renewal of financial aid, continuing students must be in good standing at the College, which includes making satisfactory academic progress.

A student seeking financial aid should complete FTC Cuddebackville's Financial Aid Application and submit it to the Office of Admissions and Records.

4.5 STANDARDS FOR FINANCIAL AID RECIPIENTS

Students receiving financial aid are expected to remain in good standing at the College, as explained in Section 10.2. Failure to maintain good standing can result in sanctions, including but not limited to revocation of financial aid.

There is an academic progress review at the end of each semester. A financial aid recipient demonstrating unsatisfactory academic progress may be placed on academic probation for the next semester. During the probationary period, financial aid will still be available. But if the student fails to demonstrate satisfactory academic progress the next semester, the financial aid will be revoked.

After the revocation, the student may apply for financial aid if the student is able to meet the end-of-semester review standards for satisfactory academic progress in the following semester.

4.6 RETURN AND REFUND OF FINANCIAL AID

A student who receives financial aid and subsequently drops a course(s) may have his/her financial aid award adjusted pro rata to match tuition assessment. However, in the case of a student who receives a scholarship that requires full-time enrollment then drops below full-time status, the scholarship will be canceled for that semester. Any time a student withdraws from a course, scholarship eligibility could be in jeopardy.

If the student does not enroll in FTC Cuddebackville or enrolls and then separates from the College, (s)he may be required to return any "unearned" portion of financial aid received. If the student receives federal, state, or private financial aid, (s)he must comply with that institution's policies on financial aid refunds.

The resulting College bill may show a credit and/or charges in the student's financial account. Before a refund can be issued, any existing credit must be applied toward the financial aid programs that administered financial aid.

If a student who receives a Fei Tian College scholarship separates from the College, the Tuition and Fees Waiver ends the day after the official date of separation from the College, and Room and Board ends within 48 hours of the official date of separation from the College.

Non-attendance and/or failure to officially separate from the College may result in the cancellation of financial aid and all charges being billed to the student.

4.7 FEDERAL TAX CREDITS FOR EDUCATIONAL EXPENSES

The Taxpayer Relief Act of 1997 created two non-refundable education tax credits, entitled the Hope Scholarship Credit and the Lifetime Learning Credit. A non-refundable tax credit allows a taxpayer to subtract from the total amount of taxes owed the value of the credit for which the individual is eligible. “Non-refundable” means that the individual must owe taxes in order to get the value of the credit.

Individuals must meet specific income and enrollment guidelines to be eligible. Students should consult the Taxpayer Relief Act of 1997 or the Internal Revenue Service for details.

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STUDENT LIFE AND RESOURCES

5.1 ORIENTATION

Students are required to attend the Orientation session each year, at which administrators, faculty, and staff provide an overview of the new academic year, updates on College operations and policies, and help with course registration.

In addition, the Office of Student Affairs coordinates a special session for new students, which introduces them to the student services, facilities, and other resources available at the College.

5.2 RESIDENTIAL SERVICES

FTC Cuddebackville provides safe and comfortable on-campus residences that help to foster a sense of community among students. Designated staff members live on campus to serve as residential coordinators for dormitory students. Residential coordinators are available to advise students on personal matters, intervene in cases of behavioral or health concerns, and assist in personal emergencies.

The Office of Student Affairs also provides information regarding off-campus accommodations near the campus.

5.3 STUDENT ACTIVITIES

A college education means more than earning degree credits. It represents the total experience of the student, both inside and outside the classroom. Student organizations and activities enrich that experience by providing students a means to sample and explore different interests and opportunities, often leading to greater personal and professional growth.

College-sponsored activities are offered free of charge and are open to the campus community. Involvement in campus activities can supplement and strengthen the educational experience, aid in skills development, and help forge lifelong friendships.

Students have numerous opportunities to engage in extracurricular activities and student clubs on campus, which complement their programs. Ample campus spaces are dedicated to athletic, recreational, and leisure activities. FTC Cuddebackville also sponsors performing arts and entertainment events.

All student organizations are responsible for knowing and abiding by all College policies and local, state, and federal laws. FTC Cuddebackville may hold a student organization and its individual members accountable for violations of College policy.

5.4 SAFETY, HEALTH, AND WELLNESS

Public Safety Programs

A suite of public safety programs is provided by the Office of Facility Operations in collaboration with the Office of Student Affairs. These programs include security patrol, escort, transportation, and identification and access services to maintain a safe and secure campus environment that is conducive to learning, working, living, and visiting. A trained staff focuses on crime prevention and investigation, safety education, emergency preparedness, and response and recovery. Safety education awareness programs are conducted for students throughout the academic year.

Student Insurance and Accident Reports

The Office of Student Affairs provides consultations for students in need of insurance and can assist students in purchasing a student insurance plan. All dance students are required to be covered by health insurance.

Accident insurance is provided for all students while involved in College-related activities. Injuries that result from College-related activities must be reported to the faculty or staff member in charge and to the Office of Facility Operations within 24 hours of the time of injury.

Immunization and Health Services

The College requires all students to provide proof of immunity against measles, mumps, and rubella in order to enroll. Students who provide (1) a certificate from a physician stating that in the opinion of the physician such immunization is medically contraindicated; (2) a written statement that such immunization would be contrary to the student's religious or spiritual beliefs; or (3) a laboratory or medical report documenting immunity will be deemed to have satisfied this requirement.

The Office of Student Affairs provides health education to students, staff, and faculty through publications, information sessions, and counseling.

The Office of Student Affairs also maintains information on the nearest hospitals and other medical facilities. In the event of a medical emergency, students are directed to the nearest hospital emergency room or to call 9-1-1 for an ambulance.

Disability Support Services

In the spirit of the federal and state disabilities laws, the Office of Student Affairs provides disability consultation and coordinates reasonable special accommodations for qualified individuals with disabilities, including temporary disabilities due to injury. Disability support services are determined individually based on the disability condition, and may include classroom and testing accommodations such as extended time on assignments or tests, taped or scanned books, disability services referral, and registration assistance.

5.5 Counseling and Support

College students may encounter a variety of challenges during their years of study, including separation from family and friends, the transition to adulthood, developing new relationships, and defining and committing themselves to a career path. At the same time, they continue to deepen their understanding of themselves and of life.

The Office of Student Affairs offers a range of services to support students' emotional and spiritual well-being, from individual counseling sessions, small group sharing, and workshops to off-campus referrals.

The Office of Student Affairs strives to help students to develop the inner strength and resilience needed to handle negative emotions such as anxiety, stress, frustration, and depression. This approach includes prevention and education through counseling, sharing, and organized meditation and group reading sessions.

Individual student counseling sessions are confidential except where a student signs a consent form authorizing disclosure of information to the staff or it is reasonably believed that the safety of the student and/or others is at risk.

5.5 PARENTS AND ALUMNI RESOURCES

Parent/Guardian Notification

FTC Cuddebackville communicates directly with students regarding matters that affect their education and lives. When students are experiencing problems, the College may decide to involve parents or guardians as a means of additional assistance and support for the student. The College may notify a student's parents or guardians when the student is experiencing a medical or psychological emergency. The Director of Student Affairs or a designee will make such contact by telephone, email, or in writing.

Alumni Services

Fei Tian seeks to provide alumni and their families opportunities for lifelong learning and a connection with the College.

The Office of Advancement plans programs so that alumni may volunteer, make contributions to programs of interest, and participate in the mission of the College.

5.6 STUDENT COMPLAINT RESOLUTION

FTC Cuddebackville maintains an internal process for the good faith review and resolution of student complaints that will:

- ▶ encourage informal resolution of alleged violations at the lowest unit level;
- ▶ allow for a formal resolution mechanism if not resolved informally; and
- ▶ provide for appeal to a final decision maker. The final decision following appeal is not appealable further within the College.

Scope

Student complaints are brought by students regarding the College's provision of education and academic services affecting their role as students and must be based on a claimed violation of a College rule, policy, or established practice.

Complaints Not Covered

Complaints not covered by this policy include those regarding:

- ▶ disciplinary action under the Code of Student Conduct; or
- ▶ College admission decisions.

Exhaustion of Remedies at the Institutional Level

Exhaustion of all informal and formal internal processes at the College is a prerequisite to filing a complaint with an external agency pursuant to this policy. Discussion of the matter through informal means is the preferred starting point. Should that fail, the complainant should use the formal grievance resolution mechanisms provided at each campus. No retaliatory action shall be taken against a student for utilizing these processes.

Procedure for Addressing Complaints

There may be occasions when a student has a concern or a complaint about a course or an instructor, e.g., about a course requirement, class procedure, or grades. A concern about a course or instructor should be expressed no later than 30 days into the start of the next semester. The student should, whenever possible, first approach the instructor for clarification and resolution. Addressing a challenging situation at this level provides an opportunity for both the student and instructor to work together to find a mutual resolution in the spirit of understanding and patience. If,

after contacting the instructor the student still has concerns, the student should address them to the appropriate department Chair who will work to help the student and instructor resolve the matter. Individual departments may establish their own internal procedures for handling student concerns. The informal complaint resolution process is expected to be completed within one month.

If the informal resolution process is not able to resolve the concern, the student may file a formal grievance by the end of the semester following the semester in which the alleged grievance occurred, or as soon as is reasonably possible.

A student files a grievance by submitting a complaint in writing to the Vice President of Academic Affairs (for a grievance of an academic nature) or the Director of Student Affairs or designee (for a grievance of a non-academic nature). The statement should include: (1) a complete narrative of the circumstances giving rise to the grievance; (2) identification of the parties involved; (3) a statement of the desired remedy; and (4) any supporting documentation.

The Vice President of Academic Affairs or the Director of Student Affairs will determine whether the complaint has sufficient substance to be deemed a grievance. If so, the student will be notified and the grievance will be routed to the appropriate committee for a preliminary investigation and hearing with the aggrieved student. An academic grievance will be routed to the Academic Standards and Student Services Committee, whereas a non-academic grievance will be routed to the Judicial Committee.

Information from any source and in any manner determined to be useful in reaching a recommendation may be used. The committee will present a final report and recommendation to the Vice President of Academic Affairs or the Director of Student Affairs. The student shall also be notified of the recommendation.

Should the recommendation not be acceptable to the student, the case may be appealed to the College President. The President's decision is final within the College appeal process and cannot serve as the basis for a new complaint.

Since students are encouraged to use the College grievance procedures when they believe that they have been unfairly treated, there must be no retaliation taken against any employee who gives information or appears before the Academic Standards and Student Services or Judicial Committees. Retaliation will not be tolerated and will subject an individual to College disciplinary procedures. This process is expected to be completed within three months.

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INTERNATIONAL STUDENT SERVICES

Fei Tian College is authorized under U.S. Federal law to enroll eligible nonimmigrant students under the F-1 nonimmigrant visa classification for its undergraduate and graduate degree programs. The Office of International Services is the primary resource for F-1 international students seeking advice on matters related to their F-1 status, including visas, passports, I-20s, and more. Each F-1 student is responsible for complying with F-1 regulations and consulting the Office when matters that may affect the student's status arise.

6.1 INTERNATIONAL APPLICATION AND ENTRANCE PROCEDURE

International applicants follow the regular admissions procedure. As a special consideration, however, the College may grant international applicants permission to send samples or videos of their performances in lieu of a live audition.

Upon being admitted to the College, international students will receive in their admissions package important travel and F-1 information and an I-20 application Form. If a student decides to enroll in Fei Tian under the F-1 visa classification, the student must submit to the Office of Admissions and Records a completed I-20 application and required supporting documentation, along with a completed Intent to Enroll Form.

Upon review by the Office of International Services, the College will create an initial Student and Exchange Visitor Information System (SEVIS) record and issue a I-20 Form to the student.

It is the student's responsibility to sign the I-20 Form and keep it safe, pay the required I-901 SEVIS fee (refer to www.ice.gov/sevis for detailed information), and obtain an F-1 student visa (see Section 6.2) if the student is not currently studying in the U.S. with an active F-1, or unless he or she is from a visa-exempt country (i.e., Canada or Bermuda).

After entering the United States, all international students must report to the Office of International Services within 30 days of the program start date listed on the I-20 Form to validate their intended participation at the College. Failure to do so may invalidate a student's legal status in the U.S.

International students are required to keep all versions of their I-20 Form and their passport, visa (or I-94 for Canadian/Bermudan citizens), and other official documents in a safe and accessible place and pay attention to their respective expiration dates.

6.2 APPLYING FOR AN F-1 STUDENT VISA

The following categories of students must obtain an F-1 student visa issued by the Department of State at a local U.S. consulate or embassy:

- ▶ International students outside the U.S. who are not citizens of a visa-exempt country
- ▶ International students in the U.S. but not in a legal status that allows them to study, except those from a visa-exempt country

Students must complete the online DS-160 visa application (<https://ceac.state.gov/genniv>) and schedule an appointment for a visa interview. The following documentation must be brought to the interview:

- ▶ I-20 Form from Fei Tian College, and any old I-20s
- ▶ Printed confirmation page from the Form DS-160 "Online Nonimmigrant Visa Application"
- ▶ Passport valid for at least six months after the student plans to enter the United States
- ▶ Recent passport-style photograph, two inches by two inches
- ▶ Receipt for the I-901 SEVIS fee payment
- ▶ Receipt for the visa application fee payment
- ▶ Evidence of sufficient funds to cover tuition and living expenses for at least the first year of study (e.g., Scholarship Award Letter from Fei Tian College)
- ▶ Admission letter from Fei Tian College
- ▶ Fei Tian College Catalog
- ▶ Transcripts and diplomas from previous study

Students from visa-exempt countries need not apply for visas at their local U.S. consulates, and should instead bring the relevant documents to the U.S. port of entry and apply for F-1 nonimmigrant student status upon entering the United States.

6.3 TRANSFERRING

F-1 students currently studying at another U.S. institution (including high school) who intend to begin full-time studies at Fei Tian College must pre-arrange to have their SEVIS records transferred to Fei Tian College. In addition to the normal international admissions and entrance procedure, such students must submit a completed F-1 SEVIS Record Transfer Request Form with the completed I-20 application and required supporting documentation in order for their SEVIS records to be transferred to Fei Tian College. Contact the Office of International Services for detailed instructions.

6.4 MAINTAINING STATUS IN THE UNITED STATES

Maintaining F-1 status means maintaining compliance with the law. Each F-1 international student bears ultimate responsibility for maintaining status, from initial entry to the United States in F-1 status until final departure. The Office of International Services can advise and assist students, but only if

students follow the regulations and request assistance in a timely manner. For detailed information about studying in the United States as an F-1 international student, visit StudyInTheStates.dhs.gov. F-1 students must comply with the following requirements in order to maintain lawful status:

- ▶ Report to the Office of International Services within 30 days of the program start date that appears on the I-20 Form.
- ▶ Be registered full-time for at least two semesters each year (except in cases of authorized Reduced Course Loads). Failure to maintain the requisite course load could result in severe consequences.
- ▶ Follow transfer procedures if applicable.
- ▶ Obtain a new I-20 Form for a change in educational level of study.
- ▶ Abide by the F-1 grace period regulations (see below).
- ▶ Report any change of personal or employment information to the Office of International Services within 10 days of the change.
- ▶ Maintain a valid passport.
- ▶ Refrain from engaging in unauthorized employment.
- ▶ Make satisfactory progress in a program of study.
- ▶ Apply for a timely extension of studies if applicable.
- ▶ Depart the United States, transfer programs, or change status in a timely manner.

Grace Period

A student who has completed a program and any authorized post-completion optional practical training has 60 days to depart the United States, transfer programs, or file for a change of status.

A student who has been authorized for withdrawal from the College by the Office of International Services has 15 days to depart the United States. A student who is terminated or who withdraws from a program without authorization by the Office of International Services is not granted a grace period and must immediately depart the United States.

Dropping Below Full-Time Studies

F-1 students must obtain prior authorization from the Office of International Services before undertaking to drop below a full-time courseload. Failure to obtain such authorization is a violation of the Federal F-1 regulations and will result in the immediate loss of F-1 status and possibly other sanctions.

Leave-Taking and Traveling Abroad

Any F-1 student who intends to take a temporary leave of absence or travel abroad during a semester in which he or she is registered must notify and consult the Office of International Services

ahead of time.

If the leave will be longer than five months, the student should consult staff at the Office of International Services at least 15 days prior to departure. The student's SEVIS record will be terminated and the I-20 Form rendered invalid. Two months prior to returning to the College, the student must contact the Office of International Services and complete the procedures to return for studies in F-1 status.

Before traveling abroad, F-1 students should check the expiration dates on their passport and visa and obtain a new travel endorsement on the I-20 Form from the International Student Advisor or Designated School Official (DSO), if needed. If the visa is expired or will expire while the student is abroad, he or she may need to renew it while abroad in order to re-enter the U.S. in F-1 status.

Coursework Outside the United States

Students who wish to remain outside the United States for an extended period of time for activities related to their programs may qualify to retain F-1 status but must maintain full-time registration during two semesters of the year. Consult the Office of International Services for details.

Failure to Maintain Status

Examples of failure to maintain status include, but are not limited to, the following:

- ▶ Dropping below full-time studies without proper authorization.
- ▶ Attending a school other than the one a student is authorized to attend.
- ▶ Failure to apply for a timely I-20 extension, SEVIS record transfer, or change in level of education.
- ▶ Engaging in unauthorized employment.
- ▶ Failure to notify the DSO before travel abroad, leave of absence, or withdrawal.
- ▶ Failure to report within 10 days a change to any of the following: official name, mailing address in the U.S., permanent address in the home country, email address, phone number, program, legal status.

The College is required to manage all F-1 student records in SEVIS each semester. Students who fail to maintain lawful status will lose the privileges of their student status and become subject to deportation and possibly other sanctions.

6.5 INTERNATIONAL STUDENT EMPLOYMENT

Employment eligibility and options for F-1 students are limited by Federal F-1 regulations and are available only to students who have maintained lawful status and are in good standing.

Prior to beginning employment, such students are required to obtain the prior written authorization of the Office of International Services and/or the United States Citizenship and Immigration Services

(USCIS). Failure to obtain proper authorization constitutes a serious violation of U.S. immigration regulations.

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STUDENT RIGHTS AND RESPONSIBILITIES

7.1 BASIC STUDENT RIGHTS AND INSTITUTIONAL OBLIGATIONS

With the responsibilities for acceptable conduct that the Code of Student Conduct places on students of the College, come attendant basic rights and institutional obligations.

The College recognizes its obligation to support and uphold the basic freedoms and citizenship rights of all students and to provide conditions conducive to learning and reflective of the institution's founding values of Truthfulness, Compassion, and Tolerance. Within this context, students have the following basic rights.

Rights in the Pursuit of Education

The classrooms, laboratories, libraries, and studios constitute the essential learning environments of the College, and the freedom to learn in these environments should be promoted and encouraged by instructors. In support of a student's rights in the classroom or other learning environments, the College grants students the right to:

- ▶ Have access to faculty, technology, classrooms, libraries, presentations, and other resources necessary for the learning process;
- ▶ Have access to academic advising and clear expectations for degree and graduation requirements;
- ▶ Participate in an exchange of ideas that is free of conduct that impedes either an instructor's ability to teach or a student's ability to learn;
- ▶ Receive a class syllabus in a timely manner;
- ▶ Expect to interact with faculty who act professionally, provide clearly stated course goals, provide clear expectations for class performance and evaluation, hold classes as scheduled, are accessible for consultation, and maintain a clear connection between course content and the most recently approved course description; and
- ▶ Have the freedom to raise relevant issues pertaining to classroom discussion, offer reasonable doubts about information presented, and express alternative opinions without concern for any academic penalty.

Right to Freedom from Harassment and Discrimination

Please see the Anti-harassment Policy and the Non-discrimination Policy.

Rights to Access Records and Facilities and of Privacy

Students can expect to have access to policies and procedures that affect them and have access to College offices that may be able to assist them.

Students can expect that their education records will be maintained confidentially and they will have access to their records in a manner consistent with College policies and applicable state and federal laws. Students can expect to have reasonable access to College facilities and resources.

Right to Contribute to College Governance

Students have the right to contribute to the making of institutional policies generally affecting their social or academic affairs.

Right to Accommodation for Individuals with Disabilities

Students may request special accommodations for disabilities, including for temporary disabilities due to injury, through the Office of Student Affairs.

Rights to Pursue Grievances and to Just Processes in Cases of Discipline

Students who believe that any of their rights have been violated by a member of the College community have the right to file a report of misconduct under the Code of Student Conduct or a grievance petition under the student academic complaint process.

Students involved should expect that they will be given notice and an opportunity to respond and that the College will make a good-faith review of the allegation(s) in order to bring about a fair and reasonable resolution of the matter.

7.2 CODE OF STUDENT CONDUCT

Adapted for FTC Cuddebackville

A. Purpose, Authority, Application

1. Purpose

As members of the College community and greater society, students have basic rights and responsibilities. These regulations set forth the College's expectations for student conduct and procedures governing student discipline. The College intends that this Code of Student Conduct help students to proactively build relationships and community on the foundation of virtue and traditional culture, in accordance with the College's mission and values.

2. Authority

These regulations are established pursuant to the authority delegated to the President by Board of Trustees policy for the establishment of a Code of Student Conduct. Ultimate authority over student

conduct and discipline is vested in the College President, who has discretion to take immediate and final action for any violation of College policies. Such authority may be delegated as set forth in this Code or in other appropriate policies adopted by the President.

As members of an academic community and the greater society, students may be accountable both to the College and to civil and criminal authorities for acts that constitute violations of both this Code and law. Conduct proceedings at the College may proceed independently of and during the pendency of external proceedings.

3. Application

These regulations apply to all students and student groups at FTC Cuddebackville, unless in special circumstances the President directs otherwise. They apply to conduct that occurs on College property, at College sponsored activities, and to off-campus conduct that adversely affects the College community and/or the pursuit of its objectives. The President's designee for each campus shall decide on a case-by-case basis whether the Code shall be applied to conduct that occurs off campus.

Any case involving an allegation of sexual misconduct shall proceed according to the requirements set forth in the Article 129-B Policies in addition to the general requirements of this Code.

4. Definitions

"Student" shall mean an individual for whom the College maintains student records and who: (a) is taking courses at the College or enrolled in a College program; (b) is participating as a student in College activities prior to the start of classes; (c) is on an approved leave; (d) is not otherwise presently enrolled or registered for a particular term but has a continuing relationship with the College; (e) withdraws, transfers, or graduates after an alleged violation of the Code; or (f) already graduated when the conduct at issue implicates the student's College degree.

B. Conduct Standards and Sanctions

1. Honor Code

The Honor Code is a principle-based code that reflects the moral ideals and standards of the institution. By accepting appointment, continuing in employment, being admitted, or continuing enrollment, each member of the College community personally commits to observe these Honor Code standards:

- ▶ Act honestly.
- ▶ Live a life of virtue.
- ▶ Respect others.

- ▶ Obey the law and comply with College policies and campus regulations.
- ▶ Cultivate a noble and responsible character.
- ▶ Encourage others in their commitment to abide by the Honor Code.

2. General

Students and, to the extent applicable, student groups are expected and required to obey the law, to comply with College policies, with campus rules and regulations, with directives issued by College officials, and to observe the standards of conduct appropriate for an institution of higher learning. Students are expected to make choices that preserve a safe environment, to respect the rights of others, to practice responsible citizenship, and to be accountable for their own actions and the conduct of their guests. A student who violates these general standards of conduct may be subject to disciplinary action.

3. Dress and Grooming Standards

The dress and grooming of students at FTC Cuddebackville should be modest, neat, and clean. Clothing is inappropriate when it is revealing, sleeveless, strapless, short (skirt and pants length should be knee-length or longer), excessively form-fitting, or unnaturally ripped or faded. In addition, logos or symbols that promote inappropriate messages should not be worn. Footwear should not have excessively high heels or expose the toes (unless in the residences). Heavy and dramatic makeup and unnatural-looking hair dyes should be avoided. Exposed tattoos and piercings or jewelry affixed to the nose, tongue, cheek, lip, or eyebrow are inappropriate.

4. Academic Integrity Policy

Truthfulness is a core value of the Fei Tian experience. Academic misconduct undermines the educational process and the sense of integrity that characterizes the College community. It is expected that all academic goals be achieved through honorable means. Specifically, students are expected to support and abide by the provisions of this Academic Integrity Policy, which prohibits: plagiarism; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work; taking, acquiring, or using course materials without faculty permission; submitting falsified records of academic achievement; obtaining dishonestly grades, honors, or awards; altering, forging, or misusing a College academic record; or fabricating or falsifying data or data analysis. Suspected academic misconduct may be reported through the procedures set forth in this Code.

5. Prohibited Conduct

The following types of actions constitute misconduct that may result in disciplinary action. Where appropriate, failure to prevent one's guests from committing these acts may be treated as violations of this Code:

- ▶ **Abuse of the Code of Student Conduct.** Includes but is not limited to: making, or causing to be made, a false report of an alleged Code violation; failing to comply with a notice to appear for a disciplinary meeting; falsifying or misrepresenting information in the disciplinary process; disrupting or interfering with the disciplinary process; and failing to comply with the disciplinary sanction(s) imposed under the Code.
- ▶ **Academic Misconduct.** Any conduct that violates academic integrity, including but not limited to: plagiarism; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work; taking, acquiring, or using course materials without faculty permission; submitting falsified records of academic achievement; obtaining dishonestly grades, honors, or awards; altering, forging, or misusing a College academic record; or fabricating or falsifying data or data analysis.
- ▶ **Aiding, Abetting, Assisting, or Facilitating Misconduct.** Any conduct that indicates active association with or that actively encourages another person or persons whose conduct is in violation of this Code.
- ▶ **Attempt to Injure or Defraud.** Conduct involving making, forging, printing, reproducing, copying, or altering any record, document, writing, or identification used or maintained by the College when done with intent to injure, defraud, or misinform.
- ▶ **Attempting to Engage in an Act Prohibited by the Code.** An “attempt” is defined as conduct that, if successful, would constitute or result in the prohibited conduct. Any student who abandons an attempt or prevents the prohibited conduct from occurring under circumstances that demonstrate a complete and voluntary renunciation of the prohibited conduct will not be subject to disciplinary action.
- ▶ **Damage or Misuse of Property.** Any conduct that damages, destroys, tampers with, or misuses College property or property of others, including but not limited to: misusing, altering, or damaging fire safety equipment, safety devices, or other emergency equipment or interfering with the performance of those specifically charged to carry out emergency services; or acting to obtain fraudulently—through deceit, unauthorized procedures, or misrepresentation—goods, services, or funds from College units, student groups, or individuals acting on their behalf.
- ▶ **Discrimination.** Any conduct that is violative of the College's Non-discrimination Policy.
- ▶ **Disorderly Conduct or Hooliganism.** Conduct intended and likely to incite a breach of the peace.
- ▶ **Dress and Grooming Standards Violation.**
- ▶ **Falsification.** Any conduct involving falsification, including but not limited to: willfully providing College offices or officials with false, misleading, or incomplete information; forging or altering without proper authorization official College records or documents or conspiring with or inducing others to forge or alter without proper authorization College records or documents; misusing, altering, forging, falsifying, or transferring to another person College-issued identification; or

intentionally making a false report of an emergency to a College official or an emergency service agency.

- ▶ **Firearms, Dangerous Materials, or Prohibited Items.** Conduct including the use, possession, or display of: firearms; other weapons and items that could be used as weapons; fireworks; or any other items prohibited by the College, such as drugs, tobacco, alcohol, associated paraphernalia, or media and games that are vulgar, immoral, violent, or pornographic.
- ▶ **Harassment, Hazing, Intimidation, or Aggression.** Any intentional or careless conduct that endangers or threatens to endanger the physical and/or mental health, safety, or welfare of another person, including, but not limited to: threatening, harassing, intimidating, bullying, or assaulting behavior.
- ▶ **Intimacy and Romantic Behavior.** Conduct inappropriately displaying physical intimacy.
- ▶ **Negative Influence.** Conduct at odds with the College's mission and values and that exerts a negative influence on other(s), the campus environment, or a College activity.
- ▶ **Obstruction or Disruption.** Any conduct that unreasonably obstructs, disrupts, or interferes with a teaching, educational, research, administrative, disciplinary, or other activity or service authorized to be conducted or offered on or off campus, including but not limited to: misconduct in the classroom or other College setting; any act that damages or interferes with a utility service or equipment, such as College computers, computer programs, computer records, or computer networks accessible through the College's computer resources; or any action of a student that fails to comply with lawful directions of College officials acting in the performance of their duties.
- ▶ **Prohibited Computer or Electronic Activity.** Conduct that includes: unauthorized entry into a file to use, read, change the contents, or other purpose; unauthorized transfer of a file; unauthorized use of another individual's identification and password; use of a computer or other electronic device to unreasonably interfere with the work of another student, faculty member, or College official; use of a computer or other electronic device to send obscene messages; use of a computer or other electronic device to unreasonably interfere with the normal operation of the College's network; or use of a computer or other electronic device in violation of copyright laws.
- ▶ **Sexual Misconduct.** All forms of sexual misconduct, including but not limited to: sexual harassment, sexual violence, domestic violence, dating violence, stalking, sexual exploitation, indecent exposure, and all non-consensual sexual contact or behavior.
- ▶ **Solicitation.** Conduct that involves unauthorized solicitation, sale, or promotion of any goods or services on College property or at College-sponsored activities.
- ▶ **Theft or Unauthorized Possession.** Conduct including theft, unauthorized possession of, or wrongful sale or gift of property.
- ▶ **Unauthorized Access or Use.** Conduct involving accessing or using without authorization College property, services, or information systems, or obtaining or providing to another person the

means of such unauthorized access or use, including, but not limited to, using or providing without authorization keys or access codes.

- ▶ **Violation of College Policies, Campus Rules and Regulations, or Official Directives.**
- ▶ **Violation of Federal, State, or Local Law.**

6. *Sanctions*

While the College intends that this Code be administered in a collegial manner to educate students, it also recognizes that there may be instances in which the nature and severity of the student's behavior may warrant disciplinary sanctions, up to and including expulsion. Types of sanctions that may be imposed in accordance with this Code of Student Conduct are as follows:

- ▶ **Warning.** An oral warning to bring to the student's attention a new or ongoing deficiency in conduct.
- ▶ **Probation.** A status that puts the student on formal notice and may carry special terms to regain good standing. Requires a conduct proceeding and a review after the probationary period.
- ▶ **Suspension.** A sanction that imposes an involuntary absence on the part of the student, and carries special terms to regain good standing. Requires a conduct proceeding and a review after the suspension period.
- ▶ **Revocation of financial aid awards.**
- ▶ **Dismissal.** A sanction that completely removes the student from his or her program and separates the student from the College.
- ▶ **Expulsion.** A sanction that results in permanent termination of student status, generally without grades.
- ▶ **Discretionary Sanctions.** Other sanctions that bear reasonable relation to the violation for which the student has been sanctioned may be imposed instead of or in addition to other sanctions.

C. Campus Procedures Governing Student Discipline

1. *General*

The student disciplinary process aims to assist FTC Cuddebackville and its students to preserve and enhance a learning environment conducive to achieving the aims of an FTC education and fulfilling the College's mission. Where possible, the College intends that this process be administered to help educate students as to their moral responsibilities and aid them in developing their character. FTC Cuddebackville, at its discretion, may choose to investigate reported or suspected Code violations. Generally, the College shall follow the prescribed procedures. However, this campus reserves the right to, at its discretion, vary from them according to the circumstances of individual matters, so long

as the student receives prior to the imposition of any sanctions, notice of the nature of the alleged or suspected violation(s) and an opportunity to respond.

No attempt will be made to apply formal or technical rules of evidence. In general, any information that is considered relevant will be received and reviewed, subject to the reasonable discretion of the Code administrator.

Any case involving an allegation of sexual misconduct shall proceed according to the requirements set forth in the Article 129-B Policies in addition to the general requirements of this Code.

2. Code Administrators

The student disciplinary process at FTC Cuddebackville is under the direction of the Vice President of Academic Affairs (for academic matters) and the Director of Student Affairs (for non-academic matters) ("Code administrators"). If one incident involves both academic and non-academic issues, involves both undergraduate and graduate issues, involves more than one campus, and/or directly involves the Code administrator, the President or designee will decide which administrator(s) are to handle the matter.

3. Reporting Misconduct

Any person may report a suspected violation of this Code of Student Conduct to the Code administrator or other assigned appropriate personnel, who will review the reported allegation to determine the appropriate action to be taken from the following:

- ▶ **Investigation.** Begin an investigation into the matter if he or she determines that the allegation(s), if proven, could be considered a violation of the Code;
- ▶ **Referral back for informal action.** Refer the matter back to the Director of Student Affairs for the matter to be dealt with informally if the allegations do not constitute a violation of student conduct; or
- ▶ **No action.** Decide to take no further action with a written explanation of this decision.

Reports should be made using the student incident report form, within a reasonable time of the alleged violation. Disciplinary action may be pursued if there is enough information available to substantiate the reported conduct.

If information is discovered alleging that a past student of FTC Cuddebackville committed a Code violation at the time he or she was a student, a report shall be made to the Code administrator, who shall determine the procedures to follow and the appropriate sanction.

4. Interim Actions

The President or designee shall have authority to take immediate and appropriate interim protective action when the alleged actions of a student jeopardize the well-being of that student or others or threaten the operations or safety of the College.

5. Investigations

Reports may be investigated if there is sufficient, reasonable, and credible information that a Code violation has occurred. The investigation may include interviewing the student and any witnesses or other persons having relevant information as the Code administrator deems appropriate.

Following each investigation, the Code administrator will analyze the report and evidence. If it appears that the alleged violation(s) have not occurred, the Code administrator will drop the case and notify the student and, where appropriate, the reporting individual.

6. Notice

If it appears that the alleged violation(s) occurred, the Code administrator or designee will notify the student as to the nature of the alleged or suspected violation(s) and of the student's opportunity to respond. Where appropriate, an attempt should be made to review the notice together with the student, discuss possible sanctions, and work with the student.

7. Conduct Proceeding

A student facing potential disciplinary sanctions other than an oral warning will be given a conduct proceeding in the form of a disciplinary meeting with the Code administrator or a designated school agent. The purpose of the disciplinary meeting is to present the student with the evidence gathered and to provide him or her an opportunity to make representations. In limited circumstances (e.g., a risk of harm to the witness) a witness's identity may be kept confidential unless to do so would prejudice the fairness of the proceedings.

The following procedural guidelines apply to conduct proceedings:

- ▶ The student shall have an opportunity to respond to the information related to the alleged violation and may submit additional relevant information.
- ▶ If the student fails to appear at a disciplinary meeting, the matter may be adjudicated in absentia.
- ▶ The College participants will decide, on the basis of the evidence and the student's representations, whether the allegation is proven.
- ▶ When there are significant discrepancies between the supporting information and the student's response, the College will attempt to ascertain the truth and exercise reasonable discretion in assessing the credibility of the witnesses and strength of the evidence.
- ▶ If the allegation is considered to be proven, depending on the nature of the disciplinary offense, the Code administrator will ask the student to submit any additional evidence to decide on the

appropriate sanction.

- ▶ The outcome of a conduct proceeding is to be determined based solely on the reasonable conclusion of the designated trier, and shall depend on the totality of all relevant factors, including but not limited to: the nature and severity of the transgression, the student's attitude, and previous history.
- ▶ The Code administrator will prepare a decision and the outcome of the conduct proceeding shall be conveyed to the student.
- ▶ It is expected that most disciplinary cases will be resolved at this stage.

The outcome of a conduct proceeding cannot serve as the basis for a grievance.

8. Appeal

Generally, the outcome of a conduct proceeding is a final decision. In proceedings that result in suspension, dismissal, or revocation of financial aid, however, a case may be appealed to the President under the following guidelines.

Within five calendar days of the outcome of the conduct proceeding, the student must submit a letter of appeal to the Office of the President. The appeal must specify grounds that would justify reconsideration; specifically, the letter must identify:

- ▶ A significant procedural error that changes the findings of fact of the proceeding; or
- ▶ New evidence that significantly alters the findings of fact.

This appeal may not be made on the basis of general dissatisfaction with the decision of the trier. The President will review the record and letter of appeal, and any other relevant information arising in the context of the appeal. The President may also make independent inquiries to clarify statements in the record. After reviewing this information, the President shall render a decision within no more than 45 calendar days of the filing of the appeal. The President may, at her sole discretion, modify the sanction applied to the student based upon the appeal. Further, the President may refer the matter back to the Code administrator for further evaluation with accompanying instructions if she determines that prescribed guidelines were not followed or relevant information was not appropriately considered. The President will deliver a decision to the student and to the Code administrator. Except in the case of a remand, the President's decision is final with no provision for further review. The decision on appeal cannot serve as the basis for a complaint.

9. Disciplinary Records

FTC Cuddebackville normally maintains a record of each proceeding that results in a sanction. Disciplinary records shall be maintained under the authority of the Code administrator, in accordance with the College Records and Information Management Policy.

Table of Contents | General college policies

GENERAL COLLEGE POLICIES

8.1 ANTI-HARASSMENT

Fei Tian College is committed to maintaining an environment of learning and working that is free of prejudice and harassment—an environment that supports, nurtures, and rewards career and educational advancement on the basis of ability and performance.

Harassment based upon race, gender and/or gender identity or expression, color, religion, age, national origin, ethnicity, disability, veteran or military status, sexual orientation, marital status, citizenship status, or any other legally protected basis is prohibited by law and undermines the character and purpose of the College. Such harassment is illegal and against College policy and will not be tolerated. This policy covers all members of the College community and those who affect the College community, such as vendors and visitors.

8.2 NON-DISCRIMINATION

Fei Tian College admits students of any race, color, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the College. In the letter and spirit of applicable laws, it does not discriminate on the basis of race, color, sex, national origin, ethnic origin, or any other applicable legally protected status in the administration of its educational programs and services.

In accordance with this policy and as delineated by federal and state law, the College is committed to basing judgments concerning the admission, education, and employment of individuals upon their qualifications and abilities.

8.3 NON-TOLERANCE OF VIOLENCE ON CAMPUS

Fei Tian College will not tolerate violence or threats of violence on the College premises. Employees and students who violate this policy may be subject to disciplinary action up to and including termination or expulsion. Employees and students who intentionally bring false charges of violence will also be subject to disciplinary action up to and including termination or expulsion. Non-employee violations of this policy will be handled in accordance with applicable laws.

Acts of violence include any physical action, whether intentional or reckless, that harms or threatens the safety of another individual in the workplace or on campus. A threat of violence includes any

behavior that by its very nature could be interpreted by a reasonable person as an intent to cause physical harm to another individual.

8.4 SMOKING, ALCOHOL, DRUG, AND WEAPON POLICIES

The use and/or sale of cigarettes, smoking and vaping devices, and alcohol are not allowed on the premises of the College or at any of the College's activities.

The College also maintains a drug-free campus. The unlawful manufacture, distribution, dispensation, possession, and/or use of controlled substances are prohibited on the College premises and at any of the College's activities.

No person, whether a student, worker, or visitor, shall possess or carry a weapon while on the College premises or at any of the College's activities, except if the individual is a law enforcement officer and/or active military member, or with special approval of the President.

Violation of any of these policies may lead to disciplinary sanctions up to and including expulsion for students or termination of employment. Violations may also be referred to the appropriate authorities for legal prosecution.

8.5 STUDENT EDUCATION RECORDS PRIVACY

The College respects the individual privacy interests of students and maintains the confidentiality of student education records in the spirit of the federal privacy laws.

The College may disclose student education records or directory information, as appropriate, to the extent permissible under federal and state law as follows:

- ▶ to the student that is the subject of the records or directory information, provided to a reasonable extent that the private information of others is not included or disclosed;
- ▶ to persons within the College with a legitimate need to review and use such records or directory information for the purpose of performing an appropriate College function;
- ▶ to persons authorized by the student to receive such records or directory information;
- ▶ to other educational institutions in which the student seeks to enroll or is already enrolled in, so long as the disclosure is for purposes related to the student's transfer or enrollment; and
- ▶ to persons and parties authorized to receive such records or directory information without the student's consent.

8.6 USE OF COLLEGE INFORMATION TECHNOLOGY RESOURCES

The College provides information technology (IT) resources to support its goals of teaching and learning, scholarship and creative activities, and service. Only College faculty and staff, students,

and other persons who have received permission under the appropriate College authority are authorized users of the College's IT resources.

Use of College IT resources is limited to work and learning that is related to the College. However, incidental and occasional personal use of the resources may occur when such use is not in violation of any College policies or laws.

8.7 USE OF THE COLLEGE NAME AND PROPERTY

The use of the College name in advertising involving explicit product endorsement is prohibited unless approved by the President or designated representative.

The use of College facilities and other property shall be limited to faculty and staff, and students of Fei Tian College, except as the use by others may be specifically authorized. Individuals shall be responsible for the safekeeping and proper maintenance of College property in their charge.

Table of Contents | Academic services

ACADEMIC SERVICES

9.1 ACADEMIC ADVISING

Each new student is assigned an academic advisor, a faculty member in the Department of Liberal Arts and Sciences, who can assist the student in academic matters during the program. Initial assignments are made by the Office of Academic Services.

During an undergraduate's junior and senior years, and for all new graduate students, a faculty member of the student's department will have the primary responsibility of advising the student on program-related matters. Changes in advisors will be freely granted upon application to the Director of Academic Services. Reassignments may also occur due to faculty leave or shifts in duties.

Advisors will receive copies of all official correspondence concerning each of their advisees' academic standing. This helps advisors apply general knowledge of academic life to each particular case. To register for courses, students must first meet with their advisors to obtain approval.

9.2 ENTRANCE AND PLACEMENT TESTING

The College offers to incoming students placement tests for two purposes: (1) to determine students' level of proficiency in specific subject areas in order to place them into the appropriate levels of courses; and (2) to determine what kind of remedial instruction, if any, a student may need in order to make the scheduled academic progress. The College's placement tests are not used to award credit by examination.

All placement tests at the College are administered by the Offices of Academic Services and Admissions and Records.

Currently, the College offers placement tests in the following subjects: English, English as a Second Language (ESL), Chinese, and mathematics. The English placement test is offered to determine whether a student is in need of remedial English instruction, while the ESL placement test is offered to place a student in the appropriate course level in ESL or remedial English. The mathematics placement test is offered to students who are interested in taking calculus courses, to assess their readiness.

9.3 ACADEMIC RESOURCES

The Office of Academic Services facilitates student learning beyond the classroom by offering one-on-one and group sessions in various course subjects, as well as in time management, study skills, and writing. Through these services and programs, students can develop the skills they need to become effective independent learners and to be able to thrive at the College and beyond.

In addition, Academic Services holds workshops on a variety of topics, all of which are geared toward helping students enhance their learning skills. Workshops may be organized at the request of any student group or instructor and can be customized to fit student needs. Topics covered may include time management, textbook skills, test taking, test preparation, memorization strategies, learning styles, critical thinking skills, writing, note taking, and more.

Tutoring Program

Individual and group tutoring are available at no cost to enrolled students who have a demonstrated need for them. Students may be referred to the tutor service by the academic advisor or a student may apply for a tutor at the Office of Academic Services.

Mentoring Program

Peer mentors are high-scoring students trained to help newer students develop academic skills. Peer mentors are available to all students for informal consultation. Students who are interested in becoming mentors or seeking mentors may inquire at the Office of Academic Services.

Transfer Information

The Office of Academic Services provides assistance for students who wish to transfer to other educational institutions.

Career and Professional Services

The Office of Academic Services is the College's central resource for information on career pathways, including graduate school and employment opportunities. Individual career counseling and programs on various career possibilities are offered to assist students with career information gathering, exploration, and decision-making processes. Career interest assessments are also available to identify specific career options.

The staff of Academic Services strives to ensure that all graduates will achieve or have access to broader potential career and professional development opportunities, a greater understanding of the world of work, and a fuller awareness of their personal attributes, values, interests, and skills and how they relate to career options.

To help graduates prepare for the world of work, Academic Services provides information on career options, preparing a comprehensive job search, polishing their résumés, writing effective cover

letters, and preparing for job interviews.

9.4 STUDENT ASSESSMENTS

Students at the College are expected to spend several hours during their programs participating in College-wide outcomes assessment activities, such as tests, surveys, and interviews.

Table of Contents | Academic standards and policies

ACADEMIC STANDARDS AND POLICIES

10.1 REGISTRATION AND RECORDS

Enrollment

Enrollment is the completion of the registration process and affords the full privileges of student status. Enrollment is accomplished by payment or other satisfaction of tuition and fees and by the satisfaction of other obligations to the College, including the student enrollment agreement and documentation proving identity and status.

Continuous enrollment is generally required for the degree programs at FTC Cuddebackville, unless a leave of absence has been authorized. Failure to maintain enrollment or obtain an official leave of absence is considered evidence that the student has withdrawn from the College.

Student enrollment services are handled primarily by the Office of Admissions and Records.

Advising and Registration

Enrolled students will meet with their academic advisor each year to discuss their course selection plans. Students may register at one time for the upcoming academic year.

Students who select courses for registration will receive a bill if there is an outstanding charge in their account, which will need to be cleared for their registration to be processed.

Course Add/Drop

Students wishing to make a change to their course schedule may generally add courses, drop courses, and/or change course grading options during the first two weeks of the semester. Such changes normally do not require any special permissions or fee payment, but are subject to the limitations of space availability in the course(s) and, if applicable, courseload requirements for maintaining legal status in the U.S.

Table 10.1 summarizes the impact of withdrawing from a course. For details on tuition refund policies, see Sections 3.4 and 4.6.

Table 10.1 Summary of Course Withdrawal

Period	Consequences
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Period	Consequences
Weeks 1-2 Course Selection Period	<ul style="list-style-type: none"> ▶ Course deleted from record, no grade assigned ▶ Full tuition refund ▶ Add/Drop Form required with advisor and instructor signatures
Weeks 3-4 Course Withdrawal Period	<ul style="list-style-type: none"> ▶ Course deleted from record, no grade assigned ▶ Partial tuition refund ▶ Add/Drop Form required with advisor and instructor signatures
Weeks 5-12 Extended Course Withdrawal Period	<ul style="list-style-type: none"> ▶ Course withdrawn with automatic grade of "W" (Withdrawal) ▶ No tuition refund ▶ Add/Drop Form required with advisor and instructor signatures
After Week 12 No Course Withdrawal	<ul style="list-style-type: none"> ▶ No withdrawal allowed ▶ Course grade based on student's completed coursework and attendance

In order to drop a course after the second week but before the thirteenth week of classes, the student must consult the academic advisor to request the withdrawal. The student must also submit a completed Add/Drop Form, including the signatures of the instructor and academic advisor, to the Office of Admissions and Records for processing. Dropping a course after the fourth week of classes results in a "W" (Withdrawal) grade. "W" grades do not factor into a student's grade point average.

Transcripts and Proof of Enrollment Requests

Current and former students may request academic transcripts, enrollment verification letters, and/or early grade letters (if available) from the Office of Admissions and Records. Transcripts that include the current semester's grades are normally processed only after the semester is finished. Enrollment verification requests made during the semester are normally processed after the Course Withdrawal Period. Early grade letters are available only when the Office of Admissions and Records has received the student's grades but has not yet posted them to the transcript.

Every full-time FTC Cuddebackville student is eligible for two free requests per semester for transcripts, verification letters, and/or early grade letters. Each subsequent request carries a fee of \$10.00. Payment in the form of cash, personal check, or money order must be made prior to processing documents. If a transcript or letter is to be sent to more than one address, a separate request must be made for each.

For requests placed by mail or fax, the requester must provide a copy of valid government-issued photo identification showing the bearer's signature. Cash should not be sent through the mail; the required payment should be made in the form of a personal check or money order.

Regular processing normally takes five to seven business days for a transcript or verification letter to be available for pickup in person or mailed by the Office of Admissions and Records. Expedited processing is available for an additional fee of \$20.00 per document that is to be picked up by the requesting student in person. When a request requires express postal delivery, the requester is responsible for the cost of the specific postal services requested.

Delivery time is beyond the College's control, so students should factor in delivery time when placing a request.

Transcripts will not be issued before all financial obligations have been cleared.

Student Records

FTC Cuddebackville collects and maintains information about prospective, current, and former students in its operations. The College respects the confidentiality of student information in the spirit of the Federal law and honors the rights of students to inspect and review their nonprivileged education records, request amendment of inaccurate or misleading data in their education records, and grant or withhold consent to disclosure of their education records to third parties to the extent permitted by law.

Alumni Records

The Office of Admissions and Records maintains summary participation records for all alumni, including admissions rosters, dates of enrollment, and graduation rosters, in accordance with the College record and information management policy.

10.2 GENERAL ACADEMIC POLICIES

Unit of Academic Credit

FTC Cuddebackville apportions academic credit for undergraduate and graduate coursework based on the semester credit hour. Semester credit hour means that a credit is granted for the satisfactory completion of a course that normally requires 15 hours (of 50 minutes each) of instruction and at least 30 hours of supplementary assignments and work.

Lecture and seminar courses assign one credit for every 1 hour of class time and 2 hours of preparation required per week over 15 instructional weeks.

Studio and lab courses assign one credit for every 2 to 3 hours of practice or lab work required per week over 15 instructional weeks.

For an instructional session having a length other than 15 weeks, the number of weekly hours that correspond to one credit is scaled accordingly.

Academic Integrity

Truthfulness is a core value of the Fei Tian experience. Academic misconduct undermines the educational process and the sense of integrity that characterizes the College community. It is expected that all academic goals be achieved through honorable means. Specifically, students are expected to support and abide by the provisions of the College's Academic Integrity Policy, which prohibits cheating, falsification, plagiarism, unauthorized collaboration, engaging in prohibited behavior, and any other conduct that violates academic integrity. Suspected academic misconduct may be reported through the procedures set forth in the Code of Student Conduct.

Auditing a Course

Subject to approvals by the course instructor and the department offering the course, certain courses may be audited. The privileges of an auditor are limited to registering in, paying tuition and fees for, and attending classes. The auditor does not complete assignments or take examinations. The auditor will receive no credit for the course, and it will not fulfill any academic requirements, but the course will appear on the student's transcript with the grade "AUD" (Audit).

Students wishing to audit a course should check with their academic advisor. Auditors must notify the Office of Admissions and Records of their special registration status in the course before the end of the Course Selection Period. All students who register for six credits or more are eligible to audit courses of up to one half of the total paid credits.

Class Attendance

Students are expected to attend all classes for each of their courses.

An absence from class may be excused at the instructor's discretion for reason of personal or family emergency, injury, jury duty, participation in a College-sponsored activity (which is any activity on or off campus, which is initiated, approved, or supervised by the College), or any other reason for good cause.

Students may request an excused absence from class by submitting a completed excused absence form to the Office of Student Affairs in advance of any absence or, if doing so in advance is infeasible, immediately upon their return to class. The form requires the signature of each instructor

whose class will be missed. If informed, the Office of Student Affairs will notify faculty of student absence when students are unable to contact their instructors due to an unexpected emergency.

Whether an absence is excused or unexcused, students are responsible for obtaining information and assignments covered during the class periods missed. Instructors will make reasonable arrangements to accommodate excused absences with an opportunity to make up the work missed.

After two unexcused absences in a course, each additional unexcused absence will result in a reduction of 5 points (on a 100-point scale) of the student's final grade. Instructors are permitted to issue a grade of "IA" (Insufficient Attendance) if a student has exceeded a threshold of unexcused absences.

Tardiness to Class

Students are expected to arrive on time for each class period. Habitual tardiness to class could result in a reduction of the student's final grade, as follows:

- ▶ Arriving to class up to 15 minutes late counts as one late occurrence;
- ▶ Arriving to class more than 15 minutes late counts as one absence;
- ▶ Three late occurrences count as one absence.

Class Standing for Undergraduates

Class standing represents an undergraduate student's progress toward graduation. It is based on the number of credits earned toward the degree, including credits for prior learning. Table 10.2 shows the number of credits required at each classification.

Table 10.2 Undergraduate Class Standing Classifications

Classification	Credits required
Freshman	Less than 32.5
Sophomore	At least 32.5 but less than 68.5
Junior	At least 68.5 but less than 100.5
Senior	100.5 or more

Courseload

At FTC Cuddebackville, students typically study on a full-time basis. Full-time status is defined as registering each required semester for a minimum of 12 credits for undergraduate students, or 9 credits for graduate students. Exceptions to the rule exist for students in their final semester who need less than a full load of credits to complete their programs, for students who register for a

courseload that yields the requisite load credits but numerically fewer academic credits, and for graduate students who have been certified by the institution for full-time student status.

Part-time status is defined as registering in a minimum of one course per semester but less than full-time status. Students interested in switching to part-time status should check with their academic advisor for information on how their academic standing, financial aid awards, student privileges, and, for international students, U.S. legal status, could be affected.

Course Prerequisites

Certain courses have course or other requirements that must be satisfied prior to registration. Prerequisites are intended to ensure that a student has sufficient preparation for a course.

Credit for Prior Learning

The College offers matriculated students the opportunity to receive academic credit for documented prior college-level learning acquired through previous study or through non-classroom experiences.

See section 2.4 for Credit for Prior Learning policies.

Double-Counting Credit

Under certain circumstances where doing so would not diminish the requirements of any program, a single course may be used to fulfill more than one requirement, either across the curriculum or toward two degrees.

Late Assignment Penalty

Conscientious completion and on-time submission of all required assignments is expected in all courses. In fairness to the course instructor and the students who complete their work on time, any assignment submitted late will be assessed a penalty (e.g., a reduction of the assignment grade by 30 percent for every 24 hours it is late) unless stipulated otherwise by the instructor.

Leaves of Absence

A matriculated student in good standing who desires to take a temporary leave from the College with the intent to return must consult the Office of Student Affairs and submit a completed and signed Leave Form to the Office of Admissions and Records for review and acceptance. The student bears ultimate responsibility for completing the official leave-taking process and notifying all relevant administrative offices in a timely fashion. For academic and financial purposes, the effective date of a leave of absence is the date indicated on the Leave Form or the date of receipt, whichever is appropriate.

Final Exams

Students are expected to be present for exams and should plan their schedules to accommodate the scheduled exam times. Whether an examination will be rescheduled to accommodate travel or other plans is up to the discretion of each department.

President's Honor List

Full-time, matriculated undergraduate students who earn a semester GPA of 3.7 or higher receive the "President's Honor List" distinction for that semester, provided that the student has no "W" (Withdrawal) or "I" (Incomplete) grade during that semester.

Program Variance

Students may petition for an academic program variance from a particular College policy or course requirement if the request is adequately supported through a written statement describing the rationale for the variance and information as requested. Petitions may be submitted to the office of the Vice President of Academic Affairs (for undergraduate students) or the Graduate Chair of the Department (for graduate students). Final decisions are at the discretion of the program of study's chief academic officer.

Repeating a Course

Most courses can be completed only once for credit (non-repeatable-for-credit courses), whereas some courses have been designed to be repeated a specific number of times for additional credit (repeatable-for-credit courses).

Courses generally may be attempted once more than their limit. In this case, the student cannot earn credit for the last attempt, but GPA calculation will omit the student's lowest grade in the course.

Example 1: LAS100 may be completed only once for credit. Alice completes this course once, earning a "C." She then takes the course a second time, earning an "A." She earns no additional credit from the second attempt, but GPA calculation uses only her "A" and disregards the "C."

Example 2: DAN404R may be completed only twice for credit. Ben attempts this course twice, earning a "B" and an "F." He then takes the course a third time, earning an "A." The first and third attempts yield credit. GPA calculation uses only his "A" and "B" and disregards the "F."

The transcript will include each course attempt. An attempt resulting in a grade of "W" (Withdrawal) represents an uncompleted attempt and does not count toward the course's repeat limit.

When a student attempts a course that is nominally the same as one the student previously attempted, but where the course content is substantially different, the new attempt does not count

as a repeat. Examples include a second independent study on a different topic and repeating a major instrument course on a different instrument.

Students may not register for a course for which they received transfer credit.

Satisfactory Academic Progress

Students are expected to remain in good standing at the College and be making satisfactory academic progress in their programs.

Generally, satisfactory academic progress is determined on the basis of:

1. Registering for the minimum required courseload each semester for enrollment;
2. Satisfactorily completing at least 75 percent of the courses attempted each semester. All grades except "AUD," including "I" and "W" grades, contribute towards this measure. For the purposes of this standard, repeating a course counts towards credits attempted.
3. Achieving and maintaining the required grade point average. Undergraduate students: Each student must have a cumulative GPA of at least 2.0 at the end of freshman class standing, and for the remainder of the student's undergraduate studies thereafter. This GPA is calculated from all of the student's undergraduate-level credits attempted at the College. Graduate students: Each student must have a cumulative GPA of at least 3.0 at the end of the student's first semester of graduate studies, and for the remainder of the student's graduate studies thereafter. This GPA is calculated from all of the student's graduate-level credits attempted at the College and (if applicable) all of the student's undergraduate-level credits attempted while enrolled in a graduate program at the College.
4. Attempting at most 150% of the minimum number of credits that the student's program requires. For example, a student enrolled in a program that requires a minimum of 130 credits may attempt at most 195 credits.
5. Making satisfactory progress in the student's program, in the determination of the department.

Failure to make satisfactory academic progress can result in sanctions including, but not limited to, the revocation of financial aid.

Academic Sanctions

Failure to maintain satisfactory academic progress can result in a variety of academic sanctions for students, as detailed below.

Academic Warning: A student who is making only marginal academic progress in the determination of the instructor may receive an oral warning.

Academic Probation: A student demonstrating unsatisfactory academic progress may be placed on academic probation for the next semester. During the probationary period, financial aid will still be

available. But if the student fails to demonstrate satisfactory academic progress the next semester, the financial aid will be revoked. Students on academic probation are subject to courseload requirements and must earn a minimum semester GPA of 2.5 (for undergraduate students) or 3.0 (for graduate students) to be returned to good standing. Those who do not achieve good standing during the probationary period will move to academic suspension, dismissal, or a second semester on academic probation, to be determined by the College.

Academic Suspension: A student may face immediate academic suspension for a particularly severe case of unsatisfactory academic progress. During the suspension, the student shall be excluded from classes and other College privileges or activities, including access to the College campus and College-sponsored activities off campus. The duration and conditions of academic suspension are to be determined by the College on a case-by-case basis. A student may reestablish standing in the College by requesting reinstatement to probationary or good standing after completing the suspension period.

Academic Dismissal: A student may face academic dismissal from the College if (1) (s)he has spent at least one semester on academic probation and has not regained good standing; (2) (s)he has spent at least one semester on academic suspension and has not fulfilled the conditions of the suspension; or (3) the severity of the case otherwise warrants dismissal from the College. Decisions on academic dismissal are made by the College on a case-by-case basis. Academic dismissal generally results in a student's permanent separation from the College.

Good Standing

Students who are making satisfactory academic progress in their programs are deemed to be in good standing at the College if they additionally:

- ▶ have paid any and all College bills in a timely manner;
- ▶ are not on academic or disciplinary probation or academic suspension; and
- ▶ are abiding by the laws of the United States.

Special Accommodations

Fei Tian coordinates reasonable special accommodations for qualifying individuals with disabilities, including temporary disabilities due to injury. Students must request special accommodations through the Office of Student Affairs and should notify their course instructors promptly thereafter of accommodations made for their courses.

Time Limits for Degree Completion

Baccalaureate degrees must be completed within seven years of initial enrollment, and master's degrees must be completed within five years of initial enrollment.

Periods of official leave of absence are excluded from the time limits set for completion of degrees. Any extension of a time limit must be initiated by the student through a formal petition for a program variance.

Withdrawal from the College

A student's withdrawal from the College is a permanent separation. Reasons why a student may withdraw from the College include to transfer to another institution or to leave the College without a definite plan to return.

A student who seeks to withdraw from the College in good standing must ordinarily complete an exit interview at the Office of Student Affairs and complete the exit procedures, which include submitting a completed Withdrawal Form to the Office of Admissions and Records for processing and promptly notifying all student services offices. For a withdrawal from the College that occurs before the fifth week of the semester, no courses or grades for that semester will appear on the student's transcript. For a withdrawal that occurs in the fifth week of the semester or later, a final grade of "W" (Withdrawal) will be entered for all registered courses.

Administrative withdrawal is a College-initiated withdrawal that occurs when students, by the middle of a semester, have failed to attend class or have not registered for any courses, and have not been granted a leave of absence. In this case, a final grade of "F," "NP," or "IA" will be entered for all registered courses.

See Section 3.4 for details on the Tuition Refund Policy.

See Section 4.6 for details on Financial Aid Adjustment.

10.3 GRADING

Grading System

Fei Tian College uses two grading scales: letter grade and pass/no pass.

The basic letter grades are "A," "B," "C," "D," and "F." The College gives instructors the option to add a plus or minus to letter grades (except "F"), yielding grades such as "A+" and "C-."

The pass/no pass grades are "P" and "NP."

Table 10.3 details the letter grades, the pass/no pass grades, and the various other grading codes that may appear on a student's transcript.

Table 10.3 Grading Codes

Grade	Percent	Grade Points	Allows Credit	Description
A+	97-100	4.3	Yes	
A	93-96	4.0	Yes	
A-	90-92	3.7	Yes	
B+	87-89	3.3	Yes	
B	83-86	3.0	Yes	
B-	80-82	2.7	Yes	
C+	77-79	2.3	Yes	
C	73-76	2.0	Yes	
C-	70-72	1.7	Yes	Lowest passing grade for graduate students
D+	67-69	1.3	Depends*	
D	63-66	1.0	Depends*	
D-	60-62	0.7	Depends*	Lowest passing grade for undergraduate students
F	0-59	0.0	No	
P	Depends*	N/A	Yes	Pass. Passing grade in a P/NP course or in a course for which the student elected the P/NP option.
NP	Depends*	N/A	No	No pass. Failing grade in a P/NP course or in a course for which the student elected the P/NP option.
AFE		0.0	No	Absent from final examination. For unexcused absences.
AUD		N/A	No	Audit.
CR		N/A	Yes	Credit is awarded or requirement is met.
FIN		0.0	No	Failed incomplete. Assigned when the time to resolve an "I" grade expires.
I		N/A	No	Incomplete. Approved extension of time to complete course requirements.
IA		0.0	No	Insufficient attendance. Includes stopping attending a course without withdrawing.
IP		N/A	No	Course is in progress. No grade is assigned at this time.
MX		N/A	Yes	Medical excuse. By petition to the department Chair. Grants a waiver of credit. Can be used in one semester only.
NGR		N/A	No	No grade reported. Decision pending.

Grade	Percent	Grade Points	Allows Credit	Description
PX		N/A	Yes	Professional excuse. Performance courses only. By petition to the department Chair.
W		N/A	No	Course withdrawal.

* For undergraduate students, the minimum passing letter grade is "D–" and the "P" grade corresponds to a percentage range of 60–100. For graduate students, the minimum passing grade is "C–" and the "P" grade corresponds to a percentage range of 70–100.

Pass/No Pass Option

The Pass/No Pass option was designed to encourage students to explore a new academic area or take a particularly challenging course without undue concern about their academic performance in the course.

By electing the Pass/No Pass option for a certain course, the student will be graded by the instructor as usual throughout the course, but the final grade that appears on the student's transcript will be a "P" (Pass) if the instructor assigns a passing letter grade, or an "NP" (No Pass) if the instructor assigns a failing letter grade or an "IA" or "AFE" grade, or if the grade is "FIN." All other grades, including "I," "W," and "PX," are not converted and appear on the student's transcript unchanged. Courses taken on a Pass/No Pass basis do not affect the GPA.

Students may earn a maximum of eight credits per degree with the Pass/No Pass option. Each use of the Pass/No Pass option must be approved by the student's academic advisor. Credits earned by taking a course on a Pass/No Pass basis do not fulfill any General Education, major core, or electives requirement.

Incomplete Grades

The "I" grade (Incomplete) may be assigned at the discretion of the instructor when a student's work in a course is of passing quality but is incomplete and the student formally requests an "I" grade by the last class session. In requesting an "I" grade, the student should discuss with the instructor the reason the work is incomplete and exactly what coursework remains to be completed.

The course instructor has discretion to grant or deny the request and to determine the conditions under which the incomplete grade is made up, including setting a deadline within a one-year timeframe. Under no circumstance should a student re-register for a class to complete an "I." Registering for a course a second time invokes the "Course Repetition" rules.

An "I" is a temporary notation that must be changed to a permanent grade on the student's transcript within a maximum of one year. To confirm the student's completion of the assigned work and replace the "I" grade, the instructor must submit a Change of Grade Form to the Office of Admissions and Records. Otherwise, the student's grade will automatically change to a "FIN" (Failed Incomplete).

Grade Change

Once final grades have been posted by the Office of Admissions and Records, they will be changed only in exceptional circumstances and only with the approval of the instructor and the Chair of the department offering the course.

To request a grade change, instructors must submit a completed Change of Grade Form to the Chair of the department offering the course for consideration. If the request is granted, the instructor must forward the Change of Grade Form to the Office of Admissions and Records for processing.

Grade Point Average

A grade point average (GPA) summarizes a student's academic performance.

A GPA is a weighted average. It is calculated as the total number of grade points earned divided by the total credit weight of courses attempted. For each grade, the number of grade points is the grade's assigned grade points (see Table 10.3) multiplied by the course's credit weight. This calculation excludes grades that do not affect GPA, such as those indicated as such in Table 10.3 and certain grades earned when repeating a course (see the Repeating a Course section).

Useful types of GPA include semester GPA (calculated from a student's grades within a single semester), cumulative GPA (calculated from all of a student's grades), and major GPA (calculated from all grades a student received in courses that his/her major requires).

10.4 CHANGE OF CONCENTRATION OR MAJOR INSTRUMENT WITHIN THE SAME DEGREE PROGRAM

Currently enrolled students who are considering changing their concentration or their major instrument within the same degree program should consult with their department chair and academic advisor prior to requesting a change. Students in the baccalaureate dance program are eligible to request a change in concentration before the end of their third year. Students in the baccalaureate music program are eligible to request a change in major instrument if they are equally competent on a second instrument.

Students who wish to change their concentration or major instrument within the same degree program must submit a completed Change of Concentration or Major Instrument Form to the Office of Admissions and Records to request the change. A change of concentration or major instrument

requires approval by the department Chair and the major advisor for the changed concentration or major instrument. An audition is required for a change in major instrument.

Students will be notified of the decision by the Office of Admissions and Records. Students whose requests have been approved will thereupon be subject to the graduation requirements of the new concentration or major instrument.

10.5 CHANGE OF DEGREE PROGRAM

Currently enrolled students who are considering changing to another degree program should consult with their current major advisor as well as the current and prospective departments' Chairs prior to requesting a change. Students who have completed less than 50 percent of their current major's degree requirements may be eligible to change programs.

To be considered for admission to another degree program, students are required to submit a completed short-form application for admission to the Office of Admissions and Records. Applications must be reviewed and approved by the admissions committee before students can be granted registration privileges for their new program. Note that F-1 international students who have recently changed their programs of study will need to promptly request a new I-20 from the Office of International Services.

10.6 DIRECTED AND INDEPENDENT STUDY

Fei Tian College offers students the opportunity to study individually under the guidance of a supervising instructor through directed and independent study.

Directed study is designed to be a substitute for an established course that is not offered in the semester for which the student wishes to register. In directed study, an instructor closely supervises the student to achieve the same course objectives and cover essentially the same material as that of the regularly scheduled course. Courses taken for directed study will be notated as such on the student's transcript [e.g., "LAS220A Calculus A (Directed Study)"].

Independent study is an extension of an established course. It allows the student to design and carry out an independent project or study on a topic that is not fully treated in the curriculum. Independent study will be recorded as such on the student's transcript (e.g., "DAN350 Independent Study in Dance").

In directed and independent study, the supervising instructor assumes responsibility for coordination of the course, evaluation of student work, and determination of a final grade for the course. All such courses must be taken for a letter grade, and cannot be taken on a Pass/No Pass basis.

Students interested in directed or independent study should consult early with the Office of Academic Services, well in advance of registration. Directed and independent study require substantial planning as well as approvals and availability of appropriate instructors for the intended subject of study. For these reasons, they may not be available to students every semester.

Eligibility for Directed Study

Eligibility for directed study is dependent on having completed any and all prerequisites for the course and, in the case of an elective course, having maintained the requisite cumulative GPA for the degree (at least 2.0 for undergraduate degrees, at least 3.0 for graduate degrees); the GPA requirement is waived if the course is required for the degree (e.g., DAN453 Independent Study in Dance Production).

Course Proposals for Independent Study

Independent study requires a course outline developed by the student in consultation with an appropriate instructor who is willing to supervise the student's work. Completed course proposals must be submitted to the Office of Academic Services for review in the semester before the intended study takes place. Approval by the appropriate department Chair and the academic advisor is required. Approved outlines will serve as the official course description.

Credit Award Guidelines

- ▶ A directed or independent study course ordinarily carries one to four credits, with a maximum of six credits. One credit requires approximately 30-40 hours of study.
- ▶ No more than two independent study courses and one directed study course can be taken in a single semester.
- ▶ A maximum of 18 credits in directed and/or independent study may be counted toward a student's requirements for graduation.

10.7 GRADUATION

To graduate, students must meet all College and departmental requirements as described in this catalog. Where applicable, students must also meet certain specific academic requirements as posted by academic departments.

Graduation Requirements for Baccalaureate Degrees

Graduation is contingent on the following:

1. Satisfactory completion of the required credits for the program.
2. A cumulative grade point average (GPA) of at least 2.0 and a major GPA of at least 2.5.

3. A minimum of 50% of the required course credits for a major must be earned at Fei Tian College.

Graduation with a second baccalaureate degree requires completion of a minimum of 30 semester credits in addition to those required for the first degree and completion of all requirements for the second degree.

Graduation Honors for Baccalaureate Degrees

Seniors who have maintained a record of exceptional achievement during the duration of their degree program may be recognized with an honors designation upon graduation. The three levels of recognition are distinction, high distinction, and highest distinction. Specific criteria to graduate with honors are established by each department, which will rank its graduating students accordingly.

Graduation Requirements for Master's Degrees

Graduation is contingent on the following:

1. Fulfillment of all program requirements.
2. Maintenance of at least a 3.0 cumulative grade point average (GPA) and major GPA.
3. Completion of at least one academic year of full-time graduate level study, or its equivalent in part-time study, in residence. This residency requirement may be adjusted with special permission from the graduate Chair of the department.

Application to Graduate

Fulfilling graduation requirements and formally applying to graduate is each student's responsibility. Candidates for graduation must file an application to graduate with the Office of Admissions and Records in their penultimate semester of study. To ensure that all program requirements will be met, students should review their degree audit and make an appointment with their academic advisor at the Office of Academic Services.

Participation in Commencement Exercises

Commencement exercises are normally held in May of each year. Participation in commencement exercises is limited to students in good standing who either (1) have completed all graduation requirements since the previous commencement or (2) are within no more than 2 courses or 6 credits of the total required for graduation and are registered to complete these the following semester.

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ACADEMIC DEPARTMENTS AND PROGRAMS

FTC Cuddebackville has four academic departments: the Department of Liberal Arts and Sciences, the Department of Dance, the Department of Music, and the Department of Stage Production and Design.

11.1 DEPARTMENT OF LIBERAL ARTS AND SCIENCES

The primary role of the Department of Liberal Arts and Sciences (LAS) is to provide courses that fulfill the General Education program requirements for all of the College's undergraduate degrees. Unlike the other departments, the Department of LAS does not offer any standalone degree programs.

General Education Requirements for Undergraduate Degree Programs

The General Education (Gen Ed) program is designed to help students gain breadth of knowledge beyond their major or specialization as well as develop competencies and qualities that support continued growth and achievement in their academic, professional, and personal lives.

By the time of graduation, all baccalaureate-seeking students are required to demonstrate an appropriate level of competency in the following areas:

General Education Objectives

- ▶ Knowledge to Inform Life, through:
 - » Engaging with a variety of subjects, spanning civilization, culture, the natural and social sciences, as well as the arts
 - » Studying timeless values from Western and Eastern literature, philosophy, and the arts and applying them to one's own life
- ▶ The Ability to Transform Thought into Action, through:
 - » Engaging diverse audiences with appropriate oral, written, and visual modes of communication and rhetorical strategies in English
 - » Identifying, evaluating, and utilizing information from a variety of sources in support of lifelong learning
 - » Logically constructing and critiquing arguments with critical thinking as well as quantitative and scientific reasoning
 - » Solving problems by integrating knowledge and skills
- ▶ Capacity for Self-Improvement and Responsible Citizenship, through:

- » Self-reflection, ethical reasoning, and the ability to act responsibly and for the greater good
- » Understanding the importance of living a meaningful life, and meeting the needs of body, mind, and spirit

Course Areas and Requirements

The general education objectives are the basis of a systematic curriculum of foundational coursework. Students must complete a minimum of 40 credits, of which 35 are fulfilled through courses offered by the LAS Department. The rest of the general education requirements are fulfilled through coursework in the student's major.

Courses that fulfill the general education requirements are categorized into three areas: college core, breadth distribution, and world languages. Students are required to take specific categories of courses under each general education area, as identified by the "Gen Ed Tag" and corresponding credit requirement in Table 11.1.

Table 11.1 General Education Course Areas and Requirements

General Education Area	Credits	Gen Ed Tag
College Core		
College Success	2	COL
English Writing	3	ENG
World Civilizations	6	CIV
Breadth Distribution		
Humanities	6	HUM
Modern World Affairs	3	MWA
Quantitative Reasoning	3	QR
Scientific Reasoning	3	SR
Moral Awareness	1	MA
Artistic Inquiry	5	ART
World Languages		
Chinese Language or Literature	8 *	LANG

* To fulfill the world languages requirement, students in the BFA and BM programs currently take 8 credits in Chinese language and literature courses. All students taking Chinese courses are placed in an appropriate-level course based on placement tests.

Table 11.2a lists the courses offered by the LAS Department that satisfy general education requirements.

Table 11.2a Common Gen Ed Courses Offered by the LAS Department

Code	Title	Cr	GenEd Tag	Prerequisites
LAS001A	ESL A	0		
LAS001B	ESL B	0		
LAS002A	Introduction to College English A	0		
LAS002B	Introduction to College English B	0		
LAS100A	College Success A	1	COL	
LAS100B	College Success B	1	COL	
LAS103A	Effective English A ¹	1.5	ENG	Placement test
LAS103B	Effective English B ¹	1.5	ENG	Placement test
LAS110A	Western Civilization A	1.5	CIV	LAS103A&B
LAS110B	Western Civilization B	1.5	CIV	LAS103A&B
LAS120A	Mathematics in Applied Context A	1.5	QR	
LAS120B	Mathematics in Applied Context B	1.5	QR	
CLC131A	Chinese Civilization A	1.5	CIV	
CLC131B	Chinese Civilization B	1.5	CIV	
LAS204A	Public Speaking A	1.5	HUM	LAS103A&B
LAS204B	Public Speaking B	1.5	HUM	LAS103A&B
LAS220A	Calculus A	1.5	QR	Placement test
LAS220B	Calculus B	1.5	QR	Placement test
LAS232A	The Making of the Modern World A	1.5	MWA	LAS110A&B, CLC131A&B
LAS232B	The Making of the Modern World B	1.5	MWA	LAS110A&B, CLC131A&B
LAS262	Moral Awareness and Spiritual Practice	1	MA	
LAS313A	Masterpieces of World Literature A	1.5	HUM	LAS103A&B
LAS313B	Masterpieces of World Literature B	1.5	HUM	LAS103A&B
CLC331A	Topics in Chinese History A	1.5	HUM	CLC131A&B
CLC331B	Topics in Chinese History B	1.5	HUM	CLC131A&B

Code	Title	Cr	GenEd Tag	Prerequisites
LAS334A	Topics in Liberal Arts and Sciences A	1.5	SR	Junior standing
LAS334B	Topics in Liberal Arts and Sciences B	1.5	SR	Junior standing
LAS350	Independent Study in Arts and Sciences ²	1-4	Depends on topic	
CLC*	Chinese language and literature courses	2	LANG	Placement test

¹ LAS103A&B Effective English A&B are prerequisites for other reading- or writing-intensive courses. Students are required to take an English placement test prior to registering for Effective English. Students demonstrating limited English proficiency are required to take LAS002A&B Introduction to College English A&B prior to, or in conjunction with, Effective English A&B. Some international students from non-English-speaking countries may need to satisfactorily complete English as a Second Language (ESL) requirements before taking Introduction to College English.

² See Section 10.6 for policies regarding directed and independent study.

Artistic Inquiry

The Artistic Inquiry general education objective provides opportunities for students to become informed viewers of creative expressions common to their major field as well as articulators of their own artistic intention and creative process. To graduate, students are required to demonstrate an ability to analyze and create different forms of artistic expression as well as communicate how they relate to the greater cultural context in which the works were created and received.

The Artistic Inquiry requirement is fulfilled by courses in the major as listed in tables 11.2b through 11.2d, totaling a minimum of 5 credits.

Table 11.2b Gen Ed Courses for BFA in Classical Chinese Dance

Code	Title	Credits	Gen Ed Tag	Prerequisites
DAN311A	Dance Pedagogy A	2	ART	
DAN312A	Choreography A	2	ART	
DAN312B	Choreography B	2	ART	
DAN342	History of Dance: East and West	2	ART	

Table 11.2c Gen Ed Courses for BM in Performance

Code	Title	Credits	Gen Ed Tag	Prerequisites
MUS211A	Advanced Western Music Theory A	2	ART	MUS111B

Code	Title	Credits	Gen Ed Tag	Prerequisites
MUS211B	Advanced Western Music Theory B	2	ART	MUS211A
MUS142	History of Western Music (Medieval - Early Baroque)	2	ART	MUS141
MUS241	History of Western Music (High Baroque - Classical)	2	ART	MUS142
MUS242	History of Western Music (Romantic - Contemporary)	2	ART	MUS241
MUS244	Chinese Music I	2	ART	MUS111B
MUS245	Chinese Music II	2	ART	MUS211A

Table 11.2d Gen Ed Courses for BFA in Stage Production and Design

Code	Title	Credits	Gen Ed Tag	Prerequisites
SPD101	Fundamentals of Stagecraft and Production	2	ART	
SPD120	Introduction to Digital Media	2	ART	
SPD140	Introduction to Theater History and Practices	3	ART	

11.2 DEPARTMENT OF DANCE

The FTC Cuddebackville Department of Dance offers the Bachelor of Fine Arts (BFA) in Classical Chinese Dance and the Master of Fine Arts (MFA) in Classical Chinese Dance.

Both of these degrees specialize in classical Chinese dance and are the first of their kind in the United States. No other institution in the country offers degrees or extensive coursework in this specialized dance form.

The dance degree programs also include coursework in the liberal arts and sciences, via courses offered by the LAS Department, that provides students a certain breadth of knowledge that extends beyond their major or specialization and that rounds out their education.

Introduction to Classical Chinese Dance

Classical Chinese dance is one of the world's most comprehensive dance systems. It was passed down in part through martial arts, folk traditions, traditional Chinese opera, and the ancient court. Through history, classical Chinese dance was enriched with the philosophical and cultural traits of each of China's dynasties, resulting in an art form that today can express the essence of Chinese culture in its movements, postures, and aesthetics.

In the modern era, classical Chinese dance has been organized into a formal dance system with methodological training in four component areas: *shen-fa* (form; the poses and movements that make up the vocabulary of the art form), *shen-yun* (bearing; a way of expressing the dancer's inner feelings and the style of classical Chinese dance), *ji-qiao* (a variety of special techniques for jumping and spinning), and *tan-zi-gong* (flipping and tumbling techniques).

Bachelor of Fine Arts in Classical Chinese Dance

Fei Tian's BFA program in classical Chinese dance offers world-class pre-professional intensive and systematic training to develop professional artists of classical Chinese dance. This program is designed to equip its graduates with the knowledge, techniques, and abilities needed to perform, choreograph, or teach classical Chinese dance professionally.

Goals of the program include:

- ▶ Prepare students for successful careers in performance, choreography, and/or teaching of classical Chinese dance.
- ▶ Help students develop a genuine appreciation for the beauty and depth of classical Chinese dance.
- ▶ Nurture in students the integrity and ethicality necessary for building and sustaining a successful professional career.
- ▶ Provide students opportunities to gain real-world performance experience, in order to better prepare them for careers related to the field.

Student learning outcomes of the program include:

- ▶ Students will be able to demonstrate professional-level techniques and performance ability in classical Chinese dance.
- ▶ Students will be able to apply principles of dance composition to produce creative works.
- ▶ Students will be able to sustain and forward classical Chinese dance using supportive theoretical knowledge.

The academic requirements for graduation are the successful completion of the degree requirements, as described in Table 11.3, with a minimum overall GPA of 2.0 and a minimum major GPA of 2.5.

Table 11.3 Summary of Degree Requirements for the BFA in Classical Chinese Dance

Course Requirements	Credits
General Education (LAS)	35
Major Core	70

Course Requirements	Credits
Major Concentration	20
Electives	9
Total Credits	134

The major core courses include intensive foundational training in the four component areas of classical Chinese dance, as well as training in Chinese ethnic and folk dance styles and the study of well-known dance repertoire. These courses also lay foundational knowledge in areas related to dance performance, including music, dance composition, dance history, and dance science. This major core curriculum equips students with technical and performance skills as well as the knowledge to develop their artistry and enhance their understanding of the profound cultural implications of classical Chinese dance. Table 11.4 details the major core courses. These courses are open only to students majoring in classical Chinese dance.

Table 11.4 Major Core Requirements for the BFA in Classical Chinese Dance (70 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
DAN101R	Fundamentals of Classical Chinese Dance I	3		Repeat for a total of 6 credits
DAN201R	Fundamentals of Classical Chinese Dance II	3	6 cr of DAN101R	Repeat for a total of 6 credits
DAN301R	Fundamentals of Classical Chinese Dance III	4	6 cr of DAN201R	Repeat for a total of 8 credits
DAN401R	Fundamentals of Classical Chinese Dance IV	4	8 cr of DAN301R	Repeat for a total of 8 credits
DAN102R	Shen Yun I ¹	1.5		Repeat for a total of 3 credits
DAN202R	Shen Yun II	1.5	3 credits of DAN102R	Repeat for a total of 3 credits
DAN302R	Shen Yun III	1.5	3 credits of DAN202R	Repeat for a total of 3 credits
DAN402R	Shen Yun IV	1.5	3 credits of DAN302R	Repeat for a total of 3 credits
DAN104R	Chinese Folk and Ethnic Dances I	1		Repeat for a total of 2 credits

Course Code	Course Title	Cr	Prerequisites	Notes
DAN204R	Chinese Folk and Ethnic Dances II	1	2 cr of DAN104R	Repeat for a total of 2 credits
DAN304R	Chinese Folk and Ethnic Dances III	1.5	2 cr of DAN204R	Repeat for a total of 3 credits
DAN404R	Chinese Folk and Ethnic Dances IV	1.5	3 cr of DAN304R	Repeat for a total of 3 credits
DAN103R	Special Techniques in Chinese Dance I	1		Repeat for a total of 2 credits
DAN203R	Special Techniques in Chinese Dance II	1	2 cr of DAN103R	Repeat for a total of 2 credits
DAN121	Performing and Acting	2		
MUS110	Music for Dancers	3		
DAN221R	Repertory and Rehearsal I	1		Repeat for a total of 2 credits
DAN232	Mind, Body, and Dance	2		
DAN311A	Dance Pedagogy A	2		
DAN312A	Choreography A	2		
DAN312B	Choreography B	2	DAN312A	
DAN342	History of Dance: East and West	2		

¹ Note: This term is completely distinct from the organization name Shen Yun Performing Arts, despite its being a homophone.

By the beginning of the junior year, students must declare a concentration: Performance and Choreography, Dance Pedagogy, or Dance Production. Major advisors and the department Chair may assist students in making an appropriate choice. The declaration process involves filing a completed declaration form at the Office of Admissions and Records. Tables 11.5, 11.6, and 11.7 list course requirements for the Performance and Choreography concentration, Dance Pedagogy concentration, and Dance Production concentration, respectively.

Table 11.5 Major Concentration Requirements for Performance and Choreography (20 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
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Course Code	Course Title	Cr	Prerequisites	Notes
DAN321R	Repertory and Rehearsal II	2	2 cr of DAN221R	Repeat for a total of 4 credits
DAN421R	Repertory and Rehearsal III	2	4 cr of DAN321R	Repeat for a total of 4 credits
DAN412A	Advanced Choreography	2	DAN312B	
DAN412B	Independent Study in Choreography	2	DAN412A	
DAN414	Music Literature in Chinese Dance	2	MUS110	
DAN430	Stagecraft and Dance Production	2	Senior class standing	
Complete one of the following				
DAN450	Research Paper	4	Instructor consent	
DAN451	Senior Production	4	Instructor consent	
DAN455	Advanced Dance Practicum IV	4	Instructor consent	

Table 11.6 Major Concentration Requirements for Dance Pedagogy (20 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
DAN311B	Dance Pedagogy B	3	DAN311A	
DAN341	Policies and Standards in Dance Education	1		
DAN352	Classical Chinese Dance Pedagogy - Peer Observation	2		Co-requisite: DAN311B
DAN403	Repertory and Analysis	2	Junior class standing	
DAN410	Educational Psychology in Context	2		
DAN411	Dance in Education	1	Junior class standing	
DAN413	Principles of Guidance & Pedagogy	3		

Course Code	Course Title	Cr	Prerequisites	Notes
DAN430	Stagecraft and Dance Production	2	Senior class standing	
DAN452	Dance Teaching Practicum	4	DAN311B & 341	

Table 11.7 Major Concentration Requirements for Dance Production (20 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
SPD111A	Drawing A	2		
SPD111B	Drawing B	2	SPD111A	
SPD212	Scenic and Set Design I	3	SPD111B	
SPD213	Lighting Design and Production I	3	SPD212	
SPD327	Rending and Projection Techniques	2		
SPD330	Stage Management: Concepts and Practice	3		
DAN350	Independent Study in Dance: Production	1	Instructor consent	
Complete one of the following				
DAN450	Research Paper	4	Instructor consent	
DAN451	Senior Production	4	Instructor consent	
DAN455	Advanced Dance Practicum IV	4	Instructor consent	

All BFA students majoring in classical Chinese dance must complete 9 credits of coursework in major or major-related electives. Table 11.8 lists courses approved to satisfy this requirement.

Table 11.8 Electives for the BFA in Classical Chinese Dance (Select 9 Credits)

Course Code	Course Title	Cr	Prerequisites	Notes
DAN155	Dance Practicum I	3	Instructor consent	
DAN255	Dance Practicum II	3	Instructor consent	
DAN355	Dance Practicum III	3	Instructor consent	

Course Code	Course Title	Cr	Prerequisites	Notes
DAN350	Independent Study in Dance	1-4	Instructor consent	
DAN370	Internship	1-3	Instructor consent	
SPD111A	Drawing A	2		
SPD111B	Drawing B	2	SPD111A	
LAS312	Chinese Calligraphy and Painting	2		
MUS102A	Keyboard Skills A	1		Music Dept approval required
MUS102B	Keyboard Skills B	1	MUS102A	Music Dept approval required
MUS111A	Western Music Theory A	2		Music Dept approval required
MUS111B	Western Music Theory B	2	MUS111A	Music Dept approval required

Sample BFA graduation plans for each concentration are available at the Office of Academic Services. Students are encouraged to meet with their academic advisors for individualized graduation planning.

Master of Fine Arts in Classical Chinese Dance

Fei Tian's MFA in Classical Chinese Dance is a terminal degree in the field of classical Chinese dance. This program is designed to produce new leaders and experts within the field through advanced multidisciplinary studies and research in choreography, theory, pedagogy, and professional performance. The degree qualifies its graduates to work in a variety of leadership capacities in academic, artistic, and professional settings.

Individuals admitted to the program are expected to have completed systematic undergraduate training in classical Chinese dance and to have amassed related professional performance and/or teaching experience with a high degree of artistic achievement.

Goals of the program include:

- ▶ Help students develop advanced technical proficiency and artistry in classical Chinese dance that enables them to pursue professional careers in performance, choreography, teaching, and/or administration.
- ▶ Develop in students the ability to create original choreographic works in classical Chinese dance both independently and in collaboration with others, as well as to conduct research in dance.
- ▶ Train students to obtain requisite knowledge and skills for teaching and explaining dance in its cultural, historical, and aesthetic contexts through both verbal and written languages to audiences with diverse backgrounds.

Student learning outcomes of the program include:

- ▶ **Artistry:** Students will become refined dancers who infuse their artistic vision into their craft.
 - » Maintain technical proficiency while refining one's own expression of classical Chinese dance and stylistic understanding.
 - » Develop further insight into movement range, processes, and principles in classical Chinese dance.
 - » Exhibit a profound comprehension of Chinese dance repertory while examining the narrative qualities of one's own performance.
 - » Develop an individual perspective and artistic philosophy.
- ▶ **Creation and Research:** Students will develop the ability to engage in artistic creation and/or investigative research while synthesizing theory with practice.
 - » Choreograph works that embody artistic achievement, individual style, and intellectual insight.
 - » Be able to resourcefully conduct research, and document dance.
 - » Effectively assemble and utilize knowledge for investigative purposes and theoretical inquiry.
 - » Uncover new knowledge and areas of study in the field of Chinese dance.
- ▶ **Knowledge and Communication:** Students will become sufficiently knowledgeable and able to communicate effectively about Chinese dance knowledge in a variety of cross-cultural settings.
 - » Articulate and defend one's theoretical understanding and artistic views through lucid oral and written discourse.
 - » Become versed in describing and evaluating dance for a variety of functions and cultural settings.
 - » Display extensive dance knowledge that encompasses areas in history, theory, science, and education and be able to describe their interrelation.

Program Requirements for the MFA in Classical Chinese Dance

Table 11.9 lays out the program requirements for the MFA in Classical Chinese Dance.

The academic requirements for graduation are: (1) satisfactory completion of the program requirements with a minimum GPA of 3.0 and (2) fulfillment of the residency requirement, which is normally at least one year of full-time study (the residency requirement may be adjusted under special circumstances).

Sample MFA graduation plans are available at the Department of Dance and the Office of Academic Services. Students are encouraged to meet with their graduate faculty advisors and academic advisor for individualized graduation planning and mentoring.

Table 11.9 Program Requirements for the MFA in Classical Chinese Dance (60 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
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Course Code	Course Title	Cr	Prerequisites	Notes
Studio Core (23 credits)				
DAN501R	Graduate Classical Chinese Dance	4		Repeat for a total of 16 credits
DAN512	Graduate Choreography I	2		
DAN521R	Chinese Dance Repertory I	2		Repeat for a total of 4 credits
DAN551	Integration of Dance and Music	1		
Academic Core (11 credits)				
DAN510	Advanced Pedagogy I	2		
DAN541	Chinese Dance Throughout the Ages	3		
LAS550A	Research Methodology in the Arts A	1		
LAS550B	Research Methodology in the Arts B	1		
DAN561	Seminar: Dance in Cultural Context	2		
DAN562	Topics in Chinese Dance Ethnography (Seminar)	2		
Master's Project (6 credits)				
DAN650	Master's Project	1-6	Instructor consent	Complete a total of 6 credits
Electives (20 credits)				
<i>Studio Electives (at least 10 credits)</i>				
DAN531	Acting for Stage	1		
DAN555	Graduate Practicum	4	Instructor consent	May be repeated for credit
DAN556	Graduate Independent Study or Project	1-6	Instructor consent	May be repeated for credit
DAN601	Graduate Classical Chinese Dance Studio Practice	4		May be repeated for credit

Course Code	Course Title	Cr	Prerequisites	Notes
DAN602	Techniques of Other Dance Systems I	2		
DAN603	Techniques of Other Dance Systems II	2	DAN602	
DAN612	Graduate Choreography II	2	DAN512	
DAN621	Chinese Dance Repertory II	4	DAN521R	
DAN671	Graduate Internship	1-4	Instructor consent	May be repeated for credit
<i>Non-Studio Electives</i>				
DAN511	Advanced Pedagogy II	2	DAN510	
DAN610	Psychology in Dance Education	2		
LAS522A	Seminar in Performing Arts Management A	1.5		
LAS522B	Seminar in Performing Arts Management B	1.5		
DAN523	Holistic Health for Artists	2		
DAN631	Dance Kinesiology	2		
LAS570	Media Technology for the Arts	2		
DAN663	Perspectives on Dance Aesthetics (Seminar)	2		

11.3 DEPARTMENT OF MUSIC

FTC Cuddebackville's Department of Music offers the Bachelor of Music (BM) in Performance and the Master of Music (MMus) in Performance.

Bachelor of Music in Performance

Fei Tian's BM program in music performance offers pre-professional intensive conservatory-style training in Western and Chinese music to develop professional musicians who can perform competently and with sensitivity in solo, chamber, and orchestral settings.

A unique feature of the BM program is its teaching of both Western and Chinese musical traditions. Students study the theory and history of both musical traditions, acquire exposure to compositions of both musical traditions, and have many opportunities to harmoniously blend music of East and West

in chamber, orchestral, and solo settings. Moreover, BM students majoring in a Western instrument are required to acquire basic competence in the performance of Chinese music through selection of a Chinese minor instrument, whereas BM students majoring in a Chinese instrument are required to acquire basic competence in the performance of Western music through developing keyboard proficiency.

Goals of the program include:

- ▶ Enable students to develop performance skills in order to be able to perform classical Western and Chinese music competently and with sensitivity and professionalism.
- ▶ Foster in students an understanding and appreciation of both the Western and Chinese musical traditions.
- ▶ Develop in students the ability to interpret and discuss music with respect to historical, cultural, and stylistic considerations.
- ▶ Provide students opportunities to gain real-world experience in performance, in order to better prepare them for careers related to the field.

Student learning outcomes of the program include:

- ▶ Students will be able to perform as a soloist or an ensemble member at levels appropriate for entry-level professional musicians or for entering graduate music study.
- ▶ Students will be able to demonstrate competency in musicianship through analyzing, arranging, creating, and orchestrating music.
- ▶ Students will be able to interpret and discuss music with respect to its historical, cultural, and stylistic considerations.

Table 11.10 details instruments that the program currently offers for major studies.

Table 11.10 Instruments Available for the Major

Category	Instrument(s)
Western Instruments	
Strings	Violin, Viola, Cello, Double Bass, Harp
Woodwinds	Flute, Oboe, Clarinet, Bassoon
Brass	French Horn, Trumpet, Trombone, Bass Trombone
Percussion	Various
Keyboard	Piano
Chinese Instruments	
Bowed Strings	Erhu

Category	Instrument(s)
Plucked Strings	Pipa
Winds	Dizi
Percussion	Various

Table 11.11 summarizes the degree requirements for the BM in Performance.

Table 11.11 Summary of Degree Requirements for the BM in Performance

Course Requirements	Credits
General Education (LAS)	35
Major Core	92
Electives	8
Total Credits	135

The major core consists of coursework in applied music, music theory, music history, musicianship, and performance. Electives offer students an opportunity to take courses in areas that interest them. See Table 11.12 for a list of the required core courses; see Table 11.13 for a list of approved music elective courses.

In addition to the above credit requirements, students must pass a performance examination before a jury composed of faculty members at the end of each semester. The purpose of the jury examination is to make an objective evaluation of each music student's ability and artistry in performance as the student progresses through the program.

All students in the BM program are required to give a half-hour junior recital near the end of the junior year and a one-hour senior recital near the end of the senior year. In addition, each student is expected to attend a variety of concerts and recitals, including departmental and faculty recitals.

The academic requirements for graduation are the successful completion of the degree requirements with a minimum overall GPA of 2.0 and a minimum major GPA of 2.5.

Table 11.12 Major Core Requirements for the BM (92 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
Applied Music Courses				
MUS120R	Orchestra I	2	Non-piano majors	Repeat for a total of 4 credits, piano majors take MUS128R and MUS129R instead

Course Code	Course Title	Cr	Prerequisites	Notes
MUS220R	Orchestra II	2	Non-piano majors	Repeat for a total of 4 credits, piano majors take MUS228R and MUS229R instead
MUS320R	Orchestra III	2	Non-piano majors	Repeat for a total of 4 credits, piano majors take MUS328R and MUS329R instead
MUS420R	Orchestra IV	2	Non-piano majors	Repeat for a total of 4 credits, piano majors take MUS428R and MUS429R instead
MUS121R	Major Instrument I (Western)	4	Western instrument majors	Repeat for a total of 8 credits
MUS221R	Major Instrument II (Western)	4	Western instrument majors	Repeat for a total of 8 credits
MUS321R	Major Instrument III (Western)	4	Western instrument majors	Repeat for a total of 8 credits
MUS421R	Major Instrument IV (Western)	4	Western instrument majors	Repeat for a total of 8 credits
MUS122R	Major Instrument I (Chinese)	4	Chinese instrument majors	Repeat for a total of 8 credits
MUS222R	Major Instrument II (Chinese)	4	Chinese instrument majors	Repeat for a total of 8 credits
MUS322R	Major Instrument III (Chinese)	4	Chinese instrument majors	Repeat for a total of 8 credits
MUS422R	Major Instrument IV (Chinese)	4	Chinese instrument majors	Repeat for a total of 8 credits
MUS123R	Chamber Music I	1		Piano majors are required to repeat for a total of 2 credits
MUS223R	Chamber Music II	1		Repeat for a total of 2 credits
MUS323R	Chamber Music III	1		Repeat for a total of 2 credits
MUS423R	Chamber Music IV	1		Repeat for a total of 2 credits
MUS124R	Concert Practice I	0.5		Repeat for a total of 1 credit
MUS224R	Concert Practice II	0.5		Repeat for a total of 1 credit
MUS324R	Concert Practice III	0.5		Repeat for a total of 1 credit
MUS125R	Studio Piano I	1	Percussion majors	Repeat for a total of 2 credits

Course Code	Course Title	Cr	Prerequisites	Notes
MUS225R	Studio Piano II	1	Percussion majors	Repeat for a total of 2 credits
MUS325R	Studio Piano III	1	Percussion majors	Repeat for a total of 2 credits
MUS226A	Piano Accompanying A	1	Piano majors	
MUS226B	Piano Accompanying B	1	Piano majors	
MUS326A	Chinese Instrument Class A	1	Western, non-percussion instrument majors	Percussion majors take MUS325R instead
MUS326B	Chinese Instrument Class B	1	Western, non-percussion instrument majors	Percussion majors take MUS325R instead
MUS128R	Instrumental Accompaniment I	1	Piano majors	Repeat for a total of 2 credits
MUS228R	Instrumental Accompaniment II	1	Piano majors	Repeat for a total of 2 credits
MUS328R	Instrumental Accompaniment III	1	Piano majors	Repeat for a total of 2 credits
MUS428R	Instrumental Accompaniment IV	1	Piano majors	Repeat for a total of 2 credits
MUS129R	Dance Class Accompaniment I	1	Piano majors	Repeat for a total of 2 credits
MUS229R	Dance Class Accompaniment II	1	Piano majors	Repeat for a total of 2 credits
MUS329R	Dance Class Accompaniment III	1	Piano majors	Repeat for a total of 2 credits
MUS429R	Dance Class Accompaniment IV	1	Piano majors	Repeat for a total of 2 credits
MUS351	Junior Recital	0	Junior class standing	
MUS451	Senior Recital	0	Senior class standing	
Musicianship Courses				
MUS001R	Concert Attendance I	0		Complete twice

Course Code	Course Title	Cr	Prerequisites	Notes
MUS002R	Concert Attendance II	0		Complete twice
MUS003R	Concert Attendance III	0		Complete twice
MUS004R	Concert Attendance IV	0		Complete twice
MUS101A	Ear Training A	1	Placement test	Students who are unprepared for MUS101A may take MUS005 first
MUS101B	Ear Training B	1	MUS101A	
MUS201A	Advanced Ear Training A	1	MUS101B	
MUS201B	Advanced Ear Training B	1	MUS201A	
MUS102A	Keyboard Skills A	1	Non-percussion, non-piano majors	Percussion majors take MUS125R and piano majors take MUS123R instead
MUS102B	Keyboard Skills B	1	MUS102A, non-percussion, non-piano majors	Percussion majors take MUS125R and piano majors take MUS123R instead
MUS202A	Advanced Keyboard Skills A	1	MUS102B, non-percussion, non-piano majors	Percussion majors take MUS225R and piano majors take MUS226A instead
MUS202B	Advanced Keyboard Skills B	1	MUS202A, non-percussion, non-piano majors	Percussion majors take MUS225R and piano majors take MUS226B instead
Music Theory and History Courses				
MUS111A	Western Music Theory A	2	Placement test	Students who are unprepared for MUS111A may take MUS011 first
MUS111B	Western Music Theory B	2	MUS111A	
MUS211A	Advanced Western Music Theory A	2	MUS111B	
MUS211B	Advanced Western Music Theory B	2	MUS211A	
MUS141	History of Western Music (Overview)	1		

Course Code	Course Title	Cr	Prerequisites	Notes
MUS142	History of Western Music (Medieval - Early Baroque)	2	MUS141	
MUS241	History of Western Music (High Baroque - Classical)	2	MUS142	
MUS242	History of Western Music (Romantic - Contemporary)	2	MUS241	
MUS244	Chinese Music I	2		
MUS245	Chinese Music II	2	MUS244	
MUS341	Orchestral Literature	2	Western non-piano instrument majors	Piano majors take MUS344 instead
MUS344	Piano Literature	2	Piano majors	
MUS345	Interpretation and Performance of East-West Music	2	Chinese instrument majors	
MUS361	Chinese Music Seminar	2	Chinese instrument majors	
Senior Capstone Courses (select 1)				
MUS450	Research Paper	4	Senior class standing	
MUS452	Senior Project	4	Senior class standing	
MUS455	Advanced Music Practicum IV	4	Senior class standing, instructor consent	

Table 11.13 Elective Requirements for the BM (Select 8 credits)

Course Code	Course Title	Cr	Prerequisites	Notes
MUS123R	Chamber Music I	1		Non-piano majors may repeat for credit

Course Code	Course Title	Cr	Prerequisites	Notes
MUS125R	Studio Piano I	1		
MUS225R	Studio Piano II	1	Instructor consent	
MUS325R	Studio Piano III	1	Instructor consent	
MUS425R	Studio Piano IV	2	Instructor consent	
MUS311	Form and Analysis	2	MUS211B	
MUS312	Orchestration	2		
MUS326A	Chinese Instrument Class A	1		May be repeated for credit for different instrument
MUS326B	Chinese Instrument Class B	1		May be repeated for credit for different instrument
MUS155	Music Practicum I	3	Instructor consent	
MUS255	Music Practicum II	3	Instructor consent	
MUS355	Music Practicum III	3	Instructor consent	
MUS350	Independent Study in Music	1–4	Instructor consent	May be repeated for credit
MUS371	Internship	1–3	Instructor consent	May be repeated for credit
MUS424R	Concert Practice IV	0.5		Repeat for a total of 1 credit

Sample BM graduation plans are available at the Office of Academic Services. Students are encouraged to meet with their academic advisors for individualized graduation planning.

Master of Music in Performance

The Master of Music (MMus) in Performance program is designed for students with prior undergraduate training and performance experience in an applied instrument or voice studies who are interested in refining their musical craft through professional training.

The academic requirements for graduation are: (1) satisfactory completion of the program requirements with a minimum GPA of 3.0 and (2) fulfillment of the residency requirement, which is normally at least one year of full-time study (the residency requirement may be adjusted under special circumstances).

There are three specializations: Western instrument, Chinese instrument, and voice.

Goals of the program include:

- ▶ Performance Excellence: Enable students to demonstrate advanced competencies and professional-level performing abilities in diverse ensembles in the primary instrument or voice.
- ▶ Advanced Musicianship: Develop in students a stylistic understanding and acquisition of the analytical skills, terminology, and repertoire for one's primary instrument or voice within a variety of historical and aesthetic contexts.
- ▶ Music Scholarship with Cross-Cultural Awareness: Enable students to demonstrate a mastery of musical compositions integrating Western and Chinese musical components while having the ability to articulate an understanding of the cultural, historical, and aesthetic contexts in both traditions.

Table 11.14 Program Requirements for the Western Instrument Specialization (45 Credits)

Course Code	Course Title	Cr	Prerequisites	Notes
Major Instrument Core (24 credits)				
MUS521R	Graduate Major Instrument I (Western)	4		Repeat for a total of 8 credits
MUS621R	Graduate Major Instrument II (Western)	4	8 credits of MUS521R	Repeat for a total of 8 credits
MUS520R	Graduate Orchestra I	1	Non-piano majors	Repeat for a total of 2 credits. Piano majors take MUS528R and MUS529R instead.
MUS620R	Graduate Orchestra II	1	Non-piano majors, 2 cr of MUS520R	Repeat for a total of 2 credits. Piano majors take MUS628R and MUS629R instead.
MUS528R	Graduate Instrumental Accompaniment I	0.5	Piano majors	Repeat for a total of 1 credit

Course Code	Course Title	Cr	Prerequisites	Notes
MUS628R	Graduate Instrumental Accompaniment II	0.5	Piano majors, 1 cr of MUS528R	Repeat for a total of 1 credit
MUS529R	Graduate Dance Class Accompaniment I	0.5	Piano majors	Repeat for a total of 1 credit
MUS629R	Graduate Dance Class Accompaniment II	0.5	Piano majors, 1 cr of MUS529R	Repeat for a total of 1 credit
MUS523R	Graduate Chamber Music I	1		Repeat for a total of 2 credits
MUS623R	Graduate Chamber Music II	1	2 cr of MUS523R	Repeat for a total of 2 credits
MUS550R	Jury	0		Complete twice
MUS651	Graduate Recital	0	Instructor consent	
Academic Core (15 credits)				
MUS510	Graduate Music Theory	3		
MUS513	Analysis of Great Works of Chinese Music	3		
MUS540	Topics in Western Music History	3		
MUS541	Graduate Orchestral Literature	3	Western non-piano instrument majors	Piano majors take MUS544 instead
MUS544	Graduate Piano Literature	3	Piano majors	
MUS661	Seminar in Cross-Cultural Music	3		
Professional Experience (3 credits)				
MUS555	Graduate Practicum	3	Instructor consent	May be repeated for credit

Course Code	Course Title	Cr	Prerequisites	Notes
MUS671	Graduate Internship	1-3	Instructor consent	May be repeated for credit
LAS522A	Seminar in Performing Arts Management A	1.5		
LAS522B	Seminar in Performing Arts Management B	1.5		
Electives (3 credits)				
MUS552	Graduate Independent Study in Music	1-4	Instructor consent	May be repeated for credit
	Any other course 400-level or above in the College	3		

Table 11.15 Program Requirements for the Chinese Instrument Specialization (45 Credits)

Course Code	Course Title	Cr	Prerequisites	Notes
Major Instrument Core (24 credits)				
MUS522R	Graduate Major Instrument I (Chinese)	4		Repeat for a total of 8 credits
MUS622R	Graduate Major Instrument II (Chinese)	4	8 credits of MUS522R	Repeat for a total of 8 credits
MUS520R	Graduate Orchestra I	1		Repeat for a total of 2 credits
MUS620R	Graduate Orchestra II	1	2 cr of MUS520R	Repeat for a total of 2 credits
MUS523R	Graduate Chamber Music I	1		Repeat for a total of 2 credits
MUS623R	Graduate Chamber Music II	1	2 cr of MUS523R	Repeat for a total of 2 credits
MUS550R	Jury	0		Complete twice
MUS651	Graduate Recital	0	Instructor consent	

Course Code	Course Title	Cr	Prerequisites	Notes
Academic Core (15 credits)				
MUS510	Graduate Music Theory	3		
MUS513	Analysis of Great Works of Chinese Music	3		
MUS545	Topics in Chinese Music I	3		
MUS645	Topics in Chinese Music II	3		
MUS661	Seminar in Cross-Cultural Music	3		
Professional Experience (3 credits)				
MUS555	Graduate Practicum	3	Instructor consent	May be repeated for credit
MUS671	Graduate Internship	1-3	Instructor consent	May be repeated for credit
LAS522A	Seminar in Performing Arts Management A	1.5		
LAS522B	Seminar in Performing Arts Management B	1.5		
Electives (3 credits)				
MUS552	Graduate Independent Study in Music	1-4	Instructor consent	May be repeated for credit
	Any other course 400-level or above in the College	3		

Table 11.16 Program Requirements for the Voice Specialization (48 Credits)

Course Code	Course Title	Cr	Prerequisites	Notes
Major Voice Core (24 credits)				
MUS527R	Graduate Voice I	4		Repeat for a total of 8 credits
MUS627R	Graduate Voice II	4	8 credits of MUS527R	Repeat for a total of 8 credits

Course Code	Course Title	Cr	Prerequisites	Notes
MUS526R	Ensemble with Voice	2		Repeat for a total of 4 credits
MUS525R	Piano for Vocalists I	1		Repeat for a total of 2 credits
MUS625R	Piano for Vocalists II	1	2 cr of MUS525R	Repeat for a total of 2 credits
MUS550R	Jury	0		Complete twice
MUS651	Graduate Recital	0	Instructor consent	
Academic Core (18 credits)				
MUS511	Graduate Music Theory for Vocalists	3		
MUS542	Vocal Literature - Analysis & Appreciation I	3		
MUS642	Vocal Literature - Analysis & Appreciation II	3	MUS542	
MUS543	Vocal Methods from Around the World I	3		
MUS643	Vocal Methods from Around the World II	3	MUS543	
MUS661	Seminar in Cross-Cultural Music	3		
Professional Experience (3 credits)				
MUS555	Graduate Practicum	3	Instructor consent	May be repeated for credit
MUS671	Graduate Internship	1-3	Instructor consent	May be repeated for credit
LAS522A	Seminar in Performing Arts Management A	1.5		
LAS522B	Seminar in Performing Arts Management B	1.5		
Electives (3 credits)				

Course Code	Course Title	Cr	Prerequisites	Notes
MUS552	Graduate Independent Study in Music	1 - 4	Instructor consent	May be repeated for credit
	Any other course 400-level or above in the College	3		

Sample MMus graduation plans are available at the Department of Music and the Office of Academic Services. Students are encouraged to meet with their graduate faculty advisors and academic advisor for individualized graduation planning and mentoring.

11.4 DEPARTMENT OF STAGE PRODUCTION AND DESIGN

FTC Cuddebackville's Department of Stage Production and Design offers the Bachelor of Fine Arts (BFA) in Stage Production and Design.

Bachelor of Fine Arts in Stage Production and Design

Fei Tian's BFA program in stage production and design offers pre-professional intensive training to develop designers and craftspeople for the performing arts and entertainment media industries.

Goals of the program include:

- ▶ Enable students to lay a solid foundation in the fields of scenery and set, lighting, sound, digital media, stage management, and resource management, while building professional communication and collaboration skills.
- ▶ Develop students' artistic and cultural sensitivity, aesthetics, breadth, and professionalism, and assist them to integrate the artistic and the technological aspects of stage production and design.
- ▶ Provide students opportunities to gain real-world experience in the stage production and design process, in order to better prepare them for careers related to the field.

Student learning outcomes of the program include:

- ▶ Understand the fundamentals of traditional theater stage techniques including scenic, lighting, costume, and sound design.
- ▶ Design scenery and set, lighting, sound, and backdrops, in accordance with the requirements of different performances and under the restrictions of the specificities of different theaters.
- ▶ Apply and integrate visual elements, such as colors, shapes, and styles, into stage production and design, including scenery, set, backdrop, and costume design, on the basis of traditional aesthetics.
- ▶ Adapt design to suit the theatrical needs of different cultural settings.

- ▶ Effectively use technology to gather and communicate ideas and information to accomplish a specific task.
- ▶ Collaborate with others to successfully complete production and design on the basis of a solid understanding of all aspects of stage production, including stage management and resource management.

The academic requirements for graduation are the successful completion of the degree requirements specified in the following table with a minimum overall GPA of 2.0 and a minimum major GPA of 2.5. In addition, a graduating student must have taken at least 50% of the required courses at the College.

Table 11.17 Credit Requirements for BFA in Stage Production and Design

Degree Requirements	Credits
General Education (LAS)	35
Major Core	67
Electives	26
Total Credits	128

The major requirements are comprised of fundamental courses in theater production, which provide students a solid technical foundation in the fields of set design, drafting, sound, lighting, and digital media techniques, as well as pre-professional experience and insight into real-life stage production and design.

Table 11.18 Major Core Requirements for the BFA in Stage Production and Design (67 Credits)

Course Code	Course Title	Cr	Prerequisites
SPD101	Fundamentals of Stagecraft and Production	2	
SPD111A	Drawing A	2	
SPD111B	Drawing B	2	SPD111A
SPD120	Introduction to Digital Media	2	
SPD140	Introduction to Theater History and Practices	3	
SPD150	Rehearsal & Performance Production I	1	
SPD155	Theater Production Practice I	3	
SPD202	Fundamentals of Electricity and Electronics	3	
SPD204	Physics of Sound	2	

Course Code	Course Title	Cr	Prerequisites
SPD211A	Drafting A	2	
SPD211B	Drafting B	2	SPD211A
SPD212	Scenic and Set Design I	3	
SPD213	Lighting Design and Production I	3	SPD202
SPD220	Digital Media Production: Techniques	2	SPD120
SPD221	Digital Media 2D Matte Painting	3	
SPD250	Rehearsal & Performance Production II	1	SPD150
SPD255	Theater Production Practice II	3	SPD155
SPD314A	Live Sound A	2	
SPD314B	Live Sound B	2	SPD314A
SPD316	Costume Design I	3	
SPD327	Rendering and Projection Techniques	2	
SPD330	Stage Management: Concepts and Practice	3	
SPD350	Rehearsal & Performance Production III	1	SPD250
SPD355	Theater Production Practice III	3	SPD255
SPD450	Rehearsal & Performance Production IV	1	SPD350
SPD455	Theater Production Practicum	3	SPD355
SPD456A	Senior Project: Portfolio, Production, and Thesis A	4	
SPD456B	Senior Project: Portfolio, Production, and Thesis B	4	SPD456A

In addition to the major core courses above, students in the program are required to choose a minimum of 26 credits from the following elective courses related to the major.

Table 11.19 Electives for the BFA in Stage Production and Design (Select 26 Credits)

Course Code	Course Title	Cr	Prerequisites
SPD223	Digital Media Filming and Editing	4	SPD220
SPD227	Introduction to Photography	2	
SPD311	Scene Painting and Figure Drawing	2	SPD111B
SPD312	Scenic and Set Design II	3	SPD212
SPD313	Lighting Design and Production II	3	SPD213

Course Code	Course Title	Cr	Prerequisites
SPD315	Drafting C (Vectorworks)	2	SPD211B
SPD324	Digital Media 3D Animation	4	
SPD325	Digital Media Composition	3	SPD220
SPD328A	Video Production for the Theater A	2	SPD220
SPD328B	Video Production for the Theater B	2	SPD328A
SPD414A	Advanced Live Sound A	2	SPD314B
SPD414B	Advanced Live Sound B	2	SPD414A
SPD416	Costume Design II	3	SPD316
SPD426A	Digital Media Portfolio A	4	
SPD426B	Digital Media Portfolio B	4	SPD426A

Sample BFA graduation plans for the stage production and design degree are available at the Office of Academic Services. Students are encouraged to meet with their academic advisor for individualized graduation planning.

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COURSE DESCRIPTIONS

12.1 COURSE NUMBERING SYSTEM

The course identification code at FTC Cuddebackville consists of a three-letter prefix, a three-digit number, and, in some cases, a one-letter suffix.

Course Prefixes

LAS Department of Liberal Arts and Sciences

DAN Department of Dance

MUS Department of Music

SPD Department of Stage Production and Design

CLC Chinese Language and Culture (offered by the LAS Department)

First Digit

0xx Remedial courses

1xx Typically designed for freshmen but open to others

2xx Typically designed for sophomores but open to others

3xx Typically designed for juniors but open to others

4xx Typically designed for seniors

5xx Typically designed for first-year graduate students

6xx Typically designed for second-year graduate students

Middle Digit

x0x, x1x, etc.: Different areas of study or sub-disciplines (see details in the Middle Digit sections below)

Third Digit

xx1, xx2: Different courses in the same areas of study or sub-disciplines

Course Suffixes

xxxA, xxxB: Different parts of a course sequence

xxxR: Courses that may be repeated for additional credit

xxx-W: Western instrument courses

xxx-C: Chinese instrument courses

xxx-V: Vocal courses

xxx-I: Instrument courses

Middle Digit in Liberal Arts and Sciences (LAS): xMx

M = 0 Language, writing, public speaking

M = 1 Literature, religion, philosophy, civilization, general arts

M = 2 Computer science, information science, management

M = 3 Social sciences, global affairs, humanities

M = 4 Life and physical sciences, mathematics

M = 5 Independent study, research projects

M = 6 Seminars

M = 7 Media, visual arts, theater technologies

M = 8 Foreign languages

Middle Digit in Chinese Language and Culture (CLC): xMx

M = 0 Chinese language, non-heritage track

M = 1 Chinese language, heritage learners track

M = 2 Chinese language, advanced courses

M = 3 Literature, religion, philosophy, civilization

M = 4 Linguistics, science, translation

M = 5 Independent study, research projects

M = 6 Seminars

M = 7 Media, visual arts, theater technologies

M = 8 Study abroad

Middle Digit in Dance (DAN): xMx

M = 0 Basic knowledge, artistry, techniques in dance

M = 1 Concepts, theories, pedagogy, choreography, notation

M = 2 Rehearsal techniques, repertory, body conditioning

M = 3 Stagecraft, technology, production, professional issues

M = 4 Dance history, culture, society

M = 5 Independent study, projects, practicum

M = 6 Seminars

M = 7 Internships, co-ops

M = 8 Management, arts administration

Middle Digit in Music (MUS): xMx

M = 0 Musicianship

M = 1 Music theory

M = 2 Applied music, instruments

M = 3 Music technology, management

M = 4 Music history, culture, literature

M = 5 Independent study, projects, practicum

M = 6 Seminars

M = 7 Internships, co-ops

Middle Digit in Stage Production and Design (SPD): xMx

M = 0 Topics fundamental to the major

M = 1 Important theories for the major

M = 2 Applied or practical skills for the major

M = 3 Professional knowledge

M = 4 Broad background or knowledge

M = 5 Independent studies, projects, practicum

M = 6 Seminars

M = 7 Internships, co-ops

12.2 DEPARTMENT OF LIBERAL ARTS AND SCIENCES

LAS001A/B ESL A/B (0 credit)

Designed to help English language learners achieve college-level English proficiency so they can perform competently in academic tasks relevant to their majors. The goal is to enhance students' ability to read critically, discuss effectively, and present ideas in coherent and effective writing.

Vocabulary and grammar will be covered in the context of reading and writing.

LAS002A/B Introduction to College English A/B (0 credit)

A prerequisite to LAS103A/B Effective English A/B for students who are identified by English placement testing as in need of remediation. Focus is given to the mirror processes of reading and writing, including grammatical and stylistic study. Upon completion students will be better prepared for all liberal arts classes in which writing and critical reading are needed.

LAS100 College Success (2 credits)

Designed to help students achieve greater success in college and in life. Topics include many proven strategies for creating greater academic, professional, and personal success, such as time

management and note-taking skills. In addition, the information literacy skills students develop will not only prepare them for doing original research in college but also equip them for success in the 21st-century workplace.

LAS103A/B Effective English A/B (1.5 credits each)

Offers a highly structured approach to academic writing with a focus on the recursive nature of the writing process. Students read a variety of pieces by masters of the craft, engage in critical discussion, and write constantly throughout the course sequence. Assignments include several short response pieces as well as three to four major papers, ranging from process analysis to argumentation. The course sequence is highly practical in nature and is meant to hone some of the skills most valuable to college success and career readiness.

LAS110A/B Western Civilization A/B (1.5 credits each)

Surveys the major achievements of Western civilization from its beginnings to the end of the Renaissance, with emphasis on developments in the visual and creative arts. An organizing theme of the course is the relationship between religious values and humanistic achievement. Multimedia and primary source readings feature prominently, both of which students will be expected to respond to in writing.

LAS120A/B Mathematics in Applied Context A/B (1.5 credits each)

Covers the fundamental concepts and applications of arithmetic, algebra, geometry, and data interpretation. Reinforces students' ability to reason quantitatively—to read a math problem, understand what it is asking, and solve it. Prepares students with quantitative reasoning skills required for professional work as well as for graduate-level studies in the fields of performing arts, liberal arts, and business.

LAS204A/B Public Speaking A/B (1.5 credits each)

A workshop-style course sequence designed to help students become better communicators in their social and professional lives. Emphasis is on overcoming self-consciousness and developing clarity of thought and expression. Students examine real-life speeches, exploring the interplay of the many elements of oration and rhetoric, such as structure, diction, enunciation, eye contact, and body language. Students present informational, persuasive, and impromptu speeches throughout the course and also practice interview skills. Prerequisite: LAS103A&B or by instructor consent.

LAS220A/B Calculus A/B (1.5 credits each)

Intended for students who wish to learn the basics of calculus for application to social sciences or as part of a broader education. Topics include functions, limits, differentiation, and integration, for applications such as calculating rate of change, growth and decay, optimization, and elementary differential equations. Prerequisite: Placement test.

LAS232A/B The Making of the Modern World A/B (1.5 credits each)

A survey of the political, cultural, and social history of Europe, America, and Asia from the Enlightenment (18th century) to the Cold War. Major topics include the French Revolution, Romanticism, nationalism, imperialism, revolutions and world wars, and the Cold War. Prerequisite: LAS110A&B and CLC131A&B, or by instructor consent.

LAS262 Moral Awareness and Spiritual Practice (1 credit)

This seminar course is designed to familiarize students with the basic concepts of the spiritual practice of Falun Dafa as well as of the major world traditions, such as Buddhism, Taoism, and Christianity, thereby reinforcing awareness of the universal values that have informed humankind's moral life for thousands of years. Through seminars, readings, and discussion, students are guided to build a solid foundation for righteous belief and ethical conduct. They will also have a chance to engage various moral issues and ethical questions in an introspective and reflexive manner.

LAS313A/B Masterpieces of World Literature A/B (1.5 credits each)

A chronological survey of major authors in world literature since earliest times to the 16th century. Focus is on two traditions, Western and Chinese, providing exposure to a wide variety of literary works set against their historical contexts. Prerequisite: LAS103A&B or by instructor consent.

LAS334A/B Topics in Liberal Arts in Sciences A/B (1.5 credits each)

An interdisciplinary seminar course sequence designed to reinforce students' critical thinking, scientific reasoning, and quantitative skills. Students engage in intensive reading of texts and journal articles on selected topics in the humanities, social sciences, and natural sciences and also apply mathematical concepts and modeling to real-world scenarios. Through extensive discussion and writing of analytical responses, students hone their ability to detect underlying assumptions, evaluate the validity of arguments and experimental design, and express their viewpoints with clarity and precision.

LAS350 Independent Study in Arts and Sciences (1-4 credits)

This independent study course provides students an opportunity to investigate a topic outside the current course offerings from the Department of LAS. All independent study courses must be approved in advance and be closely supervised by a faculty member. An independent study proposal must include a course outline developed through consultation between the student and faculty supervisor, and it will serve as the official course description. The course may take the form of faculty-supervised research, study, or a project. This course may be repeated for credit.

LAS371 Drawing and Rendering for Theater (2 credits)

This course is designed to give students the essential drawing skills needed in rendering clear and informative compositions for use in theater production. Prerequisite: SPD111B or by instructor consent.

LAS522A/B Seminar in Performing Arts Management A/B (1.5 credits each)

This course sequence prepares students to play leadership roles in the field of performing arts management. Students will learn the key concepts and terminology in the field, basic structural components of performing arts institutions, and essential managerial knowledge for running a range of performing arts companies. Throughout these courses, students will simulate real-world situations in managing a performing arts company or school. The course sequence also emphasizes entrepreneurial thinking in today's fast-changing world. These courses feature a slate of guest speakers with different expertise.

LAS550A/B Research Methodology in the Arts A/B (1 credit each)

This graduate-level course sequence helps students develop the skills necessary to develop successful master-level compositions. The sequence will give students an idea of the step-by-step process of thesis writing: from question and conceptualization to research, to organization, to dissertation and presentation. Work in class consists mostly of short writing assignments, peer evaluations, and readings. Through lecture and discussion, students will analyze and examine literature in an effort to improve their own writing. At the end of the sequence, students will conceive a preliminary proposal for their master thesis project.

LAS570 Media Technology for the Arts (2 credits)

This course introduces students to two areas of media technology that play a fundamental role in the production and presentation of various performing arts genres: audio and video. Through hands-on practice, projects, and collaboration, students will develop the familiarity and skills needed to develop and implement a sound design for a theater production and to create meaningful and artistic films in the context of performing arts. By the end of this course students will not only have gained essential knowledge respective to each field but also be able to integrate audio and video skills in a culminating work.

Chinese Language and Culture

CLC101A/B, 102A/B Beginning Chinese I-A/B, II-A/B (2 credits each)

Beginning Chinese is designed for non-heritage Chinese speakers. Through interactive classroom activities and practice, students will acquire fundamental knowledge of the Chinese language and develop basic skills in listening, speaking, reading, and writing. Upon completion of these courses, students should be capable of basic communication in a Mandarin-speaking environment. Students

are also expected to have an active reading and speaking vocabulary of 400 Chinese characters.

Prerequisite: None.

CLC111A/B, 112A/B Elementary Chinese I-A/B, II-A/B (2 credits each)

Designed as an introductory course sequence for heritage speakers as well as for learners who have completed CLC102A&B or the equivalent. Building upon the students' oral/aural abilities, these courses develop students' competency in listening, speaking, reading, and writing in modern Mandarin Chinese, with special emphasis on reading and speaking. By the end of these courses, students are expected to apply in daily use an active vocabulary of 800 Chinese characters, have a good command of basic idiomatic expressions and sentence patterns, be able to converse with ease on familiar topics, and be able to write short narratives and personal communications.

Prerequisite: CLC102A&B or the equivalent.

CLC131A/B Chinese Civilization A/B (1.5 credits each)

A survey of the salient features and legacies of Chinese civilization throughout China's five millennia of history. Topics include literary, religious, and philosophical traditions; the transformation of China's political, educational, and examination systems; and the radical cultural changes in the 20th century.

CLC211A/B, 212A/B Intermediate Chinese I-A/B, II-A/B (2 credits each)

Holistically develops students' reading, writing, speaking, and listening skills in the Chinese language at the intermediate level. Students are expected to have an active vocabulary of 1,600 of the most commonly used Chinese characters, including 200 idioms and phrases; be able to read expository and narrative writings with familiar vocabulary; have the speaking skills to cope with unfamiliar real-life situations; be able to write straightforward narrations and descriptions; and demonstrate a detailed understanding of Chinese culture and society. Prerequisite: CLC112A&B or equivalent.

CLC274 Chinese Painting and Calligraphy (2 credits)

Drawing upon 5,000 years of Chinese philosophical and artistic traditions, this course aims to give students both the technical skills of how to use a Chinese brush and ink as well as the deeper cultural meaning behind the art form. Topics include brush control, stroke order and direction, stroke quality, and traditional composition. Prerequisite: Instructor consent.

CLC311A/B, 312A/B Advanced Chinese I-A/B, II-A/B (2 credits each)

Further develops listening, speaking, reading, and writing skills in Mandarin Chinese, with an emphasis on vocabulary building and developing lifelong reading habits. Students explore various ways to acquire vocabulary while gaining relevant cultural knowledge. They also study representative authentic articles in modern Chinese from various genres and develop the ability to use different reading strategies for different purposes. Furthermore, students are exposed to opportunities to

summarize, explain, and persuade through effective writing. Multimedia and online resources are used extensively. Prerequisite: CLC212A&B or by instructor consent.

CLC331A/B Topics in Chinese History A/B (1.5 credits each)

An in-depth study of the Qin and Han dynasties, Tang and Song dynasties, or Ming and Qing dynasties. Topics include literary, religious, and philosophical traditions; major events and historical figures; royal families and their roles throughout history; and the transformation of China's economic, political, and bureaucratic examination systems. Prerequisite: CLC131A&B or by instructor consent.

CLC411A/B, 412A/B Introduction to Classical Chinese I-A/B, II-A/B (2 credits each)

This course sequence serves as a transition from the contemporary Mandarin to classical Chinese language (*wen yan wen*). Through introduction of selected elementary levels of classical Chinese essays and poetry, students develop basic reading and comprehension skills in classical Chinese. Students study not only syntactic patterns and vocabulary of classical Chinese but also the cultural values, philosophies, and history behind the texts. The course also develops students' skills in reading and writing in modern Mandarin. Prerequisite: CLC312A&B or by instructor consent.

CLC421A/B, 422A/B Chinese Language Arts I-A/B, II-A/B (2 credits each)

This course sequence is designed for students who have completed primary education in a Chinese-speaking country or who have completed the two-year sequence of Classical Chinese at Fei Tian. This course sequence builds on students' native language proficiency and aims to extend and expand their linguistic and cultural knowledge. In particular, it develops students' ability to read classical Chinese and to write in modern Chinese. It also exposes students to the cultural traditions of China. Prerequisite: CLC412A&B or by instructor consent.

CLC423A/B, 424A/B Chinese Language Arts III-A/B, IV-A/B (2 credits each)

This course sequence is intended for students who have completed 8 to 9 years of education in a Chinese-speaking country or who have completed the two-year sequence of Chinese Language Arts I and II at Fei Tian. Building upon students' native proficiency, the course sequence further develops students' ability to read both prose and poetry in classical Chinese and to write in formal modern Chinese. It also exposes students to the cultural traditions of China. Prerequisite: CLC422A&B or by instructor consent.

CLC431A/B, 432A/B Readings in Chinese Literature I-A/B, II-A/B (2 credits each)

A focused study of the dominant literary genres and representative works of classical Chinese literature, including pre-Qin essays, Tang poetry, Song *ci* (lyrics), Yuan *qu* (verses), and fiction from the Ming and Qing dynasties. Students learn to appreciate and analyze major classical Chinese literary works and apply rhetorical skills in their writings. Designed for native speakers or advanced Chinese learners. All readings are in Chinese. Prerequisites: CLC424A&B or by instructor consent.

12.3 DEPARTMENT OF DANCE

DAN101R Fundamentals of Classical Chinese Dance I (3 credits)

This studio course reviews and refines the fundamental elements and poses of classical Chinese dance through short movement combinations. By the end of the course, students are expected to have a grasp of the Fei Tian stylistic requirements for classical Chinese dance. This course also places a heavy emphasis on flexibility training. Students majoring in Classical Chinese Dance are expected to complete DAN101R twice for a total of 6 credits.

DAN102R Shen Yun (身韻) I (1.5 credits)

This course studies the subtlety of body language for actualizing the aesthetics of classical Chinese dance and introduces students to the Fei Tian requirements for *shen yun* (bearing). Students practice *shen yun* elements through coupled movements. Students majoring in Classical Chinese Dance are expected to complete DAN102R twice for a total of 3 credits. (Note: The term *shen yun* is completely distinct from the performing arts organization name, despite its being a homophone.)

DAN103R Special Techniques in Chinese Dance I (1 credit)

This studio course reviews and reinforces the *jiqiao* (difficult techniques) and *tanzigong* (tumbling) used in classical Chinese dance. Students majoring in Classical Chinese Dance are expected to complete DAN103R twice for a total of 2 credits.

DAN104R Chinese Folk and Ethnic Dances I (1 credit)

This course primarily focuses on Tibetan ethnic dance and *hua-gu-deng* (flower drum lantern) folk dance from eastern China, with an emphasis on rhythmic analysis. Students examine how the local customs and cultures inform the unique stylistic features of the dance forms. Students majoring in Classical Chinese Dance are expected to complete DAN104R twice for a total of 2 credits.

DAN121R Performing and Acting (2 credits)

This course develops students' appreciation and understanding of the art of acting with the purpose of strengthening their acting skills and expressive power in dance performances. May culminate in performance.

DAN155, 255, 355 Dance Practicum I, II, III (3 credits each)

These courses are designed to give students the opportunity to gain professional performing experience. Auditions may be required. Students selected will participate in performances with professional performance companies such as Shen Yun Performing Arts. Pass/No Pass grading scale.

DAN201R Fundamentals of Classical Chinese Dance II (3 credits)

Through the use of extended and increasingly difficult dance combinations, this studio course continues to condition students for classical Chinese dance. Emphasis is placed on the fluidity of transitions between poses and movement phrases. Students majoring in Classical Chinese Dance are expected to complete DAN201R twice for a total of 6 credits. Prerequisite: 6 credits of DAN101R or instructor consent.

DAN202R Shen Yun (身韻) II (1.5 credits)

This course practices and refines the fine motor skills of the hands and feet alongside use of breath and facial expression to maximize expressive power. The class utilizes short dance combinations that are performative in nature. Students majoring in Classical Chinese Dance are expected to complete DAN202R twice for a total of 3 credits. Prerequisite: 3 credits of DAN102R or instructor consent.

DAN203R Special Techniques in Chinese Dance II (1 credit)

A continuation of DAN103R, this studio course provides students an opportunity to further refine the quality of the *jiqiao* (difficult techniques) and *tanzigong* (tumbling) movements particular to classical Chinese dance. Students majoring in Classical Chinese Dance are expected to complete DAN203R twice for a total of 2 credits. Prerequisite: 2 credits of DAN103R or instructor consent.

DAN204R Chinese Folk and Ethnic Dances II (1 credit)

This course primarily focuses on Mongolian ethnic dance. Students examine the inseparable link between the traditional nomadic lifestyle of Mongolians and the fundamental elements of this dance form, including shoulder, arm, and wrist coordination as well as stylistic jumps that imitate riding on horseback. Dances may incorporate the use of props such as chopsticks, wine cups, and bowls, which symbolize the importance of hospitality to the Mongolian people. Students majoring in Classical Chinese Dance are expected to complete DAN204R twice for a total of 2 credits. Prerequisite: 2 credits of DAN104R or instructor consent.

DAN221R Repertory & Rehearsal I (1 credit)

This course develops students' overall performance and rehearsal skills through studying, rehearsing, and participating in the dance production process with resident and guest artists. May culminate in performance. Students majoring in classical Chinese dance are expected to complete DAN221R twice for a total of 2 credits. Prerequisites: 6 credits of DAN101R, 3 credits of DAN102R, 2 credits of DAN103R, and 2 credits of DAN104R.

DAN232 Mind, Body, and Dance (2 credits)

This course is a basic course for classical Chinese dance majors, based on the unique needs of classical Chinese dance training. It introduces both Eastern and Western concepts of the human body and explores the role of the mind in classical Chinese dance learning.

DAN301R Fundamentals of Classical Chinese Dance III (4 credits)

This course prepares students to apply the fundamentals from DAN101R and 201R for practical stage performance. Complex movement and compound dance combinations are used for intensive conditioning. Students majoring in Classical Chinese Dance are expected to complete DAN301R twice for a total of 8 credits. Prerequisite: 6 credits of DAN201R or instructor consent.

DAN302R Shen Yun (身韻) III (1.5 credits)

This course prepares students for performance of classical Chinese dance through using character portrayals to refine *shen yun* (bearing). The course also introduces the use of props, such as *shuixiu* (water sleeves) and *changchou* (silk ribbons), to deepen students' understanding of *shen yun*. When possible, *bazigong* (theatrical techniques using traditional weapons) is also used to enrich the students' experience. Students majoring in Classical Chinese Dance are expected to complete DAN302R twice for a total of 3 credits. Prerequisite: 3 credits of DAN202R or by instructor consent.

DAN304R Chinese Folk and Ethnic Dances III (1.5 credits)

This course provides an in-depth study of *hua-gu-deng* (flower drum lantern), one of the oldest folk dance styles of the Han Chinese. Students learn how the dance form and its unique musical accompaniments are used for various celebratory purposes. Students also learn how China's northern and southern subcultures have influenced the special characteristics of *hua-gu-deng*. Students majoring in Classical Chinese Dance are expected to complete DAN304R twice for a total of 3 credits. Prerequisite: 2 credits of DAN204R or by instructor consent.

DAN311A Dance Pedagogy A (2 credits)

This course introduces the basic principles, approaches, and materials in the teaching of dance at different levels and in different settings, ranging from K–12 and private studio to higher education. Both English and Mandarin Chinese are used in the instruction. Prerequisite: Junior class standing.

DAN311B Dance Pedagogy B (3 credits)

Through seminar and praxis formats, this course helps students apply the knowledge and competencies acquired in DAN311A. Students will be guided in developing pedagogical approaches, making lesson plans, and teaching classical Chinese dance in multiple settings. Prerequisite: DAN311A or by instructor consent.

DAN312A Choreography A (2 credits)

This course introduces the basic elements of choreography and the different choreographic devices. Students will use the devices to compose their own works. Emphasis is on classical Chinese dance. Both English and Chinese are used in the instruction. Prerequisite: 6 credits of DAN101R, 3 credits of DAN102R, 2 credits of DAN103R, and 2 credits of DAN104R; or by instructor consent.

DAN312B Choreography B (2 credits)

This course explores dance making as a creative problem-solving endeavor and focuses on group dances and narrative dances in classical Chinese dance. Both English and Chinese are used in the instruction. Prerequisite: DAN312A or by instructor consent.

DAN321R Repertory & Rehearsal II (2 credits)

This is a continuation of DAN221R and further develops students' overall performance and rehearsal skills. May culminate in performance. Students in the Performance and Choreography concentration are expected to complete DAN321R twice for a total of 4 credits. Prerequisite: 2 credits of DAN221R or by instructor consent.

DAN341 Policies and Standards in Dance Education (1 credit)

A series of weekly discussion/seminar sessions, this course familiarizes students with the latest policies in the state of New York regarding education and physical education. There is an emphasis on the commonality between Chinese dance and physical education.

DAN342 History of Dance: East and West (2 credits)

This is a survey of the development of the major dance traditions of the East and the West. It examines the origins of the dance traditions and major milestones while reflecting on the philosophical and aesthetic underpinnings of the different dance forms.

DAN350 Independent Study in Dance (1-4 credits)

This independent study course allows students an opportunity to investigate a topic outside the current dance curriculum. All independent study courses must be approved in advance and be closely supervised by a faculty member. An independent study proposal must include a course outline developed through consultation between the student and faculty supervisor; it will serve as the official course description. The course may take the form of faculty-supervised research, study, or a project. This course may be repeated for credit.

DAN352 Classical Chinese Dance Pedagogy — Peer Observation (2 credits)

Guided by an instructor, students in this course are active observers of teaching sessions in classical Chinese dance. Through observation reports, self-evaluation, and the instructor's evaluation, students gain insight into the application of pedagogical concepts and principles in the teaching of Chinese dance.

DAN370R Internship (1-3 credits)

The purpose of an internship is to let students gain valuable work experience in a professional environment by applying what they have learned. An internship usually lasts for five weeks with 20 to

40 hours of work per week. Review of applications usually begins in early April. This course may be repeated once for additional credit.

DAN400 Chinese Dance Vocabulary (0 credit)

Intended to help graduate students familiarize themselves with important dance terminology, the course covers vocabulary for the fundamental movements, positions, techniques, and concepts used in classical Chinese dance. Through demonstration, oral practice, and movement, students will develop the verbal confidence and comprehension of Chinese dance needed to start the Fei Tian College MFA program.

DAN401R Fundamentals of Classical Chinese Dance IV (4 credits)

This course consolidates the training covered in the previous three years. Emphasis is placed on the expressivity and refinement of movements. Students majoring in Classical Chinese Dance are expected to complete DAN401R twice for a total of 8 credits. Prerequisite: 8 credits of DAN301R or by instructor consent.

DAN402R Shen Yun (身韻) IV (1.5 credits)

This course polishes students' delivery of the *shen yun* (bearing) elements practiced in DAN102R-DAN302R. By the end of this course, students will be able to effectively use *shen yun* in performances and to fulfill various choreographic needs. Students majoring in Classical Chinese Dance are expected to complete DAN402R twice for a total of 3 credits. Prerequisite: 3 credits of DAN302R or instructor consent.

DAN403 Repertory and Analysis (2 credits)

Through examining the choreographic and technical issues in a wide selection of works, this course helps students develop basic plans and strategies in teaching a spectrum of techniques and *shen yun* (bearing) in classical Chinese dance. Prerequisite: junior class standing or instructor consent.

DAN404R Chinese Folk and Ethnic Dances IV (1.5 credits)

This course primarily focuses on the dance of the ethnic Korean people of northeastern China. Students learn the unique musical rhythms, breath control, and rounded movements central to this dance genre. Students majoring in Classical Chinese Dance are expected to complete DAN404R twice for a total of 3 credits. Prerequisite: 3 credits of DAN304R or instructor consent.

DAN410 Educational Psychology in Context (2 credits)

This course introduces the basic concepts and appropriate rubrics for assessing student learning outcomes in dance instruction. It examines mapping curriculum to student learning outcomes. Prerequisite: junior class standing or instructor consent.

DAN411 Dance in Education (1 credit)

This course examines the role of dance in education, and in arts education in particular. Students will reflect on the principles and philosophies of creative movement as a basic human means for understanding themselves, other people, and the world around them. Prerequisite: 6 credits of DAN201R, 3 credits of DAN202R, 2 credits of DAN203R, and 2 credits of DAN204R; or by instructor consent.

DAN412A Advanced Choreography (2 credits)

This course focuses on choreographing in the styles of the different ethnic dance traditions in China. There will be in-depth study of the cultural characteristics of the ethnic dances. Both English and Chinese will be used in the instruction. Prerequisite: DAN312B or by instructor consent.

DAN412B Independent Study in Choreography (2 credits)

This course offers individual students the opportunity to synthesize their knowledge and experience in choreography and to create works under the close supervision of a dance faculty member. Prerequisite: DAN412A or by instructor consent.

DAN413 Principles of Guidance and Pedagogy (3 credits)

This course explores issues in teaching dance at the college level, including topics such as lesson planning, class structure, student learning objectives, assessment methods, and grading. It includes preparation of a syllabus and studio teaching practice. This course takes the form of reading assignments, in-class discussions, lectures, observation and teaching summaries, self-reflective critical journal entries, and portfolio building.

DAN421R Repertory and Rehearsal III (2 credits)

This course enhances students' performance and rehearsal skills through the study of repertory and participation in choreographic collaborations with accomplished choreographers. May culminate in performance. Prerequisite: 3 credits of DAN321R or by instructor consent. Students majoring in classical Chinese dance with a Performance and Choreography concentration are expected to complete DAN421R twice for a total of 4 credits.

DAN414 Music Literature in Chinese Dance (2 credits)

This course examines the connection between dance movements and music in the performance and choreography of Chinese dance, including how the *shen yun* (bearing) is affected. Students will study the music literature from various perspectives for the purpose of enhancing performance and choreographic techniques. Prerequisite: MUS110 or by instructor consent.

DAN430 Stagecraft and Dance Production (2 credits)

This course introduces the basic elements and principles of theater production. Topics include set, costume, lighting, and sound design. Prerequisite: 6 credits of DAN201R, 3 credits of DAN202R, 2 credits of DAN203R, and 2 credits of DAN204R; or by instructor consent.

DAN450 Research Paper (4 credits)

This course offers the opportunity to write a research paper on a dance-related topic. The topic is selected by the student with advice and approval from the instructor.

DAN451 Senior Production (4 credits)

This course offers students an opportunity to develop their creative skills through choreographing and producing a small-scale dance performance of considerable complexity. The course is open to a limited number of students.

DAN452 Dance Teaching Practicum (4 credits)

This course allows students to practice their skills in dance teaching through supervised classroom teaching. Each student regularly meets with a faculty member for feedback and guidance regarding course planning, implementation of instructional strategies, and self-evaluation. Prerequisite: DAN311B and DAN341 or by instructor consent.

DAN453 Independent Study in Dance Production (2 credits)

Students enrolled in this course will explore specific issues in dance production with the guidance of a faculty member. The outcome is usually a research paper or a small stage design/production project. Prerequisite: instructor consent.

DAN455 Advanced Dance Practicum IV (4 credits)

This course is open to seniors wishing to tour or spend a season with a professional performance company, such as Shen Yun Performing Arts, to gain hands-on artistic and/or managerial experience. Enrollment is audition-based and is contingent upon the availability of relevant roles. Prerequisite: Instructor consent; 3 credits from each of DAN155, 255, and 355 is preferred.

DAN501R Graduate Classical Chinese Dance (4 credits)

This graduate-level course aims to refine students' artistic expression and execution of classical Chinese dance. It focuses on distinctions in movement articulation with emphasis on *shen-dai-shou* (the body leads the hands, 身帶手), *kua-dai-tui* (the hips lead the legs, 胯帶腿), and the integration of the outer form with the inner spirit. Students practice complex sequences of movements with attention to expressive clarity and amplified expression. Upon completion of the course, students will have a better command of the technical and stylistic variations in classical Chinese dance. Students in the MFA program are expected to complete DAN501R four times for a total of 16 credits.

DAN510 Advanced Pedagogy I (2 credits)

Since teaching itself is an art that requires considerable planning and collaboration, students in this course work extensively with their peers to develop appropriate course materials, provide corrective remedies for movements, and experiment with various teaching methodologies. They also observe different pedagogical contexts, such as for teaching children and for grade-level pupils. Through discussion and putting their ideas into practice, students can become confident and discerning dance teachers able to conduct classes that are both purposeful and engaging.

DAN511 Advanced Pedagogy II (2 credits)

This course focuses on application, analysis, and creation. Through opportunities to teach full-length classes, students will be able to analyze and evaluate their peers while developing their own philosophies and teaching ideals. The course trains students to examine the contextual complexities of dance education and to develop course materials with respect to higher education. By the end of this course, students will hand in a portfolio that recounts their pedagogical findings and designs for a systematic course in classical Chinese dance. Prerequisite: DAN510 or by instructor consent.

DAN512 Graduate Choreography I (2 credits)

This course introduces the expressive dancer to new ways of thinking and creating. In their first year of the graduate dance program, students expand their artistic potential and explore how to make their choreographic work more compelling. By tailoring thematic movement sequences to specific personas and considering other theatrical factors, students will learn to view their work as a whole, and most importantly, from the audience's standpoint. This course also instills in students an appreciation for the reiterative creative process.

DAN521 Chinese Dance Repertory I (4 credits)

This advanced course focuses on detailed technical studies of narration within a dance context, precision in the depiction of characters, and efficient and organized methods for rehearsals of a dance group. This is a very interactive course, allowing students to experiment and express the creativity they developed in previous repertoire courses. May culminate in performance.

DAN523 Holistic Health for Artists (2 credits)

This course aims to introduce the concept of holistic health from both Western and Eastern perspectives with emphasis on concepts that support the learning and performing of classical Chinese dance. Students will finish the course with basic knowledge of health as a holistic integration of body, mind, and spirit. This course will include lectures, group discussions, and mentored research projects.

DAN531 Acting For Stage (1 credit)

This graduate-level acting course focuses on refining acting skills with respect to clarity of expression for a variety of performance settings. It gives students the opportunity to practice and refine their performing skills by revisiting fundamental acting concepts and engaging in a wide range of improvisational exercises. Through this course, students will primarily study the portrayal of characters and situations with reference to Chinese culture and history.

DAN541 Chinese Dance Throughout the Ages (3 credits)

This course explores the philosophical, cultural, and aesthetic underpinnings of classical Chinese dance and Chinese folk and ethnic dance. Topics include: the origins and aesthetic basis of Chinese dance, the influence of traditional Chinese ideologies on dance, the systematization and methodology of Chinese dance, the cross-pollination between classical Chinese dance and ethnic and folk dances, and the implications of the revival of traditional Chinese dance in the context of globalization in the 21st century.

DAN551 Integration of Dance and Music (1 credit)

This course gives MFA students an opportunity to further develop their musicality and explore the connection between dance and music. Through guest lectures and discussions with composers and conductors, students are exposed to the creative process of music composition so as to better understand what goes into designing a musical piece for dance, and specifically for classical Chinese dance and Chinese folk and ethnic dance. In this workshop-based course, students also have the opportunity to choreograph their own dances pieces in response to different styles of music.

DAN555 Graduate Practicum (4 credits)

The practicum allows graduate students to build their professional experience with leading companies and institutions. Students gain first-hand experience related to their career goals and build professional relationships invaluable to their future careers. Students may choose to have a practicum emphasis in performance, choreography, pedagogy, production, artistic management, or any other specialization directly related to their graduate studies. All students receive one-on-one guidance and mentoring from assigned instructors or preceptors. All practicums are designed to help students build a strong work ethic and enhance their professional knowledge. Students who wish to acquire more practical experience may repeat this course.

DAN556 Graduate Independent Study or Project (1-6 credits)

This course allows graduate students to explore topics of individual or professional interest that do not fall within the standard curriculum. Each independent study course is flexible and personalized—designed by each student with his/her guiding instructor—so that students can get the most out of their specific studies and achieve their intended goals.

DAN561 Seminar: Dance in Cultural Context (2 credits)

This seminar approaches the study of dance as a means to better understand different cultures through the historical, cultural, and social contexts of a dance piece. It helps students bridge the gap between Eastern and Western dance traditions and better understand the role of Chinese dance in the global arts community. One focus of the course is to enable students to articulate differences in dance traditions, including dance concepts and terms, in both English and Chinese. Students also practice communicating their experience of dance—from systematic explanations of dance fundamentals to the description of the emotions, aesthetics, and cultural implications—to help others better appreciate classical Chinese dance.

DAN562 Topics in Chinese Dance Ethnography (2 credits)

This seminar course is designed to address various topics regarding selected Chinese dance forms. Students will study and analyze social, cultural, and political influences on ethnic dance forms in the past and present. Through a series of workshops, guest instructors will introduce students to various dance styles, providing them with direct exposure through active participation. Workshops include movement analysis and discussion of cultural connotations that build the underlying dance aesthetic. Topics will be determined based on guest speaker availability.

DAN601 Graduate Classical Chinese Dance Studio Practice (4 credits)

This graduate course in classical Chinese dance challenges students to achieve complete assimilation of spirit and form while performing composite routines that require both expressive versatility and technical competency. The course allows students to hone their artistry and technique through self-tailored routines and stylistic solos. Apart from fundamental training, students will also receive mentorship and engage in movement exploration for particular dance pieces. They will be prompted to reflect upon their achievements and develop their own artistic forte, as part of becoming a well-rounded and distinguished dancer.

DAN602 Techniques of Other Dance Systems I (2 credits)

The course is designed to broaden students' range of skills in a dance system other than classical Chinese dance. The dance system may differ from year to year.

DAN603 Techniques of Other Dance Systems II (2 credits)

As a continuation of DAN602, this course builds upon the skills students practiced in the previous course. For the ballet rotation, the course introduces intermediate-level techniques and routines that require more control, coordination, and technical proficiency. Students will also be introduced to classic repertoire. Prerequisite: DAN602 within the same dance system, or by instructor consent.

DAN611 Psychology in Dance Education (2 credits)

This course introduces the essentials of psychological principles, theories, and concepts as they apply to the educational environment related to classical Chinese dance. Through various activities, students will explore how to structure effective pedagogical approaches in order to meet the cognitive, affective, and psychomotor needs of learners and to forge a positive learning atmosphere in dance education.

DAN612 Graduate Choreography II (2 credits)

This course is the culmination of students' previous studies in choreography and is designed to help students conceive new ideas while invoking within them a sense of traditional aesthetics. Students will delve deeper into the realm of artistic creation by critiquing works on various levels—from historical narrative works to contemporary artistic interpretations, and from the effective development of choreographic elements to what makes a dance piece poignant and powerful. Prerequisite: DAN512 or by instructor consent.

DAN621 Chinese Dance Repertory II (4 credits)

This course allows students to hone their expressive abilities through rigorous rehearsal and performance. Students will be under the direction of experienced choreographers and professionals. The course explores ways in which the dancer deepens his or her connection with the audience on an emotional as well as a spiritual level. This course culminates in a final recital showcasing a variety of student-selected works accompanied by a live orchestra. Prerequisite: DAN521 or by instructor consent.

DAN631 Dance Kinesiology (2 credits)

An investigation into the field of dance science, this course introduces students to the human skeletal system; joint biomechanics; muscle origin, insertion, and action; and the concept of tensegrity in biomechanics. It explores the principles of physical structure, function, and dynamic alignment as they relate to dance performance enhancement and injury prevention. The course also touches on healthy living concepts such as nutrition and holistic mind-body connections. Course activities include lectures, class discussion, skill and technique demonstrations, and relevant audiovisual content.

DAN650 Master's Project (1-6 credits)

The master's project is a year-long endeavor that allows students to do research and contribute knowledge to the field of dance. Students work with their assigned thesis advisor to determine their topic and method of investigation. They consult with their advisor frequently and have the opportunity to collaborate with students from other programs. By the end of the year students should have completed their project, which will be presented through a concert, demonstration, and/or written documentation. The goal of the master's project is to validate the student's ability to investigate and

bring to light new perspectives and understandings within the field of classical Chinese dance. Students should complete DAN650 for a total of 6 credits.

DAN663 Perspectives on Dance Aesthetics (2 credits)

This is a seminar course. Through a series of lecture topics, graduates will be given opportunities to develop their aesthetic tastes and refine their preferences. Students will be exposed to a range of repertoire; afterwards, they will analyze them within the context of aesthetic principles, including Chinese artistic values. Ultimately, this course aims to motivate students to appreciate aesthetic ideals that have inspired artists for millennia and to provide new wisdom to fuel their artistic goals.

DAN671 Graduate Internship (1-4 credits)

Through internships, graduate students can think more deeply about their own career development and connect their academic learning with hands-on professional experience. Students can apply to dance companies, schools and institutions, media groups, and other hosts to find internships that fit their individual specialties and interests. Internships may or may not be paid, depending on the host institution. Other than completing assigned duties and demonstrating professional competencies, graduate students will need to reflect on their personal strengths, where they need to improve, and what actions they should take to achieve their goals. While internships are not required for graduation, they are strongly encouraged.

12.4 DEPARTMENT OF MUSIC

MUS001R, 002R, 003R, 004R Concert Attendance I, II, III, IV (0 credit)

This sequence requires students to attend concerts on campus each semester. Attendance will be noted at the entrance to the auditorium. Those who fail to fulfill the minimum requirement need to make it up in the following semester. Students are required to complete MUS001R, 002R, 003R, and 004R each twice. Pass/No Pass grading scale.

MUS005 Remedial Ear Training (0 credit)

This remedial course develops basic aural and dictation proficiency to prepare students for MUS101A.

MUS011 Review of Music Theory (0 credit)

Through listening, playing, singing, and writing, students will review the study of rhythms, intervals, motifs, phrases, melodies, and chords. This remedial course develops students' competency in basic music theory to prepare them for more advanced courses.

MUS101A/B Ear Training A/B (1 credit each)

This course sequence solidifies students' understanding of theoretical principles through aural exercises such as sight singing, rhythmic exercises, and dictation. The co-requisite for MUS101A is MUS111A and the co-requisite for MUS101B is MUS111B.

MUS102A/B Keyboard Skills A/B (1 credit each)

This first course offers piano lessons in a group setting. Students will develop the ability to read music and play simple pieces with proper technique while relating the music to theory that they have learned. The second course focuses on the development of keyboard musicianship, including basic pianistic facility and ease at the keyboard, sight-reading and harmonization in treble and bass clefs, basic music theory, and ensemble playing.

MUS110 Music for Dancers (for non-majors; 3 credits)

This course aims to develop and strengthen the basic musical and rhythmic skills vital to a student's dance studies. Students will participate in various activities intended to strengthen their sense of rhythm, train their aural and conceptual skills in listening to and appreciating music, and translate their musical literacy to practical dance applications.

MUS111A/B Western Music Theory A/B (2 credits each)

The first course in this sequence introduces students to four-part writing for all diatonic chords and will include study of figured bass, non-harmonic tones, the various functions of the phrase model, and motivic identification. The second course will study small musical structures like periods and sentences, harmonic sequences, Neapolitan 6 chords, augmented 6th chords, and applied chords and modulation.

MUS120R, 220R, 320R, 420R Orchestra I, II, III, IV (2 credits each)

In these applied music courses, students develop their instrumental skills, ensemble techniques, and musicianship skills through orchestral playing. Students majoring in Performance are required to repeat MUS120R, 220R, 320R, and 420R for a total of 4 credits each. Select students may participate in side-by-side concerts with music faculty and other performances in the New York area and beyond.

MUS121R, 221R, 321R, 421R Major Instrument (Western) I, II, III, IV (4 credits each)

Through enrolling in this course sequence, a student majoring in a Western musical instrument is entitled to one 60-minute private lesson per week. Students majoring in Performance are required to repeat MUS121R, 221R, 321R, and 421R for a total of 28 credits.

MUS122R, 222R, 322R, 422R Major Instrument (Chinese) I, II, III, IV (4 credits each)

Through enrolling in this course sequence, a student majoring in a Chinese musical instrument is entitled to one 60-minute private lesson per week. Students majoring in Performance are required to

repeat MUS122R, 222R, 322R, and 422R for a total of 28 credits.

MUS123R, 223R, 323R, 423R Chamber Music I, II, III, IV (1 credit each)

This studio course sequence expands students' ensemble repertoire, improves ensemble skills, and encourages more personal responsibility in creating polished artistic performances. Students will receive coaching from music faculty on assigned repertoire to be performed in a concert. Students majoring in Performance are required to repeat MUS223R, 323R, and 423R, for a total of 2 credits each. Piano majors are additionally required to take 123R, for a total of 2 credits.

MUS124R, 224R, 324R, 424R Concert Practice I, II, III, IV (0.5 credit each)

In this course, students meet once a week in a master class-like situation to perform for faculty members and peers and to listen to their peers' performances. Students majoring in Performance are required to repeat MUS124R, 224R, and 324R for a total of 1 credit each.

MUS125R, 225R, 325R Studio Piano I, II, III (1 credit each)

Private instruction in piano for non-piano majors. Enrolled students will have one private 30-minute lesson per week.

MUS128R, 228R, 328R, 428R Instrumental Accompaniment I, II, III, IV (1 credit each)

This applied course sequence provides students experience in accompanying individuals or groups in studio and rehearsal settings, plus in subsequent performance. The time commitment is comparable to that of ensemble participation. Piano students collaborate with vocalists and instrumentalists in the department and sometimes with professional musicians.

MUS129R, 229R, 329R, 429R Dance Class Accompaniment I, II, III, IV (1 credit each)

This studio course sequence is designed to prepare students to accompany dance classes competently and properly. A student will be assigned to different dance classes to accompany the class to get hands-on experience as well as to develop and broaden the skills and professional competencies of the piano accompanist, addressing the needs of all those intending to undertake a career as a piano accompanist in dance classes.

MUS141 History of Western Music (Overview) (1 credit)

This overview course provides students the tools to understand the different music periods through history and familiarize students with the main composers, music literature, and genres.

MUS142 History of Western Music (Medieval - Early Baroque) (2 credits)

This survey course of the history of Western music offers an in-depth view of the representative musical styles from the Medieval until the Middle Baroque period, while studying in detail the main issues and concepts during these periods of Western music history.

MUS155, 255, 355 Music Practicum I, II, III (3 credits each)

These elective courses are designed to give students the opportunity to gain practical performing experience through taking part in the orchestras of Shen Yun Performing Arts or other professional ensembles.

MUS201A/B Advanced Ear Training A/B (1 credit each)

The first course in this sequence improves students' fluency in the materials covered in MUS101B while developing their aural skills with respect to the theoretical topics covered in MUS211A Advanced Western Music Theory A. The second course focuses on dictation exercises comprising harmonic progressions, cross rhythms, syncopations, and smaller subdivision of beats.

MUS202A/B Advanced Keyboard Skills A/B (1 credit each)

This studio course sequence develops students' keyboard skills at the intermediate level, focusing on increasing finger dexterity and further acquisition of functional theory-related keyboard skills. In the first course, students learn to read and play music notated in different clefs as well as scores for transposing instruments. In the second course, students learn to read and play full scores for chamber and symphonic works.

MUS211A/B Advanced Western Music Theory A/B (2 credits each)

In addition to the study of more advanced harmonic progressions, this course sequence focuses on the function each harmony and melody expresses as well as the relation to the larger form at hand. Included in the study of larger forms are ternary, rondo, and sonata forms. Phrase structure and small forms are addressed in depth from melodic, harmonic, and rhythmic perspectives. The course also consolidates students' knowledge of 19th-century chromatic harmony while introducing 18th-century imitative counterpoint and 20th-century harmony.

MUS226A/B Piano Accompanying A/B (1 credit each)

This applied course sequence will foster the keyboard and sight-reading proficiency a collaborative pianist requires. The student gains experience working with one or more players in communicating and articulating musical ideas, developing the appropriate musical sensitivity, and following a different set of conventions in the approach to playing the piano.

MUS241 History of Western Music (High Baroque - Classical) (2 credits)

This course offers an in-depth view of the representative musical styles from the High Baroque to the Classical period, while studying in detail the main issues and concepts of these periods of Western music history.

MUS242 History of Western Music (Romantic - Contemporary) (2 credits)

This course offers an in-depth view of the representative musical styles from the Romantic to the contemporary period, while studying in detail the main issues and concepts of these periods of Western music history.

MUS244, 245 Chinese Music I, II (2 credits each)

The first course of this sequence focuses on traditional Chinese folk songs, ballads, and regional operas. Students learn to understand, identify, and sing different genres of folk songs that are authentic to their regional styles. The second course introduces students to traditional Chinese instrumental music and singing-dance music. Through exploring the unique sound qualities of each Chinese instrument and representative repertoire, students can draw parallels to their own instruments. Embedded workshops instruct students in how to play Chinese music in a distinctly Chinese style on their own instruments, Western or Chinese.

MUS311 Form and Analysis (2 credits)

This course aims to develop the analytical skills students need to study large-scale Classical works from prominent composers such as Haydn, Mozart, and Beethoven. The focus is on approaching tonal music as an instrumental performer. Select orchestral and chamber repertoire from the Romantic period will also be studied using these skills.

MUS326A/B Chinese Instrument Class A/B (1 credit each)

This one-year sequence is designed to help Western instrument majors gain proficiency on a chosen Chinese instrument to an elementary-to-intermediate level. Students learn the basic techniques, proper hand positions and body posture, maintenance of the instrument, and interpretation of a chosen repertoire. The second half of the sequence consolidates the basic techniques while developing students' command of a musically more challenging repertoire.

MUS341 Orchestral Literature (2 credits)

This is a survey of orchestral literature from the early Classical period to the present, focusing on the changing roles of orchestral instruments, performance styles and techniques, and the interpretative or compositional philosophies of the composers studied. Prerequisites: MUS241 and MUS242.

MUS344 Piano Literature (2 credits)

This course is a chronological in-depth survey of music for the piano, from the Baroque period to the contemporary era. Through lectures, reading and listening assignments, analysis and performance projects, students explore period instruments, musical styles, repertoire, and performance practice. This course also covers the socio-cultural context that influenced major composers and their works.

MUS345 Interpretation and Performance of East-West Music (2 credits)

East-West music is a combination of traditional Chinese music with Western orchestral methods. This course examines the theoretical basis of East-West music as well as the individual Chinese and Western elements of this unique style. Through analysis of different repertoire, students will be able to interpret this style of music, and ultimately, perform it with the nuanced musicality that it demands.

MUS350 Independent Study in Music (1-4 credits)

This course gives students an opportunity to investigate a topic outside the current music curriculum. All independent study courses must be approved in advance and be closely supervised by a faculty member. An independent study proposal must include a course outline developed through consultation between the student and faculty supervisor, and it will serve as the official course description. The course may take the form of faculty-supervised research, study, or a project. This course may be repeated for credit.

MUS351 Junior Recital (0 credit)

Junior Recital (30 minutes) is required of every BM student majoring in Performance. The recital is usually given at the end of a student's junior year and is open to the public. Required concurrent courses: MUS321R or MUS322R. Pass/No Pass grading scale.

MUS361 Chinese Music Seminar (2 credits)

This is an upper-division seminar course that discusses important topics in Chinese music, including musical origins and history, genres, morphology, musical structure, notation systems, and aesthetics.

MUS371 Internship (1-3 credits)

The purpose of an internship is to let students apply what they have learned in school and also gain valuable work experience in a professional environment. An internship usually lasts for five weeks with 20 to 40 hours of work per week. This course may be repeated once for additional credit.

Prerequisite: Junior class standing.

MUS425R Studio Piano IV (2 credits)

Private instruction in piano for non-piano majors. Enrolled students will have one private 60-minute lesson per week. MUS425R may each be repeated for a total of 4 credits.

MUS450 Research Paper (4 credits)

This course offers seniors the opportunity to write a research paper (at least 25 double-spaced, typewritten pages) on a music-related topic of their own choice with the guidance of an instructor.

MUS451 Senior Recital (0 credit)

Senior Recital (60 minutes) is required of every BM student majoring in Performance. The recital is usually given at the end of the student's senior year and is open to the public. Required concurrent

courses: MUS421R or MUS422R. Pass/No Pass grading scale.

MUS452 Senior Project (4 credits)

This course offers students an opportunity to develop their creative skills through conceiving and completing an independent project, such as a composition, recital, or other music-related creative endeavor. The project scope requires instructor approval.

MUS455 Advanced Music Practicum IV (4 credits)

This course is open to seniors wishing to tour or spend a season with a professional ensemble such as a Shen Yun orchestra to gain hands-on artistic and/or managerial experience. Prerequisite: Instructor consent; 3 credits from each of MUS155, 255, and 355 is preferred.

MUS510 Graduate Music Theory (3 credits)

This course consolidates the knowledge and skills acquired in the undergraduate music theory sequence while helping students develop skills in Schenkerian analysis and phrase rhythm analysis. The central question is: How do performers, performer-teachers, and composers apply knowledge of music theory to their artistic creativity? The course emphasizes listening, which requires integrating the perception of musical sound with the theoretical/conceptual knowledge of music. Students are expected to hear the nuances in a piece of music in light of their analysis of a score.

MUS511 Graduate Music Theory for Vocalists

This course consolidates the knowledge and skills acquired in the undergraduate Western music theory sequence with special focus on the needs of vocalists. There is a heavy emphasis on listening, which requires students to integrate the perception of musical sound with the theoretical/conceptual knowledge of music.

MUS513 Analysis of Great Works of Traditional Chinese Music (3 credits)

This course analyzes 14 works of Chinese music in some detail: "The Top 10 Pieces of Classical Chinese Music" (中國十大古曲), three works featuring China's different regions, and the famous Butterfly Lovers Violin Concerto composed in the 1950s. We examine issues such as original notation, compositional structure, history of transmission, performance versions (or schools), and the aesthetic principles underlying different modern and contemporary renditions. For Butterfly Lovers, we also consider how the composers expected performers to adapt their playing to convey Chinese musical characteristics.

MUS520R, 620R Graduate Orchestra I, II (1 credit each)

All MMus students, apart from voice students, are required to play in a College-affiliated or other professional-level orchestra every semester throughout the program of study. Therefore, such students must register for this course at least four times (4 semesters) for one (1) credit per

semester. Playing in a professional orchestra requires 1) learning all the music ahead of time; 2) attending all rehearsals on time; 3) attending all public performances, which could entail some travel; and 4) fulfilling other duties as assigned.

MUS521R, 621R Graduate Major Instrument I, II (Western) / MUS522R, 622R Graduate Major Instrument I, II (Chinese) / (4 credits each)

Every MMus student not majoring in voice is required to take and repeat Graduate Major Instrument I and II for a total of 16 credits. This course sequence aims to perfect all aspects of a student's mastery of an instrument, be it Western or Chinese, while developing the student's command of the standard repertoire of his/her instrument. Every MMus student enrolled in these courses is entitled to a free one-hour private weekly instrumental lesson with an instructor. During the first week of each semester, the student should work out a list of repertoire for that semester in consultation with the instructor.

MUS523R, 623R Graduate Chamber Music I, II (1 credit each)

This studio course expands students' ensemble repertoire, improves ensemble skills, and encourages more personal responsibility in creating polished artistic performances. Students will perform the assigned repertoire in a recital examination.

MUS525R, 625R Piano for Vocalists (1 credit each)

Private instruction in piano for voice majors in graduate standing. Enrolled students will have one private 30-minute lesson per week.

MUS526R Ensemble with Voice (2 credits each)

This course offers voice majors opportunities to work with different instrumental ensembles, including orchestras in studio and rehearsal settings, plus in subsequent performance of short recitals or operatic works.

MUS527R, 627R Graduate Major Voice I, II (4 credits each)

Every MMus student majoring in voice is required to take and repeat Graduate Major Voice I and II for a total of 16 credits. This course sequence aims to perfect all aspects of a student's mastery of the voice, while developing the student's command of the standard repertoire. Every MMus student enrolled in these courses is entitled to a free one-hour private weekly voice lesson with an instructor. During the first week of each semester, the student should work out a list of repertoire for that semester in consultation with the instructor.

MUS528R, 628R Graduate Instrumental Accompaniment I, II (0.5 credit each)

This applied course sequence provides students with experience in accompanying individuals or groups in studio and rehearsal settings, plus in subsequent performance. The time commitment is

comparable to that of ensemble participation. Piano students collaborate with vocalists and instrumentalists in the department and sometimes with professional musicians.

MUS529R, 629R Graduate Dance Class Accompaniment I, II (0.5 credit each)

This studio course sequence is designed to prepare the student to accompany dance classes using the prominent styles competently and properly. The student is assigned to an advanced dance class to gain hands-on experience and broaden the skills and professional competencies of the piano accompanist.

MUS540 Topics in Western Music History (3 credits)

The topics covered may vary from year to year, depending on the instructor. Students will develop critical thinking about how to interpret and perform music in convincing and historically informed ways. Guest speakers may be invited to introduce the featured period instruments.

MUS541 Graduate Orchestral Literature (3 credits)

This course is designed to familiarize students with the orchestral styles of the late 18th to the late 19th century. The focus is on the changes in orchestration and harmonic language over time.

MUS542, 642 Vocal Literature - Analysis & Appreciation I, II (3 credits each)

Through exposure to a renowned classic repertoire for solo voice from around the world, students gain an increased recognition and understanding of various forms of solo vocal music, become more aware of their significance in musical arts and styles, develop the ability to appreciate and analyze different types of vocal works, and increase proficiency from in-class performances. The prerequisite for MUS642 is MUS542 or instructor consent.

MUS543, 643 Vocal Methods from Around the World I, II (3 credits each)

This course sequence examines the main characteristics of a variety of singing styles from around the world, with a historical review and emphasis on the methods and techniques of vocal production associated with the Italian bel canto, German, French, English, and Chinese styles of singing. Students will explore the physiological process of sound production, expand their understanding of the vocal methods' historical and cultural context, improve their skills, and learn how to apply various vocal techniques to different styles of music while developing a keen awareness of vocal health. The prerequisite for MUS643 is MUS543 or instructor consent.

MUS544 Graduate Piano Literature (3 credits)

This course is a graduate-level in-depth survey of music for the piano, from the Baroque period to the contemporary era. Through lectures, reading and listening assignments, analysis, and performance projects, students explore period instruments, musical styles, repertoire, and

performance practice. This course also covers the socio-cultural context that influenced major composers and their works.

MUS545, 645 Topics in Chinese Music I, II (3 credits each)

The focus of this course sequence varies from year to year depending on the instructor. In general, the topics are designed to expand the students' horizons for research, approaching traditional Chinese music from both micro and macro perspectives. For example, examination may be made of the smallest unit of music, a musical note, and how in Chinese music it can be broken down into even smaller elements and finer nuances that go beyond the notation on the musical score. From a larger perspective, the course may explore traditional aesthetic views on how the spirit of an entire musical piece may differ depending on the inner spirit of the performer.

MUS550R Jury (0 credit)

MMus students are required to perform for a jury at the end of both the first and second semesters of the program of study. The program played for the jury should be around 25–30 minutes in duration (music only). Pass/No Pass grading scale.

MUS552 Graduate Independent Study in Music (1-4 credits)

This course gives students an opportunity to investigate a topic outside the current music curriculum. All independent study courses must be approved in advance and be closely supervised by a faculty member. An independent study proposal must include a course outline developed through consultation between the student and faculty supervisor, and it will serve as the official course description. The course may take the form of faculty-supervised research, study, or a project. This course may be repeated for credit.

MUS555 Graduate Practicum (3 credits)

The practicum allows students to build their professional experience with leading companies. By practicing and applying their musical skills in real-world settings, students gain first-hand knowledge and experience related to their career goals and build professional relationships invaluable to their future careers. All students receive one-on-one guidance and mentoring from assigned instructors or preceptors. All practicums are designed to help students build a strong work ethic and enhance their professional knowledge. This course may be repeated.

MUS651 Graduate Recital (0 credit)

All MMus students are required to give a graduate recital in order to graduate, usually during the last semester of the program of study. The duration of the recital should be around 55–60 minutes (music only). The student giving the recital must submit the program notes (3–4 pages) to the Department for review and approval at least one month prior to the scheduled recital date. The recital is evaluated

by a panel of at least four jury members, excluding the recitalist's instructor. Pass/No Pass grading scale.

MUS661 Seminar in Cross-Cultural Music (3 credits)

This course places music students' study of Chinese and Western music thus far at the College into a broader context so as to help students: 1) acquire a deeper understanding of the College's mission and vision, and 2) develop the skills needed to address the different approaches to integrating Western classical music and non-Western musical traditions. There are four parts. Part I highlights the rigorous moral standards of artists in traditional China. Part II examines cases of blending Western classical music with non-Western musical traditions by composers of different nationalities. Part III briefly reviews the history of Western music in China and examines examples from China, Taiwan, and Hong Kong of how Chinese and Western music have been combined. Part IV studies selected Chinese-Western music compositions with a view to understanding the underlying moral and aesthetic principles.

MUS671 Graduate Internship (1-3 credits)

Through internships, graduate students can think more deeply about their own career development and connect their academic learning with hands-on professional experience. They can apply to orchestras, performing arts companies, schools and institutions, media groups, and other hosts depending on their individual specialties and interests. Internships may or may not be paid, depending on the host institution. Other than completing assigned duties and demonstrating professional competencies, graduate students will need to reflect on their personal strengths, where they need to improve, and what actions they should take to achieve their goals. While internships are not required for graduation, they are strongly encouraged.

12.5 DEPARTMENT OF STAGE PRODUCTION AND DESIGN

SPD101 Fundamentals of Stagecraft and Production (2 credits)

This course introduces the basic elements and principles of theater production. Topics include set, lighting, and sound design, production safety, and basic concepts of stage management. Course activities include lectures, tests, and a final exam.

SPD111A/B Drawing A/B (2 credits each)

This course consists of the study and practice of basic drawing elements such as line, value, texture, composition, one- and two-point perspective, and color. Students will learn to apply these elements to develop concepts for graphic design. Tools used include pencil, pen and ink, charcoal, and colored pencils or markers.

SPD120 Introduction to Digital Media (2 credits)

This course introduces the basic elements of digital media and specifically the process and workflow of digital media design for the theater. Through lectures, detailed analysis, case studies, and projects, students learn how to break down scripts and present story concepts. They explore how visual techniques can be used to communicate emotions, share stories and new ideas, and expand the imagination.

SPD140 Introduction to Theater History and Practices (3 credits)

This course surveys the fundamental elements of theater, including acting techniques, the roles of the director and producer, and stage and costume design. It also gives students a sweeping historical tour of theater, from ancient Greece to Medieval Europe and from the Yuan Dynasty in China to the European Renaissance and the present. Through reading/watching plays and writing critiques, students will gain a better understanding of and appreciation for the traditions behind any theatrical performance they may attend.

SPD150, 250, 350, 450 Rehearsal & Performance Production I, II, III, IV (1 credit each)

The basic intent of these courses is that students will learn the responsibilities and processes of preparing for a live stage production by working as a member of a production crew. Each student is required to take this course every year when he/she is assigned to a specific but different production task, so that he/she can gain practical experience in all major aspects of production.

SPD155, 255, 355 Theater Production Practice I, II, III (3 credits each)

These three courses are designed to provide students opportunities to gain hands-on professional experience producing and executing stage production from home venues to real-world theaters. Students can participate in many production roles, collaborating with technicians, production crew, designers, and other artists in a professional environment. In the process, students will enhance and broaden their overall stage production knowledge and skills beyond what can be learned in a classroom.

SPD202 Fundamentals of Electricity and Electronics (3 credits)

This course introduces the basic concepts and principles of electricity with an emphasis on hands-on experiments. Students are exposed to a variety of real-life applications, and are encouraged to apply the knowledge and techniques they've learned to various experiments. Students constantly improve their understanding of technology and engineering by developing their analytical and critical thinking. Upon completion of this course, students should be able to conduct basic electrical tests and measurements, perform basic troubleshooting, and draw and interpret results.

SPD204 Physics of Sound (2 credits)

This course aims to give students a theoretical basis in the science of sound to enable them to develop as professionals in the field of theater production. The relationships among sound,

magnetism, and electricity are explored, as well as how sound is generated and perceived by humans. The course touches upon the equipment that is used to perform these tasks, such as microphones, mixers, and speakers. Students also explore how sound behaves in different acoustical spaces and how temperature and other factors affect it.

SPD211A/B Drafting A/B (2 credits each)

This sequence introduces the student to the drafting standards and styles of the theatre design industry. Students begin with hand drafting to learn the language of line and gain an understanding of space, volume, and scale. As they progress, they will learn computer-aided drafting (CAD) via AutoCAD techniques and will practice generating accurate, measured drawings such as ground plans, sections, elevations, and construction drawings. The purpose is to develop the basic graphic communication skills needed to turn design concepts and ideas into practical theatre applications.

SPD212 Scenic and Set Design I (3 credits)

This course explores the fundamentals of scenic and set design for theater, covering floor plan design, scenic lighting design, stage design, and the building process of set scenery. Students will apply the technical skills discussed in the lectures to their own hands-on projects.

SPD213 Lighting Design and Production I (3 credits)

This course mainly focuses on the fundamentals of conventional stage lighting, such as how the theatrical lighting field developed, the theatrical environment, and the different jobs available in theatre. It also offers some basic training in fundamental stage lighting techniques for theatrical work and touches upon stage lighting production and stage lighting design. Course activities include lectures, discussions, assignments, and studio/hands-on projects. Prerequisite: SPD202.

SPD220 Digital Media Production: Techniques (2 credits)

Building on the foundation laid in SPD120 Introduction to Digital Media, this course focuses on introducing the entire video production process—from pre-production to production to post-production. Students are expected to be able to break down scripts and produce basic video products by the end of the course. Prerequisite SPD120.

SPD221 Digital Media: 2D Matte Painting (3 credits)

This course empowers students with proven strategies and techniques to create realistic and dynamic backgrounds. Students explore how to use photo references, artworks, and patterns to eventually produce their own portfolio of photorealistic backgrounds using professional workflows.

SPD223 Digital Media: Filming and Editing (4 credits)

This course allows students to explore the art of cinematography through essential visual communication and video production elements like lighting, pre- and post-green screen production,

basic audio mixing, and non-linear editing. Through hands-on exercises both in the studio and on location, students learn to combine the technical aspects of cinematography—including ISO, WB, FPS, shutter angle, resolution, and recording format—with the aesthetic considerations of lens choice, framing, composition, camera perspective, and movement to create compelling visual images and stories. Prerequisite: SPD220.

SPD227 Introduction to Photography (2 credits)

This course introduces the concepts, principles, and practical techniques of the field of photography. Students explore the elements that make an effective photo, including subject choice, composition, camera position, lighting, and special techniques. Students are required to complete a series of projects to demonstrate the knowledge and skills they have learned.

SPD311 Scene Painting and Figure Drawing (2 credits)

This course focuses on developing basic drawing ability into skillful competence, eventually allowing students to communicate effectively through clear renderings of their visual conceptions. Students will be trained on digital computer systems as well as a variety of classical tools, including but not limited to pencils, pen and ink, charcoal, colored pencils, and markers. Prerequisite SPD111B.

SPD312 Scenic and Set Design II (3 credits)

This course explores advanced topics of scenic and set design for theater. It covers topics ranging from theatrical drawings to different sceneries and creating designs with sketches and CAD. Students will have hands-on experience in stage design. Prerequisite SPD212.

SPD313 Lighting Design and Production II (3 credits)

This course focuses on the advanced training and knowledge needed to transition from a crewmember to a more skillful and knowledgeable lighting designer. It retains its focus on conventional lighting, though modern lighting technology will also be introduced, especially in relation to CAD software. It also includes the introduction of the complete workflow of stage lighting design and the core areas of stage lighting production. Prerequisite SPD213.

SPD314A/B Live Sound A/B (2 credits each)

This course sequence explores the musical, acoustical, and technical aspects of sound reinforcement for live performances. The aim of this course is for students to learn how to amplify and accurately recreate the sound of any given instrument in a variety of different locations with different acoustics, using a range of the most common tools available to the modern sound engineer. Prerequisite SPD204B

SPD315 Drafting C (Vectorworks) (2 credits)

This course covers the basics of Vectorworks application in theatre design using a combination of lectures, in-class lab time and take-home projects to explore the various 2D and 3D tools, modeling techniques, and correct workflows in Vectorworks. Students use the tools to communicate their design ideas and collaborate with others. This course is intended for the student who is already proficient in standard theatrical drafting techniques. Prerequisite SPD211B.

SPD316 Costume Design I (3 credits)

An introduction to the process of costume design, including studying design elements, production organization from a design perspective, and practical historical research. The purpose is to enable the student to gain practical design experience by demonstrating their ability to analyze a script, complete historical research, attend production meetings, sketch, render a design concept, and defend that concept to the class.

SPD324 Digital Media 3D Animation (4 credits)

This course is an introduction to the fundamentals and concepts of animation in three dimensions. It is focused on introducing 3D animation software and developing students' existing motion skills. Students begin by exploring the concepts of non-organic animation, organic animation, and facial and emotional animation. Emphasis is on practicing the 12 basic principles of animation to demonstrate a strong sense of weight and emotion through movement.

SPD325 Digital Media: Compositing (3 credits)

This project-based course helps students build their portfolios as they explore the fundamentals of feature film, lighting, and how to integrate 3D elements within a live action scene. Students learn about color theory, three-point lighting, interior and exterior lighting, as well as how to light a character and manipulate reflections to create a believable shot for live action integration. Students can use the rendered elements in their final compositing shots to add an extra layer of creativity to their portfolios. Prerequisite: SPD220.

SPD327 Rendering and Projection Techniques (2 credits)

This course introduces students to the use of technologies that produce high-definition live-concert video productions. Students hone their proficiency with broadcast-quality 4K production equipment. The course addresses lighting for video, advanced camera operation, directing, and advanced switching. Students also focus on interaction and cooperation with performers, actors, and crew members.

SPD328A/B Video Production for the Theater A/B (2 credits each)

This sequence begins with the skills needed to plan and complete a multi-camera professional studio production. Students practice with cameras, microphones, sound effects, properties, lighting instruments and controls, audio consoles, and switcher-faders. The second course is a workshop for

field production of a nonfiction documentary with emphasis on research, pre-planning, and writing. The course combines theory, history, and practice by presenting screenings, readings, lectures, discussion, and hands-on demonstrations. Prerequisite: SPD220.

SPD330 Stage Management: Concepts and Practice (3 credits)

This course introduces the concepts and practices of theatrical stage management with emphasis on the fundamental skills, duties, and responsibilities required of a stage manager, as well as the procedures pertaining to the theatrical production process. Industry-standard vocabulary will be taught so students can communicate with proficiency in a theater setting. Students participate in classroom discussions and activities as well as in projects that offer practical experience.

SPD414A/B Advanced Live Sound A/B (2 credits each)

This sequence, designed for students who have completed SPD314A&B Live Sound A&B, further explores the professional aspects of sound reinforcement for live performances. The aim is for students to continue learning the skillset and tools required to become professional live sound engineers. Prerequisite SPD314B.

SPD416 Costume Design II (3 credits)

This course provides instruction in the advanced techniques of theatrical costume design, including studying the typical fashions and costume styles of each dynasty in Chinese history and throughout Western history. Topics include figure drawing, how the elements and principles of design relate to and are utilized in costume design, collaboration, script analysis, research methods, the costume design process, character analysis, the function and purpose of costumes in theater, fabric selection, rendering techniques, and the use of various media. Prerequisite: SPD316.

SPD426A/B Digital Media Portfolio A/B (4 credits each)

This sequence provides students the conceptual and practical foundations required to produce their own portfolio projects. Students first start developing a short script based on a previous story idea, then create storyboards and a preproduction plan. They find their own footage and demonstrate their skills in editing, sound design, and graphics to tell a story. Students complete at least 24 hours of documented production work, and are expected to complete a five- to ten-minute digital media piece for their student portfolio. A résumé and reel will also be presented and reviewed.

SPD455 Theater Production Practicum (3 credits)

This course is designed for senior-year students to participate in a number of stage productions during which they assume more active roles and responsibilities in a real-world theater setting. Specifically, students have opportunities to participate in rehearsals, campus festivals, stage events, as well as tours through the College's partnership with Shen Yun Performing Arts and other

professional companies. Students will contribute to the design, construction, and presentation of live Chinese dance and music shows at premier venues around the world. Prerequisite: SPD355.

SPD456A/B Senior Project: Portfolio, Production, and Thesis A/B (4 credits each)

In this course sequence, each student devises and completes a capstone research project. The topic of the project is determined by the student and a sponsoring faculty member. The student demonstrates the project in real-world stage production, and documents it as a portfolio and thesis. The thesis is a substantial, typically multi-chapter paper.