



STOP

READ THIS CATALOG. SIGN AND SEND RIGHT NOW.

I have received the 2026-2027 edition of the AAC Academic Catalog, and I understand that it contains important information pertaining to the academic programs, rules, policies, and procedures for academic and student life at the Art Academy of Cincinnati and that this catalog is provided for guidance.

Email, text, or give this signed receipt of acknowledgment to Grace Wohlschlegel, Director of Student Affairs.

Student's Name (Please Print)

Student's Signature

Date



Grace Wohlschlegel, MA



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ART ACADEMY OF CINCINNATI

ACADEMIC CALENDAR 2026-2027

FALL 2026 | AUGUST 24, 2026 – DECEMBER 11, 2026

August 15-16	Residence Move-In Day
August 17-21	Orientation
August 24	CLASSES BEGIN
September 4 by 4:00 PM	Last Day to Add/Drop Courses
September 7	NO CLASSES – Labor Day
September 18	Convocation – All School Event
October 9 by 12:00 PM	Midterm Grades Due
October 12-23 Online Registration	Advising for Spring Semester
November 6 by 4:00 PM	Last Date to Officially Withdraw
November 23-27	NO CLASSES – Fall Break
November 25-27	BUILDING CLOSED – Fall Break
December 3	Senior Expo – All School Event
December 11	LAST DAY OF CLASSES
December 16 by 12:00 PM	Final Grades Due
December 24, 2026 – January 1, 2027	BUILDING CLOSED – Winter Break

SPRING 2027 | JANUARY 11, 2027 – MAY 7, 2027

January 6-7	Residence Move-In Day
January 8	Orientation
January 11	CLASSES BEGIN
January 18	NO CLASSES – Martin Luther King Day
January 22 by 4:00 PM	Last Day to Add/Drop Courses
February 15	NO CLASSES – Presidents Day
February 26 by 12:00 PM	Midterm Grades Due
March 8-12	NO CLASSES – Spring Break
March 15-26	Advising for Fall
March 29 – April 9	Online registration
April 9, by 4:00 PM	Last Date to Officially Withdraw
May 7	LAST DAY OF CLASSES
May 10-14	Student Reviews
May 12, by 12:00 PM	Final Grades Due
May 13	Commencement Rehearsal
May 15	Commencement Ceremony
May 31	BUILDING CLOSED – Memorial Day

SUMMER 2027 | JUNE 1, 2027 – JULY 30, 2027

June 1	CLASSES BEGIN
June 11, by 4:00 PM	Last Day to Add/Drop Courses
June 18	NO CLASSES – Juneteenth Observed
July 4	NO CLASSES – Independence Day
July 5-9	BUILDING CLOSED – Summer Break
July 30	LAST DAY OF CLASSES
August 6, by 12:00 PM	Final Grades Due



CATALOG OF ENTRY POLICY

Graduation requirements of the Art Academy of Cincinnati may change while a student is enrolled. It is expected that each student will meet the graduation requirements outlined in the Academic Catalog edition that is in effect at the time they/he/she enrolled in the AAC. The “catalog of entry” policy is applicable to all students who matriculate, including students who leave the college and whose course of study is no longer than five years. Each student may choose to adopt a more recent catalog edition but may not adopt a catalog edition that predates the student’s catalog of entry. Once a student adopts a more recent catalog edition, they/he/she is unable to revert to a previous edition.

CATALOG CHANGES

The Academic Catalog is a general summary of programs, rules, policies, and procedures for academic and student life. It is provided to each student as a resource for guidance. However, this catalog edition does not constitute a comprehensive or complete statement of all programs, rules, policies, and procedures in effect at the AAC. Moreover, the Art Academy of Cincinnati reserves the right to change, without notice, content regarding any program, rule, policy, or procedure under the purview of the AAC that appears in this catalog edition. The 2026-2027 edition of the Art Academy of Cincinnati’s Academic Catalog was published on August 15, 2026. Anyone seeking clarification for any of the information appearing herein should consult with the Executive Director of Academic Affairs and Academic Dean.

NON-DISCRIMINATION STATEMENT

The Art Academy of Cincinnati is committed to policies of equal opportunity and non-discrimination on the basis of race, color, national origin, religion, sex, gender, sexual orientation, gender identity, gender expression, age, ability, disability, and/or veteran status, as protected by law, in any and all educational programs and activities, admission of students, advertisements, and/or conditions of employment. This policy is consistent with relevant governmental statutes and regulations, including those pursuant to Title IX of the Education Amendment Act of 1972 and Section 504 of the Rehabilitation Act of 1973. Students who have learning disabilities should contact the Disability/Accessibility Coordinator or visit Molly Ann Reynolds at N113 in the Administrative Lobby for assistance and accommodations. She can be reached via email at student.affairs.coordinator@artacademy.edu.

ACCREDITATION, AUTHORIZATIONS, AND AFFILIATIONS

The Art Academy of Cincinnati is a private, not-for profit, independent college of art and design. The Art Academy of Cincinnati is accredited by the Higher Learning Commission (HLC) and the National Association of Schools of Art and Design (NASAD), of which it is a charter member.

In accordance with Ohio Rev. Code § 1713.03, the Ohio Department of Higher Education has issued to the Art Academy of Cincinnati a certificate to grant the Associate of Science degree in Graphic Design, the Bachelor of Fine Arts degree, and the Master of Arts degree in Art Education.

The Art Academy of Cincinnati is authorized under federal law to enroll non-immigrant/alien students and is approved for the training of veterans. The Art Academy of Cincinnati is also a charter member of the Association of Independent Colleges of Art and Design (AICAD), a consortium of over 40 professional colleges of art and design dedicated to the exchange of information and programs beneficial to students, faculty, and staff. The AAC is a member of the Strategic Ohio Council for Higher Education (SOCHE).

PUBLICITY WAIVER

Unless otherwise specified, enrollment indicates that students and/or their parents/guardians grant the AAC permission to use any visual record of students and/or their artwork for educational or publicity purposes with attribution whenever possible.

MATRICULATION AGREEMENT

Matriculation is an agreement between the AAC and each student as to the steps both will take to help ensure that the student attains their/his/her educational goals. The matriculation process begins when one applies for admission, and it continues throughout the student’s tenure while advancing toward a degree at the AAC. Enrollment, course registration, orientation, assessment, and class attendance are all components of matriculation, as are participation in mandatory End-of-Year Reviews, Culminating Capstone Reviews, and other curricular processes. A matriculated student is one who enrolls in courses at the AAC and progresses toward a degree.

The AAC agrees to provide each student the resources necessary to succeed in their/his/her chosen disciplines, including an orientation to the practices and procedures of the college; academic advising; learning assistance; accommodations for disabilities; financial aid advising; counseling referral; wellness services; assessment of artistic development; assessment of writing; quality instruction that provokes independent thought and development; career counseling; internship opportunities; exhibitions; competitions; resources for safety and hazard awareness; resources for conflict resolution; and studio/workshop spaces that are conducive to a wide range of art disciplines and in accordance with the Mission and Educational Objectives of the college. Only currently enrolled students may access AAC facilities.

Each student agrees to abide by the policies and procedures of the AAC; participate in classes consistently; be prepared with the required materials, laptop, tools, and textbooks; complete and submit class assignments and projects on time; participate in extra-curricular events that enhance the educational experience; seek support services for assistance in comprehending and completing coursework; seek wellness services, as needed; maintain steady progress toward their/his/her educational pursuits according to standards set by the Art Academy of Cincinnati; consult with their/his/her advisor; and participate in all required assessment components, including, but not limited to, annual End-of-Year Reviews, and writing assessments.

AAC OFFICIAL COMMUNICATION

The Art Academy of Cincinnati (AAC) recognizes the AAC email system and AAC Teams as the official platforms for two-way communication between students, faculty, and staff regarding academic matters, including absences, extensions, grade concerns, and related circumstances. Students are responsible for checking their @artacademy.edu email regularly—ideally daily—and are encouraged to review course syllabi and project materials before reaching out with questions.

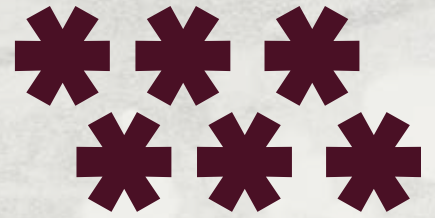
AAC’s Emergency Notification System, DialMyCalls, is used exclusively for one-way, emergency alerts and does not function as a two-way communication platform. Students may opt out of text-based emergency notifications by updating their contact information with the Registrar’s Office.

Social media platforms are not considered official AAC communication channels. While additional tools may be used by offices or faculty to support communication, they are supplementary and not a replacement for AAC email or Teams.

FINE PRINT

The Academic Catalog provides basic information for students enrolled in the Art Academy of Cincinnati’s (AAC) academic programs. All students must read it carefully to become familiar with its content and discuss any questions with a faculty advisor or the Executive Director of Academic Affairs and Academic Dean. Consult the Catalog regularly, particularly for policy and procedural matters and/or program requirements.

OUR CORE VALUES



RADICAL CREATIVITY

imagination, invention, risk-taking, unpredictability, openness, surprise

RELENTLESS CURIOSITY

research, inquiry, exploration, experimentation, commitment

REBELLIOUS INDIVIDUALITY

research, inquiry, exploration, experimentation, commitment

CUTTING-EDGE EDUCATION

collaboration, contemporary practice, scholarship, interactivity, student-centered learning, visual literacy

CELEBRATED HISTORY

heritage, lineage, culture, community

RADIANT COMMUNITY

outreach, stewardship, involvement, partnership, contribution, connection

OUR MISSION

To create and sustain radical, forward-thinking, contemporary visual artists and designers whose creative contributions make a substantial difference in all the lives they touch.

OUR VISION

To be *the* most celebrated, relentless, rebellious, cutting-edge and radiant community of artists and designers anywhere, at any time—the seers, the radicals, the innovators, and creative professionals who establish the rules that the future will follow.



ART ACADEMY OF CINCINNATI EDUCATIONAL GOAL AND EDUCATIONAL OBJECTIVES

AAC EDUCATIONAL GOAL To empower students with the intellectual and technical tools they will need to navigate a life of creativity, curiosity, individuality, education, history, and community.

AAC EDUCATIONAL OBJECTIVES

Creativity	Students engage their imagination, invent new forms, take risks, and solve visual problems in unpredictable, surprising ways.
Curiosity	Through their commitment to inquiry, research, and experimentation, students define the formal and conceptual interests related to their own artistic process and vision.
Individuality	Students articulate a unique and rebellious voice in their work in relation to the past, present, and future of art and design.
Education	Students employ and integrate the technical skills, strategies, and critical thinking necessary to create cutting-edge works of art and design.
History	Students determine and defend the role of art and design history in relation to their work and contemporary culture.
Community	Through their creative practice, students make meaningful connections with the diverse communities in which they live and work.

WELCOME TO THE ART ACADEMY OF CINCINNATI

It all stARTS with you.

The Art Academy of Cincinnati welcomes you to our vibrant and collaborative community of creatives. As the Academy begins its 157th year, we celebrate a remarkable moment of momentum, innovation, and opportunity. Creativity has never been more essential to shaping our world, and we are thrilled that you have chosen to begin or to continue your journey with us.

The future of the arts is being defined by those willing to imagine boldly, embrace change, and make meaningful connections. At AAC, our faculty and staff are committed to providing an environment that encourages experimentation, curiosity, and artistic excellence while supporting your personal and professional success.

RESILIENCY has enabled the Academy to thrive for more than a century and a half. COMMUNITY and shared values of empathy and inclusivity remain embedded in our DNA. CREATIVITY and RISK-TAKING are required to forge new pathways toward cultural and economic impact. As President, I am honored to support your creative voice and witness your growth during these transformative years.

This academic year promises to be especially exciting. In September, the Academy will unveil a bold new brand identity celebrating our rich 157-year legacy while positioning AAC for the future. More than a new look, this brand reveal reflects our renewed commitment to innovation and the transformative power of art and design. It is a statement of who we are and who we aspire to become as we continue to empower the next generation of creative leaders.



Cincinnati will once again host BLINK® 2026, one of the nation's largest immersive art and light festivals, providing extraordinary opportunities for our students, faculty, and alumni to engage with the city through innovative creative experiences. The Academy is also proud to continue its longstanding partnership with FotoFocus, whose 2026 Biennial will bring internationally recognized artists and exhibitions to Cincinnati while further connecting our students to the global contemporary arts community. These events place our campus and community at the center of an exciting cultural moment for the city and the region.

Beyond these landmark events, the Academy continues to strengthen its role as a cultural leader through new partnerships, exhibitions, internships, and professional opportunities. Our growing relationships with artists, institutions, businesses, and community organizations ensure that AAC students are connected to the creative economy both inside and outside the classroom.

We have so many wonderful clubs and organizations for you to join and deepen your connection with your peers. Art may be what first attracted you here, but the relationships you form with classmates, faculty, alumni, and mentors are what make the AAC experience so meaningful. Through weekly newsletters, career services, internships, exhibitions, commissions, and community partnerships, we continually seek new ways to support your ambitions and to connect you to opportunities beyond graduation.

You are supported by an extraordinary team of educators and leaders, and the Academy remains steadfast in its commitment to providing an education that prepares artists and designers to shape the future. Our alumni and Board of Trustees celebrate your growth as artists and citizens, and they believe, as I do, that the collaborative spirit you develop here will guide your communities for decades to come.

This is an exciting time to be a creative. Together, we will continue to make art and make a difference in the world.

Welcome to the Art Academy of Cincinnati!

Joe Girandola, President

FROM THE DEANS



feels hard. Our faculty and staff are eager to support you, so please reach out with any questions or whenever you need guidance during your time at the AAC.

As members of the AAC community, you are part of a legacy of artistic achievement and innovation that has shaped this city since 1869! For 157 years, the AAC has been at the forefront of art and design education, producing notable alumni and contributing to creative institutions in the Cincinnati region and beyond. You are the next generation of greatness to walk these historic halls, and we cannot wait to see what you will accomplish.

As you set forth into the 2026-2027 academic year, we hope your time at the Art Academy of Cincinnati is filled with creativity, insight, and unforgettable experiences!

Dear Students,

Welcome to the 2026-2027 academic school year at the Art Academy of Cincinnati! As the Academic Dean and Associate Dean of this historic college, it is our privilege to welcome you on your creative journey here, and we look forward to supporting you as you pursue your artistic aspirations.

Whether you are a returning student or joining us for the first time, you belong to a vibrant community that celebrates creativity, curiosity, and the pursuit of artistic excellence. At the AAC, we believe that art is more than just an academic discipline—it is a vital way of life. Artists, writers, and designers have the power to open minds, transform communities, and shape culture in new and exciting ways. Here, you will be part of a diverse, supportive community of peers, faculty, and staff who share your passion and dedication to the visual and literary arts. Our faculty are accomplished artists, designers, and writers, but more importantly, they are devoted and inspiring educators committed to your growth and success.

While you are a student here, we want you to take full advantage of everything the AAC offers. Work closely with faculty and staff, use our facilities to their fullest, build connections through professional partnerships, and participate in AAC, neighborhood, and citywide arts events that will inspire and expand your creative work. Embrace these opportunities fully—they will sharpen your skills, broaden your perspectives, spark fresh ideas, and support your growth into a professional artist, designer, or writer.

As you consider and pursue one of our eight majors—Design, Painting and Drawing, Sculpture, Digital Arts Animation, Creative Writing, Illustration, Print Media, and Photography—know that the AAC is equally committed to honoring your individual artistic expression, experimentation with materials, cross-disciplinary exploration, and big ideas. At the AAC, you will find the inspiration, support, and guidance you need to bring your personal vision to life. Art school is not just about honing your technical skills, but also about developing your voice as a creative thinker. We encourage you to welcome the challenges, take bold and fearless risks, and push beyond what you think is possible.

Your time here is about more than preparing for a career—it's about discovering who you are as both an artist and an individual. That journey begins with showing up fully: attend and participate in every class, come ready to learn, collaborate with others, share your ideas and creative process, and never hesitate to ask for help when you need it. We want to get to know you, understand your path, and lift you up when college life



Sarah Stolar, MFA

Executive Director of Academic Affairs and Academic Dean



Mark A. Thomas, MFA

Associate Dean, Professor

157

YEARS

Of Radical Creativity

History of the Art Academy of Cincinnati

In 2019, the Art Academy of Cincinnati celebrated its sesquicentennial and its rich heritage of the visual arts, art and design education, and history of acclaimed artists. Since its earliest beginnings, the AAC has educated many accomplished artists and designers; has worked with students to create personalized, meaningful educational experiences; and has enriched the lives of children, teens, and adults in Greater Cincinnati through its Office of Engagement.

The Art Academy of Cincinnati's roots are in the School of Drawing and Design, founded at the University of Cincinnati in 1869. The School of Drawing and Design became one of the first established departments of the University of Cincinnati. In 1884, Joseph Longworth, a Cincinnati philanthropist, was instrumental in the founding of the Cincinnati Art Museum and the Art Academy of Cincinnati. The School of Drawing and Design separated from the University of Cincinnati and became part of the Cincinnati Museum Association. The change of association culminated in an official name change to the Art Academy of Cincinnati, accompanied by a move to a new facility, built adjacent to the Cincinnati Art Museum in Eden Park in November of 1887.

From 1884 to 1998, the AAC operated as a museum school, providing quality education to students. The AAC became a charter member of the National Association of Schools of Art and Design (NASAD) in 1948. In 1950, a four-year curriculum was introduced, and students earned Certificates. In 1979, the AAC established a Bachelor of Fine Arts degree program, which was approved by the Ohio Board of Regents (now known as the Ohio Department of Higher Education) and NASAD. In 1998, the AAC separated from the Cincinnati Museum Association, and the Art Academy of Cincinnati became a fully independent college of art and design.

In 2005, the AAC moved from its Eden Park and Mount Adams locations to its current campus in historic Over-the-Rhine, a move that enabled the college to provide students access to over 100 studio spaces, improved instructional studios, and many updated campus facilities. The AAC was awarded numerous awards for the development, design, and construction of the new facility and achieved LEED Certification by the U.S. Green Building Council in 2008. Now located in Over-the-Rhine, this private, not-for-profit institution of higher education is an anchor for the creative artistic community in a vibrant and burgeoning arts district.



THE OFFICE OF ENGAGEMENT AND YOU

The Office of Engagement at the Art Academy of Cincinnati delivers ongoing accessible art education programs to the community at large. Our offerings are rooted in studio-based experimental learning with a goal of enabling students of all ages and backgrounds to harness their creativity at the AAC. Our work can be categorized into three themes: Community Education, Outreach & Enrichment, and Social Impact – all of which support the AAC, our students, our campus, and our neighbors.

WHAT DOES THAT MEAN FOR YOU?

Have you ever thought about being a teacher or leading groups to make art together? Do you want to learn a new creative skill you cannot fit into your college schedule? Are you interested in working as a teaching or studio assistant for art programs that support K-12 students? Would you like to bring your artistic practice to a community setting?

IF YOU SAID ‘YES’ TO ANY OR ALL THESE QUESTIONS, THE OFFICE OF ENGAGEMENT HAS OPPORTUNITIES FOR YOU!

Programs that operate through the Office of Engagement include the summer Camp Art Academy for 5-12-year-olds, Teen Academy for 13-18-year-olds and Community Courses that run year-round for adult learners. We work directly with regional middle schools and high schools to place artists and creative writers in classrooms to teach through our Artist & Writer in Residence program. In addition to coordinating our region’s Scholastic Art & Writing Awards exhibition, the Office of Engagement manages the Future BFA Pre-College program every July, which allows high school students to prepare for attending art school! We also have exciting opportunities for students, staff, and faculty to engage with artists-in-residence who visit Cincinnati through the Corrina Mehiel Residency program.

We hire AAC students and recent graduates annually for our Camp Art Academy, Teen Academy, and Future BFA Pre-College programs. **We also offer all Community Courses to AAC BFA and MAAE students for only \$25 each.**

Be on the lookout for our employment and learning opportunities on the AAC website, job boards, and social media pages. You can learn more about the Office of Engagement at www.artacademy.edu/office-of-engagement or reach out to us at engagement@artacademy.edu. We look forward to connecting with you!



AAC LAPTOP PARTNERSHIP AND PERSONAL DEVICE SPECIFICATIONS

As an AAC student, you are required to provide your own laptop computer for the 2026-2027 Academic Year.

The AAC maintains three integrated computer labs, a general lab for basic computing and 2D animation, 3D modeling and animation and a lab for imaging, video editing, motion graphics high end animation and video art creation. Each computer lab is equipped with large-format Wacom tablets.

Widespread access to a range of personal devices across various platforms has prompted the college to embrace a campus technology model that requires all students to provide their own devices for the 2026-2027 academic year. Key components of the Laptop Partnership include students' in-depth engagement with curricular projects via their chosen devices; students' in-class access to the AAC's evolving hardware and software options; access to integrative output options through the Derrick Dankwa Sound Studio; the AAC's full-time IT Administrator; and Adobe Creative Cloud subscriptions, which the AAC provides to all enrolled students. Creative Cloud includes Adobe software applications including, but not limited to, Photoshop, Illustrator, InDesign, Premiere, and After Effects with ability to install on up to two devices for each student, as well as 100GB of cloud storage space per student. The AAC provides each student a Microsoft Office 365 account that includes an internal email account, the current Microsoft Office software suite (Word, Excel, PowerPoint, and Outlook), up to 100GB of OneDrive cloud storage space, and continual, seamless software and security updates. Select classes include software such as Blender 3D, Unity, and others and may need to be installed on the student's personal laptop.

To complete the required coursework, you need to provide your own Apple or Windows laptop. Recommendations and specifications for these computers are given below. Campus computer labs are outfitted with up to 16 computers each for student use. The following are the minimum and recommended system requirements for your own device:

Apple

MINIMUM

- MacBook Air
- macOS 14 (Sonoma) or higher
- 8 GB of RAM
- 256 GB or higher of hard drive space
- 1280 x 800 display
- 1.5 GB of VRAM
- Will work for basic motion graphics, 3D, and video editing, but not recommended for high-end video and animation projects or heavy rendering.

RECOMMENDED

- MacBook Pro
- Apple M Series processor
- Latest OS release (currently macOS26) Sonoma or higher
- 16 GB of RAM or higher
- 500 GB - 1 TB of solid-state drive space
- 1920 x 1080 or higher display
- 4 GB of VRAM

Windows

MINIMUM

- Multicore Intel, AMD, or WinARM processor.
- Windows 10 (v22H2 or newer)
- 8 GB of RAM
- 256 GB of hard drive space
- 1280 x 800 display
- 1 GB of VRAM

RECOMMENDED

- Multicore Intel processor (with 64-bit support) with SSE 4.2 or newer or AMD Athlon 64 processor with SSE 4.2 or later.
- Windows 10 (V22H2); Win 11 (V23H2, V24H2)
- 16 GB of RAM
- 500 GB – 1TB of solid-state drive space
- 1920 x 1080 or higher display
- GPU with DirectX 12 support
- 4 GB of GPU memory for 4k displays and greater internet connectivity

MAC PRICING

- USED | \$1200 for a good MacBook Air, used models vary widely but typically hover around \$700-\$800
- NEW | \$2000 - \$2500 MacBook Pro

PC PRICING

- USED | Usually around \$500
(Not recommended for high-end video and animation projects)
- Models vary in price but expect to pay anywhere from \$900 - \$1500. (Recommended for high-end video and animation projects)

WE DO NOT SUPPORT CHROMEOS, AS ADOBE CREATIVE CLOUD DOES NOT INSTALL PROPERLY ON THESE DEVICES.

WACOM TABLET PENS

Digital Arts Animation and Illustration majors will use Wacom stylus pens to work extensively on projects within the labs. The pens will be supplied by the instructor during class time. Outside of class, students can rent pens to use for their projects from our Media Services Center. It is recommended that students focusing on Digital Arts Animation and Illustration consider purchasing their own Wacom pens. Contact the AAC's IT department regarding Wacom pen compatibility with the lab Wacom tablets before purchase.

FILE MANAGEMENT

High-end video and animation projects require strategic file organization and regular backups. It is recommended that students consider an external drive with a fast write speed built for this type of work and maintain their backups both on an external drive and with backups using One Drive. Please note, it is not recommended to work on video and animation projects directly from One Drive. The Digital Arts Animation Head and IT department will assist students with best practices for managing large media projects.

RECOMMENDED DEVICE

- Lacie Rugged USB-C Drive
- Windows and Mac compatible
- Can be used with Windows and Mac simultaneously with partition setup
- Write speed 130 MB/s

LAPTOP/DEVICE VENDORS

Many vendors offer student discounts. Be sure to check with them to see what is available. While your computer may be purchased at any location that suits your personal preference, here is a list of possible vendors:

- **Apple Vendors** | Apple, Micro Center
- **Windows Vendors** | Dell, HP, Lenovo, Toshiba, Micro Center



ASSOCIATE OF SCIENCE IN GRAPHIC DESIGN

The Art Academy of Cincinnati offers an Associate of Science degree in Graphic Design. This two-year program provides students with a combination of Liberal Arts and Studio Arts courses to become confident in the practice of graphic design. Acceptance into the program involves the same requirements as those for the Bachelor of Fine Arts in Design program. It is optional for students to advance seamlessly beyond the Associate of Science in Graphic Design directly into the BFA in Design track (two additional years) to further their design education and to increase their competitive advantage in the field. The A.S. degree in Graphic Design is ideal for students who enter from a career tech high school experience in design.

During the two-year period, students working toward the A.S. in Graphic Design take classes alongside students in the BFA program.

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

LIBERAL ARTS - 24

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
AH225	Designed and Illustrated: A Curious History of Graphic Arts	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3
LAE100	Liberal Arts Elective	3
LAE100	Liberal Arts Elective	3
LAE100	Liberal Arts Elective	3

GRAPHIC DESIGN MAJOR - 12

DS201	Typographic Design	3
DS202	Communication Design	3
DS303	Experience Design	3
DSxxx	Design Elective	3

STUDIO ELECTIVES - 9

TOTAL CATALOG CREDITS 60

A.S. GRAPHIC DESIGN SAMPLE SCHEDULE - 60 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY107	Representational Drawing	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
AH104	Global Art Histories	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

DS202/ DS201	Communication Design or Typographic Design	3
	Systems Design	3
	Design Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY106	Discovery and Voice	3
DS202/ DS201	Communication Design or Typographic Design	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU102	Artist as Reader Workshop	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

	Design Methods	3
	Web Design	3
	Design Elective	3
	Liberal Arts Elective	3
	Designed and Illustrated	3
Semester Total		15

ASSOCIATE OF SCIENCE IN GRAPHIC DESIGN GRADUATION REQUIREMENTS

The following criteria must be met for students to be eligible to graduate:

1. All 60 credit hours must be completed in required areas. Students receiving grades of "Incomplete" have a 25-day grace period to complete those requirements, unless otherwise stated in their Incomplete Contract. If not completed within the stated grace period, the student's graduation date will be postponed until all outstanding requirements are completed.
2. A minimum cumulative grade point average (CGPA) of 2.00 must be achieved.
3. Tuition and fees must be paid in full.
4. Completed exit counseling with the Financial Aid Office (student loan recipients only).
5. Official high school and college transcripts (if applicable) must be on file in the Registrar's Office.
6. Complete and submit an Application for Graduation to the Registrar. Three graduation dates are available each year, occurring after the end of each semester. The Application for Graduation must be submitted by the end of the third week of classes for the semester after which graduation is anticipated. The application is available on the Registrar's web page.
7. Students should have completed the mandatory reviews at each year level before graduation. If, for a legitimate, serious reason such as illness or death in the family, a student misses a scheduled review during the review week for freshmen and sophomores, it is the student's responsibility to coordinate with their/his/her Department Chair to schedule a make-up review as soon as possible.
8. Students should have completed all Student Self-Evaluations (SSE) required for reviews.
9. Candidates for the A.S. degree are required to take their final 30 credit hours in residence at the Art Academy of Cincinnati. Any student requesting an exception should appeal to the Executive Director of Academic Affairs and Academic Dean in writing.

ASSOCIATE OF SCIENCE DEGREE IN GRAPHIC DESIGN PETITION TO PROCESS IN COMMENCEMENT POLICY

A student who has fulfilled all but three (3) credits of the established criteria for graduation from the Associate of Science degree program in Graphic Design and who wishes to process in the next AAC Commencement Ceremony must complete the Associate of Science Degree in Graphic Design Petition to Process in Commencement. The missing 3 credits must be in an elective category, as the petition will be denied if any major-specific credits are still outstanding. This completed Petition must be filed with the Registrar's Office no later than February 15. Once the student files the Petition, this document shall become a part of the student's Permanent Academic Record, whether or not the Petition is granted. Both the Registrar and the Academic Dean will review each Petition on a case-by-case basis, and the ultimate authority to grant or to deny any Petition to Process in Commencement rests solely with the Academic Dean.

The "Associate of Science Degree in Graphic Design Petition to Process in Commencement" must:

1. Specify that upon the conclusion of the semester immediately preceding Commencement, the Petitioning Student shall lack no more than 3 credits of the 60 credits required to complete the Associate of Science degree in Graphic Design;
2. Specify that none of the outstanding credits may be coursework required for the student's major;
3. Specify a projected date of completion of the remaining 3 (or fewer) credits and dictate that the remaining credits must be completed within one year of the time the petitioning student processes in Commencement (if the Petition is so granted.)
4. Include a clear plan that demonstrates how the Petitioning Student intends to fulfill the remaining 3 (or fewer) credits;
5. Specify that the remaining credits must be taken at the Art Academy of Cincinnati;
6. Show evidence that the plan is attainable; and
7. Bear the signature of the Petitioning Student and indicate the date the Petition was filed.

BACHELOR OF FINE ARTS DEGREE

The Art Academy of Cincinnati grants the Bachelor of Fine Arts degree with majors in Creative Writing, Design, Digital Arts Animation, Illustration, Painting and Drawing, Photography, Print Media, and Sculpture upon satisfactory completion of all degree requirements. The AAC maintains a unique 1:2:1 curriculum that optimizes our carefully curated enrollment size to offer the greatest possibility of breadth, depth, collaboration, and personal engagement in art, design, and writing throughout the four-year program. Each first-year BFA student begins with the First Year Experience (FYE), which consists of two semesters of courses in Art History, English, and Studio Arts. The Studio Arts component of the FYE provides sufficient breadth to allow students opportunities to investigate various media and personal expression while providing depth as they prepare for their chosen majors. The second and third years provide in-depth learning within a specific discipline accompanied by a wide range of Studio Arts and Liberal Arts electives. Professional Preparation coursework at the Junior level is a hallmark of the third year of the program.

In the fourth year, students from all majors come together in the Senior Pathways Studio experiences to focus on the work that defines them as artists, designers, and writers. Faculty from the major disciplines work with all students in a collaborative and trans-disciplinary environment. Each student must successfully complete the Senior Capstone Experience to demonstrate achievement of the AAC Educational Goal, the AAC Educational Objectives, and the Educational Outcomes for the chosen major. The Senior Thesis is comprised of three essential components: 1.) a comprehensive written statement articulating pertinent issues and concerns in the culminating body of work; 2.) Formal Capstone Project; and 3.) a Culminating Capstone Review.

BACHELOR OF FINE ARTS GRADUATION REQUIREMENTS

The following criteria must be met for students to be eligible to graduate:

1. All 120 credit hours must be completed in required areas. Students receiving grades of “Incomplete” have a 25-day grace period to complete those requirements, unless otherwise stated in their Incomplete Grade Contract. If not completed within the grace period, the student’s graduation date will be postponed to the next graduation cycle.
2. A minimum cumulative grade point average (CGPA) of 2.00 must be achieved.
3. Tuition and fees must be paid in full.
4. Completed exit counseling with the Financial Aid Office (student loan recipients only).
5. Official high school and college transcripts (if applicable) must be on file in the Registrar’s Office.
6. Complete and submit an application for graduation to the Registrar. Three graduation dates are available each year, occurring after the end of each semester. The application for graduation must be submitted by the end of the third week of classes for the semester after which graduation is anticipated. The application is available on the Registrar’s web page.
7. Each BFA student is required to successfully complete a written senior thesis and a public presentation appropriate to their/his/her Professional Pathway.
8. Each student should have completed reviews at each year level before graduation. If, for a legitimate, serious reason such as illness or death in the family, a student misses a review either during review week for freshmen, sophomores, and juniors or during a senior thesis exhibition, it is the student’s responsibility to coordinate with their/his/her Department Chair to schedule a make-up review as soon as possible.
9. Students should have completed all Student Self-Evaluations (SSE) required for reviews.
10. Candidates for the BFA degree are required to take their final 30 credit hours in residence at the Art Academy of Cincinnati. Any student requesting an exception should appeal to the Executive Director of Academic Affairs and Academic Dean in writing.

BACHELOR OF FINE ARTS DEGREE PETITION TO PROCESS IN COMMENCEMENT POLICY

A student who has fulfilled all but six (6) credits of the established criteria for graduation from the Bachelor of Fine Arts degree program and who wishes to process in the next AAC Commencement Ceremony must complete a Bachelor of Fine Arts Degree Petition to Process in Commencement. The remaining credits must be in the elective category and cannot be major-specific courses. This completed Petition must be filed with the Registrar’s Office no later than February 15. Once the student files the Petition, this document shall become a part of the student’s Permanent Academic Record, whether or not the Petition is granted. Both the Registrar and the Academic Dean will review each Petition on a case-by-case basis, and the ultimate authority to grant or to deny any Petition to Process in Commencement rests solely with the Academic Dean.

The “Bachelor of Fine Arts Degree Petition to Process in Commencement” must:

1. Specify that upon the conclusion of the semester immediately preceding Commencement, the Petitioning Student shall lack no more than 6 credits of the 120 credits required to complete the Bachelor of Fine Arts degree;
2. Specify that none of the outstanding credits may be coursework required for the student’s major;
3. Specify a projected date of completion of the remaining 6 (or fewer) credits and dictate that the remaining credits must be completed within one year of the time the petitioning student processes in Commencement (if the Petition is so granted.)
4. Include a clear plan that demonstrates how the Petitioning Student intends to fulfill the remaining 6 (or fewer) credits;
5. Specify that the remaining credits must be taken at the Art Academy of Cincinnati;
6. Show evidence that the plan is attainable; and
7. Bear the signature of the Petitioning Student and indicate the date the Petition was filed.



Ian Hersko, BFA '14, MFA



Assistant Professor
First Year Experience Chair
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MISSION OF THE FIRST YEAR EXPERIENCE

The Mission of the AAC First Year Experience (FYE) is to empower all students to develop the use of tools, skills, methods, and personal voice needed to engage in contemporary art and design processes. The curriculum focuses on the development of a set of 21st Century essential literacies and competencies that future thought leaders will need in order to innovate and effect change. These include creative thinking, critical thinking, problem-solving, design thinking, communication, collaboration, and integrative literacies in verbal, visual, cultural, civic, and digital practices.

The structure is modular, allowing students to establish a solid base for upper-level work while beginning a major course of study. FYE courses are characterized by a combination of co-teaching, solo teaching, and student-centered learning in FYE class experiences.

The First Year Experience introduces students to the core principles and practices of visual art and design through a carefully sequenced curriculum. In the Fall Semester, students take Communication, Digital Literacy, and Representational Drawing. These courses establish a strong foundation in visual language, creative thinking, and essential digital and physical processes. In the spring semester, students continue with Ideation, Discovery and Voice, and either their first Major Course or a Studio Elective. This semester emphasizes creative problem solving, experimentation, and the development of an individual artistic voice, building upon the skill and insights gained in the fall. Completion of two required courses each in Art History and English, rounds out the First Year Experience.

AAC FIRST YEAR EXPERIENCE CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	FYE students use their imagination as a catalyst for innovating strategies for visual problem-solving; utilize a range of diverse processes in surprising ways; and become more comfortable taking risks in their studio practice.
Curiosity	Through Discovery and Voice and Ideation, FYE students inquire, experiment, investigate, and engage with process and media exploration as they work beyond comfortable levels of achievement.
Individuality	FYE students explore the relationship among subject, form, and content as they begin to pursue a personal voice and vision in their art and design work.
Education	Through FYE courses, including Art History, Communication, Digital Literacy, and English, students learn basic principles, elements, visual and verbal vocabularies, and concepts of art and design as they develop critique skills and other competencies necessary to prepare for their majors.
History	FYE students engage in research of historical and contemporary artists, designers, and writers and learn to articulate the relevance of references to their own art, design, and writing through the full FYE curriculum, especially Art History, Communication, Discovery, and Ideation.
Community	The synergy within FYE courses encourages the formation of a community of artists, designers, and writers; highlights the value of self-discipline and self-motivation within a collaborative environment; and supports adjustment to college life at the Art Academy of Cincinnati.

EDUCATIONAL OUTCOMES

- Apply a variety of research methods and sources to make critical discoveries in relation to materials, form, and content.
- Identify, articulate, and define influences and sources in relation to the student's work.
- Employ research methods inherent in particular materials, processes, and content.
- Utilize the elements and principles of visual organization.
- Articulate critical responses about visual imagery through description, analysis, and interpretation.
- Apply professional visual arts vocabulary in discussion of work.
- Define, articulate, and utilize design thinking processes, including, collaboration, ideation, and prototyping.
- Employ the use of Adobe Creative Cloud software, digital processes, and digital literacy.
- Use reflective writing to process memories and experiences.
- Work in a variety of media.
- Demonstrate a working knowledge of color.
- Employ the use of different types of ideation.
- Explore an individual, creative voice.

COURSE DESCRIPTIONS | FYE

AH104 Global Art Histories

3 CREDITS (Required for all First-Year Students.)

Global Art Histories is a broad survey of histories of art from antiquity through the 19th Century across the globe. Major developments in the arts and visual cultures of the African, American, Asian, Australian, and European continents are considered in terms of their social contexts. Functions and definitions of patronage, gender, politics, religion, and ethnicity are considered. Students are introduced to the historical contexts of art production and interpretation and the processes of critical analysis and art historical research. Knowledge of history, geography, politics, religion, and languages are expanded.

AH105 Issues and Ideas in Modern and Contemporary Art History

3 CREDITS (Required for all First-Year Students.)

In Issues and Ideas in Modern and Contemporary Art History, students explore the wild and sometimes difficult plethora of issues and ideas employed (and deployed!) by artists and designers from both western and nonwestern cultures in the 20th and 21st Centuries. Race, class, gender, sexuality, and socio-political trends and upheaval are some of the concepts and themes to be investigated. Class lectures and discussions establish connections between modern and contemporary art and design, while contextualizing them in terms of artwork created prior to the 20th Century.

FY101 Communication

3 CREDITS (Required for all First-Year Students.)

Communication is a team-taught studio experience that introduces and reinforces the tools used in the exploration of visual literacy and organization. These tools include the visual elements and principles, color, and a variety of 2D and 3D media and processes. Visual explorations are supported through critique, the study of visual arts criticism, and the application of relevant vocabulary and theory.

FY102 Ideation

3 CREDITS (Required for all First-Year Students.)

Ideation is a team-taught course that explores how artists navigate the relationships among concepts, processes, and outcomes. Students work collaboratively in workshop sessions to practice types of ideation that are later applied to more complex, multi-layered projects. The course addresses ideation-related topics (including storytelling, research, semiotic analysis, chance operations, rapid prototyping, and verbal expression) in terms of the roles they play in an artist's work. Students utilize self-selected media such as drawing, performance, video, design, sculpture, writing, and digital arts in relation to project goals and strategic outcomes.

FY105 Digital Literacy

3 CREDITS (Required for all First-Year Students.)

Digital Literacy introduces a variety of graphic software programs, including Adobe Creative Cloud. Through a diverse series of projects, the course covers key technologies related to image capture, preparation, and printing. Students learn, in relation to their personal visual communication and expression goals, professional file management and workflow techniques, efficient and practical digital documentation, image presentation, and systems. Through a series of studio projects, students explore online research techniques and best practices. In the process, they acquire a working knowledge of digital skills and applications that benefit both visual creativity and communication. (Recommended to take in fall semester)

FY106 Discovery and Voice

3 CREDITS (Required for all First-Year Students.)

Discovery and Voice examines the roles of individuality and research in the creative process. Students research the world around them and look inward to identify personal values, influences, and biases. As an introduction to aesthetics, research strategies, and goal-setting exercises, Discovery and Voice enables students to find unique solutions to open-ended assignment prompts. The focus is on searching and researching as ways to expand creative possibilities and to explore the potential impact of creative output on contemporary culture.

FY107 Representational Drawing

3 CREDITS (Required for all First-Year Students.)

In Representational Drawing, students will explore the visual language of drawing through observation and critical examination of contemporary and historical practices in order to facilitate technical and conceptual development. Topics include still life, environmental structure, and the human form. These subjects are explored using multiple media and surfaces. Additionally, students will explore gesture and mark-making using inks and acrylic.

HU101 Artist as Writer Workshop

3 CREDITS (Required for all First-Year Students.)

Artist as Writer Workshop is designed to assist the developing visual artist through four major areas of writing pertinent to the field: 1) thinking and writing about art; 2) journaling; 3) argumentation and persuasion; and 4) self-analysis and promotion. The rules of grammar and style are reviewed.

HU102 Artist as Reader Workshop

3 CREDITS (Required for all First-Year Students.)

In Artist as Reader Workshop, students read a variety of literary forms (short stories, poetry, plays, or a novel) as well as critical essays that reflect widely diverse cultures and time periods. During the process of this study, each student will present an oral report, write reading-response papers, and review the MLA form of documentation in preparation for writing a research paper.

AAC LIBERAL ARTS





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DEPARTMENT OF LIBERAL ARTS

The Department of Liberal Arts at the Art Academy of Cincinnati provides challenging, provocative, and compelling Liberal Arts courses, which emphasize the artfulness in history, critical thinking, the natural and social sciences, and the humanities. Through reading, writing, discussion, and critical analysis, such courses help expand the possibilities for applying creative problem-solving in any context and in ways that are radically imaginative and visionary. We want AAC graduates to make art, make a difference, and change the world. To understand creative possibilities and production, one must understand not a subject, but a diverse and ever-shifting set of contexts: history, society, scientific innovation and discovery, the self, and others. Understanding these contexts shows us not simply how we do live, but how we might live.

LIBERAL ARTS CURRICULUM

EDUCATIONAL OBJECTIVES | LIBERAL ARTS

Creativity	Students expand the possibilities for creative problem-solving in any context, explore language as a medium of art, and engage cultural landscapes in ways that are radically imaginative and visionary.
Curiosity	Students investigate and analyze a diverse and ever-shifting set of contexts—history, society, scientific innovation and discovery, the self, and others—for the workings and developments of modern society.
Individuality	Students discover, articulate, and defend their views, finding solid ground in a variety of disciplines upon which they can locate themselves as creative people in our time.
Education	Through exploration of the artfulness in history, critical thinking, the natural and social sciences, and the humanities, students develop the ability to read critically and to think, speak, and write creatively, clearly, and effectively.
History	Students read and write culture and histories through diverse perspectives and approaches, interrogating the ways in which they shape and are shaped by the historical.
Community	With their peers, students make the connections and critical judgments necessary for seeing both the world in their art and their art in the world.

COURSE DESCRIPTIONS | LIBERAL ARTS

INTERMEDIATE & ADVANCED LEVELS

See also Course Descriptions and Creative Writing Major for additional Liberal Arts electives.

Art History: AH

Cross Disciplinary: CR*

Humanities: HU

Liberal Arts: LA

Natural Science: NS

Social Science: SS

AH214 History of Photography

3 CREDITS

History of Photography examines European and American photographic history, roughly from its inception in 1839 to the present day, roughly Louis Daguerre to Andreas Gursky. Core components of the course include the analysis of photographic images in terms of their aesthetic, technical, historical, and social significance. Emphasis is placed on the role photography plays in shaping ideology and informing popular thought.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

AH216 History of the Moving Image

3 CREDITS

History of the Moving Image explores histories and theories of motion pictures from early animation devices, such as praxinoscopes and zoetropes, to contemporary media. Students build tools for analyzing visual and narrative elements of motion pictures and contextualizing them in terms of the impacts of technological developments on audience experiences. Through critical reading and discussion, students investigate what drives the interactive multi-media colossus that is the Internet and how media and technique condition meaning. This course is recommended for Digital Arts Animation majors.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

AH223 Gender in Art and Visual Culture

3 CREDITS

This course explores definitions of gender in art and visual culture from the early modern period to the present day. Specific topics include historical conditions for training and careers of female artists, gendering of value and judgment, recovery of the art and biographies of historically marginalized artists, and the intersections of race, class, and gender in art. Gender in Art and Visual Culture also examines representations of gender in art and of female patrons. Students establish a working knowledge of the theoretical approaches to the study of gender in art and the body of literature in the field.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

AH225 Designed and Illustrated: A Curious History of Graphic Arts

3 CREDITS

Designed and Illustrated examines the history of the graphic arts with a focus on design and illustration. Issues, movements, and individuals are presented in the context of issues, ideas, and processes and the relationship between these two disciplines. Course content includes the historic relevance of illustration and design from their roots in the ancient world up to the present, with a focus on modern and contemporary practices.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

AH231 American Art Histories

3 CREDITS

American Art Histories surveys social histories of art and visual culture of America. It explores the notions of an “American art” and “American artist” through objects and artists from prehistory to the present day. Is there a way to imagine, or reimagine, an American art? What cultural identities might be cultivated, obscured, or represented by the notion of “American artist”? The contexts—social, political, religious, artistic, economic, ecological—that shaped and were shaped by the forms, contents, and conditions of production are considered.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

AH300 Artistic Practice in the Contemporary World

3 CREDITS

Artistic Practice in the Contemporary World considers how a global, technological, multicultural, and politically and economically unstable world impacts serious art in the contemporary world. It looks at artistic strategies, materials, forms, activist stances, and new media in the face of the world as it is. The course will center upon lectures, class discussion, research, and field trips.

(Prerequisites: AH104, AH105, HU101, and HU102.)

Students are advised to complete a 200-level art history course before enrolling in this course.

AH303 Museums, Knowledge, and Power

3 CREDITS

Museums shape understandings of art history through their acquisition, preservation, display, publication, and public engagement practices. Museums, Knowledge, and Power explores these practices, introducing students to the histories, functions, and purposes of art museums in the United States and Europe. The variety of museum types, missions, and structures, along with contemporary issues in museum studies are covered.

(Prerequisites: AH104, AH105, HU101, and HU102.)

Students are advised to complete a 200-level art history course before enrolling in this course. Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.

AH304 Doing It in the Dark: New Approaches to Art History and Visual Culture

3 CREDITS

The darkened rooms where we study art history are metaphors for the sometimes shifting, interconnected, and interdisciplinary approaches that art historians employ in their interpretations of works of art. Doing It in the Dark: New Approaches to Art History focuses on the intersections between art history and disciplines such as literary criticism, social history, philosophy, psychology, and gender studies. The current state of the discipline and possibilities for its future will be explored. Students read and analyze scholarly writings as case studies of how art historians have done it. They write papers that employ appropriate methodologies for the object(s) studied and that reflect their own perspectives.

(Prerequisites: AH104, AH105, HU101, and HU102.)

Students are advised to complete a 200-level Art History course before enrolling in this course.

AH323 Special Topics in Art History

3 CREDITS

This is a seminar course dealing with selected areas or problems within the history of art. Special Topics in Art History requires advanced reading, discussion, and research. Topics will be determined by the teaching faculty's current research interests and expertise. See advising notes and bulletins for specific course topic.

(Prerequisites: AH104, AH105, HU101, and HU102.)

Students are advised to complete a 200-level art history course before enrolling in this course.

CR201 Video Game Development: Culture & Practice

3 CREDITS

Students learn to use computer games as a medium for artistic expression. Video Game Development: Culture and Practice emphasizes studio practice, critical reading and writing. Students create works of art, discuss contemporary game writings, become familiar with contemporary game examples, and learn about the practice of professional artists working in this field. Course activities include software & technique demos, class discussion, studio work, reflective writing, playing games, and critiques. Above all, students develop the ability to engage with game art on their own terms.

(Prerequisites: AH104 or AH105 and HU101, or HU102.)

CR203 Social Practice in the Arts

3 CREDITS

What role should artists and designers play in effecting change in society? How can artists and designers impact their communities and neighborhoods? Social Practice in the Arts introduces students to socially engaged art and its many forms, where spectacle, collaboration, community, social justice, artists, and audience intersect. Students will learn the historical and theoretical influences of social practice in addition to the new "toolkit" necessary for artists to work in communities and neighborhoods and engage with them in meaningful ways. Through experiential learning, collaborative activities, readings, and guest artists, students will expand their dialogue and understanding of interaction and engagement in the public space and the role of the artist in the social process and ultimately, social change.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

CR207 Writing as Drawing and the Other Way Around

3 CREDITS

What is the perceived weight of a given paragraph? How do concepts of density, speed, and color, as they're established in a visual line, differ when they're considered in the context of a sentence? How might the "prosody" of a line in poetry be represented and considered as a drawn line? How does our understanding of narrative change when it's represented by the time-based medium of writing as opposed to the more spatially concentrated medium of drawing? We'll ask questions like these (and many others) as we cajole writing and drawing into all kinds of juxtapositional relationships. We'll draw AND write as we ask these questions. Through readings, films/videos, drawings, exercises, projects, and (lots of) discussion, we'll consider points of difference, similarity, and intersection when concepts and vocabularies specific to one medium are rendered across both visual and textual media. Text will become texture. The page will become a visual field. Writing will become drawing (and the other way around).

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

CR301 Sound Art

3 CREDITS

Students will explore the medium of sound through eight topics including: listening, soundscape, voice, instrument, music, score, soundtrack, and DJ-ing (sound collage). The class will cover the history of sound art as well as relevant academic readings and contemporary sound works. Students will be prompted with in-class experimentations as well as individual explorations (sketches) on each topic. Towards the end of the semester, students will be asked to create self-directed sound works. Other noted projects include Score, where students create graphic scores to be performed by professional musicians and Band, where students are required to form "bands" (traditional or conceptual) with peers from the class, creating an end-of-the-semester concert. Both performances, Score and Band will be open to the school and the public to attend.

(Prerequisites: AH104, AH105, HU101 and HU102; FY101, FY102, FY105, and FY106.)

CR315 Complications in Art/Aesthetics in Practice *

3 CREDITS

This course is for upper-level students in any major, who have already taken the HU201 Aesthetics course, and who would like more engagement with the philosophy of art in both an academic and a studio context. In this cross-disciplinary class, we will attempt to problematize our practice, undermine our habits, and push the boundaries (the ones we've imposed, and the ones imposed on us) of what our art can be and how it mal/functions in meaningful ways. Work will be made against the backdrop of a variety of aesthetic issues, including the nature of art and aesthetic experience, imagination and creativity, influence and process, and aesthetic and other values. Since the course is cross-disciplinary, there will be plenty of reading and writing to expand on the previous Aesthetics course material and to provide a foundation for im/practical investigation in a variety of studio-based contexts.

(Prerequisites: AH104, AH105, HU101 and HU102; FY101, FY102, FY105, and FY106; and HU201.)

**Cross Disciplinary courses may fulfill Liberal Arts or Studio Arts Elective requirements as elected by the student and advisor. With 4.5 contact hours per week, students earn three credit hours in coursework divided between academic classroom and studio learning. Intensive reading, writing, and studio activity are required for each course.*

HU201 Aesthetics

3 CREDITS

Aesthetics examines the fundamental concepts, theories, and puzzles in the philosophy of art, from Plato to the present. Some of the ideas to be covered may include the nature of art, beauty and ugliness, imagination and creativity, and conflicts between art and other values. Although this course is derived primarily from the Western analytical tradition of aesthetics, Continental and Non-Western aesthetic perspectives are also discussed. The course provides art students with an opportunity to consider their own aesthetic as a visual manifestation of their values in the world.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU205 World Religions

3 CREDITS

World Religions examines how and what the world believes, including prehistorical, ancient, classical, and indigenous religions, and their attendant mythologies. Students investigate major world religions as well as atheism, agnosticism, and New Age spirituality. The phenomenological approach to underlying structural similarities and differences among and between these is considered. Course may be used as a Liberal Arts, Humanities, or Critical Thinking elective.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU210 Introduction to Philosophy

3 CREDITS

A survey of philosophical traditions worldwide provides a foundation for critical thinking and for personal engagement with important philosophical issues and everyday problems in living.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU303 Special Topics in Literature

3 CREDITS

Special Topics in Literature is a seminar course dealing with selected areas or problems within the history of Literature. The course requires advanced-level reading, writing, discussion, and research. Topics will be determined by the teaching faculty's current research interests and expertise. See advising notes and bulletins for specific course topic.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)



HU304 WAAC Laboratory: A Journal of Art and Literature *

3 CREDITS

The object of this course will be to design, edit, and publish the Art Academy's art and literature journal WAAC. Students will work together with faculty as a collaborative team to edit, assemble, design, and publish the AAC's own "small press" publication. As part of the course, students will also organize, promote, and execute an event for the release of the journal, including readings from WAAC contributors and an exhibition of the physical art and design work included in the issue. Additionally, the course will include exposure to the history of small press publishing, and instruction in editing and copyediting, the assembly and curation of literary anthologies, correspondence with writers and artists, book layout and design, and literary etiquette as it relates to editing/publishing. Finally, students will be required to submit some of their own work for publication/public consideration. This course may be used as a Liberal Arts or Humanities elective.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

HU317 GIANT BOOKS

3 CREDITS

GIANT BOOKS is a literature course in which students read and discuss, as well as write and make art about, GIANT BOOKS. Emphasis is placed on exploring the Western tradition of the epic as an artistic form of genesis, inclusion, and accumulation – one that makes and remakes the world, not only in our own image, but also in terms of transformation, exploration, and adventure. The course also seeks to compare and contrast the GIANT works discussed, while distilling common themes and modalities, images, strategies, and parameters, pointing the way toward further creative and speculative writing/art-making

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU324 Zen and the Creative Processes

3 CREDITS

Zen and the Creative Processes offers students the opportunity to discover and anchor a personal meditation or contemplative practice in support of and integrated with their emergent creative process. The course is part study of Zen history, part experiential learning of Zen meditation, and part continuation of the refinement of the creative process that underlies the arc of education at the AAC. Students will come to understand the genesis of Zen and its roots as a contemplative practice arising from Buddhism, will have the experience of practicing Zen, and will read about, discuss, and discover for themselves ways in which artists have used contemplative practices to support and broaden their personal creative process.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

NS213 Topics in Biology *

3 CREDITS

This is an introduction to current topics in biology. This course covers topics in cell physiology, anatomy and physiology, genetics, DNA, evolution, behavior, populations, and ecology.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**This course includes a \$25 lab fee, which will be billed to the student's tuition statement.*

NS216 Astronomy *

3 CREDITS

In Astronomy, students investigate how fundamental principles of physics allow us to deduce what we know about the universe and our solar system's place within it. Topics include solar system formation, the nature of planets, stars, galaxies, and black holes, as well as various cosmological theories and their predictions concerning the creation and the fate of the universe.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**This course includes a \$25 lab fee, which will be billed to the student's tuition statement.*

NS221 The Art of Chemistry *

3 CREDITS

The Art of Chemistry is designed to uncover similarities between art and science, specifically chemistry. Principles of chemistry will be presented artistically and historically. Students will chemically synthesize a work of art and relate chemical principles to the creation of their work

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**This course includes a \$25 lab fee, which will be billed to the student's tuition statement.*

NS222 Zoology *

3 CREDITS

Zoology explores the form, function, and roles of the great diversity of animal life on earth from the lowliest sponges to modern human beings.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**This course includes a \$25 lab fee, which will be billed to the student's tuition statement.*

NS223 Organism Earth *

3 CREDITS

The Earth is a dynamic and complex organism, driven by the flow of energy, shaped by the forces of nature, and covered in the scars of its past. We will explore the raw materials of its surface and learn to interpret its scars to understand the forces that have shaped it. Organism Earth is an introduction to earthen materials and the principles that shape landscapes

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**This course includes a \$25 lab fee, which will be billed to the student's tuition statement.*

NS226 Time, Light, Gravity & Motion *

3 CREDITS

Time, Light, Gravity & Motion introduces students to current scientific accounts of the fundamental laws that govern everything in our universe. Students will study the forces of nature, the structure of matter, the properties of light and color, the origins of our universe and its ultimate fate.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

**This course includes a \$25 lab fee, which will be billed to the student's tuition statement.*

NS314 Natural World Building

3 CREDITS

Have you ever looked at a landscape and thought something just didn't seem right? There is a reason. Landforms are not random, and the human brain is adapted to notice when something just isn't right. Geomorphology is the study of the shape of landforms and the processes that create them. During this course, we will learn how to build a more believable spectacular natural setting, either on earth or elsewhere. In Natural World Building we will cover basic cartography, test the processes that shape the landscape, experience those processes in the real world, learn to identify and apply those processes to real landscapes, and examine what landforms actually occur together. During the course, you will create your own fictitious, yet believable, alien world.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

PC201 Going Big: Professionalism Workshop

3 CREDITS

What does it mean to be a "professional" in creative fields? Is it possible to build a radical, forward-thinking career? How do we integrate creative practice into the demands of workplaces and social lives? This course explores the big concepts at the roots of these questions, including ethics, purpose, community, social responsibility, and financial health. Students are encouraged to identify their core values, to define their "good life," and to link these to their major choices and professional goals. Students are required to research internship, co-op, and career opportunities; write a resume and cover letter; build a portfolio; set goals; and practice interviewing. Other topics include applying to graduate programs, grants, and residencies; managing taxes and contracts in the gig economy; and building an online presence.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS211 Sociology

3 CREDITS

How do public issues relate to the personal problems we encounter in everyday life? Drawing from the sociological tradition, students in Sociology examine this question from the theoretical perspectives of conflict theory, functionalism, and interactionism.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS212 Topics in Anthropology

3 CREDITS

In Topics in Anthropology, issues of social structure, cultural change, status, life cycles, kinship, economic organization, social control, and religion, among others, are examined from a multi-cultural perspective.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS213 Introduction to Psychology

3 CREDITS

Introduction to Psychology acquaints students with the principles of psychology and human interaction. Topics include behavior, perception, learning and cognition, abnormal psychology, and therapy.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS311 Totalitarianism

3 CREDITS

A uniquely 20th Century creation, totalitarianism is represented by only a handful of examples, yet these few cases have accounted for upwards of 50 million deaths in the past half century. Using Nazi Germany and Stalinist Russia as case studies, this course will explore the history and pathology of totalitarianism, paying special attention to its root causes—social, economic, and political. We will also examine the current and future prospects for the development of totalitarian movements around the world in the 21st Century.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS313 Modern War

3 CREDITS

Our goal is to examine the modern institution of war as it has evolved since the Industrial Revolution in the late 19th Century. In Modern War we'll be exploring the origins of "total war" in the first half of the 20th Century, as well as the proliferation of smaller scale insurgencies and civil wars (such as the Vietnam War) in the decades after the Second World War. Our focus will be the impact that these wars have had on the men and women who fought them, and on the societies that experienced them. Using a combination of lecture/discussion, readings, and slide/film/audio presentations, we look at how each war has left its own indelible stamp on the art, music, literature, and social/political institutions of its day. We will conclude with a discussion of the post-9/11 "Global War on Terror," the prospects for cyber war, and the increasing weaponization of information/news as an instrument of war.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS314 Cultural Studies: Identity and Diversity

3 CREDITS

Cultural Studies: Identity and Diversity looks at identity and diversity as contemporary phenomena. In the process it examines the function of identity, as well as the manifestation of diversity as a socio-political mechanism for both the subversion and perpetuation of dominant ideologies and structures. Finally, the course explores intersectionality as a mode of reading identity, symbolic, and literal depictions of bodies, and the relationship between representation and power.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS317 Apocalyptic Imagination

3 CREDITS

From the Book of Daniel in the Hebrew Bible and the Revelation to John in the Christian New Testament, to American fundamentalists and survivalists awaiting Armageddon in 2020, apocalyptic visions and prophecies have formed a central and ominous part of the human experience since the beginning of history. In this course, we will trace the origins and evolution of apocalyptic belief over the past 2500 years, paying special attention to the many ways it has shaped the political, social, and cultural history of world civilizations. We will also examine the often-profound influence which apocalyptic beliefs and visions have exerted on visual arts, literature, and music in ancient and modern societies. Apocalyptic Imagination includes a survey of the rise of so-called "secular apocalyptic" belief systems over the last 150 years and their implication for the future course of human civilization.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

SS322 Future Imperfect: Dystopias Real and Imagined

3 CREDITS

If ancient and medieval philosophers speculated about how human beings might construct a "utopia"—a perfect society—in this life, their modern and postmodern counterparts have been more fixated on the idea of dystopia: that is, a society which is by definition inefficient, dysfunctional, unequal, and unjust. In Future Imperfect: Dystopias Real and Imagined, we will examine the concept of dystopia within the context of societies—both eastern and western—that have been created over the past century and a half in the wake of the Industrial Revolution. We will explore and debate the proposition that "dystopia" is a highly fluid and subjective concept, and one for which the definition is in perpetual tension between institutions of power and the disenfranchised in any given society. We will also examine the works of some writers, musicians, and visual artists who have imagined the human capacity for dystopia; and how artistic imaginings of dystopia reflect fears and realities specific to the artist's own time, place, and circumstances.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)



Artwork by Ryan Harsthorn

AAC CREATIVE WRITING MAJOR

but don't worry i saved you a sl
blueberry

Artwork by Ellie Wallace



Matt Hart, MFA



Associate Professor
Head of Creative Writing Major
mhart@artacademy.edu

BACHELOR OF FINE ARTS IN CREATIVE WRITING

The AAC's Creative Writing major gives students the opportunity to engage with language as a fundamental artistic medium – one that is not only relevant in multiple contexts, but one that is multiple contexts. Through poetry, short stories, creative non-fiction, and hybrid/interdisciplinary forms, students explore and explode not only the narrative possibilities of the written and spoken word, but expressive and formal ones as well. At the AAC, Creative Writers are artists who use the written and spoken word as their primary artistic material; they are not merely writers among artists in a college of art and design; they are artists whose medium is language. Reading becomes writing; writing becomes drawing; and words become means for getting at the limits of the word and the world, which are the limits of being itself. Through active reading, creative writing, critical writing, and research in relation to the artistic process, students hone their craft and learn to undermine preconceptions and rules in favor of generative unpredictable outcomes, declarations, and gestures. The study of literature and a variety of traditional and experimental workshop approaches support students as they develop their own radical vision and voice.

Creative Writing majors at the AAC learn from writers who are active in writing, editing, and publishing at the national level, as well as from practicing contemporary visual artists such as painters, sculptors, designers, photographers, and performance artists. Upon graduation, students are prepared to creatively articulate, to critically examine, and to reinvent the world in their image via the spoken word and the written word. As creative writers and readers, adept at using the fundamental conceptual framework we have for making meaning and making the world, they are prepared to do anything they put their minds to with depth, beauty, and transformative strangeness.

CREATIVE WRITING CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	Creative Writing majors engage in a range of diverse processes and produce creative and unpredictable outcomes that contribute to the dynamic, eclectic practice and innovative definition of contemporary writing and literature.
Curiosity	Through their commitment to inquiry, research, reading, and experimentation, Creative Writing majors define the formal and conceptual interests related to their own process, vision, and voice.
Individuality	Creative Writing majors articulate a unique and rebellious voice in their work: one that establishes a connection to the past while embracing the present and future expansiveness in multiple genres.
Education	Through exposure to traditional, experimental, and hybrid forms and processes, Creative Writing majors employ and integrate the technical skills, strategies, and critical thinking necessary to create relevant, surprising contemporary work.
History	Students determine and defend the role of Creative Writing in relation to their deepening cultural and intellectual understanding of contemporary writing and publishing and the role of each in their own work.
Community	Through their pursuit of meaning/fullness via the written, spoken, and otherwise articulated word, Creative Writing majors make meaningful connections with the diverse communities within and beyond their chosen disciplines.

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Develop a working knowledge of traditional and experimental modes in fiction, poetry, and creative non-fiction.
- Utilize research, reading, material generation, and revision to develop the tools for a sustainable creative writing practice.
- Describe, analyze, and interpret the world and the work as they find it with generosity, intelligence, recklessness, inclusiveness, and awe.
- Create work in a variety of received poetic and narrative forms.
- Comprehend the history of literary innovation through literature courses that emphasize close reading and critical writing about diverse sources of poetry, fiction, and works of creative non-fiction, including hybrid and non-Western forms.
- Write in a variety of contexts with a variety of media from handwriting to word processing to manual typewriting and writing as a form of drawing.
- Understand language as a material artistic medium and the fundamental conceptual framework by which we make sense of the self, other people, experience, and the world
- Connect word to image, image to word.
- Embrace failure, risk, and experimentation as necessary to artistic growth.
- Create short collections of work, such as linked short stories, essays, or serial poems.
- Identify key strategies and concepts that form the basis of their process in the development of their work.
- Create original work that demonstrates their voice and vision.

INTERMEDIATE TO ADVANCED

- Read widely, wildly, and actively with an eye and ear toward establishing one's familiars, expanding one's horizons, and diversifying in as inclusive a way as possible the sources, influences, and direction of their work.
- Engage in writing as performance.
- Understand and utilize advanced methods for producing original works of written art, such as collage, translation, erasure, collaboration, appropriation, and other radical forms of deliberate linguistic mismanagement/engagement.
- Accumulate knowledge and experience writing and reading imaginative, expressive, and descriptive poetry and prose related to their own literary ideas and interests.
- Describe, analyze, and interpret relevant historical and contemporary criticism and readings.
- Articulate a personal voice and an understanding of their place in the contemporary literary conversation.
- Give public readings, which include commentary on the work itself—the poetics and sources that inform it, as well as its historical and formal basis.
- Send out work for publication.
- Apply for a writing grant, fellowship, or residency.
- Create and publish an online portfolio, blog, or website.
- Create a body of original work—a collection of poetry, fiction, or long form hybrid work—that demonstrates their voice and vision.
- Write a statement of poetics/aesthetics, articulating the historical, formal, and conceptual basis of their creative writing thesis.
- Articulate problems/concerns and areas for improvement in their writing and propose/execute new possibilities and procedures for addressing them.
- Create self-driven work in an interdisciplinary and conceptually depth-charged atmosphere.
- Demonstrate learning at the AAC by completing the creative writing capstone experience involving the written senior thesis, creative writing thesis, and poetics statement.

CREATIVE WRITING CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

CREATIVE WRITING MAJOR - 15

HU211	Creative Writing: Poetry	3
HU212	Creative Writing: Short Stories	3
HU213	Creative Writing: Multi-Genre	3

+ Choose one of the approved options listed below - 3

HU313	Advanced Creative Writing Seminar: Poetics & Aesthetics	
HU314	Creative Writing: Experimental Approaches to the Book-Length Project	

+ Choose one of the approved options listed below - 3

HU303	Special Topics in Literature	
HU317	GIANT Books	
HU324	Zen and the Creative Processes	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below - 3

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

**TOTAL
CATALOG
CREDITS
120**

REQUIRED COURSES CREATIVE WRITING MAJOR

HU211 Creative Writing: Poetry 3 CREDITS

Creative Writing: Poetry is an introduction to the launch pad, electric grid, and weird beauty of poetry. The fundamentals of poetry are presented, but more importantly poetic possibilities are explored. Through writing and revising their own poems, discussing the works of their peers, collaborating, and reading, students are provided with opportunities to think about language as an artistic material and activate its associative, figurative, and expressive depths.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU212 Creative Writing: Short Stories 3 CREDITS

In Creative Writing: Short Stories, the fundamentals of the short story are presented. By writing their own stories and discussing the work of others, students develop the ability to express aesthetic ideas through written and spoken exercises.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU213 Creative Writing: Multi-Genre (Fiction, Poetry & Creative Non-Fiction) 3 CREDITS

Students learn the fundamentals of writing in several genres in a workshop format. By reading and discussing established writers' work, as well as writing by their peers, students will form their own aesthetic for creating in a variety of literary genres. It is suggested that three genres be chosen from the following: poetry, short stories, drama, screenplays, and creative non-fiction. Genres covered may vary based on the expertise of the course faculty. A portfolio of writing created throughout the semester and the performance of a public reading are requirements for completion of Creative Writing: Multi-Genre.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)



Artwork by Elijah Bowles

COMPLEMENTARY COURSES CREATIVE WRITING MAJOR

HU215 Creative Writing: Nonfiction 3 CREDITS

Creative Writing: Nonfiction explores a variety of methods for using the raw material of daily life as a catalyst for writing. By reading a wide range of works in the genre, discussing peers' works during class, conducting research, and generating and revising their own writing, students will learn the fundamentals while taking emotional, intellectual, linguistic, and formal risks. Sub-topics may include memoir, personal essay, literary journalism, research-based writing, travel writing, ethnography, hybrid forms such as the lyric essay, and more.

(Prerequisites: AH104 or AH105 and HU101 or HU102.)

HU313 Advanced Creative Writing Seminar: Poetics / Aesthetics * 3 CREDITS

This upper-level Creative Writing course is for students working in any genre, who want to further develop their engagement with language through the exploration of poetics, aesthetics and philosophical inquiry. Advanced Creative Writing Seminar: Poetics / Aesthetics is part seminar and part workshop, and students are given opportunities to collide with language as a set of poetic limitations and possibilities simultaneously. Emphasis is placed on both language as an artistic material of charged possibility and as the fundamental conceptual framework we have for describing experience, imagining wildly, and re/making the world in our ever-changing image. The Seminar assists students in developing a sustainable writing process, which is key to their development as creative writing professionals. Seminar topics may include radical revision, translation, language as a social construct, deconstruction and other methods of interpretation, linguistic materiality, the political nature of language, the differences between publishing and publication, collage, language as a manifestation of value and voice as a manifestation of identity, etc.

(Prerequisites: AH104 or AH105 and HU101 and HU102, and HU211 or HU212 or HU213, or with Course Faculty permission.)

* Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.

HU314 Creative Writing: Experimental Approaches to the Book-Length Project 3 CREDITS

In Creative Writing: Experimental Approaches to the Book-Length Project, students work to conceptualize, propose, and craft a book-length work of fiction, poetry, creative non-fiction, or cross/hybrid-genre work. Early in the semester, we'll look at a variety of experimental texts as we consider the possibilities of what a book is in both formal and conceptual terms. The emphasis in this course will be largely on generation, experimentation, and formal innovation as students work through a series of student and faculty-created prompts and procedures designed to push their projects forward and take new risks. We will also share our work in small groups and workshop student works-in-progress to help one another better conceptualize, craft, and deepen our work.

(Prerequisite: HU211 or HU212 or HU213, or with Course Faculty permission.)

CREATIVE WRITING SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

HU317	GIANT Books	3
	Studio Elective or Creative Writing: Multi-Genre	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

HU212	Creative Writing: Short Stories	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective or Creative Writing: Multi-Genre	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

HU211	Creative Writing: Poetry	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

HU313	Advanced Creative Writing Seminar	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.



Artwork by Alex Endsley

AAC DESIGN MAJOR



Artwork by Jena Russel



Kate Tepe, MFA



Assistant Professor
Head of Design Major
kate.tepe@artacademy.edu

BACHELOR OF FINE ARTS IN DESIGN

The Design major at the Art Academy of Cincinnati integrates contemporary design practices and fine art studio processes enhanced by a liberal arts component that provides a rich trans-disciplinary experience. Design is a process of inquiry that leads to creative solutions for a variety of visual communication challenges. The AAC provides each student with the intellectual and technical preparation needed to achieve success as a professional in the field. Our approach emphasizes the development of strong research skills and broad industry knowledge side-by-side with fluid use of brand-building tools to develop a well-founded process, utilize design thinking as a tool for problem-solving, apply proficient verbal and writing skills, and develop an individual voice. This approach – in combination with professional development – prepares students with the 21st Century competencies and literacies needed to pursue design industry careers.

Students majoring in Design learn to manage artistic processes, audience expectations, composition, and typography to create sophisticated and transformative design solutions. Through professional and personal experiences, students encounter a range of challenges in areas that include brand identity and design solutions for print media, environmental, interactivity, product, promotional, publication, garment, and Web design. Many AAC graduates work at local, regional, national, and international design firms and studios, as well as corporate in-house design divisions. Many Design graduates also thrive in entrepreneurial and freelance enterprises and in related creative industries such as architecture, exhibition and display, multimedia marketing, film, and the publications and entertainment industries.

DESIGN CURRICULUM

EDUCATIONAL OBJECTIVES

- | | |
|----------------------|---|
| Creativity | Design majors engage in a diverse range of processes that produce creative and relevant results. Creative design solutions are the result of engagement with the design process, with collaborators and with the nature of the problem itself. |
| Curiosity | Through their commitment to inquiry, research, and experimentation, Design majors explore, test, and execute their visual ideas. Ultimately, they discover the rationale that validates their design solutions. |
| Individuality | Design majors seek unique solutions for communication and experience-based design challenges. Empowered with strategies and methods used in the industry to solve design problems, Design majors develop a strong work ethic that supports a successful internship. They develop self-reliance and personal confidence through thoughtful practice. |
| Education | Design majors learn the value of collaboration in the pursuit of original ideas and practice deepening empathy for users / consumers. New challenges offer opportunities to learn techniques for progressing and unlocking how they can work more effectively and efficiently. Students learn ways to adapt to the ever-changing world of technology, language, and economies that drive the creative industry. |
| History | Design majors learn to develop relevant contexts for their work and professional interests. They first discover the rich history of graphic design in order to innovate from it. They create visual communications that span any country, culture, language, or lifestyle. |
| Community | Community is about making professional and personal connections that both support your interests and improve the quality of life for all in it. Design majors engage in partnerships and learn from experts who provide opportunities to make a difference locally, nationally, and globally. |

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Learn and apply design principles and elements of design to a range of formats.
- Understand how to make decisions based on context, which drives choices of typography, composition, hierarchy, and imagery, which affect the communication of a specific message.
- Develop skills used in the design process from thumbnail sketches through ideation, execution, and presentation.
- Explore a variety of visual communication problems using consumer research, cultural research, audience empathy, and design thinking strategies.
- Research and identify diverse user groups that will enable broad consumer learning through empathy mapping.
- Execute creative solutions including, but not limited to: typeface specification, corporate identity systems, brand, package design, and environmental graphics.
- Use design theory to develop and/or update a system.
- Demonstrate your design process in an oral presentation and a written statement.
- Practice typography skills by identifying 20 or more typefaces and then further, design compositions using the most meaningful application.
- Establish proficiency in selected Adobe Creative Suite software.

INTERMEDIATE TO ADVANCED

- Assess the development of your work and the work of others using critical thinking.
- Develop methods for organizing and utilizing design processes.
- Learn, create, and apply new thinking models to design strategies to further your approach to a brand or design problem.
- Design multi-faceted solutions to complex visual communication problems that span culturally diverse audiences, intellectual diversity, and lifestyle differences.
- Demonstrate willingness to take creative risks.
- Cite and discuss relevant influences/sources from design history.
- Deliver relevant narratives to a diverse audience about work that will validate, defend, or convince the audience of the best solution.
- Develop skills used in the design process that include ideation, concept development, execution, test, and analysis.
- Demonstrate a proficiency in evaluating works of design and understand the differences between objective and subjective. Present a strategic rationale to support design decisions.
- Compose a professional resume and portfolio.
- Interact with a professional client.
- Learn relevant information concerning taxes, freelance, trademarking, copyrights, securing a unique domain, and understand what it takes to establish their own studio.
- Demonstrate learning by completing a thesis paper and producing work that is the basis for a visual thesis exhibition, which provides a capstone experience.
- Give a public, professional talk.

DESIGN CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

DESIGN MAJOR REQUIRED COURSES - 15

DS201	Typographic Design	3
DS202	Communication Design	3
DS301	Design Methods	3
DS302	Systems Design	3
DS303	Experience Design	3

Approved Course Substitutions for DS301, DS302, and DS303

CA211	Letterpress Design	
DS310	Web Design: UI/UX	
FA214	Garment and Body	
FA312	Artist Books	
CR203	Social Practice in the Arts	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

TOTAL
CATALOG
CREDITS
120

REQUIRED COURSES DESIGN MAJOR

DS201 Typographic Design

3 CREDITS

Typographic Design examines type terminology, anatomy, hierarchy, composition, and typographic history in terms of the relationship between visual and verbal language. In the process, the communicative, expressive, and informative qualities of typography are explored in both personal and applied design contexts, while also addressing typography's social and historical significance. Students will work with Adobe Creative Cloud software and will learn applications of InDesign.

(Prerequisites: FY101 or FY102 and FY105, or Permission of Course Faculty & Registrar.)

DS202 Communication Design

3 CREDITS

In Communication Design, students investigate the relationship among visual aesthetics, visual communication, visual thinking, design thinking, and research to explore creative solutions within a variety of design problems. While students explore the relationships among communication, form, and content, they develop a visual vocabulary. This course will include the process and consideration of a range of strategies, media, influences, and inspirations with an eye towards personal/professional development. Finally, students will gain practical experience with image research, hand skill development, digital imaging, and development of the principles of design in the generation of visual symbolic, iconic, and metaphoric imagery.

(Prerequisites: FY101 or FY102 and FY105, or Permission of Course Faculty & Registrar.)

DS301 Design Methods

3 CREDITS

In Design Methods, students explore a variety of visual communication design contexts. Students will delve deeper into ideation and visualization to produce and execute refined and sophisticated solutions to complex problems while exploring, investigating, and analyzing greater conceptual considerations in both assigned and self-defined projects. The course includes 2D, 3D, and 4D design components.

(Prerequisites: DS201 and DS202.)

DS302 Systems Design

3 CREDITS

Systems Design aims to provide students with advanced knowledge and hands-on experience in developing professional design systems for both print and digital layouts. Students will explore the intersection of typography, grid systems, layout composition, and interactive media, equipping them with the skills to create cohesive, engaging, and industry-ready publications and/or web interfaces.

(Prerequisites: DS201 and DS202.)

DS303 Experience Design

3 CREDITS

Experience Design serves as a bridge between intermediate design coursework and senior-level capstone experiences, preparing students for professional practice through omnichannel brand experience with an experiential retail lens. This course explores the intersection of graphic design, brand building, systemic creative strategy, and user experience, emphasizing how brands connect with audiences across physical and digital touchpoints.

Students will engage with empathetic design practices, leveraging consumer insights, divergent thinking and collaborative methodologies to develop holistic brand experiences. Through research and hands-on experimentation, students will analyze industry trends, ethical considerations and best practices in experience driven design.

(Prerequisite: DS201 or DS202 or Junior Status or Senior Status.)

** Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

COMPLEMENTARY COURSES DESIGN MAJOR

CA211 Letterpress Design *

3 CREDITS

** Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.*

CR203 Social Practice in the Arts *

3 CREDITS

** Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.*

DS310 Web Design: UI/UX

3 CREDITS

Web Design explores various interactive digital media venues including interactive art, computer-based training, instructional design methodologies, Internet and intranet. Students will be taught the art of utilizing a multimedia and mixed-media approach to creating dynamic interactive digital art and design. Students will be encouraged to incorporate ideas and media from photography, printmaking, 3D, and drawing. Assignments may include imagery that is projected, viewed on a monitor, comprised of cell phone graphics, or completed using appropriate digital output media. Software may include Adobe Photoshop + Illustrator, Flash, Strata CX, and other previously presented software.

(Prerequisite: DS202)

FA214 Garment and Body

3 CREDITS

Students in Garment and Body will develop garment creation skills including sewing, pattern making, draping, textile manipulation, and DIY dress forms as applicable to contemporary art and design practice. Students will explore and discuss theories of fashion vs. art, the body and movement, and the role of the garment in installation and performance art.

(Prerequisite: FY101 or FY102 or Permission of Course Faculty & Registrar)

FA312 Artist Books *

3 CREDITS

** Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.*

DESIGN SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

DS201	Typographic Design	3
DS202	Communication Design	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

DS301	Design Methods	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

DS302	Systems Design	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

DS303	Experience Design	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

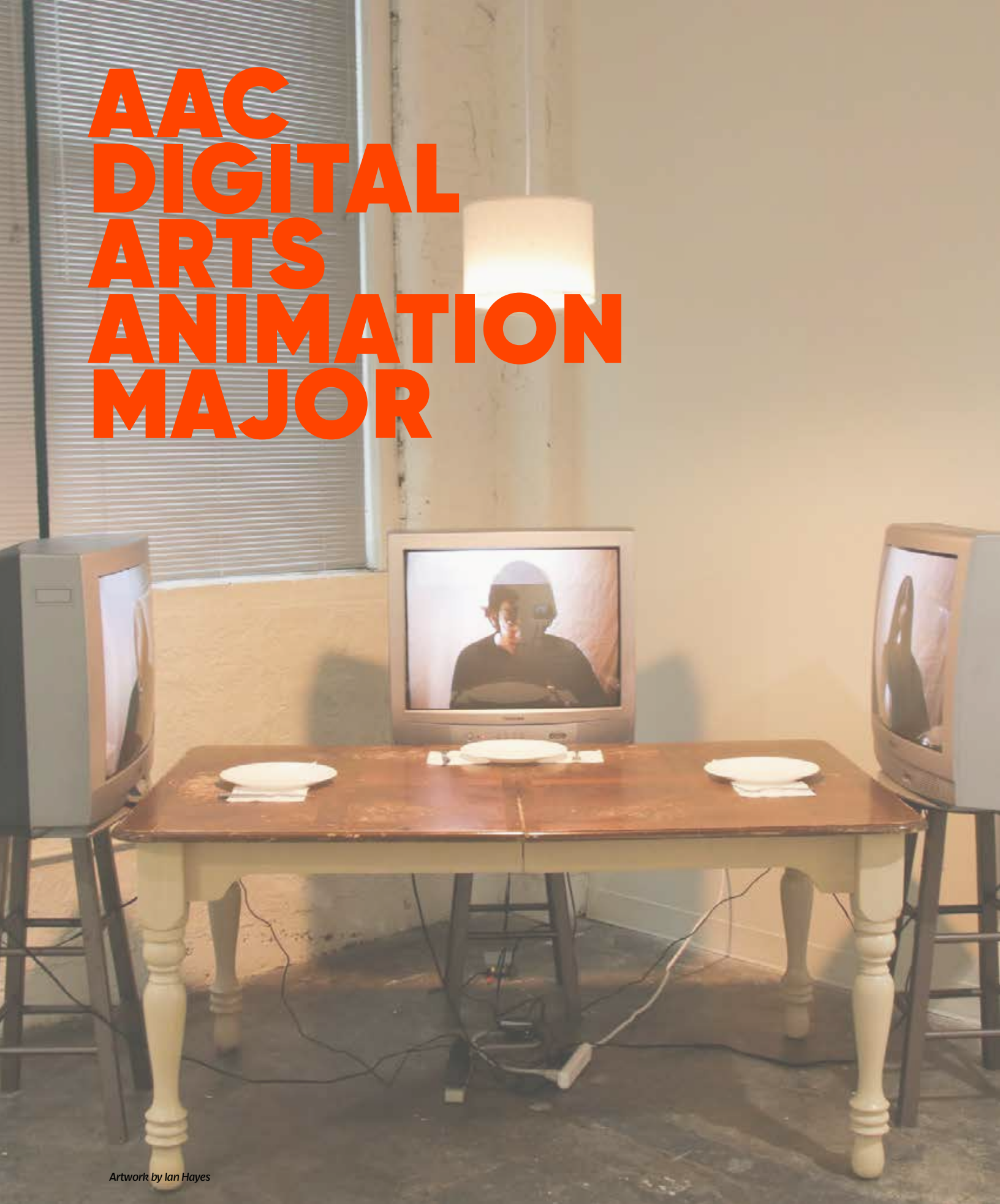
FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.



AAC DIGITAL ARTS ANIMATION MAJOR



Artwork by Ian Hayes



Marc Governanti, BA



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Head of Digital Arts Animation Major
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BACHELOR OF FINE ARTS IN DIGITAL ARTS ANIMATION

The Digital Arts Animation major at the AAC invites students to study the compositional elements that are associated with time-based imagery, understand the language of moving images, and explore how these specific principles are manifested in 2D, 3D, and 4D compositions. Digital Arts Animation students choose from a variety of courses that allow them to focus on, or broadly experiment with, narrative or more graphical aspects of motion media. All classes are designed with the idea that the application of contemporary digital media is meant to fluidly evolve as technology continues to change. Students are encouraged to use creative methods in conjunction with innovative techniques to create new imagery and more complex illusions.

DIGITAL ARTS ANIMATION CURRICULUM

EDUCATIONAL OBJECTIVES

- | | |
|----------------------|---|
| Creativity | Digital Arts Animation majors engage in a diverse range of processes that produce creative and relevant results. A variety of creative processes are introduced from different animation techniques to creative methods to explore the concept of time. DAA majors learn to create narratives as well as experiences. |
| Curiosity | Digital Arts Animation majors are encouraged to explore new forms of animation, inventing imagery that may be completely unique. Through research and experimentation, they will seek the possibilities that these forms of expression can offer. Students are also expected to investigate the positions that pique their interest in the grand machinery that is the Animation Industry. |
| Individuality | Even though Animation is often considered to be more of a collaborative effort, Digital Arts Animation majors will alternate between working with others and developing personal productions. DAA majors are expected to complete personal bodies of work in which they establish their voice and prepare portfolios that demonstrate not only their technical skills but also their creative vision. |
| Education | Digital Arts Animation majors are prepared to enter an ever-changing digital landscape in which software changes and merges. This degree track focuses on fluid motion between digital practices and the strategies to acquire new skills and find resources, while understanding that the digital world is in the process of perpetual updating. |
| History | Digital Arts Animation majors are prepared to understand the historical context of their craft through research and exposition. The program focuses on both the historical basis of an animation practice and contemporary global digital issues. |
| Community | Community is a key component of the Digital Arts Animation major. DAA students will be expected to collaborate with their peers often. At times, Animation and Digital Arts can be tedious monumental tasks that can only be completed with a crew. Students are prepared to step into different roles and cooperate to build collective projects. |

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Learn and apply introductory skills in a variety of time-based art practices.
- Develop understanding of time composition and its relationship to 2D composition.
- Acquire technical knowledge of stop motion and keyframe animation.
- Gain working knowledge of Adobe software that deals with time (Premiere, Animate).
- Acquire knowledge of the history and contemporary development of the moving image in the context of fine arts.
- Gain working knowledge of the vocabulary of film language, types of shots, transitions, and editing.
- Apply basic principles of character staging, shot progression, camera angles, lighting tones, & camera moves with in-class exercises & assignments.
- Create a series of hand-drawn storyboards demonstrating knowledge of sequential narration with accurate perspective and placement of characters.
- Practice visual methods of expressing character attitudes and acting that relate to storytelling.
- Acquire understanding of basic narratology principles and explore different types of narrative structures.
- Learn technical knowledge of the Adobe Animate interface.
- Acquire understanding of keyframe animation.
- Gain working knowledge of the 12 Principles of Animation.
- Develop drawing skills in relation to animation.
- Acquire knowledge of tasks and stages of animation and its industry.
- Gain working knowledge of the interface of 3D Animation software such as Blender or Unity.
- Gain understanding of UV Maps in order to create textures for 3D models.
- Develop understanding of orthographic maps.
- Acquire working knowledge of how to render and create composite images.
- Demonstrate knowledge of basic animation using 3D modeling software.

INTERMEDIATE TO ADVANCED

- Expand technical skills in 2D or 3D animation through completion of projects.
- Explore resources available to research and acquire new technical and conceptual knowledge in preparation for self-directed work.
- Develop personal visual style of animation.
- Develop and complete animation sequences.
- Acquire understanding of the contemporary animation landscape.
- Acquire skills in sound recording in studio and field recording.
- Deliver relevant narratives to a diverse audience about work that will validate, defend, or convince the audience of the best solution.
- Develop creative relationship between video and sound.
- Acquire knowledge of sound editing in multiple software applications.
- Gain working knowledge of synchronism between sound and images.
- Gain working knowledge of the technologies involved in sound display.
- Acquire knowledge in keyframe based animation and motion graphics using After Effects.
- Increase video editing skills, using Premiere Pro extensively.
- Develop sophistication in time-based composition.
- Practice different ways Photoshop, Premiere Pro, Audition, and After Effects can be used in collaboration to create a final time-based composition.
- Learn to combine animated typography, sound, and video in dynamic compositions.
- Complete self-directed research and/or collect source materials to inform your projects.
- Draw on your technical knowledge to expand your visual language.
- Acclimate to unstructured studio time and increase self-discipline and self-motivation.
- Create original work based on a personal vision statement.
- Increase student's ability to develop work with awareness of the contemporary landscape of animation and related media.
- Complete a thesis paper and produce work that is the basis for a visual thesis exhibition, which provides a capstone experience.
- Give a public, professional presentation.

DIGITAL ARTS ANIMATION CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

DIGITAL ARTS ANIMATION MAJOR - 15

DA213	Art and the Moving Image	3
DA214	Storyboarding and Sequencing	3
DA314	Vision and Voice in Animation and Motion Media	3

+ Choose two of the approved options listed below - 6

DA211	Introduction to 2D Animation	
DA212	Introduction to 3D Animation	
DA215	Stop Motion Animation & Production	
DA304	Game Design & Development Studio	
DA311	Motion Graphics and Special Effects	
DA312	Narrative Animation in 2D and 3D	
DA313	Sound and the Moving Image	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

**TOTAL
CATALOG
CREDITS
120**

REQUIRED COURSES

DIGITAL ARTS ANIMATION MAJOR

DA213 Art and the Moving Image

3 CREDITS

This course is an introduction to the basic elements of time composition. Students enrolled in Art and the Moving Image will explore concepts such as persistence of vision, time cycles, speed, rhythm, and the principles of editing. Students will make different types of time-based visual compositions and explore a variety of methods, both traditional and digital, to create the illusion of moving pictures.

(Prerequisite: FY101 or FY102 or Permission from Course Faculty & Registrar.)

DA214 Storyboarding and Sequencing

3 CREDITS

Storyboarding and Sequencing is an introduction to ideas of sequencing and narrative building. This course focuses on the basic vocabulary of film theory (shots, angles, movements). The class will also explore editing concepts and devices as well as narratology notions such as narrative arc, narrative time, plot structure, and elements of characterization.

(Prerequisite: FY101 or FY102 or Permission from Course Faculty & Registrar.)

DA314 Vision and Voice in Animation and Motion Media

3 CREDITS

This course focuses on advancing techniques and affirming students' voices and vision. In Vision and Voice in Animation and Motion Media, emphases will be personal growth, technical skills, appropriate craft and execution, and conceptual development in relation to contemporary practices in animation and motion media. Strategies and methods to create self-directed work will be explored as students prepare for the Senior Pathways Studio courses and select a Professional Pathway in their senior year.

(Prerequisites: DA213 and DA214.)

COMPLEMENTARY COURSES

DIGITAL ARTS ANIMATION MAJOR

DA211 Introduction to 2D Animation

3 CREDITS

Students enrolled in Introduction to 2D Animation learn the process of sequential storytelling, animated sequences, and motion graphics. Focusing on traditionally analog forms of animating, students learn current industry practices of production workflow pipeline including design, preproduction, and final rendering. Students also gain skills in digital media to create their imagery and learn digital editing techniques and processes.

(Prerequisites: FY101 or FY102 and DR203 or Permission from Course Faculty & Registrar.)

DA212 Introduction to 3D Animation

3 CREDITS

Students enrolled in Introduction to 3D Animation learn introductory skills essential to various digital 3D animation software programs. They will apply these skills while creating 3D works such as conceptual modeling, lighting, surfacing, and rendering animations for multiple time-based industry applications from commercial to conceptual. Students will gain insight in digital arts production and more advanced sculpting that may be used for alternative applications, including 3D printing.

(Prerequisites: FY101 or FY102 and DR203 or Permission from Course Faculty & Registrar.)

DA215 Stop Motion Animation & Production

3 CREDITS

Stop Motion Animation and Production focuses on the creation and preparation of characters and scenes for use in stop motion animation. By combining filmmaking techniques such as camera shots, angle choices, and lighting into informed compositions, students will take their sequential photos, edit them, and complete their animations by using Adobe Premiere as a video editor and sound design tool to produce complete stop motion animations. Additional tools for enhancing animations will be introduced, including image cleanup using Photoshop, masking techniques, and options for scene extensions and visual effects using After Effects.

(Prerequisite: DA211 or DA212 or Permission from Course Faculty.)

DA304 Game Design & Development Studio

3 CREDITS

Game Design and Development students will build games using 2D or 3D techniques using Unity or Godot game engines. Through an exploration of game mechanics and hands-on application, students will design textures, assets, and animations to bring their game worlds to life. The course includes basic coding concepts and studio time for students to explore their personal interests in game design, reflecting their artistic styles. Activities will encompass software demonstrations, discussions on game history, and guided project development.

(Prerequisite: DA211 or DA212 or Permission from Course Faculty.)

DA311 Motion Graphics and Special Effects

3 CREDITS

This advanced course focuses on introducing technical skills in motion graphics and special effects for time-based media using Adobe After Effects and Green Screen technology. Students will create multi-layered, time-based designs using key framing and computer coding. Motion Graphics and Special Effects will introduce concepts such as multichannel display, interactive designs, immersive designs, and their use in the landscape of contemporary new media.

(Prerequisite: DA213.)

DA312 Narrative Animation in 2D and 3D

3 CREDITS

This course is an advanced 2D/3D animation course furthering technical skills. In Narrative Animation in 2 and 3 Dimensions, students create complex and ambitious projects and gain career-specific competencies in both 2D and 3D animation technologies. Students will learn the structures necessary to create complete animation work and acquire proficiency in contemporary practices essential to animation industries.

(Prerequisite: DA213 or DA211 or DA212.)

DA313 Sound and the Moving Image

3 CREDITS

This course focuses on creating and recording sound for time-based media. In Sound and the Moving Image, students will create soundtracks, sound design, and recordings (both on location and in our recording booth) for different kinds of time-based works. Students will study the works of foley artists, sound designers, composers, and field recorders and how their work affects moving images.

(Prerequisite: DA211 or DA212 or DA213.)



Artwork by Dutana D

DIGITAL ARTS ANIMATION SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

DA214	Storyboarding and Sequencing	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

	Digital Arts Animation Elective 300	3
	Studio Elective or Digital Arts Animation Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

DA211/ DA212	Intro to 2D OR Intro to 3D	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

DS314	Vision and Voice in Animation and Motion Media	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.

AAC ILLUSTRATION MAJOR



Artwork by Faith Kaneck



Stephen Kenny, MFA



Assistant Professor
Head of Illustration Major
skenny@artacademy.edu

BACHELOR OF FINE ARTS IN ILLUSTRATION

Illustrators integrate drawing, printmaking, photography, painting, design, animation, sound art, motion graphics, digital sculpture, and installation to innovate integrative visual approaches to communication and creativity. Illustration majors at the AAC delve into New Media Technologies, expanded applications, and popular culture as they influence and re-define contemporary illustration. Students majoring in Illustration engage in increasingly challenging studio theses and professional practice experiences, both inside and outside the classroom. Graduates have pursued careers as entrepreneurs, gaming designers, freelance illustrators, photographers, and full-time analog and digital designers. Notable illustrators who have graduated from the AAC include Tara Callahan, Charley Harper, Will Hillenbrand, Julio Labra, Jahaziel Minor, Fahrudin Omerovic, and Chris Sickels, among others.

ILLUSTRATION CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	Motivated by their lived experiences and observations of the Global Culture, Illustration students engage their imagination to invent new forms, take risks, and solve visual problems in unpredictable, surprising ways.
Curiosity	Through their commitment to challenging the status quo, students research and experiment, defining formal and conceptual interests related to their own artistic process and vision.
Individuality	Illustrators know no limits. Illustration students articulate the perspective of their work in relation to the past, present, and future of art and design.
Education	Students employ and integrate the technical skills, strategies, and critical thinking necessary to create well-informed and well-crafted illustration.
History	Students determine and defend the roles of art, design, and illustration history in relation to their work.
Community	Through their creative practice, Illustration students make meaningful connections with the diverse communities in which they live and work.

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Create Illustrations that utilize combinations of foundational skills in design, type, color, and value.
- Refine observational drawing and painting skills.
- Create skill sets using various combinations of analog and digital media.
- Identify effective and ineffective compositional tools to communicate when making an image.
- Model the individual and collaborative studio work environment students will encounter post-graduation.
- Execute client-driven projects that mirror the ever-changing industry of illustration.
- Discuss how one's own work and the work of peers meet the criteria of the assignments.
- Gain a working knowledge of contemporary illustrators and their work.
- Create work that is informed about current illustration industry norms.
- Write about and discuss artistic influences.
- Give public presentations.
- Evaluate and discuss the artwork of peers and classmates to strengthen oratory skills.

INTERMEDIATE TO ADVANCED

- Create a self-driven body of work based on the emerging professional's personal interests and values.
- Identify the concepts and/or theories that form a basis for the student's personal artistic voice.
- Create a self-driven body of work based on the emerging professional's personal interests and values.
- Identify a desired market and become informed about submission requirements and related professional expectations.
- Identify current trends and make a portfolio of work that is relevant and competitive.
- Learn about branding for Personal and Professional use and implement strategies within your praxis.
- Manage time effectively such that multiple projects are managed simultaneously.
- Work in a multi-disciplinary and conceptually diverse atmosphere.
- Learn varied professional practices to survive the entrepreneurial and sub-contract nature of the Illustration industry.
- Demonstrate learning at the AAC by completing a thesis paper and work for the Capstone Experience.

ILLUSTRATION CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporar Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

ILLUSTRATION MAJOR - 15

IL204	Introduction to Illustration	3
IL201	Illustration: Composition	3

+ Choose one of the approved options listed below - 3

IL205	Illustration: Narrative	3
IL210	Comic Book Art	3

+ Choose two of the approved options listed below - 6

IL303	Illustration: Special Topics	3
IL304	Illustration: Communication	3
IL305	Illustration: Process and Media	3

Approved Course Substitutions

CA301	Storytelling Art for Motion Graphics
CR203	Social Practice in the Arts
DA211	Introduction to 2D Animation
DA212	Introduction to 3D Animation
DA214	Storyboarding and Sequencing
FA312	Artist Books

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below - 3

AH303	Museums, Knowledge, and Power
FA390	Exhibition Studio
HU304	WAAC Laboratory: A Journal of Art and Literature
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics
IL303	Illustration: Special Topics
PC406	Internship
PD306	Sustainable Art Industry Practices
SC310	Duck Tape® Studio

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture
HU201	Aesthetics
HU205	World Religions
HU210	Introduction to Philosophy

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

**TOTAL
CATALOG
CREDITS
120**

REQUIRED COURSES ILLUSTRATION MAJOR

IL204 Introduction to Illustration

3 CREDITS

Introduction to Illustration focuses on the fundamental frameworks upon which students will build their careers as illustrators. Course content will prepare students for intermediate and upper-level Illustration courses through the application of a wide variety of digital and traditional media, efficient research and ideation techniques, historical and contemporary illustrators, industry-standard submission and delivery requirements, and other creative and professional practices in a strictly illustration-focused environment.

(Prerequisite: NONE)

IL201 Illustration: Composition

3 CREDITS

Illustration: Composition focuses on the study of compositional principles, formats, and visual design elements in illustration. We study Illustration in its broadest applications, including print and digital media. Students will be required to develop ideas through visual and academic research and demonstrate inventive, creative, and strategic thinking. Course content includes lectures, demonstrations, fieldwork, guest designers, and studio work.

(Prerequisites: FY101 and FY102 and DR203 or DR204, or with permission of Course Faculty & Registrar.)

IL205 Illustration: Narrative

3 CREDITS

A variety of strategies are explored to create illustrated imagery for storybooks, storyboards, informational graphics, and graphic novels. Students will develop a basic knowledge of technical processes required to produce finished art, including work with graphic arts software to assemble and output digitally illustrated files for professionally printed and publishable content. Emphasis is on narrative sequencing, composition, and technical refinement.

(Prerequisites: IL201 and IL204.)

IL210 Comic Book Art

3 CREDITS

This course is an introduction to the art of comic books. Students will be presented with the concepts of storytelling, frame sequencing, composition, combining text and image, graphic reduction and the language of comic book anatomy. The relationship between hand-executed sketches, studies and digital media will be explored.

(Prerequisites: IL201 and IL204.)

IL303 Illustration: Special Topics *

3 CREDITS

Students work individually in Illustration: Special Topics to develop an interest area of illustration to produce work to build a portfolio and prepare for Senior Pathways Studio. Students may propose assignments for faculty approval or work from assignments presented by faculty. Professional illustrators can serve as mentors for students. Students will study contemporary illustrators and current industry trends and techniques to further an understanding of the field. Students will also be expected to become knowledgeable of professional organizations that support the illustration industry. All assignments will be positioned in the context and expectations of "real-world" work and in preparation for thesis work, which may include client-based work.

(Prerequisites: IL201, IL204, and IL205 or IL210.)

** Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

IL304 Illustration: Communication

3 CREDITS

Through a series of studio assignments, lectures, studio visits, and class discussions, students will explore, develop, and execute visual solutions to a variety of visual communication challenges. Communication categories include promotional, editorial, enhanceive, and narrative. Illustration: Communication will also include analyzing the relationship among media, visual aesthetics, and communication. Students will be required to develop ideas through visual and academic research and demonstrate inventive, creative, and strategic thinking. The use of conventional and digital media will be demonstrated.

(Prerequisites: IL201, IL204, and IL205 or IL210.)

IL305 Illustration: Process and Media *

3 CREDITS

Illustration: Process and Media is designed to challenge the student to explore a broad range of medium applications as they execute figurative imagery by means of traditional professional materials and techniques. Students will be exposed to and develop new skills producing images using a combination of professional techniques. Through a series of teacher demonstrations and studio assignments, lectures, class discussions, and critiques, we will study medium application and the processes of traditional and contemporary figurative imagery making. Students will build on their previous experience as they are encouraged to utilize new methods to achieve technical proficiency. The emphasis will remain on the individual's development of skill and creative critical thinking.

(Prerequisites: IL201, IL204, and IL205 or IL210.)

** A course fee of \$145.00 will be assessed to a student's billing statement to cover the required materials for this course.*



Artwork by Nyla Davies

COMPLEMENTARY COURSES ILLUSTRATION MAJOR

CA301 Storytelling Art for Motion Graphics 3 CREDITS

Students will learn about the visual development process behind concept design for animation as it applies to prop, character, and background design. Students will develop an understanding of a standard industry pipeline, utilizing research and storytelling so that they can create assets for use in animation pre-production.

(Prerequisite: IL201.)

CR203 Social Practice in the Arts * 3 CREDITS

* Course description and prerequisites listed under "Liberal Arts Course Descriptions (Intermediate & Advanced)".

DA211 Introduction to 2D Animation * 3 CREDITS

* Please see the Digital Arts Animation major section for the course description.

DA212 Introduction to 3D Animation * 3 CREDITS

* Please see the Digital Arts Animation major section for the course description.

DA214 Storyboarding and Sequencing * 3 CREDITS

* Please see the Digital Arts Animation major section for the course description.

FA312 Artist Books * 3 CREDITS

* Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.

ILLUSTRATION SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

IL201	Illustration: Composition	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

IL303/ IL305	Illustration: Special Topics or Process and Media	3
	Studio Elective or Digital Arts Animation Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

IL205/ IL210	Illustration: Narrative or Comic Book Art	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

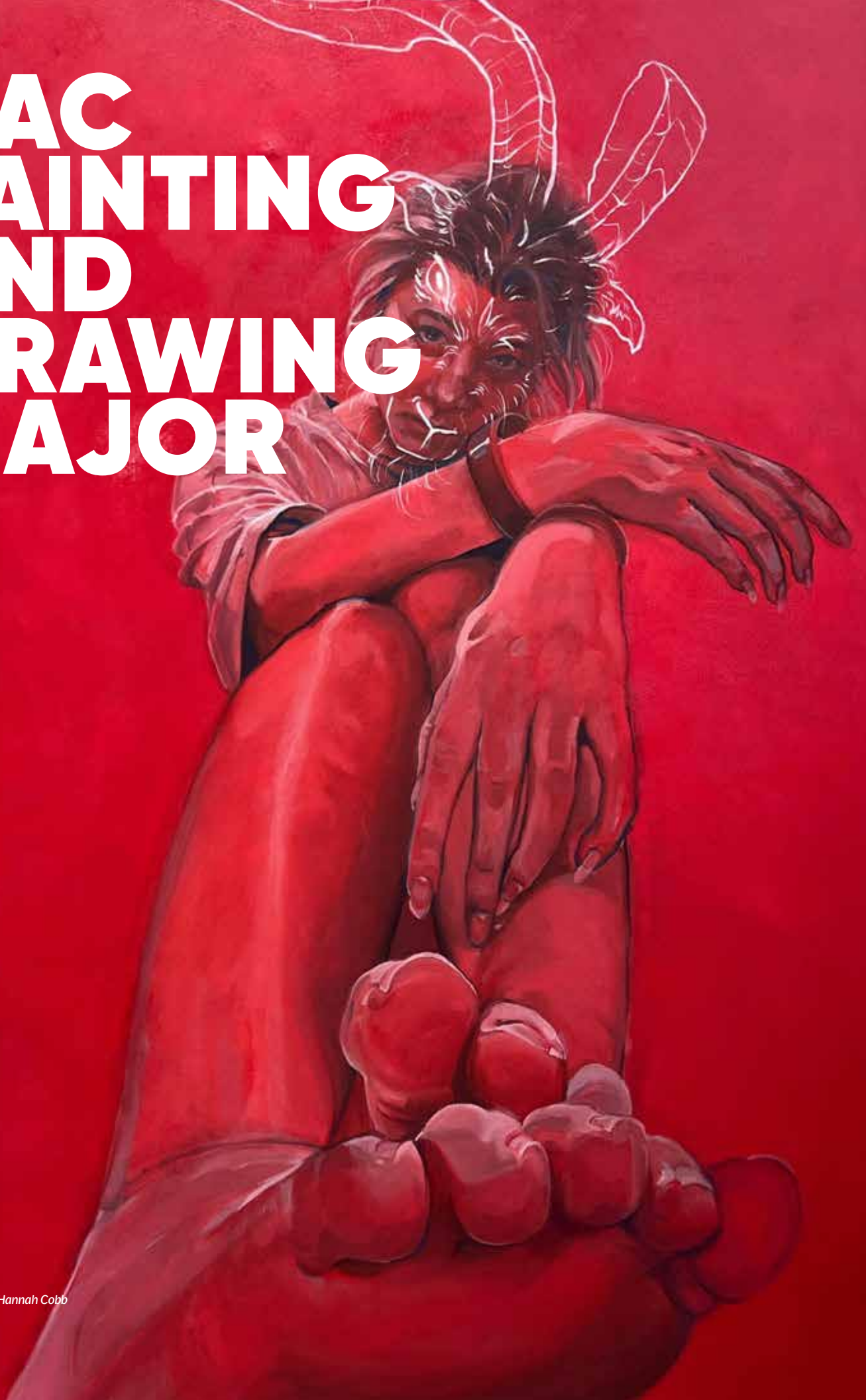
DS304	Illustration: Communication	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

AAC PAINTING AND DRAWING MAJOR

Artwork by Hannah Cobb





Jimmy Baker, MFA



Associate Professor
Head of Painting and Drawing Major
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BACHELOR OF ARTS IN PAINTING AND DRAWING

The Painting and Drawing major is an interdisciplinary track that provides students with the resources to explore a dynamic, individualized studio practice. Students begin by learning fundamental skills based upon representation, then expand their work by exploring a variety of materials and self-directed concepts. This major is designed to promote open-ended, introspective work characterized by engagement in critical discourse and the practice of contemporary art.

Students pursuing the Painting and Drawing track learn from professional artists who maintain active studio practices with significant depth of engagement and passion for the visual arts. This major focuses on preparing students for a sustainable studio practice and developing an understanding of their contextual awareness. Upon graduation, students are prepared to begin their careers as exhibiting artists who have the option to continue their education in graduate school, as well as teach at the college level.

PAINTING AND DRAWING CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	Painting and Drawing majors engage in a range of diverse processes and materials to produce creative outcomes that contribute to the dynamic and eclectic practice of contemporary art.
Curiosity	Through their commitment to inquiry, research, and experimentation, Painting and Drawing majors define the formal and conceptual interests related to their own process, vision, and voice. This major promotes an open-ended studio practice and a drive to embrace technology in analog media.
Individuality	Painting and Drawing majors articulate a unique voice in their work, one that establishes a connection to art history, while embracing the present and future expansiveness of multiple genres in an ever-changing world.
Education	Through exposure to representational, abstract, objective/non-objective, performative, and installation-based processes, Painting and Drawing majors employ and integrate the technical skills, strategies, and critical thinking necessary to create relevant contemporary work.
History	Faculty members work collaboratively with students to explore the relationship of painting and drawing history to current modes of artistic production and theory. The Painting and Drawing track is characterized by a strong emphasis on defining the role of the students' own work within the contemporary art world.
Community	Painting and Drawing majors take field trips to exhibitions around the region and engage with guest critics who provide feedback on their work.

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Increase the ability to work from direct perception of objects, figures, and spaces while employing perceptual skills that display effective translation of 3D forms to a 2D picture plane.
- Develop skill and discipline in controlling line, value, and color while using wet and/or dry media.
- Apply design principles and continue to learn about the relative properties of color, including value, hue, and saturation, as they apply to the creation of works of art using painting/drawing methods and strategies.
- Continue to explore the concept of the picture plane as a flat surface, a metaphysical space, and as an illusionistic field of depth.
- Manipulate various materials, tools, and processes used in the creation of oil paintings, including grisaille painting, alla prima painting, collage, scumbling and glazing.
- Research and discuss contemporary artists from a diverse pool of global perspectives, then create one's own figurative piece based on knowledge from this experience.
- Investigate digital tools to supplement conventional drawing media.
- Explore and construct various surfaces and supports, including canvas, board, and primed panel.
- Become more comfortable with risk and experimentation as necessary for artistic growth.
- Explore the dynamic relationships among media, intent, and strategy in painting and drawing.
- Identify key strategies and concepts in an attempt to define one's personal style.
- Utilize the sketchbook as a tool for collecting source materials, research, and exploration.
- Demonstrate willingness to take risks through process and subject matter.
- Create original work that demonstrates the student's voice and vision.

INTERMEDIATE TO ADVANCED

- Experiment with a variety of conventional and unconventional painting and drawing media such as: airbrush, masking films, textiles, found materials, and digital printing.
- Explore scale-based painting and drawing and work in relation to installation, video, or performance.
- Demonstrate familiarity with advanced construction of supports, canvases, and panels relevant to chosen media.
- Gain knowledge and experience in how alternative media and presentation can be utilized in painting and drawing processes and develop an awareness of new strategies for building and resolving a complete work.
- Describe, analyze, and interpret relevant criticism and theory regarding race, gender, and queer politics as it pertains to painting and drawing.
- Gain an increased understanding of the work of 100 diverse international contemporary artists who utilize painting/drawing methods, materials, processes, and practices through collaborative presentations that span: abstraction, figuration, process, and new media work.
- Develop a personal voice and an understanding of one's own placement within contemporary painting and drawing.
- Learn relevant information concerning taxes, finance, insurance, grant writing, art handling, graduate school, creating a start-up company, navigating the commercial aspects of art and design professions, and setting up studio.
- Create and publish a portfolio website.
- Hold a public Capstone Presentation about one's work.
- Create a body of original work that demonstrates personal voice and vision.
- Articulate ideas/concerns and increase critical awareness in one's work.
- Create self-directed work in a multi-disciplinary and conceptually diverse atmosphere.
- Work individually and collaboratively to gain essential experiences in the development of their work through collaborative teaching among a range of disciplines.
- Demonstrate learning at the AAC by completing a thesis paper and producing work for a Thesis Capstone Project.

PAINTING AND DRAWING CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

PAINTING AND DRAWING MAJOR - 15

PD201	Painting and Drawing: Intro to Oil Painting	3
PD306	Sustainable Art Industry Practices	3
PD304	Painting and Drawing: Subject and Context	3

+ Choose two of the approved options listed below - 6

PD202	Painting and Drawing: Figure and Process	
PD203	Painting and Drawing: Voice and Vision	
PD305	Painting and Drawing: Technology and Tools	
DR203	Digital Form and Space	
DR205	Expanded Drawing	
DR309	Drawing: Collage	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

TOTAL
CATALOG
CREDITS
120

REQUIRED COURSES

PAINTING AND DRAWING MAJOR

PD201 Painting and Drawing: Intro to Oil Painting **3 CREDITS**

In Painting and Drawing: Intro to Oil Painting, students will learn a combination of perceptual drawing and painting skills both on and off the canvas. Drawing will take on a supporting role to painting, which articulates structure, proportion, and perspective that will eventually be translated into oil paint. The in-class setups focus on a wide variety of formal challenges including: color accuracy, transparency, reflection, visual patterns, and compositional density. Students will work through these aspects of observational painting by working from dense still lifes, all the way up to room-sized installation setups. A major focus of the course will be learning how to use the medium of oil paint to build a painting over time, learn a variety of painting and drawing techniques, and experiment with a wide array of surface applications. This course will build a formal foundation for students to grow their personal style in a variety of disciplines beyond this experience. Instruction will also include stretching canvases and preparing surfaces. Students will be directed to artists related to their personal interests as well as contemporary and art historical sources relative to the course assignments.

(Prerequisite: FY101 or FY102 or FY106.)

PD306 Sustainable Art Industry Practices* **3 CREDITS**

Sustainable Art Industry Practices prepares third- and fourth-year students to understand the existing art world structures, finances, ethics, systems, and best professional writing practices that they will encounter after graduating. This course is a workshop-based experience where students research, collaborate and strategize individualized career and market paths for themselves to create the foundation for a sustainable studio practice.

(Prerequisite: Junior Status or Senior Status.)

** Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

PD304 Painting: Subject and Context **3 CREDITS**

Painting: Subject and Context provides strategies to answering the age-old question of: "What is it about, and why are you making it?" Students will explore methods to construct subject matter, imagery, and styles, reinforced by continuing growth of technical skills and conceptual development. This course also focuses on non-traditional aspects of painting and drawing display and material use. We will not exclusively focus on oil painting but explore a broader range of contemporary practices and media output. Student outcomes have included: installation, drawing, painting, video, performance, and textile/mixed media works. The class is designed to hone your subject matter, while exploring spatial and conceptual challenges. The context portion of this course asks students to research and collaboratively present over 100 contemporary artists across the categories of: Figuration, Abstraction, Materials / Process, and Post-Internet.

(Prerequisite: Junior Status or Senior Status.)

COMPLEMENTARY COURSES

PAINTING AND DRAWING MAJOR

PD202 Painting and Drawing: Figure and Process **3 CREDITS**

Students will work in painting and drawing to study anatomy and skin tones over a wide variety of figure models, creative self-portraits, and contemporary artist re-interpretations. These projects will simultaneously encourage quick gestural processes, as well as multi-session strategies to build paintings and drawings over time. Painting and Drawing: Figure and Process emphasizes process by considering interactions of viscosity, a variety of oil mediums, and improvisational tools to explore mark-making application. Intermediate principles of color, design, compositional structure, figure-ground relationships, line, value, and surface are applied to the more challenging subject of the human figure. An intermediate demonstration on panel-building construction techniques will advance the skills of students to produce their own high-quality painting supports. Projects will also include contemporary artist references, student work examples, and writing exercises to focus student's intentions.

(Prerequisite: PD201.)

PD203 Painting and Drawing: Voice and Vision **3 CREDITS**

Painting and Drawing: Voice and Vision continues to emphasize personal growth, technical skills, appropriate craft and execution, and conceptual development. Students choose areas of investigation that could include working non-objectively or from source material. Students continue the transition to self-directed work to prepare for Senior Pathways Studio in their senior year.

(Prerequisite: FY101 or FY102 or FY106.)

DR203 Digital Form and Space **3 CREDITS**

Digital Form and Space focuses on the planning and construction of two and three-dimensional forms, spaces, and figures through digital media. These processes include digital drawing techniques, 3D modeling, photography, and other drawing/painting-based software. Students will learn to convincingly render objects and environments in space for digital and print media output. This course explores a combination of tools and skills to aid students in an iterative drawing process from rapid visualization to fully realized spatial renderings. Point of view, perspective, proportion, color, and value will be fundamental topics throughout the course.

(Prerequisite: NONE.)

DR205 Expanded Drawing **3 CREDITS**

Expanded Drawing encourages students to explore, adapt, and invent observational processes across a broad range of media and experiences. Students apply the essential drawing elements of line, value, texture, shape, color, composition, and perspective to a variety of interdisciplinary media to embody contemporary methods of production. Students will engage these topics across conventional as well as innovative media, such as graphite, charcoal, digital drawing, and collage.

(Prerequisite: NONE.)

DR309 Drawing: Collage

3 CREDITS

In Drawing: Collage, students will be exposed to a variety of collage techniques – both historical and contemporary. Collage will be utilized as a tool for drawing, as well as a means of juxtaposing images to create content.

(Prerequisite: PD201.)



PAINTING AND DRAWING SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

PD201	Painting and Drawing: Intro to Oil Painting	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

PD304	Painting and Drawing: Subject and Context	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

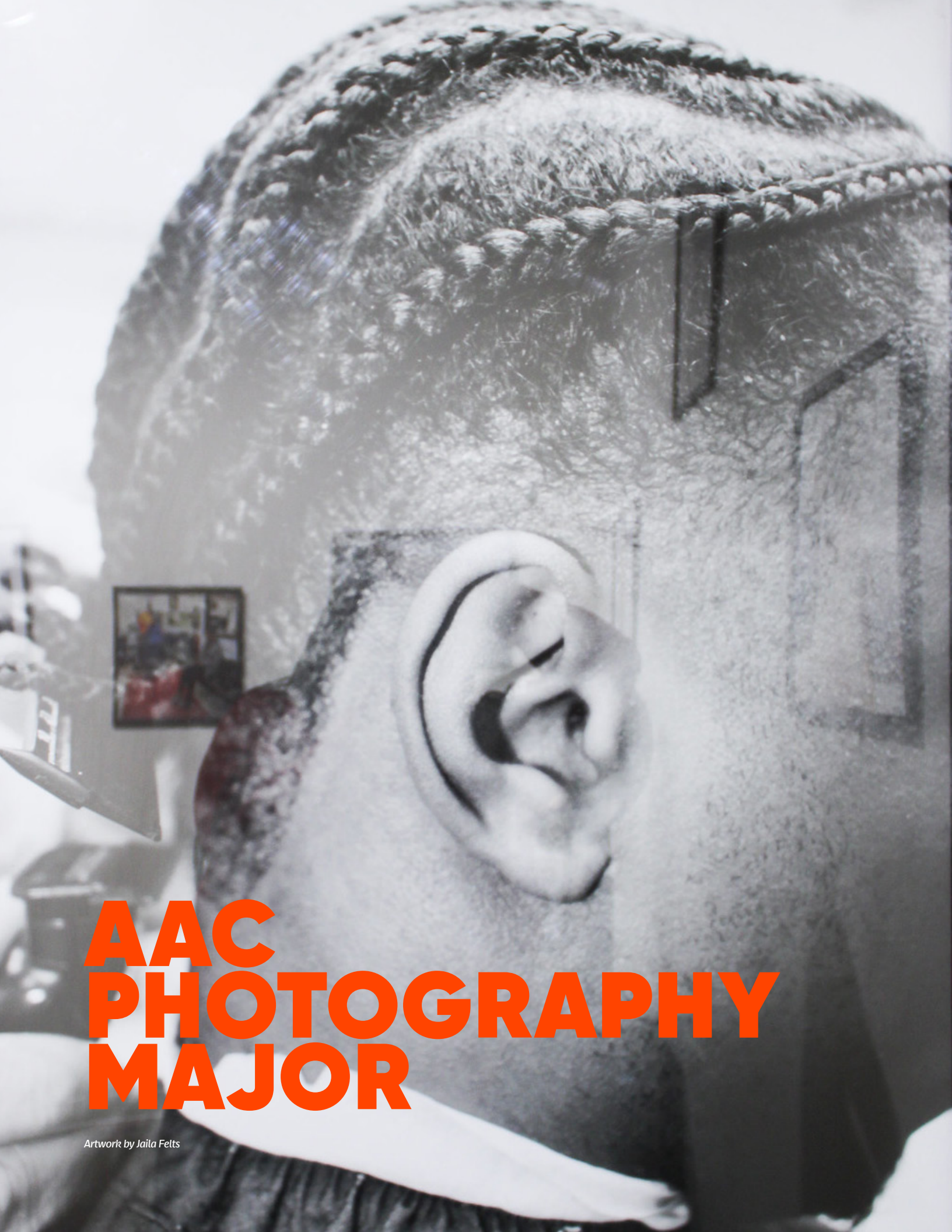
	Painting and Drawing Selection Major Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

PD306	Sustainable Art Industry Practices (offered every other spring semester)	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15



AAC PHOTOGRAPHY MAJOR

Artwork by Jaila Felts



Rachel Reisert, MFA



Assistant Professor
Head of Photography Major
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BACHELOR OF FINE ARTS IN PHOTOGRAPHY

The Photography major's breadth of traditional and cutting-edge processes is unique to the Art Academy of Cincinnati. Students can learn processes for 35mm film, DSLR, medium-and large-format film cameras, darkroom, and digital printing, the color of light, interdisciplinary, alternative process photography, and the moving image. They have the opportunity to link photographic theory and practice to other artistic disciplines.

The major provides a blend of theoretical and real-world instruction that prepares students to build careers as commercial photographers, professional artists, photojournalists, and professionals in other disciplines. Many alumni enroll in graduate school or pursue careers in the gallery or museum world, fields of client-based work, publishing, or fine art photography.

PHOTOGRAPHY CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	Photography majors engage in a range of diverse processes and produce creative and unpredictable outcomes that contribute to the dynamic, eclectic practice and innovative definition of contemporary photography and lens-based work.
Curiosity	Through their commitment to inquiry, research, and experimentation, Photography majors define the formal and conceptual interests related to their own vision and voice.
Individuality	Photography majors articulate a unique and rebellious voice in their work, one that establishes a connection to the past while embracing the present and future expansiveness of visual culture.
Education	Through exposure to digital, darkroom, and non-traditional processes, Photography majors employ and integrate the technical skills and strategies necessary to create relevant contemporary work. Through critique, readings, and discussions, students critically think about the role of images in a multi-faceted world.
History	Students determine the role of photography in relation to their deepening cultural and intellectual understanding of the diverse history of visual culture and its relation to their own work.
Community	Through their pursuit of form and meaning through lens-based processes, Photography majors make meaningful connections with the diverse communities within and beyond the classroom.

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Explore the role of photography in visual culture.
- Acquire technical competence in using a manual camera.
- Utilize lens focal length with confidence.
- Acquire basic technical competence in digital editing of image color and contrast.
- Execute digital collage with confidence.
- Print digitally with understanding of file size and format.
- Demonstrate knowledge of basic file management.
- Demonstrate knowledge of scanning equipment for image generation.
- Process and print black and white negatives on RC and fiber papers.
- Demonstrate knowledge of darkroom printing techniques such as contrast filters, dodging, and burning.
- Explore and learn the many possibilities for innovative imagery and the manipulation of techniques available to students working in the darkroom and with digital software.
- Demonstrate knowledge of proper use of use strobe and continuous lights.
- Practice safety in the darkroom and lighting studio.
- Implement visual imagery purposefully in order to communicate effectively and begin to express a personal vision.
- Find influences through knowledge and appreciation of the work of contemporary and historical photographers and photo-based artists.
- Demonstrate comfort with risk and experimentation as necessary to artistic growth.
- Explore the dynamic relationships among process, media, intent, and strategy.
- Identify key strategies and concepts about themselves and the world that form the basis of their process in the development of their work.

INTERMEDIATE TO ADVANCED

- Gain knowledge and experience in how alternative media and presentation can be utilized in the photo process and develop an awareness of new strategies.
- Demonstrate knowledge of photography and the color of light in a logistical and emotional context.
- Adapt to making images in various lighting scenarios.
- Apply advanced digital camera and digital editing techniques.
- Demonstrate appropriate use of medium and large format film cameras.
- Show basic knowledge of scanning or printing medium and large format negatives.
- Execute a range of commercial client-based applications of photography.
- Practice good management of photography shoots including model direction, location scouting, equipment set-up etc.
- Work individually and collaboratively to gain essential experiences in the development of their work through collaborating on a project.
- Describe, analyze, and interpret relevant historical and contemporary criticism and readings.
- Gain an increased understanding of the work of important diverse contemporary artists utilizing traditional and experimental methods and materials, processes, and practices.
- Articulate ideas/concerns and increase their critical awareness of their work and that of others.
- Demonstrate the importance of research in their work.
- Create in a multi-disciplinary and conceptually diverse atmosphere.
- Develop a personal voice as well as an understanding of their placement in the full range of contemporary photography.
- Investigate one's own place in multi-genre, multi-cultural, and multi-applications of photography.
- Give a public artist talk.
- Demonstrate knowledge of relevant information concerning taxes, finance, insurance, grant writing, art handling, graduate school, creating a start-up company, navigating the commercial art world, and how to set up a studio.
- Write a grant/arts proposal application (mock or actual).
- Create and publish a portfolio or website.
- Demonstrate self-reflection by completing a thesis paper and producing work that is the basis for a capstone project.

PHOTOGRAPHY CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

PHOTOGRAPHY MAJOR - 15

PH201	Digital Photography	3
PH202	Darkroom Photography	3
PH313	Intermediate Photography and Personal Vision	3

+ Choose two of the approved options listed below - 6

DA231	Art and the Moving Image	
DA314	Vision and Voice in Animation and Motion	
DA311	Motion Graphics and Special Effects	
DA313	Sound and the Moving Image	
FA212	Video Documentary	
FA213	Video and Interdisciplinary Arts	
PH301	Medium and Large Format Photography	
PH302	Experimental Photography	
PH304	Commercial Photography	
PH305	Special Topics	
PH326	Lighting	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

**TOTAL
CATALOG
CREDITS
120**

REQUIRED COURSES PHOTOGRAPHY MAJOR

PH201 Digital Photography 3 CREDITS

This course is an introduction to digital photography. Students will learn fundamental camera operations, basic use of photo manipulation software, input, output, and image quality. Issues of color, image storage, image compression, resolution, and image quality are covered. Students will be challenged to understand digital photography within the larger context of photography. In Digital Photography students are required to have a digital camera with manual aperture, shutter, and color options. A modest supply of AAC cameras is available for student use.

(Prerequisite: FY105 Digital Literacy or Permission of the Course Faculty.)

PH202 Darkroom Photography 3 CREDITS

Darkroom black and white photography explores the limits and allure of this medium as a means for personal expression. Students will learn darkroom procedures, including developing film and printing photographs. The aesthetics of photography will be studied historically in relation to important trends of the 20th Century, including post-modern installation work and current image-making. Students must have their own 35mm single lens reflex camera with adjustable apertures and shutters. An ample supply of AAC cameras is available for student use.

(Prerequisite: NONE.)

PH313 Intermediate Photography and Personal Vision 3 CREDITS

Intermediate Photography and Personal Vision introduces students to advanced editing and shooting techniques as well as helps students to refine their personal voice. Interdisciplinary as well as current photography techniques are demonstrated and utilized in group hands-on experiences. The course is designed for Juniors to develop their own ideas and experiment with new processes in preparation for Senior Year.

(Prerequisites: PH201 and PH202 and must be of Junior Standing.)



Artwork by Gabrielle Price

COMPLEMENTARY COURSES PHOTOGRAPHY MAJOR

PH301 Medium and Large Format Photography 3 CREDITS

Medium and Large Format Photography focuses on photography as an expressive art form and the development of critical thinking. The course covers technical information about negative and printing controls for medium-format cameras, the 4x5 camera, and studio lighting.

(Prerequisite: PH202.)

PH302 Experimental Photography 3 CREDITS

This is a course in experimental photography and mixed-media approaches to photography. Emphasis is placed on the development of a unique vision and portfolio of work. Processes covered may include, but are not limited to: pinhole cameras, cyanotypes, and chemigrams. Painterly and sculptural approaches to photography and moving images are explored. This course is designed to provide students the opportunity to employ a single experimental or historical method or a combination of experimental approaches in the development of a significant, original body of work.

(Prerequisite: PH201.)

PH304 Commercial Photography 3 CREDITS

Commercial photographers must balance craft, technique, their clients' goals, and safeguard of their images. Commercial Photography touches upon those skills in various genres of commercial photography. Photography marketing, copyright, image dissemination, and archiving are also addressed. In a workshop-like context, students work with several professionals who are active in the field.

(Prerequisite: PH201.)

PH305 Special Topics 3 CREDITS

Special Topics deals with selected areas or problems within the photographic practice. The course requires advanced reading, discussion, research, and creation of personal work. Topics will be determined by the teaching faculty's current research interests and expertise. See advising notes and bulletins for specific course topic.

(Prerequisite: PH201.)

PH326 Lighting 3 CREDITS

Lighting allows students to investigate lighting with strobe, continuous, and natural tools in hands-on activities. Students will hone their technical understanding of light temperature and exposure while being free to explore their own content.

(Prerequisite: PH201.)

PHOTOGRAPHY SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

PH202	Darkroom Photography	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

	Photography Major Elective	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective or Digital Photography	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

	Photography Major Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

PH313	Intermediate Photography and Personal Vision	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.



Artwork by Katelyn Boyse

AAC PRINT MEDIA MAJOR

Artwork by Briana Hernandez



Jase Flannery, MFA



Interim Assistant Professor
Interim Head of Print Media Major
Print Media, Lithography Studio Technician
jflannery@artacademy.edu

BACHELOR OF FINE ARTS IN PRINT MEDIA

Print Media majors are provided opportunities to explore both traditional and contemporary printmaking techniques, while developing a distinct, creative voice. The Print Media track emphasizes traditional approaches invigorated by new technologies supported by a large, well-equipped facility. Students are introduced to a full range of processes that includes monoprint, relief, lithography, intaglio, screen printing, letterpress, and book arts. Graduates pursue a variety of career paths, including making prints at a cooperative press, working as a master printer in a professional workshop, founding an independent press, screen printing at a professional design firm, as well as completing a graduate degree and teaching at the college level.

PRINT MEDIA CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	Print Media majors engage in a range of diverse processes and produce creative and unpredictable outcomes that contribute to the dynamic, eclectic practice and innovative definition of contemporary print media.
Curiosity	Through their commitment to inquiry, research, and experimentation, Print Media majors define the formal and conceptual interests related to their own process, vision, and voice.
Individuality	Print Media majors articulate a unique and rebellious voice in their work, one that establishes a connection to the past while embracing the present and future expansiveness of multiple genres.
Education	Through exposure to traditional and contemporary processes, Print Media majors employ and integrate the technical skills, strategies, and critical thinking necessary to create relevant contemporary work.
History	Students determine and defend the role of print history in relation to their deepening cultural and intellectual understanding of the contemporary art world and its role in their own work.
Community	Through their pursuit of form and meaning, Print Media majors make meaningful connections with the diverse communities within and beyond their chosen disciplines.

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Demonstrate command of monotype, relief, lithography, and etching techniques.
- Work cooperatively in print shop using proper workshop practices, clean-up, care, safe use of equipment, and health hazard precautions.
- Establish solid, comprehensive dexterity with traditional technical processes unique to the printmaker, who works fluidly with drawing, layering, surface, and concept design.
- Develop imagery based on proposed direction of the course.
- Utilize black and white line in all printing techniques.
- Produce monotypes to create unique images.
- Design, print films, and coat print screens.
- Register and hand-print multiple color prints.
- Print on unconventional objects.
- Develop a basic understanding of fine art and commercial Screen Printing applications.
- Develop basic understanding of CMYK Printing.
- Investigate and begin to understand diverse artists who work in traditional and experimental fields.

INTERMEDIATE TO ADVANCED

- Explore advanced conceptual projects in print media.
- Demonstrate advanced fine art and commercial design applications of print media.
- Develop the skill to create and seek opportunities to guide conceptual content.
- Create a self-driven body of work based on personal interests and values.
- Create self-driven work in a multi-disciplinary and conceptually diverse atmosphere.
- Identify the concepts and/or theories that form a basis for the student's art and/or design practice.
- Discuss the student's own art and/or design and that of fellow students in the context of the diverse world of art and design.
- Create diverse social and cultural connections within each artist's own unique art and design.
- Produce work that is the basis for a visual thesis to demonstrate what the student has learned at the AAC.
- Create work in relationship to the student's career path as an artist/designer.
- Create works that show individuality, good design, creative use of formats, and an understanding of mixed-color and color overlays.
- Demonstrate how Print Media is being used in the art and entrepreneurial community and why it continues to be relevant as a medium of artistic expression.
- Explain the differences among multiple Print Media techniques and the advantages of using various techniques and color choices.
- Give a public talk.
- Demonstrate knowledge of relevant information concerning taxes, finance, insurance, grant writing, art handling, graduate school, creating a start-up company, navigating the commercial aspects of art and design professions, and setting up a studio.
- Write an exhibition proposal application or grant application (mock or actual).
- Create and publish a portfolio website.
- Demonstrate learning at the AAC by completing a thesis paper and producing work that is the basis for a Formal Creative Presentation, which provides a capstone experience.

PRINT MEDIA CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

PRINT MEDIA MAJOR - 15

PR201	Print Media: Etching, Lithography, Monoprint, and Relief	3
PR202	Print Media: Screen Printing	3
PR301	Print Media: Lithography and Relief	3
PR303	Print Media: Concepts	3

+ Choose one of the approved options listed below - 3

PR310	Print Media: Advanced Etching	
PR305	Print Media: Contemporary Practices	
CA211	Letterpress Design	
CA311	Advanced Letterpress Design	
FA312	Artist Books	
FA214	Garment Design and Fabrication	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

**TOTAL
CATALOG
CREDITS
120**

REQUIRED COURSES

PRINT MEDIA MAJOR

PR201 Print Media: Etching, Lithography, Monoprint, and Relief

3 CREDITS

Printmaking allows for the creation of multiples in consistent editions and for layered multimedia images capable of many variations. Physical marks and surfaces are transformed and unified through the transfer of image to paper. In Print Media: Etching, Lithography, Monoprint, and Relief, students explore painterly monotypes, black and white and color relief prints, lithographic images on stone or plate, and intaglio methods of line etching and aquatint. Student imagery is developed based on visual assignments and personal concepts. Basic principles of design and drawing are strengthened and reinforced. Area print exhibitions are learning resources for the course.

(Prerequisite: NONE.)

PR202 Print Media: Screen Printing

3 CREDITS

This course offers an opportunity to develop drawing, photographic, color, and digital applications in new personal directions through screen-printing. In Print Media: Screen Printing, students investigate unique aspects of printmaking such as layering of color, transparency, process, craft, and producing multiples.

(Prerequisite: NONE.)

PR301 Lithography & Relief Prints

3 CREDITS

Students learn to make lithographic images printed from stones or polyester plates using photocopy transfers, hand-drawing, and digital imagery. Students develop relief prints by cutting into wood using subtractive techniques and printing with multi-colored layering. In Lithography & Relief Prints, students explore multimedia print approaches, including stamping, letterpress, and alternative approaches. Growth of personal imagery and concepts is encouraged. Students participate in the study of prints in class, in area museums, and in local print exhibitions.

(Prerequisite: PR201.)

PR303 Print Media: Concepts

3 CREDITS

Various applications in printmaking are explored through intensive studio visits, personal projects, and contemporary applications of Print Media. Emphasis is placed on individual creative and theoretical development through experimentation and innovation. In Print Media: Concepts, students create images that reflect their research and critical thinking. Emphasis is on problem-solving and critical analysis in the creation of personal imagery through process.

(Prerequisites: PR201 and PR202.)

PR305 Print Media: Contemporary Practices

3 CREDITS

Print Media: Contemporary Practices emphasizes individual practice within various professionally driven workshops in Screen Printing. Students begin to explore contemporary practices, unique DIY methods and how they can be used in your studio practice.

(Prerequisite: PR202.)

PR310 Print Media: Advanced Etching

3 CREDITS

In Advanced Etching, students create multiples of potentially layered multimedia images with various outcomes. Students will explore varied aspects and processes of etching and intaglio, including advanced saline sulfate etching techniques, large-plate and multi-plate printing, chine-collé, and multimedia intaglio processes. Imagery is developed based on assignments and personal concepts. Basic principles of design and drawing are strengthened and reinforced, supplemented by regional print exhibitions and contemporary print history readings as important learning resources.

(Prerequisite: PR201.)

COMPLEMENTARY COURSES

PRINT MEDIA MAJOR

CA211 Letterpress Design *

3 CREDITS

* Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.

CA311 Advanced Letterpress Design *

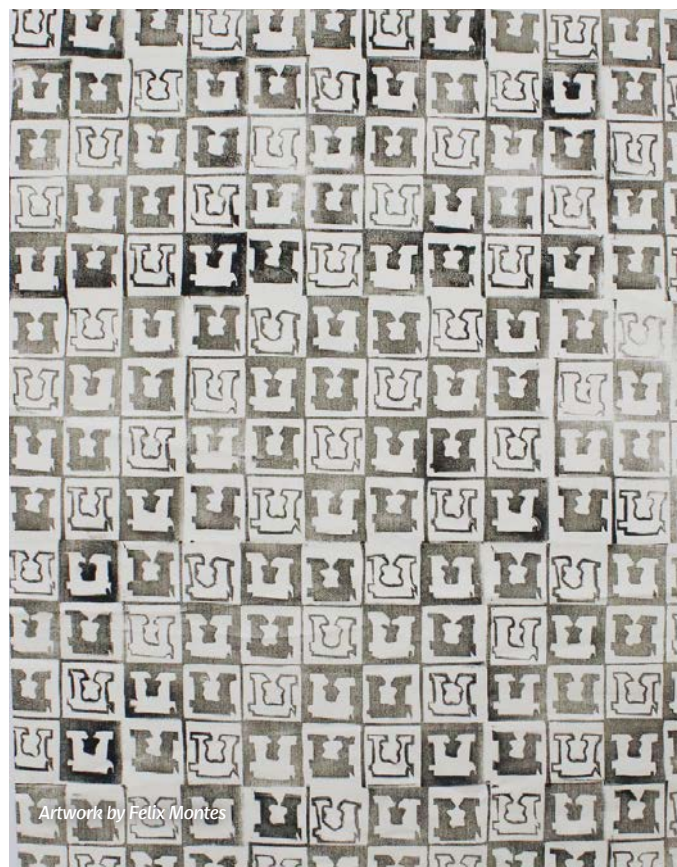
3 CREDITS

* Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.

FA312 Artist Books *

3 CREDITS

* Course description and prerequisites listed below in the "Additional Studio Arts Course Descriptions" section.



PRINT MEDIA SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

DRXXX/ PR201	Drawing or Print Media: Etching Lithography, Monoprint, Relief	3
	Studio Elective	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

PR303	Print Media: Concepts	3
	Print Media Major Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective or Digital Photography	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

	Print Media Major Elective or Studio Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

FA312/ CA211	Artists Books or Letterpress Design	3
	Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.



Artwork by Felix Montes



AAC SCULPTURE MAJOR

Artwork by Ben Lester



Keith Benjamin, BFA '89, MFA



Professor
Head of Sculpture Major
Studio Arts Chair
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BACHELOR OF FINE ARTS IN SCULPTURE

In today's world, "Sculpture" defines a broad, diverse range of objects and practices. The Sculpture major at the Art Academy of Cincinnati provides a strong foundation in traditional and contemporary 3D processes, enabling students to explore the full spectrum of possibilities. With guidance and individual attention from instructors, sculpture majors fuse old and new media and strategies into their own art-making process. The sculpture major has many exciting career paths. Many recent AAC graduates are exhibiting their sculpture on the local, regional, and national levels. Others are entering top graduate programs or working for successful designers, foundries, fabricators, display firms, and interior design firms.

SCULPTURE CURRICULUM

EDUCATIONAL OBJECTIVES

Creativity	Sculpture majors explore a wide range of traditional and unconventional processes in the pursuit of surprising and unpredictable outcomes.
Curiosity	Through relentless inquiry, research, and experimentation, Sculpture majors investigate and define the value of resources and the potential of three-dimensional forms of expression.
Individuality	Sculpture students develop and employ a unique voice in their work that contributes to the momentum and re-definition of contemporary sculptural practice.
Education	Through direct experience with traditional and contemporary processes, Sculpture majors employ and integrate the technical skills, strategies, and critical thinking required of sculpture professionals.
History	Students discover and define the role of historical precedents in relation to their creative output. Students understand the cultural and intellectual context of contemporary sculpture and its role in their own work.
Community	Through participation in a variety of public projects at each year level, Sculpture majors connect with the diverse communities within and beyond the institution and their discipline.

EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Develop and employ an effective studio practice.
- Integrate research and exploration into an evolving studio practice.
- Integrate critical thinking and feedback into an effective studio practice.
- Investigate the human form through perceptual modeling in clay and plaster.
- Execute material substitution through practice in casting techniques.
- Demonstrate proficiency in mold-making processes.
- Build an effective armature.
- Build positive/negative spatial relationships.
- Demonstrate knowledge of volume, mass, balance, displacement.
- Practice concepts of draft, undercut, and release.
- Practice designing mold divisions.
- Employ direct plaster, clay modeling, and finish application processes.
- Demonstrate proficiency in woodworking with a range of tools.
- Demonstrate metalworking skills including: welding, cutting, and bending steel.
- Follow a process from proposal to drawing to scale model to final fabrication.
- Investigate diverse historical and contemporary global sculptural practice.
- Research commercial and professional applications for sculptural practice.

INTERMEDIATE TO ADVANCED

- Employ and refine an adaptable studio practice.
- Integrate consistent research and exploration into an evolving studio practice.
- Practice critical thinking to enhance studio practice consistently.
- Filter and evaluate feedback for consideration.
- Explore, analyze, and utilize a chosen focus material.
- Assess the physical, chemical, structural, economic, cultural, and sustainable properties of a focus material.
- Explore natural materials and processes in sculpture.
- Create immersive, interactive environments.
- Explore sound as a sculptural medium.
- Explore the physical, psychological, social, and political qualities of spaces.
- Research global contemporary sculptural practice to support creative practice.
- Contextualize creative work to support an individualized aesthetic position.
- Assess potential presentation strategies to arrive at the most appropriate.
- Produce a cohesive body of work appropriate to individually defined aesthetic.
- Give a public talk.
- Demonstrate knowledge of relevant information concerning taxes, finance, insurance, graduate school, creating a start-up company, navigating the commercial art world, and how to set up a studio.
- Write a grant/arts proposal/program application.
- Create and publish a portfolio or website
- Demonstrate learning at the AAC by completing a thesis paper and producing work that is the basis for a visual thesis exhibition, which provides a capstone experience.

SCULPTURE CURRICULUM

FIRST YEAR EXPERIENCE (FYE) | STUDIO ARTS - 15

FY101	Communication	3
FY102	Ideation	3
FY105	Digital Literacy	3
FY106	Discovery and Voice	3
FY107	Representational Drawing	3

FIRST YEAR EXPERIENCE (FYE) | LIBERAL ARTS - 12

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3

SCULPTURE MAJOR - 15

SC201	Sculpture: Form and Space	3
SC202	Sculpture: Construction	3
SC302	Sculpture: Installation	3
SC308	Sculpture: Materials Lab	3

+ Choose one of the approved options listed below - 3

SC220	Ceramics	
SC320	Advanced Ceramics	
CR314	Art, Design, and Social Practice	
FA214	Garment and Body	
SA312	Textiles / Fiber Lab	
SC305	Performance Art: Time is an Elephant	
FA324	Advanced Garment and Body	
CR314	Art, Design, and Social Practice	
SA205	3D Design and Printing	
CR301	Sound Art	

STUDIO ELECTIVES - 27

PROFESSIONAL PRACTICE - 3

PC3xx	Professional Preparation Elective	3
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+ Choose one of the approved options listed below

AH303	Museums, Knowledge, and Power	
FA390	Exhibition Studio	
HU304	WAAC Laboratory: A Journal of Art and Literature	
HU313	Advanced Creative Writing Seminar: Poetics/Aesthetics	
IL303	Illustration: Special Topics	
PC406	Internship	
PD306	Sustainable Art Industry Practices	
SC310	Duck Tape® Studio	

ART HISTORY (INTERMEDIATE TO ADVANCED) - 6

AH2xx	Any 200-level Art History Elective	3
AH3xx	Any 300-level Art History Elective	3

CRITICAL THINKING - 3

Choose one of the approved options listed below - 3

AH304	Doing It In the Dark: New Approaches to Visual Culture	
HU201	Aesthetics	
HU205	World Religions	
HU210	Introduction to Philosophy	

ADDITIONAL LIBERAL ARTS COURSEWORK REQUIRED - 21

Humanities Elective	3
Natural Science Elective	3
Social Science Elective	3
Liberal Arts Elective	12

SENIOR YEAR EXPERIENCE - 18

Senior Thesis	3
Senior Seminar	3
Senior Pathways Studio 1	6
Senior Pathways Studio 2	6

**TOTAL
CATALOG
CREDITS
120**

REQUIRED COURSES SCULPTURE MAJOR

SC201 Sculpture: Form and Space 3 CREDITS

Sculpture: Form and Space engages the concept of positive and negative three-dimensional space through an exploration of various mold-making and casting processes. Studio projects focus on the replication/reproduction of original three-dimensional designs using traditional and contemporary processes. Materials and processes explored include: modeling original clay designs for reproduction, designing and producing effective silicone rubber molds, slip-casting in plaster molds, low-melt metal casting, and a variety of alternate casting materials. Through independent research and class field trips, students learn how global, diverse, contemporary artists and designers employ casting principles and techniques.

(Prerequisite: FY101 or FY102 or Permission of Course Faculty.)

SC202 Sculpture: Construction 3 CREDITS

Sculpture: Construction investigates three-dimensional structure across a range of materials with a focus on steel/metal and wood. An orientation to the metal shop – which includes an introduction to cutting, shaping, and welding steel – enables students to work with steel as a primary material or as a structural support/armature for other materials. In addition to metal and wood, projects may include fibers, fabric, natural and synthetic materials, as well as finishes and coatings. Students learn to develop a three-dimensional idea from concept, to drawings, to scale model, to final sculpture in the preparation of a public project proposal.

(Prerequisite: FY101 or FY102 or Permission of Course Faculty.)

SC302 Sculpture: Installation 3 CREDITS

Sculpture: Installation addresses space as a sculptural element with a focus on the arrangement of elements, interaction with an audience/participants, and issues of context. Students create immersive environments, intervene in public settings, and/or invite participation. Concepts of the public, privacy, boundaries, scale, and place are addressed. Ephemeral processes/elements such as natural forces, light, sound, time, and movement are presented as sculptural elements. Study of contemporary sculptural and spatial practices supports the studio experience.

(Prerequisite: Junior Status.)

SC308 Sculpture: Materials Lab 3 CREDITS

Sculpture: Materials Lab is a hands-on, research experience wherein students identify and analyze an available focus material, breaking it down to its essence and re-defining its potential as sculptural matter. Once a focus material is identified, students gather existing information, conduct physical experiments, and assess its relative value(s). With each material experiment, students produce creative works addressing both the strengths and shortfalls of their focus material. Focus materials may range from natural materials such as stone and wood, to synthetic materials such as plastic (1-7) and resins, to conceptual and ephemeral materials such as the body, light, and air.

(Prerequisites: FY101, FY102, FY105, and FY106.)

COMPLEMENTARY COURSES SCULPTURE MAJOR

SA205 3D Design and Printing 3 CREDITS

3D Design and Printing explores the study and practice of digital 3D design tools and processes in the artistic space. Students will research and explore contemporary use of media (with a focus on 3D printing processes), theory and mechanics of the software, and perform practical use application of the processes. Students will focus on 3D printing as a standalone process within their art/design, practice as well as how it can integrate with other areas of study (illustration, drawing, sculpture, design, and animation). Students will utilize 2D and 3D digital outputs for review.

(Prerequisites: FY105 and DR203.)

SC220 Ceramics 3 CREDITS

Ceramics explores the five basic formation methods in ceramics including pinch, slab, coil, wheel, and slip-casting as well as firing techniques and finishing methods. Demonstrations and studio practice are focused on achieving proficient technical skills for each working method. Technical instruction is supported by lectures and critiques allowing students to develop their vision and voice through the ceramic medium. Research and study of contemporary and historical ceramic works provide context for the studio investigations. This course has a \$45 course fee that will be added to the student's billing statement.

(Prerequisite: FY101 or FY102.)

SC320 Advanced Ceramics 3 CREDITS

Advanced Ceramics provides continuing exploration of the discipline of ceramics including pinch, slab, coil, wheel, and slip-casting as well as firing techniques and finishing methods. Demonstrations and studio practice build on foundational experiences and are focused on mastering technical skills for chosen working methods. Technical instruction is supported by lectures and critiques, allowing students to refine their vision and voice through the ceramic medium. Research and study of contemporary and historical ceramic works provide context for the studio investigations. This course has a \$45 course fee that will be added to a student's billing statement.

(Prerequisite: SC220.)

CR301 Sound Art 3 CREDITS

Students will explore the medium of sound through eight topics including: listening, soundscape, voice, instrument, music, score, soundtrack, and DJ-ing (sound collage). The class will cover the history of sound art as well as relevant academic readings and contemporary sound works. Students will be prompted with in-class experimentations as well as individual explorations (sketches) on each topic. Towards the end of the semester, students will be asked to create self-directed sound works. Other noted projects include Score, where students create graphic scores to be performed by professional musicians and Band, where students are required to form "bands" (traditional or conceptual) with peers from the class, creating an end-of-the-semester concert. Both performances, Score and Band will be open to the school and the public to attend.

(Prerequisites: FY101, FY102, FY105, and FY106 or Permission of Course Faculty & Registrar.)

CR314 Art, Design, and Social Practice

3 CREDITS

In Art, Design, and Social Practice students explore creative solutions that promote and affect social engagement, social interaction, and community building within a range of social challenges. The course blends faculty presentations, class discussions, and creative practice while guiding students, or teams of students, through projects that address community needs. An overview of post-studio strategies for contemporary artists and designers will be exchanged. Meeting sessions focus on strategic planning, seminar topics, discussions, and reporting.

(Prerequisites: AH104, AH105, HU101, and HU102.)

FA214 Garment and Body

3 CREDITS

Students in Garment and Body will develop garment creation skills including sewing, pattern making, draping, textile manipulation, and DIY dress forms as applicable to contemporary art and design practice. Students will explore and discuss theories of fashion vs. art, the body and movement, and the role of the garment in installation and performance art.

(Prerequisites: FY101, FY102, FY105, and FY106.)

SA312 Textiles/Fiber Lab

3 CREDITS

Students examine textiles and fiber as contemporary media. Textiles/Fiber Lab is a laboratory of textile experiments and processes. Class explores some minor sewing techniques in addition to surface manipulation and pattern design. Students read and debate the history of this field in craft-based techniques and also fulfill prompts that call for exhibiting these techniques in relevant and interdisciplinary ways, such as sculpture, installation, and performance.

(Prerequisites: FY101, FY102, FY105, and FY106.)

SC305 Performance Art

3 CREDITS

This course explores the potential of performance art in a contemporary context. In Performance Art students develop unique, real-time experiences that are shared with an audience in class critique and in public. Issues of audience interaction, body movement, social intervention, costume, sound, and context are addressed through the completion of course assignments. A history of performance art is presented and researched to support studio practice. Students will document their time-based works appropriately to form a final course portfolio.

(Prerequisites: FY101, FY102, FY105, and FY106.)



SCULPTURE SAMPLE SCHEDULE - 120 CREDIT HOURS

FIRST YEAR | FALL SEMESTER

FY101	Communication	3
FY106	Discovery and Voice	3
FY105	Digital Literacy	3
HU101	Artist as Writer Workshop	3
	Art History	3
Semester Total		15

SECOND YEAR | FALL SEMESTER

SC201	Sculpture: Form and Space	3
	Sculpture Major Elective or Studio Elective	3
	Studio Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Art History Elective	3
Semester Total		15

THIRD YEAR | FALL SEMESTER

PR303	Sculpture: Materials Lab	3
	Sculpture Major Elective or Studio Elective	3
	Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
Semester Total		15

FOURTH YEAR | FALL SEMESTER *

	Senior Pathways Studio 1	6
	Senior Thesis	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

FIRST YEAR | SPRING SEMESTER

FY102	Ideation	3
FY107	Representational Drawing	3
HU102	Artist as Reader Workshop	3
	Art History	3
	Studio Elective or Digital Photography	3
Semester Total		15

SECOND YEAR | SPRING SEMESTER

SC202	Sculpture: Construction	3
	Sculpture Major Elective or Studio Elective	3
	Liberal Arts Elective	3
	Liberal Arts OR Critical Thinking Elective	3
	Liberal Arts Elective	3
Semester Total		15

THIRD YEAR | SPRING SEMESTER

SC302	Sculpture: Installation	3
	Sculpture Major Elective or Studio Elective	3
	Studio Elective	3
	Art History Elective	3
	Professional Practice Course	3
Semester Total		15

FOURTH YEAR | SPRING SEMESTER *

	Senior Pathways Studio 2	6
	Senior Seminar	3
	Studio Elective	3
	Liberal Arts Elective	3
Semester Total		15

*Course descriptions for SA482 Senior Seminar, SA491 Senior Pathways Studio 1, and SA492 Senior Pathways Studio 2 are in the Senior Year Experience portion of the Catalog.





DOUBLE MAJORS

DOUBLE MAJORS

Students who wish to combine any two majors (Creative Writing, Design, Digital Arts Animation, Illustration, Painting and Drawing, Photography, Print Media, and Sculpture) will complete 120 hours for the first major. Beyond this requirement, completion of a double major requires 15 semester credits in the second major and 12 additional credits in SA491 Senior Pathways Studio 1 and SA492 Senior Pathways Studio 2 for the second major. Thus, SA491 and SA492 must be taken for each of the two majors. As a minimum of 132 hours is required for completion of a double Studio Arts major, this option requires additional study beyond four years. If a student chooses Creative Writing as part of a double major, completion of a total of 138 credits are necessary due to the cross-departmental nature of a Liberal Arts and a Studio Arts dual path. Each major requires a Formal Creative Presentation and a Senior Thesis Review by a faculty committee, and the second Formal Creative Presentation must include a written artist statement that briefly addresses the points from the Thesis Statement requirements. The student should work with their/his/her Thesis Advisor on creating the artist statement.

MINORS

Students may choose to minor in a supplementary discipline in addition to their major. Minors may be available in Art History; Creative Writing; Digital Arts Animation; Design; Film/Video; Illustration; Painting and Drawing; Photography; Print Media; and Sculpture. Availability of minors is subject to course availability, course schedules, and the student's choice of major. The AAC does not guarantee that all minors will be available in all circumstances.

Art History Minor

REQUIRED COURSES - 15 CREDITS

AH104	Global Art Histories	3
AH105	Issues and Ideas in Modern and Contemporary Art History	3
AH2xx	200-Level Art History Elective	3
AH3xx	200-Level Art History Elective	3
AH304	Doing It in the Dark: New Approaches to Art History	3

Creative Writing Minor

REQUIRED COURSES - 15 CREDITS

HU101	Artist as Writer Workshop	3
HU102	Artist as Reader Workshop	3
HU213	Creative Writing: Multi-Genre	3
HU3xx	300-Level Literature Elective	3

Choose one of the following courses

HU211	Creative Writing: Poetry	3
HU212	Creative Writing: Short Story	3
HU215	Creative Writing: Nonfiction	3
HU313	Advanced Creative Writing Seminar in Poetics and Aesthetics	3
HU314	Creative Writing: Experimental Approaches to the Book-Length Project	3

Design Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

CA211	Letterpress Design	3
CA311	Advanced Letterpress Design	3
CR203	Social Practice in the Arts	3
DS201	Typographic Design	3
DS202	Communication Design	3
DS301	Design Methods	3
DS302	Systems Design	3
DS303	Experience Design	3
DS310	Web Design: UI/UX	3
FA312	Artist Books	3
PR202	Print Media: Screen Printing	3

Digital Arts Animation Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

DA213	Art and the Moving Image	3
DA211	Introduction to 2D Animation	3
DA212	Introduction to 3D Animation	3
DA214	Storyboarding and Sequencing	3
DA311	Motion Graphics and Special Effects	3
DA312	Narrative Animation in 2D and 3D	3
DA313	Sound and the Moving Image	3
DA314	Vision and Voice in Animation and Motion	3

Film and Video Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

DA213	Video Documentary	3
DA211	Video and Interdisciplinary Arts	3
DA212	Art and the Moving Image	3
DA214	Storyboarding and Sequencing	3
DA311	Motion Graphics and Special Effects	3
DA313	Sound and the Moving Image	3

Illustration Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

DA211	Introduction to 2D Animation	3
DA214	Storyboarding and Compositing	3
IL204	Introduction to Illustration	3
IL201	Illustration: Composition	3
IL205	Illustration: Narrative	3
IL210	Comic Book Art	3
IL303	Illustration: Special Topics	3
IL304	Illustration: Communication	3
IL305	Illustration: Process and Media	3

Painting and Drawing Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

DR201	Drawing: Space and Meaning	3
DR202	Drawing: Strategies and Media	3
DR203	Digital Form and Space	3
DR205	Expanded Drawing	3
DR308	Drawing as Inquiry	3
DR309	Drawing: Collage	3
FY107	Representational Drawing	3
PD306	Sustainable Art Industry Practices	3
PD201	Painting and Drawing: Intro to Oil Painting	3
PD202	Painting and Drawing: Figure and Process	3
PD203	Painting and Drawing: Voice and Vision	3
PD304	Painting and Drawing: Subject and Context	3
PD305	Painting and Drawing: Technology and Tools	3

Photography Minor

REQUIRED COURSES - 15 CREDITS

PH201	Digital Photography	3
PH202	Darkroom Photography	3
PH313	Intermediate Photography and Personal Vision	3

Choose two of the following courses

DA213	Art and the Moving Image	3
DA314	Vision and Voice in Animation and Motion	3
DA311	Motion Graphics and Special Effects	3
DA313	Sound and the Moving Image	3
FA212	Video Documentary	3
FA213	Video and Interdisciplinary Arts	3
PH301	Medium and Large Format Photography	3
PH302	Experimental Photography	3
PH304	Commercial Photography	3
PH305	Special Topics	3

Print Media Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

CA211	Letterpress Design	3
CA311	Advanced Letterpress Design	3
FA312	Artist Books	3
PR201	Print Media: Etching, Lithography, Monoprint, and Relief	3
PR202	Print Media: Screen Printing	3
PR301	Print Media: Lithography and Relief	3
PR303	Print Media: Concepts	3
PR310	Print Media: Advanced Etching and Intaglio	3

Sculpture Minor

REQUIRED COURSES - 15 CREDITS

Choose five of the following courses

SC201	Sculpture: Form and Space	3
SC202	Sculpture: Construction	3
SC220	Ceramics	3
SC302	Sculpture: Installation	3
SC305	Performance Art	3
SC308	Sculpture: Materials Lab	3
SC320	Advanced Ceramics	3
SA205	3D Design and Printing	3
FA214	Garment and Body	3
FA324	Advanced Garment Design and Fabrication	3
SA205	3D Design and Printing	3
SA312	Textiles and Fiber Lab	3
SC310	Duck Tape® Studio	3



ADDITIONAL STUDIO ARTS COURSE DESCRIPTIONS

CA211 Letterpress Design

3 CREDITS

Letterpress Design explores technical processes, visual aesthetics and design strategies in letterpress printing through individual printing/publishing projects, as well as a final collaborative project. Students acquire a working knowledge of letterpress operation and design as a historic perspective of printing and to supplement to their knowledge of offset and digital printing technologies.

(Prerequisite: FY101)

CA311 Advanced Letterpress Design

3 CREDITS

Advanced Letterpress Design is a continuation of the explorations of the technical process, visual aesthetics, and design strategies in letterpress printing from CA211. Students pursue individual interests with the course faculty and determine areas of more specialized work to create advanced work to achieve quality portfolio pieces.

(Prerequisites: FY101 and CA211)

FA212 Video Documentary

3 CREDITS

The Video Documentary course is an exploration of the principles, mechanics, techniques, and aesthetics of video documentation both as a tool for communication and as an art form within its own right. This course is designed to help students learn to use video, lighting, and sound as effective tools in creating video documentation while understanding the stakes and ethics of documentary strategies. Students will learn how to capture video and sound using digital video cameras and audio equipment, and they will learn to digitally edit their works. Students will obtain pre-production planning and writing practice, hands-on production (studio) procedures, and post-production editing.

(Prerequisite: FY101 or FY102.)

FA213 Video and Interdisciplinary Arts

3 CREDITS

Video and Interdisciplinary Arts focuses on video combined with other art forms such as sculpture, painting, photography, design, illustration, and others. Students will use the language of video arts in a variety of interdisciplinary methods with projection, small screens, Internet, and others. Equipment such as projectors, computers, TV screens, and cameras are available for checkout on a limited basis. Students will use software such as Adobe Premiere to edit and complete assignments.

(Prerequisite: FY101 or FY102.)

FA312 Artist Books

3 CREDITS

Artist Books includes a study of book forms and basic bookbinding approaches through demonstration, research, and investigation of contemporary artist books. Students explore the relationship between text and image, and they approach book design using letterpress, digital output, xerography, photography, and additional print and drawing media. In addition, the course covers experimentation with altered and deconstructed books. Students will work from a technical base to create books, one-of-a-kind works, and limited editions that reflect personal subject matter and an exploration of contemporary and historical directions in artist books. Classes will consist of demonstrations, discussions, book projects, studio time, in-progress and group critiques, field trips, and/or visiting artists.

(Prerequisite: Junior Status.)

FA324 Advanced Garment Design and Fabrication

3 CREDITS

Students in Advanced Garment Design and Fabrication will build upon the garment creation skills learned in FA214 and will develop increasingly challenging garment constructions as applicable to contemporary art and design practice.

(Prerequisite: FA214.)

FA331 Shifting the Gaze of Race and Identity in Visual Art

3 CREDITS

In this interdisciplinary course, students create works about the relationships among race, identity, and visual representation from a variety of contemporary methodologies. Through a series of readings, field trips, video lectures, guest speakers and discussions, students reflect on race, their place in society, and personal cultures. The curriculum for Shifting the Gaze of Race and Identity in Visual Art investigates visual representation and the gaze from alternative lenses of under-represented contemporary artists. Assignments cover topics such as anti-colonialism, validation, performative allyship, audience, community, exoticism, stereotypes, cultural production and personal expression, which can be completed in any medium.

(Prerequisites: FY101 or FY102 and FY106.)

FA390 Exhibition Studio *

3 CREDITS

Exhibition Studio is a three-credit course devoted to the creation of a small body of work and the display of the work in a series of class exhibitions installed in various local art venues. Students will engage in a rigorous regimen of critical thinking, working industry process, research, writing, and critique. Students will develop necessary professional materials such as an online presence, resume, and artist statement. Students will also study other professional components of exhibition, including networking, curating, installation, and presentation.

(Prerequisites: FY101 and Junior Status.)

** Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

PC406 Internship *

3 CREDITS

Internships are Pass/Fail and are designed to provide an educationally purposeful, professional experience. The goal is for students to explore opportunities that offer meaningful experiential learning in which current skills can be strengthened while new skills are obtained. Students may also explore fields outside their areas of study in order to gain supplemental experience. Students are encouraged to seek opportunities that enhance their personal understanding of the type of work they may pursue. May be taken a total of two times for credit.

(Prerequisite: Junior Status.)

** Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

PR305 Print Media: Contemporary Practices

3 CREDITS

Print Media: Contemporary Practices emphasizes individual practice within various professionally driven workshops in Screen Printing. Students begin to explore contemporary practices, unique DIY methods, and how they can be used in your studio practice.

(Prerequisite: PR202.)

SA210 Open Studio

3 CREDITS

In Open Studio, students work toward self-defined goals by engaging in studio activities that expand beyond their major course of study. Students will engage in an active process that includes research, media exploration, discussions, field trips, and class critiques. Students will establish a schedule of studio visits and discussions with the course faculty and scheduled guests.

(Prerequisites: FY101, FY102, FY105, and FY106.)

SA331 Undergraduate Studio Investigation I: Painting, Drawing, Sculpture

3 CREDITS

BFA students work closely with a faculty team to develop their vision and voice through independent studio activity, group discussions, and media workshops. The student submits a statement of goals in the first week as a flexible plan for the semester. A regular schedule of critiques provides peer and faculty feedback on in-progress and finished work. Research in the contemporary practice of Painting, Drawing, and Sculpture is an integral part of the studio experience. SA331 is the BFA-level parallel to the MAAE course listing MA5310.

(Prerequisites: FY101, FY102, FY105, and FY106.)

SA332 Undergraduate Studio Investigation II: Photo, Video, Screen Printing

3 CREDITS

BFA students work closely with a course faculty team to develop their vision and voice through independent studio activity, group discussions, and media workshops. The student submits a statement of goals in the first week as a flexible plan for the semester. A regular schedule of critiques provides peer and instructor feedback on in-progress and finished work. Research in the contemporary practice of Screen Printing, Photography, and Video is an integral part of the studio experience. SA332 is the BFA-level parallel to the MAAE course listing MA5320.

(Prerequisites: FY101, FY102, FY105, and FY106.)

SC310 Duck Tape® Studio

3 CREDITS

Duck Tape® Studio is a hands-on course wherein students conceptualize, design, build, and exhibit sculptural works using duct tape as the primary medium. Students address a variety of themes and brainstorm creative solutions. Students work individually or in teams to design and build sculptures using sound, safe construction techniques. An overview of contemporary public sculpture is an essential component of the course. Students will exhibit their work in several outdoor, public venues.

(Prerequisite: Junior Status.)

** Students may elect to have the credit for this course applied to the Professional Preparation Elective requirement.*

MANDATORY END-OF-YEAR STUDENT REVIEWS

At the conclusion of each academic year, every AAC student completes an end-of-year student review. Reviews are designed to help students evaluate overall strengths and weaknesses in their studio work, discuss their learning in their academic courses, and determine whether the student is fulfilling the AAC Educational Objectives relative to their year level. Completion of the End-of-Year Student Review at each year level is a requirement for graduation and is an essential component of a student's AAC learning experience.

A Faculty Review Team is assigned to each student. This team conducts the review and completes the Universal Review Assessment Form. Each student receives a digital copy of the completed Review Form, which becomes part of the student's academic record. First, Second, and Third year students present their work for review at a designated time and location determined by the Assessment and Reviews Committee. A student who misses an End-of-Year Student Review at any year level must schedule a make-up review with the Assessment and Reviews Committee. Faculty Portfolio Review Scholarships are based on several criteria, including the work submitted for review at the end of the First, Second, and Third years respectively.

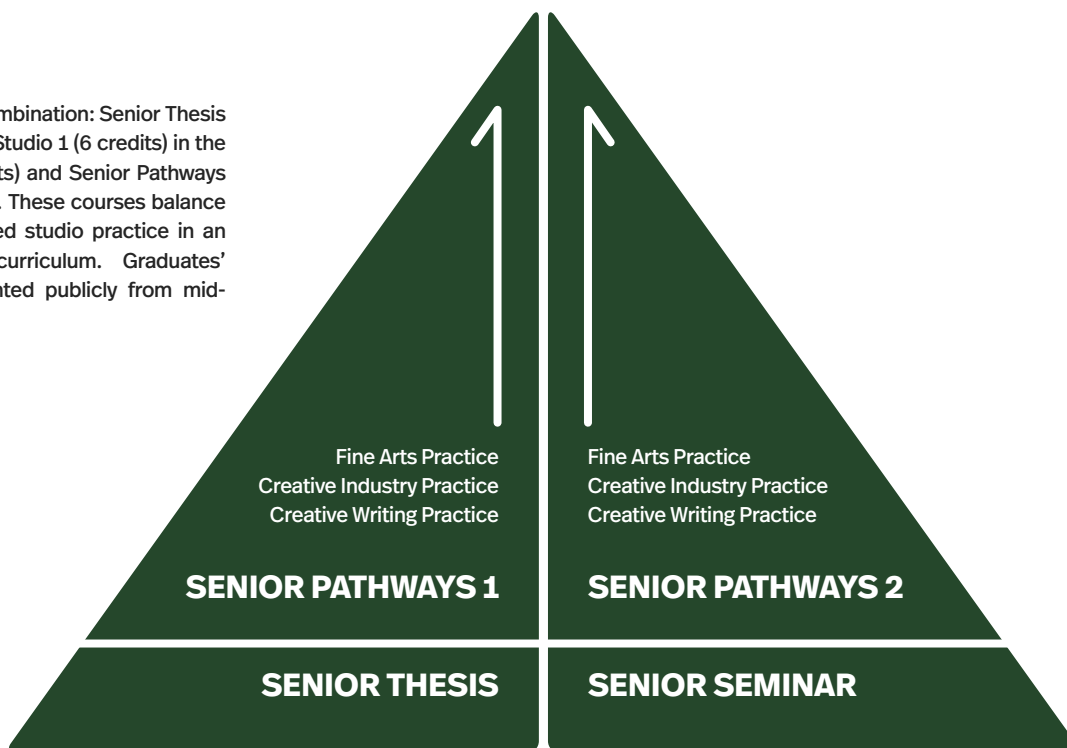


SENIOR YEAR EXPERIENCE

The mission of the AAC Senior Year Experience is to showcase the achievement of Student Learner Outcomes, the evolution of students' innovative ideas throughout the four-year curriculum, and successful creative projects that serve as culminating expressions of an engaging, transdisciplinary education. Each graduating senior completes a final project, which consists of a thesis paper and Formal Creative Presentation that can take the form of an exhibition, publication, performance, event, or other creative outcome. The Culminating Curricular Review, facilitated by a Faculty Review Team, is completed for each graduating senior. The Senior Year curriculum focuses on the development of a thoughtful, long-term individual project from conception and research to experimentation, revision, and professional presentation. Students and Pathway Faculty engage not according to major, but according to areas of focus. This collaborative – though customized – approach provides seniors with resources and guidance as they discover and refine how they wish to apply their creative practice after graduation. Areas of focus include, but are not limited to: Creative Industry Practice, Curatorial Practice, Fine Art Practice, and Writing Practice.

SENIOR PROJECT

The structure is a four-course combination: Senior Thesis (3 credits) and Senior Pathways Studio 1 (6 credits) in the Fall and Senior Seminar (3 credits) and Senior Pathways Studio 2 (6 credits) in the Spring. These courses balance academic practice with advanced studio practice in an integrative, multi-disciplinary curriculum. Graduates' culminating projects are presented publicly from mid-March through the end of April.



EDUCATIONAL OUTCOMES

INTRODUCTORY TO INTERMEDIATE

- Create a self-driven body of work based on the student's personal interests and values.
- Create work in a multi-disciplinary and conceptually diverse atmosphere.
- Identify the concepts and/or theories that form a basis for the senior's art and/or design.
- Articulate the context of the senior project and the work of fellow students, in the context of the creative world and beyond.
- Create a Formal Creative Presentation, which could be – but is not limited to: a publication, an exhibition, a performance, or a product.
- Produce work that is the basis for a thesis project to demonstrate successful attainment of the AAC Educational Goal and the AAC Educational Objectives established for all year levels, up to and including the Senior Year.

SENIOR THESIS REVIEWS | FORMAL CREATIVE PRESENTATION

Graduating seniors must receive passing scores for their written thesis statement and their creative projects. Senior Thesis Review scheduling is the responsibility of the student. Seniors must receive a passing score for both the written thesis and the Formal Creative Presentation of their senior project.

COURSE DESCRIPTIONS

SENIOR YEAR EXPERIENCE

LA481 Senior Thesis

3 CREDITS

Required of all seniors, Senior Thesis is a team-taught, multi-purpose course that connects a student's undergraduate experience to their/his/her life beyond the AAC as a graduate student and/or as a practicing professional. The course is designed to initiate students in both conceptual and practical aspects of articulating a life as a practicing professional. The course is not only a guided tour through the process of developing and writing the senior thesis, but also an investigation, discussion, and evaluation of what it means to live and work as an artist/designer in the 21st Century. In the process, students explore the concepts, theories, influences, and experiences that inform and support the work they present for review in their senior thesis exhibition. Additionally, the course may cover such topics as: goal-setting, the business of art, professional presentations, building a resume, and portfolio development, etc.

(Prerequisite: Senior Standing.)

SA482 Senior Seminar

3 CREDITS

Required of all seniors, Senior Seminar is a team-taught, multi-purpose course that connects a student's undergraduate experience to their/his/her life beyond the AAC as a graduate student and/or as a practicing professional. The course is designed to initiate students in both conceptual and practical aspects of articulating a life as a practicing professional and an investigation, discussion, and evaluation of what it means to live and work as an artist/designer in the 21st Century. In the process, students will explore the concepts, theories, influences, and experiences that inform and support the work they present for review in their senior thesis exhibition. Additionally, the course may cover topics such as establishing a professional presence in the community, the business of art, professional presentations, building a resume, and portfolio development, etc.

(Prerequisite: LA481.)

SA491 Senior Pathways Studio 1

6 CREDITS

Senior Pathways Studio 1 meets four times per week during the fall semester of the senior year and represents the first of two advanced-level courses, which prepares students to create work in their major as applicable to a professional pathway and/or for life after college. This team-taught course is a collaboration between a faculty team that represents a variety of professional pathways and students from all disciplines. Pathways are determined each year based on student needs and interests. They include – but are not limited to – Creative Industry Practice (commercial and creative industry), Fine Arts Practice, and Writing Practice.

(Prerequisite: Senior Standing.)

SA492 Senior Pathways Studio 2

6 CREDITS

Senior Pathways Studio 2 meets four times per week during the spring semester of the senior year and represents the second of two advanced-level courses for each major area of study. As with Senior Pathways Studio 1, a collaborative teaching approach defines Senior Pathways Studio 2, which presents opportunities for continued discussion across all disciplines, increasing a sense of community as a positive learning environment and opening possibilities in specific media and multi-disciplinary activity. This team-taught course is a collaboration between a faculty team that represents a variety of professional pathways and students from all disciplines. Pathways are determined each year based on student needs and interests. They include – but are not limited to – Creative Industry Practice (commercial and creative industry), Fine Arts Practice, and Writing Practice.

(Prerequisite: SA491.)



Artwork by Leah Woodall

AAC MASTER OF ARTS IN ART EDUCATION



Artwork by Kelly Bartholomew



Stephen Kenny, MFA



Assistant Professor
Chair of MAAE Program
skenny@artacademy.edu

MASTER OF ARTS IN ART EDUCATION

The Master of Arts in Art Education program at the Art Academy of Cincinnati is a studio-intensive, practice-oriented degree program with one elemental focus: to develop contemporary art educators into professional studio arts practitioners whose own artistic achievement enhances their respective learning environments. Integrating studio and post-studio art and design practice with art education theory is at the center of the MAAE program and purpose. Eighteen of the 30 total credits required are completed in studio courses in which students engage in art and design problem-solving, interactive inquiry, collaborative research, experimentation, and critical thinking. The remaining 12 credits in Art History coursework and seminars in Art Education round out this integrative program.

Traditionally completed over three, eight-week summer sessions, the program is ideal for art educators who wish to pursue professional, graduate education while maintaining their teaching positions. Aspiring museum educators, community arts education professionals, and “beyond-the-classroom” contemporary arts educators may opt for alternative schedules. Curricular flexibility allows students to pursue any of the following options:

1. Complete all program requirements over three intensive, eight-week summer sessions.
2. Accelerate program completion by augmenting summer session coursework with enrollment during the academic year to complete the MAAE degree in two calendar years.
3. Expand enrollment to four or five eight-week summer sessions to accommodate the desire for a less intensive course schedule.
4. Pursue any combination of the above or propose an alternate plan to the MAAE Program Chair.

MAAE ADMISSIONS REQUIREMENTS

Admissions Application	Submit an Application for Admission to the MAAE Degree Program.
Visual Portfolio	Present a portfolio consisting of 8-15 original works completed within the last three years. Applicants may contact admissions@artacademy.edu to schedule an in-person portfolio review. Alternatively, applicants may submit the portfolio by uploading it to https://aac.slideroom.com/#/Login .
Artist Statement	Submit an Artist Statement via online upload. Your Artist Statement should be 500 words or more, and it should provide a brief personal history, including your educational background, artistic interests, and work experience. It should highlight your commitment to teaching and state your reasons for pursuing an advanced degree.
Minimum Cumulative GPA	A Cumulative Grade Point Average (CGPA) of 3.0 or higher is required.
Official Transcripts	Please request official transcripts from all universities and/or colleges you attended to be sent directly from the issuing institutions to the Admissions Office at the Art Academy of Cincinnati.
Letters of Recommendation	You will be required to list two recommenders within the application. Your recommenders should speak to your professional and scholarly experience, aptitude, commitment to teaching, creative practice, and potential for success in an advanced degree program.
Résumé	Strong recommenders may include Supervisors, Administrators, Teaching mentors, College faculty, Professional colleagues, Community arts leaders, Education leaders, or other professional references who can speak to your teaching, scholarship, and creative practice. Letters of recommendation may not be submitted by family members or relatives. Your professional references should mail their letters of recommendation directly to the Admissions Office at the Art Academy of Cincinnati.

MAAE PROGRAM TRANSFER CREDIT POLICY

Students who enter the MAAE program after having earned graduate credit at an accredited and reputable institution may make a formal request to have up to 15 graduate credits applied to the 30-credit curriculum. A formal request consists of a letter of intent and official transcripts of graduate credits completed within the past six years. Consideration of credit transfer is given only to coursework comparable to the requirements of the AAC MAAE program and only for courses resulting in achievement of a grade of A, A-, B+, B, or B-. Decisions about graduate transfer credit(s) are made by the MAAE Program Chair in consultation with the Registrar and Executive Director of Academic Affairs and Academic Dean.

AAC PROGRAM ESSENTIAL COMPONENTS:

Journal

The MAAE Journal is an integrative, evolving element of the program that engages the student in critical writing and reflection, process development, critical thinking, and visual documentation throughout the duration of the program. A constructive tool that serves as a meaningful record of the student's development as a studio artist, art educator, art education theorist, innovator, and visual arts education professional, the journal chronicles the student's ongoing endeavor to synthesize diverse perspectives on teaching, learning, working, and art-making. The journal becomes an integrative and tactile interpretation of the candidate's ongoing pursuit to innovate holistic, inclusive, and progressive instructional methods that infuse educational opportunities with creative problem-solving and correlational activities that advance interactive ways of learning. Effective use of the journal involves drawing connections among experiences gained in studio practice, art education seminars, and art history coursework. The journal documents the MAAE student's process and progress and serves as a fundamental tool through which the student develops an intimate, conceptual understanding of the value of keeping an active journal throughout the time spent in the MAAE program. By the time the student approaches degree completion, the journal itself has become a dynamic set of original resources that collectively help the MAAE degree candidate formulate and refine an original, distinctive approach to pedagogy and the creative process. The MAAE Journal is an essential component of the Advancement to Candidacy Review and the capstone Portfolio Presentation experience.

Common Hour

The entire MAAE student community gathers officially once per week at an event called Common Hour. Each Tuesday throughout the summer term, students meet for a presentation that is relevant to the MAAE Educational Goal, MAAE Educational Objectives, and contemporary art education. Topics, presenters, and at times, locations, change weekly, exposing students to a variety of innovative artists, organizations, and initiatives throughout the community. Art educators within the community need not be enrolled in the MAAE program in order to attend Common Hour presentations.

Studio Courses

The MAAE degree at the Art Academy of Cincinnati requires the completion of 18 credit hours of studio coursework. The Graduate Studio Investigations courses satisfy these studio requirements. Candidates in the MAAE program are expected to define their own studio goals and have a foundation of studio experience to build on. The Graduate Studio Investigations courses are designed to guide candidates in the pursuit of their stated creative goals, offering technical expertise and contextual references to support individual growth. The courses are team-taught by two faculty members, each representing a different discipline, providing students with a wealth of technical and contextual resources.

Art Education Seminars

Art Education Seminar offerings at the Art Academy of Cincinnati cover a diverse range of current topics in Art Education. Essential topics such as professional practice, curriculum development, and assessment are offered on a regular rotating basis. Topics such as Art, Design, and Social Practice and Art Education and Social Justice are offered on an alternating schedule. Candidates are required to complete four, two-credit Art Education Seminar courses on select topic areas. In the final term, candidates take Portfolio Presentation, a one-credit seminar in which they refine and finalize the capstone experience. The combination of foundational and forward-thinking pedagogy provides candidates a range of information and experiences to maintain a unique and effective classroom practice. A total of 9 credit hours of Art Education Seminar coursework is required for degree completion.

Art Education Seminars

Art Education Seminar offerings at the Art Academy of Cincinnati cover a diverse range of current topics in Art Education. Essential topics such as professional practice, curriculum development, and assessment are offered on a regular rotating basis. Topics such as Art, Design, and Social Practice and Art Education and Social Justice are offered on an alternating schedule. Candidates are required to complete four, two-credit Art Education Seminar courses on select topic areas. In the final term, candidates take Portfolio Presentation, a one-credit seminar in which they refine and finalize the capstone experience. The combination of foundational and forward-thinking pedagogy provides candidates a range of information and experiences to maintain a unique and effective classroom practice. A total of 9 credit hours of Art Education Seminar coursework is required for degree completion.

Art History Courses

The Art History course required for completion of the MAAE degree supports the candidates' studio investigations and presents effective resources that art educators can implement to keep classroom activities current, diverse, and resilient. Artistic Practice in the Contemporary World exposes candidates to the most current and most relevant artists, theorists, and strategies in practice today. Completion of 3 credit hours of art history coursework is required for degree completion.

ADVANCEMENT TO CANDIDACY REVIEW

As students approach the completion of 15 credit hours, (typically in the second summer) they must successfully complete the Advancement to Candidacy (ATC) Review. Critical components of the ATC Review are the analysis and synthesis of the experiences and insights gained in the MAAE program up to this point. The ATC is an opportunity for the student (in collaboration with the faculty) to assess the progression of creative work and its impact on pedagogical theory and practice. A three-page essay that summarizes the student's development throughout the program is critical to advancement to candidacy for the MAAE degree. The Advancement to Candidacy Review prepares MAAE students for the critical and conclusive Portfolio Presentation by identifying opportunities for clarification, elaboration, and refinement. A digital-format presentation that integrates studio accomplishments with classroom initiatives is highly recommended, and successful presentation of the student's creative output is required for advancement. The faculty review team provides specific recommendations regarding strengths areas and for improvement. Each MAAE student is encouraged to consult with the assigned faculty advisor on effective ways to prepare for the ATC Review.

PORTFOLIO PRESENTATION

Portfolio Presentation follows the successful Advancement to Candidacy Review and is completed in the final summer. This capstone experience is comprised of three components:

- A gallery exhibition of original art/design that demonstrates the candidates' individual aesthetic. Candidates produce, select, arrange, and install their original art in an appropriate Art Academy of Cincinnati gallery. Candidates collaborate and coordinate with their peers to present and host a professional, public exhibition of their creative work. Candidates take active responsibility for all aspects of planning the culminating thesis exhibition, including didactics, publicity, promotion, arts exhibition sales, and de-installation.
- A written thesis paper that defines and supports effective studio practice, classroom theory and practice, and innovative integration of these aspects of contemporary art education. Candidates write their thesis papers in Art Education Seminar: Portfolio Presentation, a required course. In this course, candidates work closely with their professor and peers to edit and refine the written thesis papers to achieve a cohesive, compelling statement of each candidate's core aesthetic and pedagogical vision.
- A digital/oral presentation that supports the candidate's individual aesthetic, pedagogy, and innovative perspective on successfully integrating the two. The primary purposes of the digital/oral presentation are to explain and summarize the concepts illustrated in the thesis paper, to show essential connections between the candidate's development as an artist/designer and their/his/her development as an art educator.

All three components of the Portfolio Presentation are evaluated by a review committee comprised of faculty members representing the three disciplines: studio, art education, and art history. Presentations evaluated as "Proficient" or "Excellent" are successful, thereby satisfying the capstone requirement. Upon achievement of the capstone requirement and completion of all required coursework, the AAC confers the Master of Arts in Art Education degree upon the MAAE degree candidate. Candidates whose presentations are evaluated below "Proficient" are provided written feedback on the areas of deficiency and are permitted to resubmit individual components or to re-apply for a new Portfolio Presentation at the review committee's recommendation. The Portfolio Presentation process (or any critical component thereof) may be attempted a maximum of two times.

MASTER OF ARTS IN ART EDUCATION SAMPLE SCHEDULE

SUMMER 1

Studio Elective	3
Studio Elective	3
Art Education Seminar: Contemporary Issues in Art Education	2
Artistic Practice in the Contemporary World	3
Semester Total	11

SUMMER 2

Studio Elective	3
Studio Elective	3
Art Education Seminar Elective	2
Art Education Seminar Elective	2
Semester Total	10

SUMMER 3

Studio Elective	3
Studio Elective	3
Art Education Seminar Elective	2
Portfolio Presentation	1
Semester Total	9

TOTAL CATALOG CREDITS 30

COURSE DESCRIPTIONS MASTER OF ARTS IN ART EDUCATION

AH5123 Artistic Practice in the Contemporary World 3 CREDITS

Artistic Practice in the Contemporary World considers how a global, technological, multicultural, and politically and economically unstable world impacts serious art in the contemporary world. It looks at artistic strategies, materials, forms, activist stances, and new media in the face of the world as it is. The course will center on lectures, class discussions, research, and field trips.

(Required course.)

MA5310 Graduate Studio Investigation I: Painting, Drawing, Sculpture

3 CREDITS

Students work closely with a team of faculty members to develop their vision and voice through independent studio activity, group discussions, and media workshops. During the first week of Graduate Studio Investigation I: Painting & Drawing, Sculpture, each student submits a statement of goals as a flexible plan for the semester. A regular schedule of critiques provides peer and faculty feedback on in-progress and finished work. Research in the contemporary practice of Painting & Drawing, Sculpture is an integral part of the studio experience.

MA5320 Graduate Studio Investigation II: Photo, Video, Screen Printing

3 CREDITS

Students work closely with a team of faculty members to develop their vision and voice through independent studio activity, group discussions, and media workshops. During the first week of Graduate Studio Investigation II: Photo/Video, Screen Printing, each student submits a statement of goals for a flexible plan for the semester. A regular schedule of critiques provides peer and faculty feedback on in-progress and finished work. Research in the contemporary practice of Photography, Video, and Screen Printing is an integral part of the studio experience.

MA5500 Art Education Seminar: Contemporary Issues in K-12

2 CREDITS

Through Art Education Seminar: Contemporary Issues in K-12, students investigate theories that influence artist/educator's perceptions of art and culture. Theories that drive contemporary art and education through images, processes, society, and personal vision are components of this course. Students are encouraged to look for new associations linked to artists, theories, society, and art education and to translate them to their journals and studio practice as they review, revise, and clarify their practice.

MA5510 Art Education Seminar: Visual, Cultural, & Communication Issues (in 21st Century Society)

2 CREDITS

In Art Education Seminar: Visual, Cultural, & Communication Issues (in 21st Century Society), students will investigate contemporary art and culture to determine their meaning, value, and context. Development of the skills that an art historian employs is central to teaching children and others these skills of inquiry. Knowledge and the integrative process of interpretation are central components of this discipline. A range of styles of art historical inquiry and contemporary issues employed by professionals will be compared and exemplified. As part of the masters-level training in current pedagogy, students will learn and employ skills of contemporary art historians. These skills will aid students in choosing specific learning resources and in developing strategies for employing them. Decoding and understanding current scholarship and research in art education issues will focus on developing skills for lifelong learning in the arts. Journal assignments will serve to connect a student's advanced art historical proficiencies to pragmatic classroom applications.

MA5520 Art Education Seminar: Social Issues in Art Education

2 CREDITS

In Art Education Seminar: Social Issues in Art Education, students will learn to implement current theory and methodologies for teaching inquiry into the disciplines of art criticism and aesthetics. This will be accomplished through the investigation of artworks already created: the meaning, value, context, and theory surrounding works of art and subsequent issues. Development of the skills of an art critic and aesthetician in contemporary visual culture is related to teaching children important inquiry-based skills. Central components of this discipline are philosophies of art and the process of interpretive learning. Students will learn and employ the skills of an art critic and aesthetician. These skills will aid students in their choices of debating material and critiquing activities, and their strategies for employing these activities. A journal assignment will be given in connection with readings and activities in aesthetics and art criticism. These journal exercises will detail thoughts and ideas, synthesizing the ideologies with pragmatic classroom application. Current research pointing to the importance of the arts in education and in the development of life skills will be discussed and highlighted through student research.

MA5530 Art Education Seminar: Curriculum Development

2 CREDITS

Through texts, periodicals, and peer/faculty interaction, students create a year-long curriculum overview of two courses with a portrayal of each course's audience, assessments, content, targets, and processes. In Art Education Seminar: Curriculum Development, students create units and lesson plans that illustrate thematic divisions, conceptual webs, and sequences for learning about art.



Artwork by Katie Brenner Wolf

MA5540 Art Education Seminar: Portfolio Presentation

1 CREDIT

In Art Education Seminar: Portfolio Presentation, students review and assess their growth and development as artists and art educators over the course of their time in the MAAE program. Completion of this course culminates with a Portfolio Presentation, which includes essential written, oral, and public exhibition components. Students meet individually and as a group with the course faculty to discuss, plan, implement, and document successful completion of the Portfolio Presentation process.

(Required course.)

MA5550 Art Education Seminar: Assessment in Art Education

2 CREDITS

In Art Education Seminar: Assessment in Art Education, the student will learn to differentiate and implement various strategies in assessment practices. Formative and Summative assessment practices and procedures will be highlighted and integrated with the National Standards in Art Education. Students will be able to create and implement classroom-specific assessments for their own usage and validate the reliability of each practice.

MAAE GRADUATION REQUIREMENTS

The following criteria must be met for students to receive the MAAE degree:

1. All 30 credit hours must be completed in required areas. Students receiving grades of "Incomplete" have a 25-day grace period to complete those requirements, unless otherwise stated in their Incomplete Grade Contract. If not completed within the grace period, the student's graduation date will be postponed to the next graduation cycle.
2. A minimum cumulative grade point average (CGPA) of 3.00 must be achieved.
3. Tuition and fees must be paid in full.
4. Each student loan recipient must complete an exit counseling session with the Financial Aid Office.
5. Official college transcripts (if applicable) must be on file in the Registrar's Office.
6. Complete and submit an application for graduation to the Registrar. Three graduation dates are available each year, occurring after the end of each semester. The application for graduation must be submitted by the end of the third week of classes for the semester after which graduation is anticipated. The application is available from your advisor, the Registrar, or the Registrar's web page.
7. Students must have successfully completed the Advancement to Candidacy review.
8. Each MAAE student is required to successfully complete the Portfolio Presentation, which includes a written thesis, a thesis exhibition of visual art and/or design work, and a verbal presentation/defense.

MASTER OF ARTS IN ART EDUCATION DEGREE PETITION TO PROCESS IN COMMENCEMENT POLICY:

The Petition to Process in Commencement for students enrolled in the Master of Arts in Art Education degree program will no longer be permitted. In order for an MAAE student to process in Commencement, the student must have completed all credits required for the MAAE degree.

UNDERGRADUATE ENROLLMENT IN GRADUATE COURSEWORK POLICY

Undergraduate Bachelor of Fine Arts (BFA) students who are in good academic standing and have achieved a minimum cumulative grade point average (CGPA) of 3.0 may be eligible to enroll in graduate-level coursework prior to completing their undergraduate degree.

Eligible students may complete up to 15 graduate credits at the AAC while enrolled in the BFA program. Enrollment in graduate courses requires the approval of the student's Faculty Advisor and the Chair of the Master of Arts in Art Education (MAAE) program. Graduate credits completed under this policy may be applied toward the MAAE degree in accordance with program requirements after full acceptance into the MAAE program has occurred. Graduate credits earned may not be used to satisfy undergraduate degree requirements.



Artwork by Dustin Smith



Megan Martin, MFA



Associate Director of Academic Success
Assistant Professor
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Office S270

ACADEMIC SUCCESS AND LEARNING ASSISTANCE

The AAC Collaborative Learning Studio (S270) provides support to help all AAC students achieve their creative, artistic, and academic goals. The Collaborative Learning Studio staff, including the Associate Director of Academic Success and a team of Peer Tutors, is available Monday through Friday in S270 from 10am-5pm and on Saturdays by appointment to provide feedback, instruction, and guidance for academic and studio courses in a comfortable, inclusive, and collaborative environment.

Our staff assists with academic and creative writing, reading, digital and traditional art and design work, exam and presentation preparation, and research. We also provide advice on student success strategies, time management, focus, motivation, and more. The Associate Director of Academic Success is also available to advise students on grant, scholarship, graduate school, and residency applications.

Students are invited to visit the Collaborative Learning Studio to work in the quiet study area, get feedback on projects, or discuss their academic goals. The space also has computers equipped with Adobe Creative Cloud and Grammarly.

Students may visit S270, Teams Chat/email the Associate Director of Academic Success, or use the CLS Bookings app to schedule an appointment. Appointments are held in person and on Teams. Feedback can also be provided via email by submitting a project 48 hours in advance to cls@artacademy.edu.

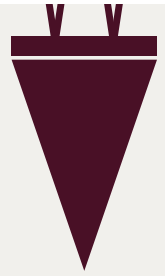
STUDENT COURSE EVALUATIONS

At midterm and during the final weeks of the respective term, students have the opportunity to evaluate the courses in which they are enrolled and the course faculty's engagement with the courses. Student Course Evaluations are important assessment and communication tools for advancing the objectives of teaching and learning at the AAC. Completion of Student Course Evaluations is highly encouraged.





Brooke Owens, MFA



Registrar
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registrar@artacademy.edu
Office S255

CLASSIFICATION OF UNDERGRADUATE STUDENTS BASED ON EARNED CREDITS

Grade level for students is determined by the number of credits a student has successfully earned and/or transferred in and listed on their transcripts.

Freshman	0-29 earned credit hours
Sophomore	30-59 earned credit hours
Junior	60-89 earned credit hours
Senior	90 or more earned credit hours

CLASSIFICATION OF UNDERGRADUATE STUDENTS BASED ON COURSE LOAD

The following classifications have been established based on unit load:

Full-time student	Registered for 12-18 credit hours
Three-quarter-time student	Registered for 9.0-11.5 credit hours
Half-time student	Registered for 6.0-8.5 credit hours

CREDIT HOUR POLICY

The Art Academy of Cincinnati academic year consists of three semesters: Fall Semester: 15 weeks; Spring Semester: 15 weeks; and Summer Semester: 8 weeks. The MAAE program primarily takes place during the summer semesters.

The Undergraduate standard full-time credit hour load per semester is 15. The Graduate standard full-time credit hour load per semester is 11.

In lecture and discussion courses requiring outside preparation, one hour of credit represents one hour spent in class each week of the term and two hours of work completed outside of class time. In Studio Arts courses, one hour of credit represents three hours of instruction and studio time each week of the term. Studio Arts classes typically meet for two hours per week for each credit granted, which exceeds the minimum in-class time of 1.5 hours per week for each credit granted for such courses.

LIMITATIONS ON COURSE LOAD

The Art Academy of Cincinnati charges a flat-rate tuition that covers 12 to 18 credit hours per semester for full-time undergraduate students. By default, students are limited to registering for 15 credit hours. A student may, with advisor approval, petition the Academic Dean to

authorize registration for an additional three credits to total 18 credits. The Academic Dean may authorize the request pending registration availability; demonstrated need and/or desire to manage the increased coursework; and the student's ability to successfully complete the additional course. Additional credits beyond 18 credit hours will need approval from the Academic Dean. Each credit hour after 18 credits will be billed at the per credit hour rate according to the AAC's established tuition rate. Refer to the "Tuition, Fees, Refunds and Financial Aid" section in this catalog for more information.

TRANSIENT STUDENT STATUS

Students wishing to take courses not part of the Art Academy of Cincinnati's programs or consortium agreements must apply for Transient Student Status. The application can be obtained in the Registrar's Office and must be submitted prior to the term of study at another institution. Students must be in good academic standing and must have completed all prerequisites for any similar courses at the AAC. It is the student's responsibility to ensure that the AAC's Registrar receives all official transcripts documenting work completed at other institutions. All matriculated students are required to take their last 30 semester hours in residence at the Art Academy of Cincinnati. Any student requesting an exception should appeal to the Executive Director of Academic Affairs and Academic Dean in writing.

VETERANS READMISSION POLICY UNDER THE HIGHER EDUCATION OPPORTUNITY ACT OF 2008

A student who is called to active duty in the United States Armed Forces or the National Guard or Reserve for a period of more than 30 days is entitled to re-enroll in the same degree program, with the same enrollment status, number of credits, and academic standing as when the student was last in attendance. Readmission is permitted provided the student returns within a five-year period and not longer than three years from the last date of service and was honorably discharged and provided that the student left the Art Academy of Cincinnati in good academic standing. Service members are not exempted from the requirement that they must resolve any financial obligations prior to applying for readmission.

MYACADEMY STUDENT INFORMATION SYSTEM (SIS)

The Student Information System (SIS) is a web-based information system that is used to manage student data. The internal name of the Art Academy of Cincinnati's SIS is MyAcademy. Students, staff, and faculty use the SIS to manage essential campus and student business. Students use MyAcademy to register for courses, view and update records, view documents related to their classes, view and access their grades, monitor their academic progress, and view other information pertaining to the student that the college maintains. Students are responsible for using the SIS to register for their classes each semester during their assigned registration periods. For more information about this system, please contact the Registrar.

REGISTRATION

Students are responsible for ensuring that they meet all requirements for their degrees. Students plan programs of study with approval of their advisors and then register for their courses using MyAcademy. All matriculated students register for courses during the announced registration periods. Each student is assigned an advisor and is encouraged to meet with the advisor. Credit is not given for a course for which a student has not registered. Nor is credit given for a course that is audited. After the designated registration period ends, classes will be open to non-degree and consortium students. Course availability is contingent on space available.

REGISTRATION HOLDS

The Registrar's Office, the Business Office, the Finance Office, Student Affairs, and/or the Media Services Center may place a registration hold on a student's account for a number of reasons, including: outstanding balance owed to the college for the current semester; mandatory first meeting with academic advisor; the student's failure to return equipment checked out; a mandatory meeting to address an ongoing or unresolved Student Code of Conduct violation; or the student's failure to submit paperwork that AAC is required to have on file. Holds are activated in MyAcademy, and within the SIS, students may access more detailed information from the office that issued the hold.

AUDITING A COURSE

To audit a course is to register for a credit course and to attend regularly without earning any credits for the course. The cost of auditing a course is half the cost of the published tuition rate. Audited courses are not eligible for financial aid, and they do not apply towards a degree or a minor. A student who audits a course cannot petition the AAC at a later date to obtain college credit for the audited course. Students must obtain approval from their academic advisors and the course faculty in order to audit a course.

TO DROP OR ADD A COURSE

Courses may be dropped and added online through MyAcademy up to 14 days before classes begin. Once scheduling has been locked in MyAcademy, students must complete and submit a Drop/Add form in order to drop or add courses. The Drop/Add form may be obtained from the school website on the Registrar's page. This electronic form routes to advisors, faculty, and Registrar for approval. Once classes have begun, courses may be added only with the consent of the course faculty. The form must be submitted to the Registrar's Office for the student to receive credit for the course. Failure to properly complete and submit the required form will result in the course being deleted from the student's course record and transcript.

A student who withdraws from a course after the dates listed on the published "Tuition Refund Schedule" will earn a grade of "W" for the course, and their/his/her transcript will reflect this grade. A grade of "W" is non-punitive and does not affect the student's Grade Point Average. However, it may affect satisfactory academic progress. See "Satisfactory Academic Progress Policy." After the 11th week of class, a student may no longer withdraw with a grade of "W," and a weighted grade must be recorded for the course. A student who wishes to withdraw from a course after the 11th week may do so, but a grade of "UW" will be recorded for the course. A grade of "UW" is equivalent to the grade of "F."

INCOMPLETE GRADE POLICY

A grade of "I" (Incomplete) may be granted to a student who did not complete the requirements of the course when normally due. The granting of the grade of Incomplete is at the discretion of the course faculty. Adequate time to complete the remaining course requirements will be provided, depending on the amount of work missed. An Incomplete Grade Contract must outline the course faculty's requirements for deadlines and successful fulfillment of course requirements, and this contract must be signed by both the course faculty and the student. If the student fails to execute the required contract or fails to meet the terms of the contract, the grade of "I" shall convert to the grade of "F" or as otherwise outlined on the Incomplete Grade Contract. A grade of Incomplete typically should not be granted if a student's accumulated absences exceed 20% of the course length.

ACADEMIC ADVISORS

The final responsibility for meeting all degree requirements and for being informed of college regulations and procedures rests with each student. To assist with course planning, each degree-seeking student is assigned an academic advisor. The advisor is available during designated office hours and will provide information on matters such as procedures, programs of study, course requirements, and registration. Students should schedule meetings with their advisors prior to registering for courses. Students are permitted to change their Academic Advisor at any time. They must obtain approval for the change from their prospective Academic Advisor before being reassigned. Each semester, advisors may counsel advisees on academic progress, short and long-term goals, and career goals. Personal problems, adjustment issues, and academic concerns can be discussed with the advisor. Advisors of upper-class students are responsible for helping their respective advisees plan their degree program progression; counseling advisees should academic problems arise; and being available to provide their advisees with relevant information and advice. The assigned Academic Advisor becomes the Capstone Advisor unless the student successfully petitions, in writing, to have a different full-time faculty member assigned as the Capstone Advisor. If such a change is desired, the student should speak with the assigned Academic Advisor about the process for making this change official.

GUIDELINES FOR INDEPENDENT STUDY

Independent Study courses are utilized only when the normal course schedule will not permit a student to enroll in a course that is required as part of that student's degree requirements. A student who desires to enroll in an Independent Study (IS) course must complete a formalized contract under the guidance of their/his/her advisor. The contract must state the goals and projected outcomes for the Independent Study, and it must reflect the goals and outcomes for the course that it is proposed to replace. The contract must be approved (and signed) by the proposed faculty for the IS, the student's advisor, the appropriate Department Chair, and the Executive Director of Academic Affairs and Academic Dean. A copy of the completed contract will be placed into the student's academic file.

LEAVE OF ABSENCE

Students who may need to interrupt their studies for a period of no more than one academic year due to illness (documentation required), financial circumstances, or other reasons may request a Leave of Absence, which requires completing an “Exit Interview Form” and obtaining the appropriate signatures.

An approved Leave of Absence (LOA) request will permit a student to maintain their/his/her academic standing while on leave and preserve their/his/her AAC Entrance Scholarship and Tuition Promise. If a student does not re-enroll after the approved leave ends, their/his/her status as a matriculated student will be fully removed. A student in this circumstance must re-apply to the AAC to re-matriculate. Moreover, each student who receives one or more federal student loans must obtain documented federal financial aid exit counseling prior to being approved for a Leave of Absence. As the AAC’s internal Leave of Absence Policy operates separately and distinctly from regulations governing federal student loans, prior to being approved for a Leave of Absence, each student considering such a leave must meet with the Financial Aid Office regarding any consequences a Leave of Absence may have on repayment of the student’s federal financial aid loans. If a student does not receive an approved Leave of Absence, and acts as though such approval has been granted, then the student will be fully withdrawn from the Art Academy of Cincinnati (see below) as of the last date of attendance as determined by the AAC. The Leave of Absence Coordinator is the only AAC employee who is permitted to communicate directly with students who are on approved Leaves of Absence. Students should reach out to the Leave of Absence Coordinator only with any questions or concerns while on an approved LOA.

MEDICAL LEAVE OF ABSENCE

The Medical Leave of Absence (MLOA), when approved, withdraws a student from a semester for medical reasons. A student may request an MLOA from the Art Academy of

Cincinnati (AAC) by the last day of classes in a given semester if, during the course of that same

semester, they/he/she encounters a physical, psychological and/or emotional health condition that prevents them/him/her from meeting the normal expectations of a student. The severity and duration of the condition must be such that it would not be reasonable for the student to make up any absences or missed work. An MLOA cannot exceed 180 days in any 12-month period. The request must be clearly supported with documentation by a licensed medical or mental health provider seen during the semester in question. Requests for an MLOA are made by the student through the processes outlined below. The Office of the Academic Dean, or designee(s), hold the ultimate authority to approve an MLOA. The student will receive a decision via email once their/his/her forms and documentation have been submitted and reviewed. All required paperwork must be submitted by 11:59 pm EST on the last day of classes as published in the Academic Calendar for the current Academic Year. The Academic Calendar can be found in the Academic Catalog and on the AAC website.

Current Term Medical Leave of Absence: Students will need to work with their licensed provider to complete the process in its entirety.

1. Complete the MLOA Request Form that is accessible from the Registrar’s Office page found on the AAC website. This must be submitted to the Registrar’s Office.

2. The student must complete an MLOA Provider Report Form with their/his/her licensed medical or mental health provider. Although AAC’s Counselor and Wellness Resource Specialist may be a helpful resource through this process, this position cannot serve as a provider who completes this form. This documentation must be submitted at the same time as the MLOA Request Form, or within 30 days of the “Approved MLOA Date” that is issued on the student’s MLOA Request Form. This must be submitted to the Registrar’s Office.

Under extraordinary circumstances, a student may request a Late Medical Leave of Absence (Late MLOA) for a semester that has already been completed. All requests for a Late MLOA must be submitted to the Registrar no later than 30 days from the last day of the semester term for which this action is requested. The MLOA Provider Report Form and all pertinent documents must be submitted at the same time as this request. A Late MLOA request adheres to the same policies and procedures as the Current Term MLOA previously articulated.

Decision: Once all steps have been completed, the Office of the Academic Dean, or designee(s) will review the request and paperwork, and the student will receive a decision via email. If the MLOA Request is approved, the student’s effective Date of Determination (DOD) will be established at this time, as will the student’s Approved MLOA Date. Please note that submitting forms during peak times (beginning and end of term) will result in delayed processing.

What the Medical Leave of Absence Does

Student Records: An MLOA will relieve a student of responsibility for uncompleted academic work by withdrawing them/him/her from all classes but will not provide credit for work already completed that term. To protect the privacy of the student, the student’s official transcript, from a term for which an MLOA has been granted, will indicate only “Officially Withdrawn [date]” without specifying the nature of the reason for that withdrawal.

Grades: The normal grading policies and procedures for students who withdraw during the given semester will apply to students who have medically withdrawn. This means a student may receive a “W” (for ‘withdrawal’) on their/his/her official transcript for courses dropped due to a Medical Leave of Absence depending on the date they/he/she last attended classes. A “W” carries no credit and is not calculated in the grade point average (GPA) but does count toward a student’s “Completion Rate” and may have an impact on future financial aid eligibility.

Determine Financial Options: Please review the information in the “Tuition Refund/Tuition Credit” section.

Required Return from MLOA Steps: The following information must be provided in order to re-enroll at the AAC.

- A written explanation from the student documenting how they/he/she has addressed and dealt with the behaviors/illness that caused difficulty when last enrolled. If applicable, the student should describe a health management plan for their/his/her return to AAC.
- The student must have their/his/her licensed Medical or Mental Health Provider complete the Return From MLOA Provider Report Form.
 - Students may also include letters from their health care provider(s) (licensed physician, psychiatrist, and/or therapist as appropriate) attesting to their readiness to return. Letters must be on the provider’s office letterhead and must state support for the students’ return to this academic environment. Letters from family members will not be accepted. Letters are optional. The letters and MLOA forms must be submitted to the Registrar, who will then forward

them to Executive Director of Academic Affairs and Academic Dean; the student will receive a decision via email once all their/his/her forms and documentation have been submitted and reviewed.

Tuition Refund/Tuition Credit

If your MLOA is approved, you will be withdrawn based on your "Approved MLOA Date." Please note that the "Date of Determination" and the "Approved MLOA Date" are distinctly defined and may be different dates. Any tuition refund and/or credit due to you will be determined as follows:

- If your Approved MLOA Date falls within the drop/add period (first two weeks during the term) your applicable tuition amount will be refunded in accordance with the AAC Tuition Refund Policy.
- If an Approved MLOA Date with an effective date later than the drop/add period (after Week Two) but before the end of the term is determined, the Art Academy of Cincinnati retains all tuition and fees and financial aid. You may be eligible for a Medical Leave of Absence (MLOA) Tuition Credit that can be used toward a future semester's tuition at the Art Academy of Cincinnati. The value of the credit may be a percentage of, or up to 100% of, the student's tuition and fees—for the semester in which the MLOA was granted—minus any AAC scholarships, grants, waivers, or adjustments to financial aid during that semester. The MLOA Tuition Credit is a one-time, non-refundable option and must be used within one (1) Academic Year, or it will expire. This tuition credit is not transferable to other institutions or to other parties. Once your MLOA is approved, you will have the opportunity to request additional information about your eligibility for the MLOA Tuition Credit.
- If an Approved MLOA Date with an effective date at the end of term or between terms is determined, there will be no financial effect, as the student completed the previous term.
- The Office of the Academic Dean or designee(s) must notify AAC's Financial Aid and Business Offices once the MLOA is approved so the proper tuition refund or tuition credit can be tracked for the student. While the student is on MLOA, no new charges will be added to the student's account. If the student has an outstanding balance while on MLOA, the student must have a payment plan in place with the Business Office in order to register for classes once released from the MLOA. From a financial aid standpoint, any student who is approved for an MLOA after receiving financial aid for the semester may be required to return a portion of the aid previously received. Federal educational loan regulations state that when a student borrower ceases to be enrolled for more than 180 days, the borrower will be considered as withdrawn from school for loan repayment purposes. At that point, AAC is required to calculate the amount of financial aid the student earned and the amount of financial aid that must be returned. These calculations are based upon the Date of Determination (DOD) and not the Approved MLOA Date. For more information, please contact the Registrar.

For the complete policy and steps to submit a request correctly, refer to the policy found on the AAC website.

WITHDRAWAL FROM THE ART ACADEMY OF CINCINNATI

Students who fully withdraw from the AAC must complete an "LOA/Withdrawal Form" obtained from the Registrar or the Faculty/Staff Mailroom. The form is also available online on the Registrar's web page. Signatures must be obtained from the Business Office and Financial Aid Office. The completed form must be submitted to the Registrar's Office. Students who stop attending classes but fail to officially withdraw will be

assigned a grade of "UW" for each applicable course. A grade of "UW" is the punitive equivalent to an "F." Students who withdraw completely from the AAC may return within one calendar year at the beginning of a semester without loss of academic status. Students who receive student loans must also complete an exit interview with the Financial Aid Office so that they may be informed of the consequences that a complete withdrawal will have on the repayment of their student loans. Refer to the Academic Calendar for exact withdrawal deadlines.

DATE OF DETERMINATION (DOD)

The Date of Determination is used to calculate the portion of a student's federal financial aid or VA Educational Benefits that must be returned. The Date of Determination can be determined in the following ways:

- The actual date the student submits the completed withdrawal form to the Registrar's Office.
- The last recorded date of attendance/participation on file in the instructor's records for the course(s) in which a student is enrolled.
- The midpoint of the semester for students who leave without formally notifying the AAC.
- During instances in which school is not in session, the date that the student formally informs the AAC may be established as the Date of Determination.
- The first day of the semester if the student did not register for classes in said semester and failed to notify the school of their/his/her intent.

Authority to establish the Date of Determination rests with the Registrar's Office. If the student does not agree with the DOD determined by the AAC, then they/he/she may provide additional documentation supporting the DOD as defined by the student. The Executive Director of Academic Affairs and Academic Dean and the Registrar will determine the authenticity of any documentation presented.

ACADEMIC STANDARDS POLICY

Each student must pay special attention to their/his/her cumulative grade point average (CGPA) as it relates to academic standing and academic progress toward a degree. Unlike requirements established by Title IV funding (see "SAP Policy"), the college standards are applied systematically and are based solely on the number of credit hours attempted, the CGPA earned as of the end of a term, and the previous standing held by the student. Progressive actions are recorded over multiple terms in hopes that students not making satisfactory academic progress will be able to take corrective action to regain an acceptable CGPA, which would place them back in good academic standing. Following the end of the spring semester each academic year, the College will systematically review all students—regardless of class, major, or matriculation status—to determine the level of academic standing applicable to each student.

Academic Good Standing

Academic Good Standing indicates that the student is meeting the minimum academic standard for retention by the College. A student is in good academic standing as long as the student's CGPA is 2.0 or greater. To meet graduation requirements, the student must have a minimum CGPA of 2.0. Evaluation occurs at the end of each semester.

Academic Warning

An Academic Warning letter is sent to any student whose term grade point average drops below 2.0 at the end of a semester. The warning is not punitive but is meant to be an early alert. The Academic Warning also lists resources that the student can seek to receive appropriate assistance. Students are notified of such warning via a letter in the mail from the Academic Dean. Evaluation occurs at the end of each semester.

Letter of Academic Suspension and Federal Student Aid (FSA) and AAC Scholarship Suspension

A Letter of Academic Suspension and Suspension of FSA and AAC Scholarship is sent to the student if their/his/her CGPA falls below a 2.0 at the end of an academic year. The letter states that the student has the right to appeal against the issuance of academic suspension and suspension of FSA and AAC Scholarship, and it explains the procedure for initiating an appeal. (See "Appealing Academic Probation and Suspension of FSA and AAC Scholarship Status"). If a student does not submit an appeal, in writing, to the Academic Dean by the deadline indicated in the letter, the student will be placed on Academic Suspension. Evaluation occurs at the end of the academic year.

Academic Probation

Academic Probation is intended to inform students making unsatisfactory progress of their need to alter study habits and to seek additional academic support. For a student to be placed on Academic Probation, two things must occur. First, the student must have attempted at least 30 credit hours or two full-time semesters at the College. Second, the student's CGPA has dropped below 2.0 or the student has not completed 67% of their/his/her attempted credits. While on Academic Probation, the student must earn a term GPA of 2.0 or greater, complete at least 67% of their/his/her attempted credits, and their/his/her progress will be evaluated at the end of each semester. Academic Probation will continue until both the CGPA reaches 2.0 or greater and the completion rate for attempted credits reaches 67% or higher. Once these conditions have been satisfied, the student will be returned to Academic Good Standing. If a student does not achieve a term GPA of 2.0 or greater or has not passed 67% of their/his/her attempted credits, the student will then be placed on Academic Suspension. If the student has previously been on Academic Suspension, they/he/she may be subject to Academic Dismissal. A student may not graduate from the Art Academy of Cincinnati while on Academic Probation. Evaluation for initial Academic Probation status occurs at the end of the academic year.

Academic Suspension

The Academic Suspension is for three full semesters, equivalent to one academic year. A student placed on suspension may not enroll in classes at the College during the length of suspension. If a student has already registered for classes for the subsequent term prior to being placed on Academic Suspension, the Registrar will cancel the student's enrollment, resulting in all courses being dropped from the student's schedule. Readmission after the mandatory suspension is not automatic. Suspended students must apply for readmission after serving the suspension period. The suspended student must submit an application for readmission supported by a letter documenting the reasons for previous academic difficulties. The application for readmission can be obtained through the Admissions Office. This application and the supporting letter must then be submitted to the Academic Dean for review. Upon approval from the Academic Dean, a committee will create an academic plan for the student for the academic semester in which the student plans to return. The academic plan will follow the same set of requirements and format specified in the "Academic Probation"

section previously articulated. The student will be required to follow the academic plan and meet the standards specified in the plan. Evaluation occurs at the end of each semester.

Appealing Academic Suspension Status

A student has the right to appeal an Academic Suspension status the first time they/he/she is placed on it. All appeals must be in writing and must be submitted to the Academic Dean for approval. The appeal must include a plan for returning to Academic Good Standing, the minimum term GPA the student will earn for each semester, and a deadline by which the student expects to complete the plan. The deadline to submit an appeal is Friday at 5:00 pm of the fourth week after the end of the semester in which the student was placed on Academic Suspension or four weeks from the date that the AAC sent the notice to the student.

Academic Dismissal

A student who is readmitted to the College following Academic Suspension will be reinstated as a student on Academic Probation. While on Academic Probation, the student must earn a minimum term GPA of 2.0 in order to continue matriculation. A student on Academic Probation following Academic Suspension who fails to earn a minimum 2.0 term GPA will be academically dismissed from the College. Should the student's CGPA ever drop below 2.0 after returning to Academic Good Standing, they/he/she may be subject to Academic Dismissal at the end of any academic term in which the CGPA drops below 2.0. Academic Dismissal permanently denies the student all future registration privileges in respect to the College. Dismissal is the most serious academic standing classification denoting a repeated failure to meet minimum College academic standards. Therefore, as a matter of general policy, students are not eligible for readmission to the Art Academy of Cincinnati following Academic Dismissal.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY (TITLE IV)

All students matriculated at the Art Academy of Cincinnati are expected to maintain good academic standing regardless of course load. Financial Aid recipients, including both undergraduate and graduate students, must achieve all components of the Academic Standards Policy in order to remain eligible to collect Title IV funding (federal student loans and grants) as well as other Financial Aid such as state grants, institutional scholarships, and external scholarships.

Eligibility Requirements:

1. Each undergraduate student must maintain at least a 2.0 cumulative grade point average (CGPA). A minimum CGPA of 2.0 for undergraduates is required for graduation. Each graduate student must maintain at least a 3.0 CGPA. A minimum CGPA for graduate students of 3.0 is required for graduation.
2. Required Cumulative GPA (qualitative) and required completion rate percentage (quantitative) are evaluated for Satisfactory Academic Progress (SAP) annually at the conclusion of the academic year.
3. Each student must pass at least two-thirds (67%) of all attempted credit hours.
4. Undergraduate students must earn their degrees within the maximum timeframe allowed, which is 150% of the published length of the program. At full-time enrollment, the maximum would be 12 semesters or six years.

Financial Aid Satisfactory Academic Progress (SAP) Review Process:

At the end of each academic year, the academic records of all students who are either receiving Federal Financial Aid (Title IV) or who are applying for such aid will be reviewed. All periods of enrollment are included in the review, including semesters for which no financial aid was received. Transfer credits also count towards the maximum timeframe used in the review process. The SAP review will be conducted by an SAP review committee, consisting of the Executive Director of Academic Affairs and Academic Dean, the Financial Aid Office, and the Registrar. Each student's CGPA will be calculated, and maximum time frame allotment and required completion rates will be checked. Students who do not meet SAP requirements – and are not currently on probation – will receive a letter from the Financial Aid Office stating that they have been placed on Financial Aid SAP Warning.

If the review demonstrates that a student has not achieved the standards of academic progress during the warning semester, the student will be notified that they/he/she is no longer considered eligible for either Federal aid or State aid. Institutional scholarships and/or tuition awards (if applicable) will also be suspended at this time. If extenuating circumstances prevented a student from making satisfactory progress, the student can appeal the suspension in writing to the Academic Dean. The Academic Dean will work with the Financial Aid Office and will keep the Financial Aid Office informed of the progress for all such appeals. The appeal should identify the circumstances contributing to the lack of academic progress and the solutions necessary to ensure the successful fulfillment of program requirements. Extenuating circumstances may include the death or serious illness of a family member; serious illness or injury that required extended recovery; significant trauma that impaired emotional or physical health; or other documented circumstances.

Note to Students who have Received a Fresh Start or Academic Grade Forgiveness:

Fresh Start and Academic Grade Forgiveness are academic determinations that are separate from SAP requirements and do not exclude prior credit hours attempted when determining SAP status.

Financial Aid SAP Appeal Process:

Students determined to be ineligible for Federal or State aid have the right to appeal. All appeals must be in writing and must be submitted to the Executive Director of Academic Affairs and Academic Dean for approval. The submission deadline for the appeal is 5:00 pm on the Friday of the fourth week following the end of the semester in which the student was placed on Academic Suspension.

If the appeal is approved, the student will be placed on SAP Probation, a status that can result in the reinstatement of aid. The student will be provided with a plan to demonstrate the ability to successfully engage in college-level learning and to bring their/his/her academic standing into compliance with the Academic Standards Policy by the end of the specified probationary period. The student's progress will be monitored during the probationary period.

A student who has been placed on probationary status with a specific SAP Plan may appeal the terms of that plan to the Academic Dean and the Financial Aid Office, who will review the appeal and will then make a determination for or against the appeal. The student will be notified of the decision. Should the student choose not to appeal the suspension or should they/he/she fail to fulfill the terms of the plan, the student will be considered ineligible to receive Federal Financial Aid, State Financial Aid, institutional scholarships, and tuition awards. If the student chooses to continue at the AAC, the student will be required to complete coursework at the student's own expense until they/he/she has completed 67%

of attempted credit hours and has achieved the minimum CGPA requirements within the maximum timeframe, at which point aid may be reinstated. This circumstance could lead to dismissal from the AAC if the student is not successful in meeting these standards. Students may complete coursework at the AAC or at another institution if the credits are transferable to the AAC. In this event, any credits transferred to the AAC must have been earned after the AAC term in which Federal Financial Aid was suspended. Under all circumstances, the final 30 credit hours of the BFA degree must be earned at the AAC.

Definitions:

Incomplete Grades	<i>Grades of Incomplete count as attempted credit hours but not as earned credit hours and can affect a student's federal aid eligibility. Once the terms of the Incomplete Grade Contract have been fulfilled and the grade has been changed officially, eligibility can be recalculated based on earned credit hours for a passing or failing grade.</i>
Repeated Coursework	<i>Credit hours for repeated courses will be calculated as additional attempted credit hours. In such courses, the higher grade earned will be used in the cumulative GPA calculation, and the lower grade will not be calculated.</i>
SAP Appeal	<i>A student should submit the digital SAP Appeal Form to the Academic Dean once they/he/she has been notified that the student is ineligible for Federal Financial Aid due to unsatisfactory academic progress. The SAP Appeal Form may be accessed directly from the letter sent both physically in the mail and via email to student not meeting SAP standards.</i>
SAP Probation	<i>A student is placed on SAP Probation after successfully having an appeal approved. Financial Aid will be reinstated following the successful appeal, and the student will be placed on an academic plan to improve their/his/her GPA. The student will remain on probation for the length of the plan and will continue to receive aid, provided the conditions of the plan are met. If the student fails to meet the conditions of the plan, the student will be informed that they/he/she is no longer considered eligible for Federal Financial Aid.</i>
SAP Warning	<i>An undergraduate student is placed into SAP Warning when their/his/her term GPA drops below 2.0 (3.0 for MAAE students) or completion rate falls below 67% at the end of a semester. The warning is not punitive but is meant to be an early alert. Students are notified of such warning via letters in the mail from both the Academic Dean and the Financial Aid Office. Evaluation occurs at the end of each semester.</i>
Qualitative Measurements	<i>Students are required to maintain a minimum GPA for their respective degree level (graduate/undergraduate). GPA is calculated by dividing the total amount of grade points earned by the credit hours attempted.</i>
Quantitative Measurements	<i>Students are required to complete two thirds (67%) of all attempted credit hours. For example, if a student attempts 12 credit hours in a semester, they/he/she must complete at least 8 credit hours successfully in that semester.</i>
Withdrawals	<i>A grade of "W" counts toward credit hours attempted but not as credit hours earned.</i>

MEANING OF THE LETTER GRADES

Grades are reported twice each semester: at midterm and at the close of the term. The midterm grade is a preliminary indication of the student's progress to date. Only the final grade is entered into the student's official record. Every official grade counts toward the number of attempted credit hours, term GPA, and CGPA. The only grades that do not count toward the term GPA or the CGPA are a Withdrawal "W" and an Incomplete "I."

The numerical grade values are as follows:

A	4.0	UW	0.0
A-	3.7	Pass	Not Calculated
B+	3.3	I	Not Calculated
B	3.0	W	Not Calculated
B-	2.7	MW	Not Calculated
C+	2.3	NC	Not Calculated
C	2.0	NCW	Not Calculated
C-	1.7	X	0.0
D+	1.3		
D	1.0		
D-	.7		
F	0.0		

Excellent: A, A-

The student displays in the required coursework exceptional growth, consistently higher performance beyond meeting course requirements, sophisticated reasoning and problem-solving skills, an understanding and mastery of subject matter, and insight that goes beyond the course's basic concepts and principles. The student meets course attendance and exceeds participation and assignment expectations.

Proficient: B+, B, B-

The student displays in the required coursework growth, good reasoning and problem-solving skills, and proficiency in understanding course subject matter, basic concepts, and principles. The student meets course attendance, participation, and assignment requirements.

Adequate: C+, C, C-

The student demonstrates in the required coursework acceptable growth, acceptable thinking and problem-solving skills, a basic understanding of course subject matter, basic concepts, and principles. The student demonstrates a willingness to comply with course attendance, participation, and assignment requirements, but is inconsistent in meeting these requirements.

Unsatisfactory: D+, D, D-

The student demonstrates in the required coursework both a deficiency in growth and an inadequate understanding of course subject matter. The student is inconsistent and often fails to meet course attendance, participation, and assignment requirements.

Failing: F

The student fails to demonstrate growth in the required coursework. The student is weak in reasoning and problem-solving skills and shows little to no understanding of course subject matter and basic concepts

and principles. The student is unable to meet course attendance, participation, and assignment requirements.

Withdrawal: W

Does not affect cumulative grade point average. Counts towards a student's attempted credits and completion rate.

Medical Withdrawal: MW ("W" on transcript)

Issued when student is granted a Medical Leave of Absence and is withdrawn from all courses in a semester. This grade does not affect the cumulative grade point average but still counts towards a student's attempted credits and completion rate.

Unofficial Withdrawal: UW

Counts as an F in the cumulative grade point average and completion rate. This is typically administered when a student has stopped attending class, but has not officially withdrawn, or if there was not enough work submitted to properly administer an accurate grade.

No Grade Submitted: X

Calculates as a failing grade (equivalent to an "F") in the cumulative grade point average and completion rate. Default grade recorded when no grade is submitted by the instructor(s) for the course. This grade can be revised by the instructor(s) by submitting the proper grade change form.

Incomplete: I

Extends time to complete coursework. Does not affect cumulative grade point average. This is a temporary grade assignment, eventually replaced by an official letter grade upon coursework completion. The student and course faculty must create and agree upon an "Incomplete Grade Contract" that articulates what coursework must be completed by the agreed upon deadline. Failure to turn in coursework by the deadline in the contract will result in a failing grade, or the grade listed in the contract.

P: Pass

Used exclusively for the Internship course and/or other "Pass/No-Pass" classes. This grade is used to indicate the successful completion of a class. It is not calculated into the CGPA but is used to calculate the completion rate.

NC: No Credit

Used exclusively for the Internship course and/or other "Pass/No-Pass" classes. This grade is used to indicate the unsuccessful completion of the course. It is not calculated into the CGPA but is used to calculate the completion rate.

NCW: No Credit (Withdrawn)

Used exclusively for the Internship course and/or other "Pass/No-Pass" classes. This grade is recorded when a student officially withdraws from a course before the official withdraw deadline.

Grades with "^" notation: Academic Grade Forgiveness/Fresh Start

This policy is articulated in the BFA Program Admission Requirements section. Grades that have the "^" symbol indicate that the grade earned in the course has been academically forgiven or granted upon a student being approved for an Academic Fresh Start. Please note that this is an academic policy and that it is separate from SAP requirements and does not exclude prior credit hours attempted when determining SAP status.

The criteria in each grade range focus on quality, consistency, growth, and effort. A plus or minus grade suffix reflects faculty judgment on how the student meets criteria within the letter grade range. A minimum cumulative grade point average (CGPA) of 2.0 must be reached in order to earn an undergraduate degree, or 3.0 to earn a graduate degree. The CGPA is determined by adding the total number of grade points earned divided by the credit hours attempted. Each student is responsible for knowing their/his/her cumulative average (CGPA) at any given time.

HOW TO CALCULATE YOUR GRADE POINT AVERAGE (GPA)

Your grade point average (GPA) is calculated by dividing the total number of grade points earned by the total number of credit hours attempted.

To calculate your term GPA, divide the total number of Grade Points earned for the semester by the total number of Credit Hours Attempted for the same semester. Based on the following example, the student took five 3-credit courses and completed the semester with 3 A's, one B, and one C.

Grade Received For This Course	Grade Points Equivalent to this Grade		Credit Hours Attempted		Total Grade Point earned for Each Course
A	4	X	3	=	12 Grade Points
A	4	X	3	=	12 Grade Points
A	4	X	3	=	12 Grade Points
B	3	X	3	=	9 Grade Points
C	2	X	3	=	6 Grade Points
			15	3.4	51
			Total Credit Hours Attempted for Semester		Total Grade Points Earned for Semester for the 5 Courses

The term Grade Point Average (GPA) was computed by dividing the Total Grade Points Earned for the Semester (51) by the Total Credit Hours Attempted for the Semester: 15. Thus, $51 \div 15 = 3.4$ is the semester GPA.

To Calculate the Cumulative Grade Point Average (CGPA):

ALL grade points for ALL semesters earned are divided by the TOTAL Credit Hours Attempted for ALL semesters. When using the formula, students should keep in mind that not all courses will be 3-credit courses, as used in the example given above, which easily illustrates the formula.

Withdrawals

A grade of "W" counts toward credit hours attempted, but not as credit hours earned.

SAP Standards

Each student is required to complete a minimum of two thirds (67%) of all Attempted Credit Hours. For example, if a student attempts 12 credit hours in a semester, they/he/she must complete at least 8 credit hours successfully in that semester.

ADDITIONAL INFORMATION REGARDING SATISFACTORY ACADEMIC PROGRESS

Change of Major – A student's change of major can be taken into account if the student is appealing the Maximum Time Frame requirement. Appeals will be reviewed on a case-by-case basis, as change of major does not result in automatic appeal approval.

Grades of Incomplete – Grades of Incomplete count as attempted credit hours, but not as earned credit hours and can affect a student's federal aid eligibility. Once the terms of the Incomplete Grade Contract have been fulfilled and the grade has been changed officially, eligibility can be recalculated based on earned credit hours for a passing or failing grade.

Repeated Coursework – Credit hours for repeated courses will be calculated as additional attempted credit hours. In such courses, the higher grade earned will be used in the cumulative GPA calculation, and the lower grade will not be calculated. Furthermore, students may take a specific course and receive a passing grade for that course a maximum of two times and still receive federal aid toward the tuition for that course.

Grade Changes – In the event of a grade change, a student's progress will be reviewed, and the student's GPA and CGPA will be recalculated as well as their/his/her completion rate.

Remedial Courses – Students can receive federal aid for up to 30 credit hours of remedial coursework. Students can retake remedial courses a maximum of two times while receiving aid. Students may enroll in remedial courses that are offered through the Consortium.

Withdrawal from a Course – If a student officially drops a course before 60% of the semester has passed and this act effects a change in enrollment status, then their/his/her financial aid must be recalculated. If a student officially drops a course after at least 60% of the semester has passed, then that student's financial aid will not be recalculated even if the dropped course effects a change in enrollment status. A grade of "W" counts toward credit hours attempted, but not as credit hours earned and can affect federal financial aid eligibility, among other relevant factors. A grade of "UW" or "F" counts toward credit hours attempted and carries the weight of 0.0 in credit hours earned. These grades affect the term GPA, the CGPA, and the Federal Financial Aid eligibility, among other relevant factors.

Withdrawal from the College – If a student receives aid from federal programs but officially withdraws during a semester, only a percentage of the aid awarded may be applied toward the tuition bill for the portion of the semester attended. If a student does not complete the semester, then they/he/she would not have earned 100% of the federal aid awarded for that term. A federal calculation will be completed to verify whether any of portion of the aid awarded must be returned to the U.S. Department of Education. If it is determined that any of the aid must be returned, then the student will owe the AAC all unpaid charges. Students should be aware that withdrawing may result in the student's failure to make SAP, thus jeopardizing eligibility for future federal aid. Students must consult with a member of the Financial Aid Office before withdrawing.

COLLEGE TRANSCRIPTS

A student who wishes to request a copy of their/his/her official academic record must submit a digital form available on the AAC Website, bearing their/his/her signature, to the Registrar's Office with the scheduled fee. The request must be filled out in its entirety by the student who is requesting a copy of their/his/her own academic record. If a third party is submitting the request on a student's behalf, then that party must obtain written and signed permission from the student and submit it to the Registrar's Office to accompany the form. Official transcripts will be mailed directly to the designated recipient. The Transcript Request Form is available online. Matriculated students, in good financial standing, can access their unofficial digital transcripts, at no charge, within MyAcademy. Students may send their official digital transcripts to AAC through the National Student Clearinghouse.

The Art Academy of Cincinnati is not authorized to forward copies of transcripts or other academic records issued from high schools or other colleges and/or universities to a third party. The recognized parties are the AAC and the institution that issued the transcripts to the AAC. The student is a third party. Students desiring such transcripts or other academic records must request them directly from the issuing institution.

HOW TO APPEAL A GRADE

A student has a right to appeal any final course grade earned. Any such appeal must be submitted within 6 weeks of the end of the semester in which the grade was recorded. In making an appeal, the student should follow the grievance procedures as outlined in this catalog. Appeals may be made for the following reasons only:

- The student believes that they/he/she met grade expectations for a higher grade as stated by the course faculty in the course syllabus; and/or
- The student believes that they/he/she received unfair treatment during the course of the semester.

The grading standard is an important prerogative of the course faculty and neither the Department Chairperson nor the Academic Dean will question the judgment of course faculty regarding the performance and quality of the student's work. Appeals must be made, in writing, to the Academic Dean. Appeals based on questioning the course faculty's evaluation will not be considered.

CLASS ATTENDANCE AND PARTICIPATION

During the first week of the semester, Art Academy of Cincinnati faculty will provide all students enrolled in their/his/her course, a syllabus that includes a written statement on the attendance and participation policy for each particular course. Each faculty member will define how late arrivals and/or early departures will be handled and how absences and partial attendance will affect students' grades. Therefore, the policy will vary from one course to another. Students are expected to attend classes regularly and to participate appropriately as course faculty specify for their particular courses. An absence in no way relieves a student from the responsibility of completing work missed, regardless of the cause. Students are encouraged to notify the course faculty if they are unable to attend classes due to severe illness, emergency, or other serious circumstances. Students who exceed the course faculty's stated minimum requirements for attendance and participation may be withdrawn from the course or receive a failing grade.

EARLY ALERT PROCEDURE

In the event that a student shows inconsistent attendance or performance; health or mental health concerns; or violation of the Student Code of Conduct in a class, the course faculty will submit the Early Alert Form, which notifies the Student Support Committee, who together will determine a course of action for the student. This may include receiving guidance from the advisor or scheduling appointments with tutors or counseling personnel. Subsequent absences or lack of communication will result in a review by the Student Support Committee, and appropriate sanctions or possible administrative withdrawal from the college and—as it applies— from student studios and/or college housing will result.

ACADEMIC HONORS

Dean's List - Undergraduate students who achieve a term grade point average of 3.50 or higher at the end of the semester will be placed on the Dean's List if they are registered for at least 9 credit hours during the term and have completed all coursework for the semester.

Graduation with Honors - Baccalaureate degrees are conferred with honors in accordance with the following cumulative grade point averages.

- **Summa Cum Laude, GPA 3.9 – 4.0**
- **Magna Cum Laude, GPA 3.7 – 3.899**
- **Cum Laude, GPA 3.5 – 3.699**

The achievement of these ranks is announced during commencement exercises and is listed on the student's final transcript.

FERPA: STUDENT RIGHTS AND RESPONSIBILITIES

The Art Academy of Cincinnati complies with the provisions of the Family Educational Rights and Privacy Act of 1974, (FERPA) a federal law enacted to protect the privacy of educational records. If a student submits a written, signed request to review their/his/her educational records, the request will be honored. All requests must be submitted to the Registrar's Office. Students may update their FERPA Consent Forms at any time with the Registrar's Office.

FERPA provides students the right to inspect and review information contained in their educational records, to amend incorrect records, to challenge the content of their records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if the decisions of the hearing panels are unacceptable to the student.

Students have the right to consent to disclose their educational records to a third party. Each request must be submitted to the Registrar's Office. A live, written signature is required prior to releasing any information except "directory information." This information may include the student's name, address, phone number, field of study, dates of attendance, and degrees and honors awarded. If the student does not wish for the AAC to release their/his/her "directory information," the student must notify the Registrar in writing by September 30 for students entering during the fall term and January 31 for students entering during the spring term. Such notification must be renewed annually. When a student is no longer enrolled at the college, their/his/her FERPA Release Form expires along with any third-party permissions given on the release form.

FERPA permits a school to disclose personally identifiable information without a student's consent to the following parties: School officials with legitimate educational interests, school officials at another school (such as a dual-enrolled student's high school), institutions of post-secondary education where the student intends to enroll or is already enrolled, U.S. Comptroller General, U.S. Attorney General, United States Department of Education, state and local officials, authorized organizations conducting education research, accrediting agencies, alleged victims of crime, parent of a student under 21 regarding the violation of a law regarding alcohol and drug abuse.

Students have the right to file a complaint with U.S. Department of Education concerning alleged failures by the AAC to comply with the requirements of FERPA. Contact information for the office that administers FERPA is below:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5920
Phone: 1-855-249-3072

Visit the official FERPA webpage for more information.

The Art Academy of Cincinnati reserves the right to refuse to permit a student to inspect the following records:

- The financial records of the student's parent or parents.
- Letters and statements of recommendation for which the student has waived their/his/her right of access or that were placed in the file before January 1, 1975.
- Records connected with an application to attend the AAC if that application was denied.
- Educational records containing information about more than one student, in which case the AAC will permit access only to that part of the record that pertains to the inquiring student.
- Those records that are excluded from the FERPA definition of educational records.
- The AAC reserves the right to refuse to provide copies of transcripts, grade reports, or other records not required to be made available under FERPA if the student making the request a) has an overdue financial obligation to the AAC; or b) if there is an unresolved disciplinary or academic dishonesty action against the student; or c) if the student has failed to return any AAC equipment they/he/she has borrowed from the college.

The Solomon Amendment, a federal law, mandates that colleges fulfill military recruitment requests for lists containing 'student recruiting information.' The 'student recruiting information' that may be requested includes: name, address, telephone, age, date of birth, place of birth, level of education, academic major, degrees received, and most recent educational institution attended. Students are not permitted to restrict the release of their 'student recruiting information' specifically to the military. However, under FERPA, if students completely withhold the release of their 'directory information' to any party whatsoever, only then is the college prohibited from releasing it to military recruitment officials.

ACADEMIC INTEGRITY AND APPEALS

Academic Freedom in Artistic Expression

The Art Academy of Cincinnati endorses the American Association of University Professors statement on academic freedom including the following:

Faculty members and students engaged in the creation and presentation of works of the visual and the performing arts are as much engaged in pursuing the mission of the college or university as are those who write, teach, and study in other academic disciplines. Works of the visual and the performing arts are important both in their own right and because they can enhance our understanding of social institutions and the human condition. Artistic expression in the classroom, studio, and workshop thus merits the same assurance of academic freedom accorded to other scholarly and teaching activities. Since faculty and student artistic presentations to the public are integral to their teaching, learning, and scholarship, these presentations merit no less protection. Educational and artistic criteria should be used by all who participate in the selection and presentation of artistic works. Reasonable content-neutral regulation of the "time, place, and manner" of presentations should be developed and maintained. Academic institutions are obliged to ensure that regulations and procedures do not impair freedom of expression or discourage creativity by subjecting artistic work to tests of propriety or ideology.

Academic Honesty Policy

The Art Academy of Cincinnati is a community of faculty, staff, and students committed to the exchange of ideas that contribute to intellectual growth and artistic development. A shared commitment to scholarly values, intellectual integrity, and respect for the ideas and work of others is essential to the college's mission. The AAC insists upon academic integrity at all times. Violations of academic integrity threaten the atmosphere of trust, fairness, and respect essential to artistic, scholastic, and professional development, and they undermine the quality of a college education. In situations involving suspected violations of academic integrity, procedures and sanctions established by the Council of Adjudication shall be followed.

Students are expected to be honest in their dealings with faculty, staff, and fellow students in all circumstances. In class assignments, students must submit work that fairly and accurately reflects their level of accomplishment. Any work that is not a product of a student's own efforts is considered dishonest whether it is studio work or academic work. Academic Honesty includes, but is not limited to, the following:

- The submission of any work not actually produced by the student submitting the work.
- Submission of the same work for two or more courses unless previously approved by all faculty members concerned.
- Failure to cite the words or ideas of another in a work submitted for evaluation.
- Obtaining answers to an examination, test, or quiz either within or outside of the class in which the examination or other assessment tool is administered.

If a faculty member suspects a student of academic dishonesty, the following procedure shall be followed:

1. The faculty member discusses the concern with the student and collects relevant information.
2. The subsequent steps apply only if, after this meeting, the faculty member believes academic dishonesty has occurred.
3. The faculty member notifies the Academic Dean and submits proof of academic dishonesty. If the Academic Dean is the instructor, the Associate Dean is notified.
4. The Academic Dean consults with appropriate parties, as deemed necessary, including but not limited to the course faculty, student, academic advisor, and Department Chair before reaching a decision.
5. If it is determined that academic dishonesty has occurred, the student automatically receives an "F" for the project. Faculty members have the further option of assigning a grade of "F" for the entire course.
6. The Academic Dean notifies the student in writing that the penalty could include the loss of scholarship monies or dismissal from the AAC.
7. Students violating the Academic Honesty policy may not be eligible for additional end-of-the year awards for that year.
8. The student has the right to appeal these decisions and must submit a written appeal to the Council of Adjudication.

THE AAC'S AI POLICY

Generative Artificial Intelligence (AI) platforms are a creative tool and part of our futures as creatives. The AAC acknowledges the challenges this technology poses. For the purposes of this policy, Generative AI is defined as software or services that produce new imagery, language, moving images, or other material. Your engagement with Generative AI must enhance learning, not compromise learning. For these reasons, faculty may choose a Fully Restrictive Policy, Fully Encouraging Policy, or Mixed Policy on Generative AI, which is appropriate for individual courses. It is the student's responsibility to conform to policy expectations for each course.

Fully Restrictive Policy

In this course, students are expected to submit work that will be their own. ChatGPT or any other Generative AI tools at all stages of the work process, including preliminary ones are specifically forbidden. Violations will be considered academic misconduct per the AAC's Academic Honesty policies.

Fully Encouraging Policy

In this course, you may use Generative AI tools. However, you may not submit any work generated by an AI program as your own unless conceptually relevant. When in doubt, seek clarification with the course faculty. If you use Generative AI at any stage in the creation of your project (including initial stages, idea generation, drafting, language translation, and final form), you must properly cite and disclose this use. This should include details on the specific tool and version used and the nature of your usage. Violations will be considered academic misconduct per the AAC's Academic Honesty policies.

Mixed Policy

In this course, you may use Generative AI tools in your process, just as you can collaborate with your peers for things such as brainstorming, getting feedback, revising, or editing of your own work. However, you may not rely on Generative AI output for significant portions of your final project form unless it is a necessary part of your project's concept. If you are using Generative AI as a research tool, devising thoughtful prompts, and evaluating and adjusting the output to be more accurate and objective, then you are using the technology appropriately for this course. You may not submit any work generated by an AI program as your own. When in doubt, seek clarification with the course faculty. If you use Generative AI at any stage in the creation of your project (including initial stages, idea generation, and editing), you must properly cite and disclose this use. This should include details on the specific tool and version used, as well as the nature of your usage (for example, in images and/or text/writing). Violations will be considered academic misconduct per the AAC's Academic Honesty policies.

FAIR USE AND COPYRIGHT INFRINGEMENT

The Art Academy of Cincinnati adheres to all the covenants provided by Title 17 of the U.S. Code concerning fair use and infringement of copyrighted materials. Students and all AAC employees are expected to respect these laws, and any violation thereof constitutes a serious breach of the terms of enrollment or employment.

Fair Use of Copyrighted Materials

One of the rights accorded to the copyright owner is the right to reproduce or to authorize others to reproduce the work in copies or phone records. This right is subject to certain limitations found in sections 107 through 118 of the copyright law (Title 17, U. S. Code). One of the more important limitations is the doctrine of "fair use." The doctrine of fair use has developed through many court decisions over the years and has

been codified in section 107 of the copyright law.

Section 107 contains a list of the various purposes for which the reproduction of a particular work may be considered fair, such as criticism, comment, news reporting, teaching, scholarship, and research. Section 107 also sets out four factors to be considered in determining whether or not a particular use is fair.

1. The purpose and character of the use, including whether such use is of commercial nature or is for nonprofit educational purposes
2. The nature of the copyrighted work
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole
4. The effect of the use upon the potential market for, or value of, the copyrighted work

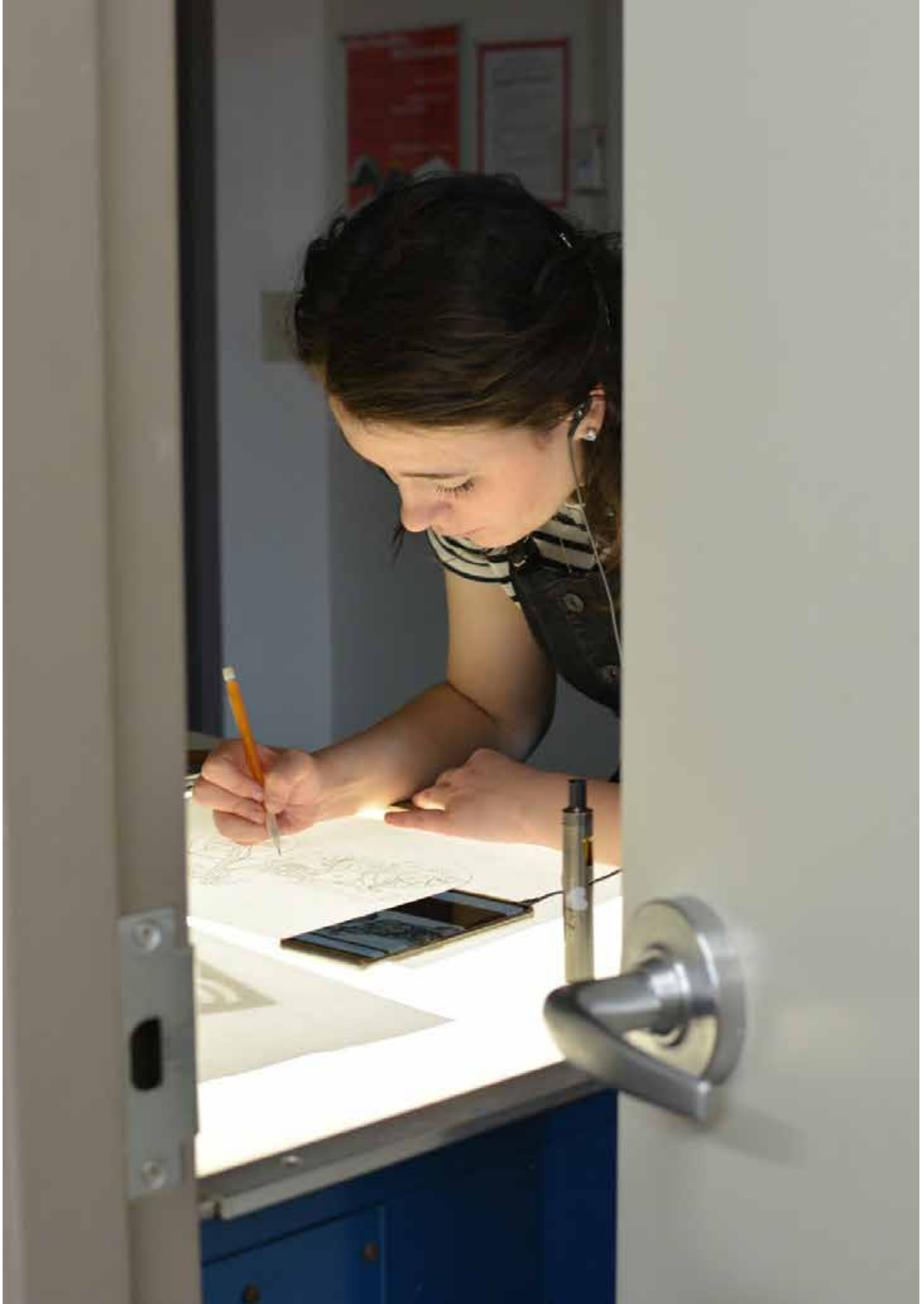
The distinction between what constitutes fair use and what constitutes infringement in a particular case will not always be clear or easily defined. There is no specific number of words, lines, or notes that may safely be taken without permission. Acknowledging the source of the copyrighted material does not substitute for obtaining required permission.

The 1961 Report of the Register of Copyrights on the General Revision of the U.S. Copyright Law cites examples of activities that courts have regarded as fair use: "quotation of excerpts in a review or criticism for purposes of illustration or comment; quotation of short passages in a scholarly or technical work, for illustration or clarification of the author's observations; use in a parody of some of the content of the work parodied; summary of an address or article, with brief quotations, in a news report; reproduction by a library of a portion of a work to replace part of a damaged copy; reproduction by a teacher or student of a small part of a work to illustrate a lesson; reproduction of a work in legislative or judicial proceedings or reports; incidental and fortuitous reproduction, in a newsreel or broadcast, of a work located in the scene of an event being reported."

Copyright protects the particular way authors and other creators have expressed themselves. It does not extend to any ideas, systems, or factual information conveyed in a work.

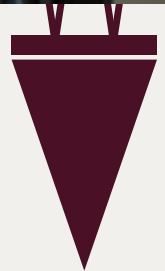
The safest course is to obtain permission from the copyright owner before using copyrighted material. The U.S. Copyright Office cannot give such permission.

When it is impracticable to obtain permission to use copyrighted material, you should avoid using copyrighted material unless you are confident that the doctrine of fair use would apply to your specific situation. The U.S. Copyright Office cannot determine whether a particular use may constitute fair use. Furthermore, this office cannot provide advice and/or determinations on possible copyright violations. If you have any doubt, it is advisable to consult an attorney who specializes in U.S. Copyright Law.





Stuart Hemmert, BA, BS



Director of Information Technologies
513-562-6282
admin@artacademy.edu
Office S355

INFORMATION TECHNOLOGY SERVICES

The mission of Information Technology Services is to provide quality infrastructure and support in the delivery of information technology products and services and to facilitate and advance the AAC's mission.

The AAC provides members of its community with access to a wide range of information and electronic services. The AAC's electronic environment includes the use of computers, digital printing, computer networks, electronic communication, Internet, telecommunications, and voice mail systems. These services are essential for instruction, research, and administration.

Access to these resources is a privilege. Using the AAC's computing resources carries certain responsibilities and should reflect the academic honesty and discipline appropriate for the shared community of network and computer resources.

Before each academic year begins, each student is assigned an email address and login credentials to various networked systems.

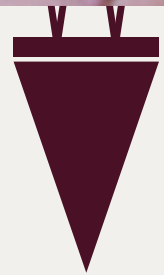
The AAC provides full-time IT support and management through the office of Information Technologies. The hours are Monday – Friday from 9:00 am – 5:00 pm. For assistance with technical issues, questions, or concerns, please submit a Help Desk Ticket using: help.artacademy.edu/index.php/Main_Page

MADE FOR YOU

Artwork by Jayla Brown



Ian Hayes, BFA '03



Media Services Center Manager
513-562-6287
ian.hayes@artacademy.edu
Office S668

MEDIA SERVICES CENTER

Ian Hayes oversees the Media Services Center, located on the 6th Floor. The MSC staff is responsible for large-format printing for students and academic projects. Individuals needing printing services can access the print submission form via their Papercut accounts. Students may also deliver files saved to portable drives to the MSC. Detailed instruction for these procedures is covered in technology training sessions and selective classes throughout Orientation and the academic year.

The MSC is also a depository for a variety of equipment and technology options available for check-out. This includes cameras, tripods, projectors, lighting kits, microphones, speakers, computers, tablets, monitors, and many other devices and tools. Students may check out these items on a limited basis for use to complete class projects. For details, procedures, and policies, visit the Media Services Center. Service hours are Monday through Friday 8:00 am – 4:00 pm during the Academic Year. Limited services may be available during the summer months.



Grace Wohlschlegel, MA

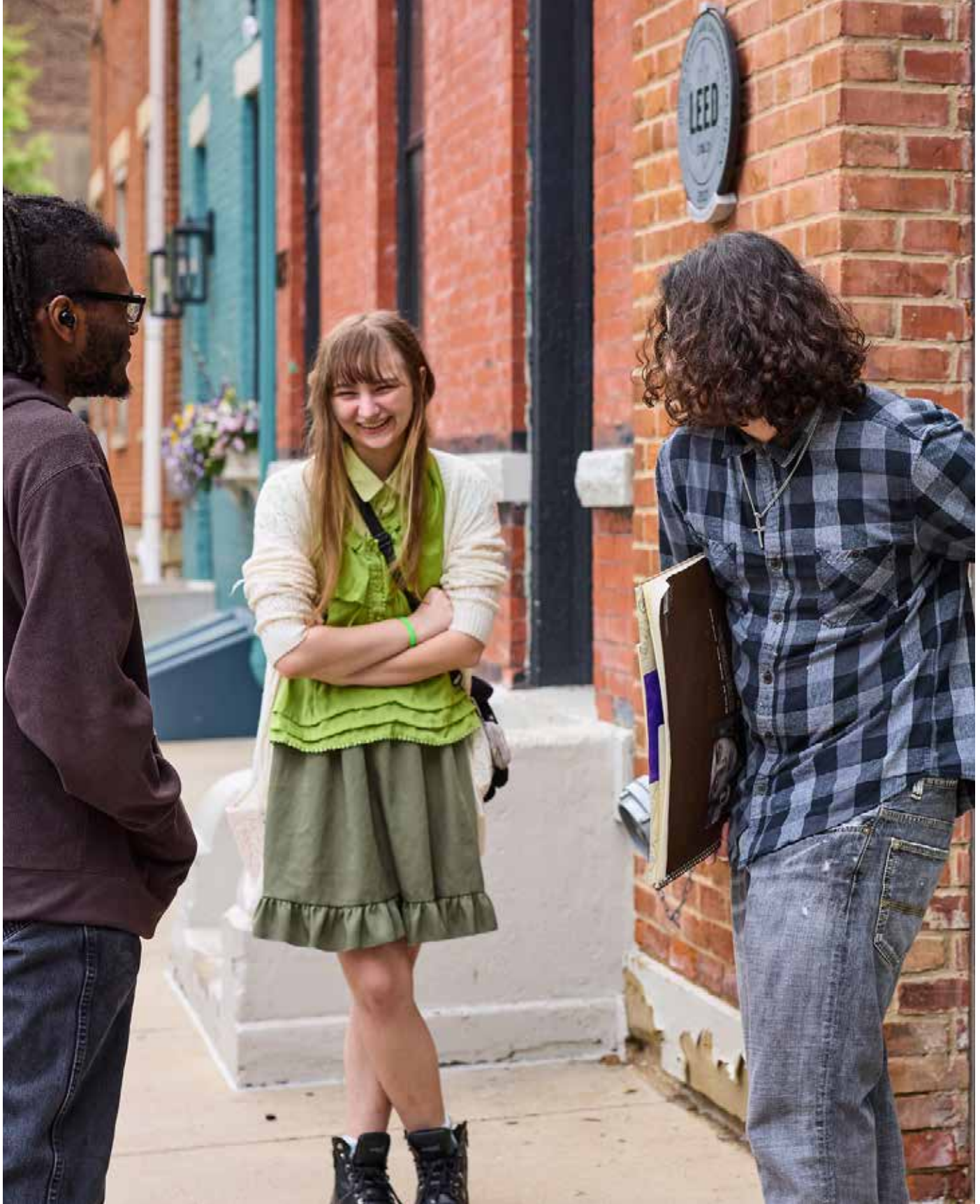


Director of Student Affairs
grace.wohlschlegel@artacademy.edu
Office N112

STUDENT AFFAIRS

Student Affairs at the Art Academy of Cincinnati works to create and maintain a positive living and learning environment to support the holistic development of AAC students. In all its capacities, Student Affairs seeks to foster a comprehensive environment of success and inclusion. Committed to advocating for the student voice throughout the institution, Student Affairs endeavors to preserve the integrity of the student experience.

Student Affairs coordinates and oversees mental health referral services; learning assistance and tutoring; housing and campus life; student activities and events; career services; professional development / internships; student employment; student studios; student conduct; student rights and responsibilities; and any issue related to student advocacy.



CAMPUS LIFE



Rick Wolhoy, MFA

Executive Director of Facilities
rick.wolhoy@artacademy.edu
Office S667



ART ACADEMY HOUSING

First-year students who reside outside the Greater Cincinnati area have the opportunity to live in the AAC's residence halls. First-year students living within Greater Cincinnati may choose to reside in the residence halls or commute from home. Priority placement in campus housing is given to non-local, traditional, new first-year students and then to all other AAC students based on a housing lottery process. Art Academy Housing is supervised and coordinated by the Director of Student Affairs and the Executive Director of Facilities.

The Art Academy of Cincinnati partners with Urban Sites Property Management to offer a newly renovated AAC Dorm located at 1225-1257 Jackson Street. In the Fall of 2020, 33 loft-style apartments opened to AAC students, increasing the AAC footprint on Jackson Street and providing students a convenient and safe living environment within close proximity to the school. Each unit is equipped with:

- Full bath and kitchen (with refrigerator, stove)
- Bed, table, chair, and wardrobe or closet (unit depending)
- Access to laundry in building (pay via phone application and/or coin)
- Utilities included: WIFI, gas + electricity, water, waste removal

Guests and Visitors to Residence Hall Units

Each prospective guest or visitor to a residence hall (non-AAC students or AAC students not residing in the specified unit) located in Art Academy Housing must sign in via the check-in sheet located directly inside the entrance of both dorm buildings. Visitors must accurately and fully complete each field of the check-in form, including time of entering and exiting the dorm building. **Visitors to the residence halls are asked to leave by 11:59 pm each night.** If a Housing Resident wishes to host an overnight guest, then the guest's stay must be registered on the visitor check-in sheet located in the entrance of the respective dorm building. **Overnight guest stays will be approved for Friday and/or Saturday nights only and must comply with previously agreed upon terms enacted between AAC Housing roommates in the "Roommate Agreement" form given out at the beginning of the fall semester.** Each Housing Resident is limited to six (6) overnight guest stays per semester. The Housing Resident must escort their/his/her guest at all times while within Art Academy Housing. It is the responsibility of the Housing Resident to advise the guest or visitor of all terms, conditions, and agreements pursuant to the Art Academy Housing Agreement in respect to conduct within the dorm; use of the dorm; and conduct while on the premises of the Art Academy Housing facility, as well as any and all applicable policies of the AAC, including those contained within the

Academic Catalog and other AAC policy documents. Pursuant to the foregoing, the Housing Resident is responsible for the conduct of their/his/her registered guest/visitor. Furthermore, the Housing Resident is responsible for any and all damage(s) and/or loss(es) deemed to have been caused by their/his/her guest and/or visitor to the designated dorm Suite; to any of the common areas of Art Academy Housing; and/or to any other aspect of Art Academy Housing facilities. Costs to remedy such attributable damage(s) and/or loss(es) – as well as any results of such attributable damage(s) and/or loss(es) – including (but not limited to) hazard abatement, repair, evacuative measures, restoration of environmental and/or facility safety, replacement, cleaning, or other applicable measures will be charged against the Housing Resident's Damage Deposit. Furthermore, any expenses incurred that exceed the amount of such Damage Deposit will be charged to the Housing Resident, who shall pay the invoiced amount to the AAC within thirty (30) days of having received the invoice for such expenses. Any housing resident found to have violated any portion of the Art Academy Housing guest and visitor policy may be subject to disciplinary action under the Student Code of Conduct.

Housing Agreement Violation and Sanctions

Each housing resident is responsible for signing a Housing Agreement form, provided at the beginning of the fall semester. In the event of violation of the Housing Agreement by the Resident or by their/his/her guest, disciplinary action as outlined under the Student Code of Conduct or Housing Agreement may be imposed against the Resident by Art Academy Housing pursuant to this Agreement. The Range of actions that may be imposed for violation of this Agreement may include any individual or combination of the sanctions expressed in the Student Code of Conduct or AAC Housing Agreement.

AAC BED BUG POLICY

Art Academy Housing is committed to maintaining a safe and clean living environment for all residents. For the safety of residents, AAC students and staff will follow the following outlined procedure in the event that bed bugs may be present:

- If a housing student suspects that bed bugs may be present in their/his/her Suite, then the student must contact the assigned Resident Advisor immediately. The RA will notify the AAC Facilities team for emergency assistance.
- The Resident Advisor will inform AAC Facilities so that an exterminator can be contracted and dispatched to the designated location to perform an inspection. If a student notifies their/his/her RA on a weekend or holiday, Facilities will be notified on the next

business day. Neither emergency assistance from AAC Facilities nor extermination assessment or treatment services will be dispatched on a weekend or a holiday.

1. Students reporting a suspected bed bug issue **MUST** document the asserted sighting when possible. Ideally, students should confine the bug in question to a plastic bag (and then seal) to aid the extermination professional in identifying the insect and in determining whether treatment is needed, and if so, how and where to treat for confirmed issues.
2. Students reporting a suspected bed bug issue will **NOT** be relocated nor provided a new mattress upon reporting the issue. It is vital to contain all belongings in the dorm Suite to prevent the spreading of bed bugs, if the presence of such insects is confirmed by an exterminator.
3. If an exterminator cannot respond to a call within 24 hours, the Resident Advisor may be able to provide a temporary location for a student to sleep until an inspection can take place. This is contingent upon availability within the residence hall. In order to be relocated, student(s) **MUST** wash and dry (with heat) all clothing worn that day and leave confined in the Suite in question (with door closed) all other belongings that are present in the Suite to prevent the potential spread of bugs.
4. Students are required to cooperate with AAC and Facilities staff throughout this process and may not deny access to any space that could require inspection and/or treatment (bedroom, bathroom, etc.)
5. If an exterminator determines that no bed bugs are found, no steps for treatment will take place. Students will be asked to continue monitoring their space for any issues and to inform their Resident Advisor of any future suspected sightings.
6. If an exterminator determines that bed bugs are present, AAC staff will provide detailed instructions for the removal and cleaning of personal items. Neither the Art Academy of Cincinnati nor Art Academy Housing shall be responsible for providing cleaning services or for covering any costs associated with laundering, dry cleaning, shampooing, or otherwise treating, removing, handling, or replacing any personal items.
7. Only the designated, contracted exterminator provided by the AAC and Facilities staff can confirm or deny the presence of bed bugs.

In order to maintain a safe and clean living environment for the AAC community, **ALL** students are required to begin complying with all instructions given from AAC and Facilities staff within 24 hours of confirmation of bed bugs by an exterminator, and they are required to continue complying until AAC and Facilities staff have communicated to them that such compliance is no longer needed.

The AAC can assist students interested in off-campus housing in providing recommendations and contact information for other options.

STUDENT STUDIOS

Student studios are the centers of artistic development for AAC artists, designers, writers, and all creatives. Within these active, thriving, energetic shared spaces, students become full-fledged artists by taking ownership of their education, channeling their creativity, and building community.

The AAC provides studio spaces to all fourth-year seniors and some third-year juniors who meet the requirements. Based on academic standing, any remaining studio space is provided to as many third and second-year students as possible. Generally, students share a studio with three peers. These spaces are allocated for creating work and are not configured to accommodate any apparatus associated with sleeping, cooking, or engaging in recreation. In order to maintain their/his/her studio space, each student is required to agree to the AAC Studio Contract, submit a damage deposit, and abide by the terms of this agreement. The \$200 damage deposit is fully refundable if the space is returned to its original condition upon moveout.

PARKING

Student parking during the academic year is available in the AAC parking lot on Walnut Street, located immediately behind the main AAC building. Students can submit a parking pass request to Rick Wolhoy, the Executive Director of Facilities. For those interested in off-campus parking options, information on such alternatives is available upon request. There are a limited number of parking spaces available, so please apply early to help secure your parking space. Parking does not carry into the summer or following year. You must apply for parking each year.





COMMUNITY AS CAMPUS

AAC's campus is a cultural cornerstone in the Over-the-Rhine community and a home-base for creative pursuits in this historic district. Throughout the year, community events are tailored toward students to increase knowledge of neighborhood activities and to encourage ongoing involvement. Announcements of community events, including Final Friday gallery receptions, Second Sundays on Main festivals, Washington Park programming, and many more are communicated by the Director of Student Affairs and Resident Advisors.

STUDENT ACTIVITIES

Student activities support the AAC's mission by celebrating the AAC's unique student community and college. Throughout the year, various activities are organized by AAC Student Affairs, student organizations, AAC Ambassadors, and others to provide students opportunities to learn outside the classroom and to create community with peers, faculty, staff, visiting artists, and other featured guests. Student activities are student-led and are open to growth and flexibility to meet the needs of our evolving student community.

Examples of student activities include public talks by writers, designers, and artists; poetry readings and open mic nights; Halloween party; annual Student Pancake Breakfast; life skills workshops; cooking demos; Life After Art School Panel; movie and game nights; and other events.

The AAC keeps students updated about events happening in the community at venues such as 1001 Colors, ArtsWave, the Carnegie, the Cincinnati Art Museum, the Cincinnati Museum Center, the Contemporary Arts Center, Ensemble Theatre, Findlay Market, Washington Park, and many other venues throughout Greater Cincinnati.

AAC AMBASSADORS

The Ambassador program is an integral component of AAC's positive living-learning community. Ambassadors work in partnership with Student Affairs in a number of capacities. These key campus representatives engage prospective students and their families, current students, faculty, staff, and community partners. AAC Ambassadors assist with school-wide events throughout the year, such as coordinating New Student Orientation, Transfer Student Orientation, Commencement, Open Houses, National Portfolio Day, the Beaux Arts Ball, and Convocation. Students interested in becoming AAC Ambassadors should contact the Director of Student Affairs.

REGISTERED STUDENT ORGANIZATIONS (RSOs)

The AAC is home to a variety of student organizations across a large variety of interests, missions, and goals. Students will be introduced to current RSOs during Orientation, and student organizations will regularly promote events and activities they are hosting to the student community.

Students can petition Student Affairs for official recognition of an RSO by completing the RSO Application, available from the Director of Student Affairs. This application will require information such as a mission statement, planned activities, membership roster, and a faculty/staff advisor. Once an RSO has been approved, the organization can promote its affiliation with the AAC, use AAC space for events, and request a budget.

BULLETIN BOARDS

Student Affairs and other campus departments often use bulletin boards to communicate events, announcements, accomplishments, etc. Students may use the bulletin boards and must have all items posted pre-approved by the Director of Student Affairs. Unapproved items may be removed from bulletin boards at the discretion of the Director of Student Affairs. Items must be posted on bulletin boards and not on columns, doors, elevators, or any other public surfaces.

MEAL PLANS

AAC offers a Meal Plan to ensure that all students have access to nutritious and affordable dining options while maintaining flexibility in meal plan choices.

Eligibility:

- All degree-seeking students at AAC are eligible to enroll in the AAC Meal Plan to purchase meals, snacks, and drinks on campus.
- Although the AAC Meal Plan is not required, it is highly encouraged since it allows students to access affordable meals while on campus and between classes.
- Part-time students or those not living on campus may opt-in for a meal plan at their discretion.

Meal Plan Enrollment Period:

- The AAC Meal Plan covers a single Academic Year (Fall & Spring semesters).
- New students can enroll in or modify their meal plans during the designated enrollment periods during the Admissions process.
- The Meal Plan enrollment period for returning students for the upcoming Academic Year will open 60 days before the start of the Fall semester and will close 15 days before the first day of Fall classes.
 - Returning students will select their meal plans, which will be active for both the Fall and Spring semesters.
 - Returning students will need to opt-in or waive the Meal Plan each year.

Available Meal Plans:

AAC offers a variety of meal plans to accommodate different needs and preferences.

These include:

- **Option 1** – A smaller, more flexible plan with fewer meals, designed for commuters, part-time students, or students who want only 1 meal + snacks per weekday
- **Option 2** – A larger plan designed for full-time students who want approximately 2 meals + snacks per weekday.

Students are encouraged to select a meal plan that best meets their lifestyle, class schedule, and dietary needs. Meal plan details, including pricing and available options, can be found on the AAC Dining Section of the website. Upon purchasing a meal plan, students will be oriented on using a provided meal plan card to get their meals and snacks.

How to Enroll:

- Online Enrollment: Students may enroll in or opt out of a meal plan using the Meal Plan Enrollment form

Payment and Billing:

- Meal plans are billed directly to the student's account. The total cost of the Meal Plan will be billed in two installments with half due in the Fall semester and half due in the Spring semester. Payment for meal plans is due at the same time as tuition.
- Students can pay using a variety of methods, including credit cards, bank transfers, or financial aid funds.
- Independently, students may also elect to add Flex Dollars to their Meal Plan cards separately after the semester begins, and when their cards are activated. Please contact the Billing Office at business@artacademy.edu to add funds to your Meal Plan Card.
- Changes to meal plans after the initial enrollment period may be subject to additional charges or refunds.

Modifications, Cancellations, and Lost Cards:

- Students may modify or cancel their meal plans before and up to the end of the First Week of the semester (Friday).
- Students will be subject to a partial refund or adjustment based on usage at the time of cancellation.
- Meal plan cancellations or modifications must be requested in writing by emailing business@artacademy.edu
- After the deadline, students will not be able to change their meal plans unless exceptional circumstances are approved by the Dining Services Team.
- The Meal Plan Card should be treated like cash. In the event of the Meal Plan Card is lost, the students must contact the Billing Office at business@artacademy.edu so that the card can be frozen, and a replacement card can be issued.

Special Accommodations:

- AAC is committed to providing inclusive dining options. Students with medical conditions, disabilities, or special dietary needs (e.g., gluten-free, vegetarian, vegan, etc.) should contact the Dining Services Team before enrolling to discuss specific accommodations and availability.
- If a student has a dietary requirement that cannot be met with standard meal plan options, the Dining Services Team will work with the student to create a personalized alternative plan.

Terms of Use:

- Meal plan usage is subject to the college's Student Code of Conduct and all other institutional policies.
 - Theft of any meal plan vending items will result in an additional charge to the students' account in accordance with the cost of what was stolen, as well as disciplinary action deemed appropriate.
- Meals and meal card funds are non-transferable and are to be used by the student to whom the plan is assigned.
 - Unused meal card funds at the end of the semester may be forfeited, refunded, or rolled over based on the student's college enrollment status.
 - Unused meal card funds will be rolled over to the next semester when the student is enrolled in the next semester, and the student has a balance of zero (\$0) on their/his/her AAC account.
 - Unused meal card funds may be refunded to the student when

the student graduates or exits AAC, and they/he/she has a balance of zero (\$0) on their/his/her AAC account.

- Unused meal card funds will be forfeited by the student under the following circumstances:
 - The student has an outstanding balance on their/his/her account at the end of the semester.
 - The student has an outstanding balance hold on their/his/her account at the time of graduation or exit / leave of absence / withdrawal from AAC.
- In either of these circumstances, the unused meal card funds will be applied to the outstanding balance amount.
- AAC Dining Services reserves the right to adjust meal plan offerings, pricing, and operations as necessary to ensure the safety, health, and the well-being of the campus community.

Contact Information:

For additional information, assistance with meal plan enrollment, or to request modifications, please contact:

AAC Dining Services Office

Email: dining@artacademy.edu



Kelly Kroener, MFA



Career Services and Professional Practice Advisor
careerservices@artacademy.edu
Office N111

CAREER SERVICES CENTER

The AAC is committed to preparing students for life after college. In coordination with other departments on campus, Student Affairs can assist students with career development and planning in many ways. The Career Services Center is within the umbrella of Student Affairs and is a vital component of the AAC's academic support system in fostering an environment of success and exploration for students.

Career Services include exploring and pursuing a variety of career options, career planning and decision making, job search assistance, graduate school planning, internships, employment opportunities, and life skill building. The Career Services and Professional Practice Advisor also coordinates study abroad, supports on-campus employment, and offers students individual advising on professional decision-making. The Career Services Center is dedicated to supporting students in their career pursuits through the implementation of programs and communication of opportunities and resources for job readiness for emerging creative professionals in an inclusive and supportive manner, starting with a student's first year. Students should check the Career Opportunities Team to learn about ongoing opportunities, events, and tips. Announcements are also posted on the bulletin board outside the office (Room 111).

STUDENT EMPLOYMENT

The AAC employs student workers in various positions throughout the institution. Examples of potential technical placements include monitoring studio-learning spaces such as the Computer Lab, Photo Lab, Print Media Lab, Metal Shop, and Wood Shop. Clerical and programming placements could include an assistant in the Academic Affairs Office, Business Office, Liberal Arts Studio, Collaborative Learning Studio, Registrar's Office, or other administrative units. Student workers are paid the minimum wage established by the State of Ohio and are required to maintain weekly payroll records of time worked. Preference may be given to students eligible for Federal Work Study (FWS) funds. Students interested in working on campus should contact the Financial Aid Office at financialaid@artacademy.edu. Current student employees may update their employment status with Candace Fairer, the Senior HR Generalist. Contact her at candace.fairer@artacademy.edu.

INTERNSHIPS

AAC students have the option to apply for a for-credit internship experience, which allows them to explore various creative pursuits and professional development opportunities under the guidance of professionals in the field. Museums, galleries, studios, local businesses, design, and branding firms, art supply stores, newspapers, non-profits, festivals, and other organizations may provide AAC students many opportunities to pursue internships in the Greater Cincinnati area.

A successful internship experience provides students with 3.0 credit hours. Students may register for up to two internships for a maximum of 6.0 credit hours. To apply and register for an AAC for-credit internship, students must meet with the Internship Program Director (the Career Services and Professional Practice Advisor, Kelly Kroener) and complete and submit an internship contract.

Upon successfully applying for – and securing an internship – students must complete at least 120 internship contact hours during the semester in which they are receiving credit, maintain a journal about their experiences, and present a brief overview to their cohort explaining how their learning objectives were met.

Previous AAC students have been placed at companies and organizations such as BLDG Refuge Studios, Cincinnati Art Museum, LPK Design, Manifest Gallery, P&G, SOS Art, Such & Such Craftsmen, We Have Become Vikings, and many others. For more information about the internship program, contact the Career Services and Professional Practice Advisor at careerservices@artacademy.edu.

CAREER ADVISING

The Career Services and Professional Practice Advisor, Kelly Kroener is available for professional development advising, including résumé/CV review and critique, cover letter assistance, mock interviews, job search assistance, graduate school planning, life skill building, and more.

EXTENDED OPPORTUNITIES AND STUDY ABROAD PROGRAMS

Extended opportunities and study abroad programs are options available at the Art Academy of Cincinnati. Each program has its own guidelines, procedures, and financial expectations. Extended Opportunities program application deadlines are March 15 for the Fall semester and October 1 for the Spring semester.

AICAD EXTENDED OPPORTUNITIES PROGRAM

The Art Academy of Cincinnati is a member of the Association of Independent Colleges of Art and Design. AICAD is a consortium of leading art schools in the United States and Canada. In addition, three international affiliates are in Israel, Ireland, China, Singapore, and Japan. The AICAD mobility program allows juniors to participate in a one-semester program of study at other AICAD member institutions. Credits earned are transferred to the AAC. At the end of the semester away, a transcript from the AICAD institution must be sent to the AAC Registrar. Contact the Registrar at registrar@artacademy.edu or 513-562-8749 for transcript procedures. Contact the Director of Enrollment & Student Success for information on the application process. For more information about the consortium and for a complete list of member schools, visit www.aicad.org.

STUDY ABROAD

The Art Academy of Cincinnati partners with ArtBound Initiative and the Kentucky Institute for International Studies (KIIS). Students may apply any time during the year to ArtBound Initiative. Students should check the KIIS website: www.kiis.org for early and regular study abroad deadlines for KIIS summer, winter, and semester programs. Additional suggested programs to review include: Studio Art Centers International Florence (SACI) and the Institute for Study Abroad, Butler University (IFSA). Art Academy Portfolio Awards do not apply toward tuition and costs for study abroad. However, additional scholarships are available for ArtBound and KIIS. Contact the Career Services and Professional Practice Advisor, Kelly Kroener at kelly.kroener@artacademy.edu or Dr. Emily Everhart, the KIIS Campus Representative at everhart@artacademy.edu for more information.



STRATEGIC OHIO COUNCIL FOR HIGHER EDUCATION (SOCHE)

The Art Academy of Cincinnati is a member of the Strategic Ohio Council for Higher Education (SOCHE), which was established in 1967 to develop cooperative consortium of colleges and universities in Ohio that promote educated, employed, and engaged citizens. While attending the AAC, students may take courses not available at the AAC through consortium member colleges and universities. There is no additional tuition charge for attending a consortium institution, as the credits are applied and included in your Art Academy tuition and credit. The Art Academy of Cincinnati's tuition rate applies for every semester in which a student takes classes through the consortium. Students must pay their tuition bill to the AAC. Full-time students may take no more than six credits per semester through the consortium during the fall and spring semesters. However, there is no limit during the summer. Comprised of public and private institutions, SOCHE plans and implements a wide range of inter-institutional programs. Students must contact the Registrar for additional information and to obtain permission to enroll in courses through this program.



HEALTH AND WELLNESS SERVICES

Wellness resources feature access to a dedicated Student Wellness Center (N403), where students can rest, relax, engage with art as a therapeutic tool, and have access to COVID-19 tests and masks, over-the-counter medications for minor illnesses, first aid products, and personal hygiene supplies. Student Affairs assists with referrals to local health providers and guidance with navigating health insurance. Additional wellness resources include an emergency food pantry and a private telehealth space (N107) for virtual medical and mental health appointments. To expand access to mental health support, AAC provides all students with [TAO \(Therapy Assistance Online\)](#), an evidence-based digital platform offering self-guided mental health resources, mindfulness exercises, skill-building modules, and wellness tools available 24 hours a day. Through these integrated services, AAC fosters a supportive, inclusive environment that promotes student well-being, artistic growth, and community connection. For more information reach out to student.affairs@artacademy.edu.

In the event of an emergency or what you may suspect to be an emergency, always call 911 or go to the nearest hospital Emergency Room (ER). For non-emergent health and wellness issues or questions, below are some health resources in the community:

Urgent Care

Mt. Auburn Urgent Care

2230 Auburn Ave.
Cincinnati, OH 45219
513-621-2200
Mon.-Fri. 9am-6pm, Sat. 9am-4pm & Sun. Closed

Care First Urgent Care

85 Carothers Rd.
Newport, KY 41071
859-261-0506
Mon-Sun. 8am-8pm

Emergency Room

The Christ Hospital Emergency Room

2139 Auburn Avenue
Cincinnati, OH 45219
513-585-2235

Good Samaritan Hospital

3217 Clifton Ave.
Cincinnati, OH 45220
513-862-1400

St. Elizabeth Healthcare

1500 James Simpson Jr. Way
Covington, KY 41011
859-655-4353

Primary and Preventive Care

Cincinnati Children's Adolescent Medicine

3333 Burnet Ave., Location C2
Cincinnati, OH 45229
513-636-4681

The Christ Hospital

2139 Auburn Avenue
Cincinnati, OH 45219
513-585-3000

UC Health – Clifton Campus

222 Piedmont Ave.
Cincinnati, OH 45219

Gender Affirming Care

Equitas

2805 Gilbert Ave.
Cincinnati, OH 45206
513-761-1480

Caracole

4138 Hamilton Ave.
Cincinnati, OH 45219
513-761-1480

Planned Parenthood - Mt. Auburn

2314 Auburn Avenue
Cincinnati, OH 45219
513-287-6484

In the event of an emergency or what you may suspect to be an emergency, always call 911 or go to the nearest hospital Emergency Room (ER). For non-emergent health and wellness issues or questions, below are some health resources in the community:

Free/Low-Cost Health Centers

Elm Street Health Center
1525 Elm St.
Cincinnati, OH 45202
513-352-2902

Good Samaritan Free Health Center
3727 St. Lawrence St.
Cincinnati, OH 45205
513-246-6888
Must meet certain requirements for access

Planned Parenthood - Mt. Auburn
2314 Auburn Avenue
Cincinnati, OH 45219
513-287-6484

Mental Health

Emergency Resources and Crisis Response
AAC Campus Security
513-562-6279

Suicide & Crisis Hotlines
National Suicide Prevention Lifeline: 988
Crisis Text Line: Text "4HOPE" to 741741 or visit crisistextline.org
LGBTQ+ (The Trevor Lifeline): 1-866-488-7386
Trans Lifeline: 877-565-8860
Young People of Color in Crisis: text "STEVE" to 741741
Self-Harm Hotline: 1-800-DONT CUT (1-800-366-8288)

UC Psychiatric Emergency Services
513-583-8577
24/7

Mobile Crisis Team
Mobile clinical team trained to respond to mental health emergencies
513-584-5098
Mon.-Fri. 8:30am-12am,
Sat. & Sun. 12pm-8:30pm

Additional Resources

Ohio Domestic Violence Network:

www.odvn.org

Women Helping Women:

womenhelpingwomen.org

YWCA:

ywcacincinnati.org/

Rape, Abuse, & Incest National Network:

rainn.org/get-help

Know Your IX: Title IX Information and Advocacy:

knowyourix.org/

Love is Respect:

loveisrespect.org

National Eating Disorders Association:

nationaleatingdisorders.org/how-to-help-a-loved-one

National Council on Alcoholism and Drug Dependence:

ncaddnational.org



Artwork by Elliw Wallace



Molly Ann Reynolds, BFA '22



Student Affairs Coordinator & Disability/Accessibility Coordinator
(513) 562-6261
mollyann.reynolds@artacademy.edu
Office N113

STUDENTS WITH DISABILITIES

In compliance with Section 504 of the Rehabilitation Act of 1973, classroom and other accommodations are available to students with disabilities with appropriate documentation. Arrangements to receive classroom accommodations should be completed as early in the year as possible. Students who wish to request classroom accommodations must contact the Disability/Accessibility Coordinator, Molly Ann Reynolds who will develop an accommodation plan to share with the students' course faculty. Accommodations might include extended time on exams and assignments, testing in a distraction-free environment, class notes provided, sign language interpreters, and other services.

Students with extended exam time accommodations should reach out to the Accessibility/Disability Coordinator to schedule an appointment. Molly Ann Reynolds can be reached at mollyann.reynolds@artacademy.edu.

Students in need of accommodations for the dormitory should contact the Director of Student Affairs, to set up an accommodations plan.

SERVICE ANIMAL & EMOTIONAL SUPPORT ANIMAL POLICY

I. Purpose

The Art Academy of Cincinnati ("AAC") is committed to providing equal access and opportunity to qualified individuals with disabilities in accordance with the Americans with Disabilities Act of 1990, as amended ("ADA"), Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act ("FHA"), and applicable state and federal laws.

This policy establishes guidelines regarding the presence of Service Animals and Emotional Support Animals ("ESAs") on AAC property while balancing the health, safety, and educational interests of the campus community.

II. Scope

This policy applies to:

- Students
- Employees
- Visitors
- Guests
- Contractors

on AAC-owned, leased, operated, or controlled property, including academic buildings, administrative offices, campus housing, galleries, studios, and other facilities.

III. Definitions

A. Service Animal

A Service Animal is defined by the ADA as a dog or miniature horse that is individually trained to perform specific work or tasks for the benefit of

an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability.

Examples include:

- Guiding individuals who are blind
- Alerting individuals who are deaf or hard of hearing
- Pulling a wheelchair
- Assisting during a seizure
- Retrieving items
- Interrupting self-harming behaviors
- Providing trained psychiatric support

The work or task performed must be directly related to the individual's disability. Animals whose sole function is comfort, companionship, emotional support, well-being, or crime deterrence are not Service Animals under the ADA.

B. Emotional Support Animal (ESA)

An Emotional Support Animal is an animal that provides comfort, emotional support, therapeutic benefit, or alleviation of one or more identified symptoms or effects of a disability. ESAs are not Service Animals and generally are not permitted in academic, administrative, or public campus spaces unless otherwise required by law. ESAs may be considered as a reasonable accommodation in campus housing.

C. Handler

The individual with a disability who uses a Service Animal or a Emotional Support Animal or a designated individual responsible for the care and control of the animal.

IV. Service Animals

A. Access Rights

Service Animals are permitted in all areas of campus where members of the public, students, employees, or participants are normally permitted to go, except where the animal's presence would fundamentally alter a program, service, or activity or create a legitimate safety concern.

B. Permissible Inquiries

When the disability and need for the Service Animal are not obvious, AAC personnel may ask only:

- Is the animal required because of a disability?
- What work or task has the animal been trained to perform?

AAC will not require:

- Medical documentation
- Proof of disability
- Certification
- Registration
- Identification cards
- Demonstration of tasks
- Special licensing beyond that required by local law

C. Animal Control Requirements

The Service Animal must:

- Be under the control of the handler at all times.
- Be harnessed, leashed, or tethered unless such devices interfere with the animal's work or the individual's disability prevents their use.
- Be housebroken.
- Comply with applicable health and vaccination requirements.

V. Emotional Support Animals in Campus Housing

A. Request Process

Students seeking approval for an ESA in campus housing must submit a request through AAC's designated disability accommodation process. The request should include reliable documentation from a qualified healthcare professional supporting:

- The existence of a disability as defined by applicable law; and
- The disability-related need for the animal.

AAC may request additional information necessary to evaluate the accommodation request consistent with applicable law.

B. Individualized Assessment

Each request will be reviewed on an individualized basis.

Approval of an ESA is determined through an interactive process and is not automatic.

AAC will consider:

- The disability-related need for the animal;
- Whether the accommodation is reasonable;
- Whether the animal would pose a direct threat to health or safety;
- Whether the animal would cause substantial property damage;
- Whether the accommodation would create an undue

administrative or financial burden

- Whether the accommodation would fundamentally alter campus housing operations.

C. Housing Limitation

Unless otherwise required by law, approved ESAs are limited to the student's assigned residential space and designated areas necessary for entering and exiting housing facilities.

ESAs are generally not permitted in:

- Classrooms
- Studios
- Laboratories
- Galleries
- Administrative offices
- Dining areas
- Other campus buildings

unless separately approved as a disability accommodation.

VI. Handler Responsibilities

The handler is responsible for:

A. Animal Care

- Feeding and watering the animal.
- Exercising and supervising the animal.
- Maintaining proper health and veterinary care.
- Ensuring compliance with vaccination requirements.

B. Behavior

The handler must ensure the animal:

- Does not disrupt campus operations.
- Does not engage in aggressive behavior.
- Does not repeatedly bark, howl, or create excessive noise.
- Does not damage property.
- Does not interfere with the rights of others.

C. Cleanliness

The handler is responsible for:

- Immediate waste removal and disposal.
- Maintaining sanitary living conditions.
- Cleaning and repair costs caused by the animal.

D. Compliance with Law

The animal must comply with all applicable federal, state, and local laws and regulations.

VII. Removal of an Animal

AAC may require the removal of a Service Animal or ESA if:

- The animal is out of control and the handler does not take effective action to control it;
- The animal is not housebroken;
- The animal poses a direct threat to the health or safety of others;
- The animal causes substantial property damage;
- The handler fails to comply with this policy; or

- The animal's presence creates a fundamental alteration of an AAC program or activity.

When feasible, AAC will attempt to engage in an interactive process before removal. Removal of the animal does not automatically exclude the individual from participation in AAC programs, services, activities, or housing.

VIII. Conflicting Disabilities

AAC recognizes that some individuals may have medical conditions affected by animals, including allergies or animal-related phobias. When conflicts arise, AAC will engage in an individualized assessment and reasonable accommodation process to balance the rights and needs of all affected individuals.

IX. Damage and Liability

Handlers remain financially responsible for:

- Property damage caused by the animal;
- Cleaning costs beyond normal wear and tear;
- Injury caused by the animal to the extent permitted by law.

AAC assumes no responsibility for:

- Care or supervision of the animal;
- Injury to the animal;
- Loss of the animal;
- Veterinary expenses.

X. Non-Retaliation

AAC prohibits discrimination, harassment, retaliation, or interference against any individual who requests or utilizes a disability-related accommodation, including the use of a Service Animal or a Emotional Support Animal.

XI. Policy Administration

Questions regarding this policy should be directed to:

Grace Wohlschlegel ADA/504 Coordinator
Art Academy of Cincinnati
1212 Jackson Street
Cincinnati, Ohio 45202
Phone: (513) 562-6260
grace.wohlschlegel@artacademy.edu

Disclaimer: This policy is intended to comply with applicable federal and Ohio law as of the date of adoption. AAC reserves the right to revise this policy to reflect changes in legal requirements, institutional operations, or accreditation standards. Before adoption, AAC should have this policy reviewed by legal counsel familiar with ADA, Section 504, Fair Housing Act, and higher education compliance requirements.

STUDENT MEDICAL RECORDS

Each student born after January 1, 1957 must have immunizations for Measles, Mumps, and Rubella. Health forms documenting this and other information are maintained by the Director of Student Affairs.



STUDENT ADVOCACY

The Director of Student Affairs is the avenue for expressing any feedback, concern, grievance, etc. by a student or group of students. In such cases in which the Director of Student Affairs is the focus of a concern or grievance, students should speak with Sarah Stolar, the Executive Director of Academic Affairs and Academic Dean.

Near the end of each academic year, the Director of Student Affairs will distribute an electronic Student Satisfaction Survey, which all students are encouraged to complete. This will survey the satisfaction level for each functional area of the AAC, including the faculty (full and part-time), administrative leadership, Financial Aid, Registrar services, etc. The survey will remain open for no less than two weeks, and all results will be available for review in the office of the Director of Student Affairs.

RESOURCES FOR RESEARCH, TEXTBOOKS, AND SUPPLIES

Liberal Arts Studio

The Liberal Arts Studio (LAS) provides the space, tools, resources, and materials for exploration in the liberal arts. Consisting of a Media Room and a Collaborative Space, the LAS includes an extensive collection of books, digital resources, and multimedia equipment accessible during regular open hours or by appointment. Both the Media Room (N206) and the Collaborative Space (N207) can be reserved for group work, classes, or events. To search the AAC's catalog of books, films, and music, visit www.libib.com/u/aacbooks. For more information email liberalarts@artacademy.edu.

Public Library

The Cincinnati and Hamilton County Public Library is the official library for Art Academy of Cincinnati, and students are expected to use the library for out-of-class research. Located at 9th and Walnut Streets, it is only three blocks from campus.

AAC students can apply for borrowing privileges at the public library. To receive a library card, students must present a picture ID and provide their residential address and date of birth. Students who do not have a local Cincinnati/Hamilton County address to provide should speak with the Director of Student Affairs.

Textbooks and Supplies

AAC does not maintain an on-campus bookstore. Students should purchase their books from the source most appropriate to them. Options may include Amazon, Barnes & Noble, eBooks.com, or others.

Faculty will provide students with a recommended book and supply list at the first class meeting. In addition to many online resources, students may also consider purchasing supplies in OTR at:

Suder's Art Store
1309 Vine Street
Cincinnati, OH 45202
513-241-0800
www.sudersartstore.com



STUDENT GRIEVANCES AND COMPLAINTS

The Art Academy of Cincinnati (AAC) treats all complaints with equal seriousness and potential for productive change. In the evaluation of the processes and results associated with a student complaint, the AAC will consider to what extent the factors related to the complaint might hinder the institution's ability to achieve its mission, execute its vision, or live up to its core values. In the event that any of these hindrances are determined to exist, the Director of Student Affairs, a Conduct Officer, and/or Conduct Review Panel will make recommendations to appropriate campus constituencies for review of policy and/or personnel.

Any student who has a serious concern or complaint should first present their/his/her concern to the Director of Student Affairs. Complaints that are academic in nature, including complaints about faculty members, may also be brought to the Department Chair who supervises the course and/or faculty member in question. If the complaint is regarding a Department Chair, the complaint should be brought to the Executive Director of Academic Affairs and Academic Dean.

Note: If the complaint is of sexual misconduct, students should contact the Director of Student Affairs, who serves as the AAC's Title IX Coordinator, unless the sexual misconduct complaint is regarding the Director of Student Affairs. In this case, the student should notify Sarah Stolar, the Executive Director of Academic Affairs and Academic Dean. The Title IX Coordinator will initiate an investigation that will follow the AAC Conduct Policies and Procedures and all applicable federal laws and processes in accordance with Title IX.

The AAC recognizes that initially most student complaints will be presented informally to the Director of Student Affairs, relevant Department Chair, and/or the Executive Director of Academic Affairs and Academic Dean. At this point, the student will be advised whether the issue is considered to warrant a formal complaint to be filed based on the complaint recipient's judgment.

Typically, the AAC will recommend informal complaints when the matter is not severe in nature and can reasonably be resolved with mediated conversation between relevant parties. In cases where the complaint is severe in nature, students will be encouraged to file a formal complaint. If the AAC recommends an informal complaint but the student prefers to move forward with filing a formal complaint, they/he/she may choose to do so. In addition, the AAC reserves the right to initiate a formal complaint based on a student's informal complaint.

Formal complaints must be submitted in writing and must clearly define the following components: a complainant, an accused party or parties, and a succinct and complete record of grievances. The date of complaint and signature(s) of the complainant(s) must appear on the document in order to be treated as a formal complaint. Once a formal complaint has been received, the Director of Student Affairs will determine the appropriate proceeding action and consultation, including bringing the complaint to a supervisor or designating a Conduct Officer/Conduct Review Panel if deemed necessary.

Students who bring legitimate concerns to the attention of AAC faculty or administrators should not fear retaliation. If students perceive that retaliation has occurred, they should report this immediately to the Director of Student Affairs or the Executive Director of Academic Affairs and Academic Dean.

Art Academy of Cincinnati Student Complaint Policy and Procedures
The Art Academy of Cincinnati ("AAC") is committed to fostering an educational environment in which student concerns are addressed

fairly, promptly, and equitably. Students are encouraged to first utilize the Academy's internal grievance and complaint procedures whenever appropriate, as many concerns can be resolved through the institution's established processes.

External Student Complaint Policy and Procedures

Nothing in the Academy's policies limits a student's right to file a complaint with an appropriate external agency. Students may submit complaints to the following organizations, as applicable.

Ohio Department of Higher Education (ODHE)

Students have the right to file a complaint with the Ohio Department of Higher Education regarding matters within the Department's jurisdiction. Information regarding the complaint process, eligibility requirements, and instructions for submitting a complaint is available at:

Submit an Ohio Department of Higher Education Student Complaint
higher.ed.gov/students/current-college-students/student-complaints

Higher Learning Commission (HLC)

The Art Academy of Cincinnati is accredited by the Higher Learning Commission (HLC). Students who believe the Academy is not meeting the HLC's Criteria for Accreditation and other accreditation requirements may submit a complaint directly to the Higher Learning Commission. The HLC reviews complaints that raise concerns regarding an institution's compliance with its accreditation requirements. The HLC complaint process does not adjudicate individual disputes or provide individual remedies. Information about the Higher Learning Commission's complaint process and instructions for filing a complaint is available at:

Higher Learning Commission – File a Complaint Against an Institution
www.hlcommission.org/for-students/file-a-complaint-against-an-institution/

The availability of these external complaint processes does not preclude students from utilizing the Academy's internal complaint and grievance procedures. Students are encouraged to seek resolution through the Academy's established procedures before pursuing an external complaint whenever appropriate. However, students retain the right to contact the Ohio Department of Higher Education, the Higher Learning Commission, or any other governmental or accrediting agency authorized to receive complaints at any time.

STUDENT CONDUCT POLICIES

The Art Academy of Cincinnati has established standards of student conduct and determined procedures for enforcing these standards, as well as for determining results of student grievances and complaints.

The Code of Student Conduct, hereinafter referred to as the Code, is established to foster and protect the AAC's mission, vision, and educational goals; to foster the scholarly, artistic, and civic development of our students in a safe and secure learning environment; and to protect the people, facilities, and environments that support the AAC's students, staff, faculty, and visitors.

Student conduct that adversely affects the AAC community may be cause for disciplinary action. Alleged violations of the Code and/or infractions of applicable federal, state, and/or local laws will initiate the disciplinary process. Such conduct undermines trust, arouses fear and suspicion, and restricts freedom of access to the AAC's resources. Therefore, such conduct will not be tolerated.

In addition to being bound by the Code, students are subject to municipal, state, and federal laws while enrolled at the AAC. Violations of applicable laws may also constitute violations of the Code, and in such instances, the AAC may proceed with its own disciplinary processes under the policy independently of any criminal proceeding involving the same conduct and may impose sanctions for violation of the Code even if such criminal proceeding is not yet resolved or is resolved in the student's favor. Any student found responsible for misconduct is subject to appropriate disciplinary sanctions.

Student conduct policies and procedures are substantially secondary to the use of example, guidance, advising, mentoring, and admonition in the development of responsible student conduct. When these preferred means fail to prevent, resolve, or deter problems of student conduct, procedural safeguards allow for the imposition of appropriate sanctions designed to aid in students' moral and ethical development, while protecting students from undue imposition of serious penalties.

Relevant Definitions

Absolved	<i>A result of the conduct process in which the accused is held blameless and is not deemed to be in violation of the Code.</i>
Appeal	<i>The accused person's right to have their/his/her case reviewed by the President in order to determine the fairness of the decision.</i>
Bullying	<i>Includes physical, verbal (oral or written), electronically transmitted (cyber or high-tech), and psychological abuse of another person.</i>
Conduct Officer	<i>Referring to an individual Conduct Officer or the Conduct Review Panel.</i>
Conduct Hearing	<i>A process in which the facts of an alleged violation of the Code are presented to the appropriate Conduct Officer to determine whether a violation(s) took place and which sanction(s) are appropriate.</i>
Conduct Officer	<i>AAC administrators and staff members who have been trained and authorized by the College to hear cases of misconduct.</i>
Conduct Review Panel	<i>A body whose sole purpose is to hear cases of alleged misconduct in order to reach a determination of responsibility and to assign appropriate sanctions</i>
Discrimination	<i>Consists of conduct of any type (e.g., oral, written, graphic, or physical) directed against a person (or group of persons) because of their race, color, national origin, religion, creed, age, disability, marital or familial status, sexual orientation, veteran or military status, gender identity, or any protected characteristic, which is sufficiently severe, persistent, or pervasive as to limit or deny a student's ability to participate in or benefit from an educational program or an employee's ability to perform or participate in a work environment.</i>
Disruption	<i>The act of interrupting or impeding the academic and/or social environment of the AAC, including, but not limited to, violations of any written policies or procedures approved by the AAC.</i>
Harassment	<i>An unwelcome interaction that creates an intimidating, hostile, or demeaning work, living, and/or educational environment</i>
Preponderance of the Evidence	<i>A standard of proof utilized in accordance with the Art Academy of Cincinnati's conduct and grievance processes. The Preponderance of the Evidence standard requires a 51% likelihood that the alleged violation occurred. If this standard of proof is not met, the accused will be absolved of the charge(s).</i>
Sanction	<i>An outcome imposed for the violation of the Code. Generally, sanctions are educational in nature and are intended to modify the accused person's behavior as well as build an awareness of personal responsibility and community standards.</i>
Student Advocate	<i>Any person the accused would like to accompany them/him/her during a conduct hearing. The advocate is not permitted to speak on the student's behalf but may provide moral support and individual counsel.</i>

CODE OF STUDENT CONDUCT

AAC policies referenced in the Code of Student Conduct, such as the Art Academy Housing Agreement, the Student Studio Space and Rules Contract, etc. can be obtained from the Director of Student Affairs. All applicable conduct standards in the Code of Student Conduct will hereafter be referred to as "the Code." The violation or attempted violation of any of the acts outlined in the Code will be considered violations of accepted conduct. In the enforcement of AAC policies, all accused persons will, at a minimum, have the right to receive notice of the alleged violation(s) and the time, date, and location of the opportunity to respond to the alleged violation(s). A student shall be responsible for their/his/her conduct from the time of application for admission through the awarding of a degree.

Misconduct is defined by the Art Academy of Cincinnati as:

1. Violation of the Art Academy Housing Agreement, for residents, visitors, and guests in Art Academy Housing.
2. Violation of the Student Studio Agreement.
3. Violation of any written AAC Policy.
4. Violation of any applicable local, state, or federal law.
5. Sexual Misconduct*: Actions that fall under the category of sexual misconduct include sexual assault; unwelcomed sexual advances; coercion for sexual favors; non-consensual sexual touching or contact; domestic or dating violence; stalking; actions committed through exploitation of another's mental or physical condition, for example, impairment due to alcohol or drugs, of which the assailant was aware or should have been aware; sexual harassment; sex-based or gender-based discrimination; or any other sexual activity without the consent of both of the parties.
6. Dishonesty: cheating, plagiarizing, furnishing false information to the AAC, forgery, or the use of AAC documents or identification to defraud.
7. Disruption of teaching, administration, or any authorized Art Academy function.
8. Behavior that injures or endangers the safety, health, or well-being of another person. This may include: threats or implied threats of physical harm; actions or statements that demean, degrade, or disgrace another person; attempts to inflict mental or bodily harm upon oneself or another person(s).
9. Possession, distribution, or sale of alcohol or alcohol containers in unauthorized locations and during any events held on campus.
10. Unlawful use, administration, possession, manufacture, distribution, or sale of illegal drugs, medications (prescription-based or over-the-counter), drug paraphernalia, or alcoholic beverages on campus. Note: This prohibition applies to marijuana even though use of this substance has been legalized in Ohio. Additionally, no product or substance may be used in a manner that is unsafe or inconsistent with the product's stated guidelines for use or consumption.
11. Attempted or actual theft, damage, or vandalism to the property of others, or to AAC property or property under the control of the AAC.
12. Unauthorized entry into college facilities or unauthorized use of AAC property or the property of others. This includes unsupervised use of power tools and removal of any AAC property from campus.

13. Failure to comply with directions of officials of the Art Academy of Cincinnati acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.
14. Misuse of AAC computers and computer services such as the Internet in an illegal manner. This includes the use of email, social media, or other forms of electronic communication in a manner that is threatening, malicious, or invasive of the privacy of another person or persons.
15. Possession of any firearms, weapons, fireworks, explosives, ammunition, or abuse of flammable substances on AAC property or replicas of such items that may reasonably be mistaken for any items listed above. The AAC does not allow open flames on the premises, including candles, incense, cigarettes, or cigars.
16. False report of an emergency, including tampering with fire safety equipment and causing, making, or circulating a false report or warning of fire, explosion, crime, or another catastrophe.
17. Use of spray paint, aerosols, or resins outside of a spray-booth.
18. Gambling for money or other items (or services) of value.
19. Any and all hostile, threatening, or intimidating behavior that by its very nature would be interpreted by a reasonable person to threaten or endanger the health, safety, or well-being of any person is contradictory to the Art Academy of Cincinnati's Core Values and therefore is not acceptable. Examples of such behavior may include, but are not limited to:
 - An act that alarms or seriously disrupts another person's ability to participate in any aspect of AAC life; or
 - Communicating verbally either directly or indirectly through another party, by telephone, regular or electronic mail, voice mail, or any verbal, mechanical, electronic, or written communication in a manner likely to cause or which causes injury, distress, or emotional or physical discomfort.
 - Any form of harassment, including sexual harassment or harassment based on perceived or actual identities.
20. Bias-Related Incidents: Any violation of the Code motivated by a consideration of race, sex, gender identity, color, religion, ancestry, national origin, age, disability, veteran status, or sexual orientation may subject the student to the imposition of a sanction more severe than would be imposed in the absence of such motivation.
21. Violating the terms of any disciplinary sanction.
22. Failure to exercise reasonable care toward any person(s) or their/his/her property.
23. Attempting to commit and/or complicity in any prohibited act(s) of the Code of Student Conduct.
24. Invasion of Privacy: The recording, filming, photographing, viewing, transmitting, or producing the image or voice of another person without their/his/her knowledge and expressed consent while in an environment that is considered private or where there is an expectation of privacy are actions that are strictly prohibited. In such circumstances, the use of undisclosed and/or hidden recording devices is prohibited, as is the storing, transmission, and/or distribution of any recording (or recordings) that derive from such devices. This policy does not pertain to the recording of public events or discussions, or recordings made for law enforcement purposes.

*Issues related to sexual misconduct will be handled and investigated according to the specific policies and procedures outlined in "Sexual Misconduct Policies and Procedures" below.

Adjudication Policies and Processes

In cases in which a formal complaint has been received and/or a violation of the Code of Student Conduct has been alleged, the following processes may be implemented:

Conduct Officers

The Executive Director of Academic Affairs and Academic Dean and the Director of Student Affairs, or their designees, are the only individuals authorized to act as Conduct Officers, to conduct hearings to determine responsibility, and impose appropriate sanctions. Conduct Officers are responsible for following conduct procedures and may impose any sanction outlined in the Code.

Conduct Review Panel

Based on the severity of a case or at the student's request, a Conduct Officer may refer cases of alleged violations to the Conduct Review Panel. The Conduct Review Panel is responsible for following all applicable policies and procedures within the Academic Catalog.

Assembling the Panel

In order to encourage a fair and balanced hearing where the community and its constituents are represented, the Conduct Review Panel shall be composed of:

- Two faculty representatives selected by the Academic Dean
- One staff representative selected by the Associate Dean
- One student representative selected by the Director of Student Affairs

Panel Officers

The Conduct Review Panel shall elect a Chair by majority vote when the Panel is first assembled. The Chair is responsible for ensuring that the Panel is timely, unbiased, and productive. This includes scheduling, managing, and documenting the Panel's processes and determinations.

Replacement of the Conduct Review Panel Chair

In cases in which the Chair steps down or resigns from the Panel, a vote for a new Chair will be coordinated by the Director of Student Affairs within two weeks of receiving the Chair's resignation. Should members of the Panel wish to replace the sitting Chair, the concerned member(s) should communicate directly with the Director of Student Affairs. Should the Director of Student Affairs determine that the Chair should be replaced, a new Chair will be selected as set forth above. Each member of the Conduct Review Panel must maintain absolute confidentiality regarding all matters related to the Panel's work and in relation to the student or students involved in the case. Panel members who compromise confidentiality in respect to the case may be asked to resign from the Panel and may be subject to disciplinary action themselves.

Disqualification of Panel Members

A member of the Conduct Review Panel will be disqualified from serving on the Panel if the member in question is filing the charge(s) against the accused, is related to the accused, or has another conflict of interest as determined by the Conduct Review Panel or the Director of Student Affairs. Any such members of the Conduct Review Panel must disqualify themselves from sitting on the Panel with respect to any portion of the disciplinary proceeding, including any hearings regarding responsibility, discipline, or any other matter related to the case. If such members of the Panel fail to disqualify themselves, then the Director of Student Affairs reserves the right to disqualify those Panel members. If a member of the

Panel is disqualified from further review of a case, then that member shall be replaced in the following manner: the Academic Dean shall appoint a replacement faculty representative; the Associate Dean shall appoint a replacement staff representative; or the Director of Student Affairs shall appoint a replacement representative of the student body.

Concerns about Panel Members

If the accused or any member of the Conduct Review Panel has a concern regarding the composition of the Conduct Review Panel as it relates to the scheduled proceedings, the concern shall be brought to the Director of Student Affairs for consideration. If the Director of Student Affairs determines that the composition of the Panel should be changed, the procedure outlined above shall be followed.

Conduct Review Panel Procedures

Within the context of the policies and procedures stated herein, the Chair of the Conduct Review Panel shall be responsible for the Panel's procedures and must ensure that the accused is/are provided fair and thorough opportunities to present information and to respond to the information presented by others during the hearing.

The Conduct Conference

The purpose of the Conduct Conference is to provide the AAC a means of making findings of fact and to arrive at a decision regarding behavior. Individuals alleged to be in violation of the Code are provided the opportunity to have a hearing to ensure fairness, truth, and justice. Individual Conduct Officers or the Conduct Review Panel may adjudicate Conduct Conferences, and the use of either term below may be used interchangeably. These Conduct Officers/Review Panels must adhere to the following procedures:

- The hearing is closed to the public. At the request of the accused, an advocate may be admitted.
- The Conduct Officers shall advise the accused of the allegations against them/him/her.
- The Conduct Officers shall allow only pertinent information to the case to be introduced at the hearing.
- In hearings involving more than one accused person, the Conduct Officers may permit or require the hearings concerning each to be conducted separately. The Conduct Officers have both the responsibility and the right to determine involvement of AAC community members.
- An audio recording of the proceedings may be made at the hearing. In addition, notes on the proceedings shall be kept for each hearing. These records will be maintained in a file in the office of the Director of Student Affairs until the accused graduates from the AAC or is no longer a matriculated student of the Art Academy of Cincinnati.
- The Conduct Officers hear evidence, make findings of fact, and impose appropriate sanctions. Responsibility for violating the Code shall be assigned using a preponderance of the evidence standard. The Conduct Officer is responsible for informing the accused of their/his/her right to appeal.
- Appeals can be lodged by the accused only and must be received by the Executive Director of Academic Affairs and Academic Dean within five (5) business days from the time the accused is given the determination from the Conduct Officers. A record of the appeal shall be made, and the appeals process will be initiated upon receipt of a written appeal. The accused will be notified of the appeal result within five (5) business days of receipt of said appeal.

- Each appeal will be treated with seriousness, and it is up to the Academic Dean to make a determination of whether the Conduct Officers followed the appropriate procedures and imposed appropriate discipline.
- If the Academic Dean finds that the Conduct Officer came to an incorrect determination, or if the discipline is grossly inappropriate based upon the severity of the case, the Academic Dean may change the recommendation and/or discipline accordingly.

Failure to Appear or Present Evidence

If the accused is unable to appear before the assigned Conduct Officers on the date specified in the notice, they/he/she should notify the Chair of the Conduct Review Panel, or the individual Conduct Officer in writing at least 24 hours prior to the scheduled date and time. A compelling reason should be provided, with documentation as appropriate. The Conduct Officer, or Conduct Review Panel Chair, in consultation with Panel members as needed, will consider the request and determine its outcome, including a new date and time for the hearing in cases where the request is approved.

In cases in which the request is denied, or when the accused fails to appear before the Conduct Officer or Conduct Review Panel without giving proper notice prior to the date and time specified in the notice, the Conduct Officer may consider all information at their/his/her disposal and may determine the appropriate course of action, to include ruling on the case. No accused person, however, may be found to have violated the Code of Student Conduct solely because that person failed to appear.

Guided by the values and practices of excellent scholarship and a responsible, ethical community, the Conduct Officers and Conduct Review Panel shall conduct the research necessary to come to a reasonable conclusion, and in doing so may request and review pertinent records and/or files or meet with individuals and groups as needed.

Rights of the Accused

- The right to receive notification of the section(s) of the Code allegedly violated and the date, time, and place of any conference or hearing on the alleged violation.
- The right to challenge the objectivity or fairness of any of the persons serving as a Conduct Officer. The decision to uphold any challenge made by the accused rests with the Panel Chair or Conduct Officer.
- The right to consult an advisor. The right to invite, at any point of the disciplinary process, an advocate in any or all related meetings or discussions in which the accused would be present or engaged. The advocate may not partake in any discussion as part of the conduct process, but may be present to provide moral support and individual counsel to the accused.
- The right to review a copy of each document pertinent to the alleged violation upon request.
- The right to notification of the name of each person expected to testify at any conference or hearing upon request.
- The right to introduce documents, to call witnesses, and to present other evidence. The right to call witnesses is accompanied by the obligation to provide the name of each witness, in writing, two business days in advance of a Conduct Conference to the appropriate Conduct Officers.
- The right to be present at Conduct Conferences on the alleged violation and to make or to refrain from making statements.

- The right to request a change in their/his/her on-campus housing assignment or academic schedule if the accused feels unsafe.
- The right to ask questions of any person participating in – or providing information at – a hearing. All questions asked by the accused are to be directed toward the Chair of the proceedings. In certain circumstances, questioning may be done outside the physical presence of those participating in the hearing.
- The right to receive written notification of any decision made.
- The right to appeal the decision of a hearing or conference in accordance with AAC procedures.
- The right to review the record that exists of any hearing in accordance with all state laws and the Family Educational Rights and Privacy Act.
- The right to request postponement of a hearing for good cause shown. In most cases, a postponement will only be granted due to an academically related commitment. The decision to postpone a hearing rests with the Conduct Officers.

Rights of Complainant

- The right to be kept informed of the status of proceedings throughout the process.
- The right, in all disciplinary proceedings to have the presence of an advisor. An advisor may consult with the student but not address the Conduct Officers or participate directly in the hearing.
- The right to request to answer questions posed by the accused outside of the physical presence of the accused. The Conduct Officers will determine if such a request will be granted.
- The right to submit, orally or in writing, an impact statement to any conduct officer.
- The right to receive timely notification of any decision made.
- The right to be granted, if these changes are reasonably available, a change in living assignment, academic arrangement, or other steps necessary to prevent unnecessary or unwanted or uncomfortable contact.

In Cases of Sexual Misconduct, Complainants Maintain the Following Additional Rights:

- To decide whether or not they/he/she wants to participate in any part of the investigation or hearing process, and to change that decision at any point in the process.
- To deny the use of their/his/her name if a report must be made to a local law enforcement agency.
- To be informed about any limits of confidentiality that may pertain to the allegation.
- To be informed of their/his/her options of services available to them and any time limits associated with each option.
- To have an advocate or other support person assist them/him/her during the process.
- The right to consult an advisor before, during, and after any conference or hearing.
- To bring witnesses in person to present witness statements during an investigation.
- To have advice of their/his/her own legal counsel (although legal

counsel may not represent any individuals involved during the process or hearing).

- To be informed of the outcome of the investigation and finding.
- To appeal the outcome of the initial finding.

Sanctioning Guidelines

Disciplinary sanctions will be based on:

- The nature and severity of the violation.
- The damage incurred to a person and/or property.
- The past record of violations: i.e. the number, the frequency, and severity.
- The level of cooperation and forthrightness of the student in remedying or making restitution in regards to the violation will be taken into consideration.

Infractions of a very serious nature may result in immediate expulsion. Any student expelled by the AAC shall have the right to appeal.

Each Conduct Officer may apply appropriate sanctions based on a student's responsibility of violating the Code and the severity of the incident. The following sanctions may be imposed upon any student found to have violated the Code of Student Conduct:

1. Loss of Privileges

Specified privileges may be withheld for a designated period of time, such as loss of studio space, among other privileges.

2. Restitution

Students found to have violated the Code may be required to make compensatory payment for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

3. Fines

Students deemed to be in violation of the Code may be charged a fine not to exceed \$50 per case. Fines may be assessed as:

- \$25 fine for a finding of responsibility for a violation of the Code during an incident.
- \$25 fine due to failure to attend a meeting/conduct conference or to complete a sanction by the required date.

4. Warning

Students who have violated the Code will receive a written reprimand that identifies the student's violation (or violations) of the Code.

5. Probation

If a student is found to be in violation of the Code, a designated probationary period during which more severe disciplinary sanctions may be imposed.

6. Parental Notification

A Conduct Officer may notify a parent or guardian of a student who is under 21 years of age (at the time of communication) that the student has committed a violation of law or college policy.

7. Order of No-Contact

An Order of No-Contact prohibits interaction between or among students who are involved in a conduct dispute. Such an order is designed to help minimize further altercations between those involved. Students who are subject to Orders of No-Contact shall not contact each other using any means whatsoever. This includes, but is not limited to comments, words, or gestures in person, through postal mail, email, social networking sites, or by having others (friends, acquaintances, family members etc.) act on behalf of the students involved.

8. Suspension from the College

Separation of the student from the College may be imposed for a defined period of time as determined by the Conduct Officers. In such an event, the Conduct Officers will notify the student of the suspension via a written

letter, which states 1.) the time period during which the suspension is in effect; 2.) the terms of the suspension; and 3.) the conditions under which eligibility to return may be satisfied. Students who are suspended during the semester will be withdrawn from all courses and noted as withdrawn from the College. Conditions for readmission will be specified at the time of suspension.

9. Expulsion

In the event that a student is expelled from the College during a semester, the student will be withdrawn from all courses, and their/his/her transcript will include a notation stating that the student was expelled.

10. Educational Sanctioning

An order requiring the student to perform mandated service or to participate in an education program or activity, including, but not limited to, an educational seminar, a treatment program for alcohol or drug abuse, psychological counseling, or other program/task designed to assist the student in learning more about how their/his/her behavior impacted themselves and/or the community.

11. Other Sanctions

The Conduct Officers may suggest other sanctions that are suitable in light of the student's offense.

Multiple Sanctions

Multiple sanctions may be applied based on the nature and severity of the responsibility ascribed to a student for Code violation(s). The presiding Conduct Officer has the sole discretion in applying appropriate sanctions for each case.

Voting on Sanctions

In cases of a Conduct Review Panel, the members shall determine, by majority vote, the sanction(s) for each violation.

Request for Expungement

After serving the required sanction for violation of the Code, and upon completion of degree requirements, a student may request that the records documenting the violation of the Code, subsequent process and adjudication, be expunged from the student's permanent record. This request must be in writing and addressed to the Academic Dean stating the violation and the resultant change in behavior or circumstances that warrant the request. The Academic Dean is not obligated to grant any request for expungement but will seriously consider a request.

Sexual Misconduct Policies and Procedures

Anti-Discrimination Statement

Title IX of the U.S. Education Amendments of 1972 ("Title IX") is a federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. The Art Academy of Cincinnati (AAC) does not discriminate on the basis of sex in the education programs or activities that it operates including admissions and employment.

Under Title IX, discrimination on the basis of sex can also include sexual harassment which is defined as conduct on the basis of sex that satisfies one or more of the following:

- An employee of the College conditioning the provision of education benefits on participation in unwelcome sexual conduct (i.e., quid pro quo); or
- Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the institution's

education program or activity; or

- Sexual assault (as defined in the Clery Act), dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA).

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours) by using the telephone number, electronic mail address, or by mail to the office address listed for the Title IX Coordinator. The following person has been designated to handle inquiries regarding the non-discrimination policies and/or laws:

Grace Wohlschlegel

Director of Student Affairs, Title IX Coordinator

1212 Jackson Street, Office N112

Cincinnati, OH, 45202

513-562-6260

grace.wohlschlegel@artacademy.edu

The AAC Title IX Policy and Procedures provide extensive information on the AAC's grievance procedures and grievance process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the AAC will respond.

Inquiries about the application of Title IX and this part to such recipient may be referred to AAC's Title IX Coordinator, to the U.S. Department of Education Assistant Secretary for Civil Rights, or both. The Assistant Secretary's contact information is U.S. Department of Education, Office of Postsecondary Education, 400 Maryland Avenue, S.W., Washington, DC 20202, Main Telephone: 202-453-6914.

A person may also file a complaint with the appropriate federal, state, or local agency within the time frame required by law. Depending upon the nature of the complaint, the appropriate agency may be the federal Equal Employment Opportunity Commission (EEOC), Office for Civil Rights (OCR) of the U.S. Department of Education, the Department of Justice, and/or the Ohio Civil Rights Commission.

Equal Employment Opportunity Commission (EEOC) Field Office

550 Main St, Cincinnati, OH 45202

Telephone: (800) 669-4000

Email: info@eeoc.gov

Ohio Civil Rights Commission

Columbus Regional Office

30 E Broad St 4th Floor, Columbus, OH 43215

Telephone: (614) 466-5928

Assistant Secretary for Civil Rights Office, National Headquarters U.S. Department of Education Lyndon Baines Johnson Dept. of Education Building 400 Maryland Avenue, SW Washington, DC 20202

Telephone: 800-421-3481

Fax: 202-453-6012; TDD: 800-877-8339

Email: OCR@ed.gov

Within any resolution process related to this policy, The Art Academy of Cincinnati provides reasonable accommodations to persons with disabilities and religious accommodations, when that accommodation is consistent with state and federal law.

The Art Academy of Cincinnati does not discriminate in its employment practices or in its educational programs or activities on the basis of sex/gender. The AAC also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internally or externally. Reports of misconduct, questions regarding Title IX, and concerns about noncompliance should be directed to the Title IX Coordinator. For a complete copy of the policy or for more information, please contact the Title IX Coordinator or the Assistant Secretary of Education within the Office for Civil Rights (OCR).

Since Fall 2018, the AAC has required that all students and employees complete annual sexual misconduct and Title IX compliance training via online training modules. This training is coordinated by the Title IX Coordinator / Director of Student Affairs. Students are trained on definitions related to sexual misconduct, ways to recognize it, and strategies for preventing it. Employees are trained on the same, in addition to training on their reporting responsibilities.

STATEMENT OF JURISDICTION

This policy applies to alleged sex/gender-based discrimination that takes place on university property (owned, leased or controlled premises), at university-sponsored events, in connection with a university-recognized program or activity, as well as off-campus behavior that is not associated with a university-sponsored event or a university-recognized program or activity, if the alleged discrimination could reasonably create a hostile environment on campus or in university programs or activities.

I. Glossary

The university's policies and definitions may differ from Ohio state law. Conduct may be punishable under both the criminal statutes and university policy. These processes are separate and distinct from one another but can run concurrently. Definitions cited from the Ohio Revised Code may be revised at any time.

Formal Grievance Process	means "Process A," a method of formal resolution designated by the recipient to address conduct that falls within the policies included below, and which complies with the requirements of 34 CFR Part 106.45: www.ed.gov/policy/rights/reg/ocr/edlite-34cfr106.html
Grievance Process Pool	includes any investigators, hearing officers, appeal officers, and Advisors who may perform any or all of these roles (though not at the same time or with respect to the same case).
Decision Maker	refers to those who have decision-making and sanctioning authority within the Recipient's Formal Grievance process.
Investigator	means the person or persons charged by the Art Academy of Cincinnati with gathering facts about an alleged violation of this Policy, assessing relevance and credibility, synthesizing the evidence, and compiling this information into an investigation report and file of directly related evidence.
Mandated Reporter	means an employee of the Recipient who is obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator.
Notice	means that an employee, student, or third-party informs the Title IX Coordinator or other Official with Authority of the alleged occurrence of harassing, discriminatory, and/or retaliatory conduct.
Official with Authority (OWA)	means an employee of the Art Academy of Cincinnati explicitly vested with the responsibility to implement corrective measures for harassment, discrimination, and/or retaliation on behalf of the Recipient.
Parties	include the Complainant(s) and Respondent(s), collectively.
Process A	means the Formal Grievance Process detailed below and defined above.
Process B	means the informal alternative resolution procedures.
Recipient	means a postsecondary education program that is a recipient of federal funding.
Remedies	are post-finding actions directed to the Complainant and/or the community as mechanisms to address safety, prevent recurrence, and restore access to the Recipient's educational program.
Respondant	means an individual who has been reported to be the perpetrator of conduct that could constitute harassment or discrimination based on a protected class; or retaliation for engaging in a protected activity.
Resolution	means the result of an informal or Formal Grievance Process.
Sanction	means a consequence imposed by the Recipient on a Respondent who is found to have violated this policy.
Sexual Harassment	is the umbrella category including the offenses of sexual harassment, sexual assault, stalking, and dating violence and domestic violence.
Title IX Coordinator	is at least one official designated by the Art Academy of Cincinnati to ensure compliance with Title IX and the Recipient's Title IX program. References to the Coordinator throughout this policy may also encompass a designee of the Coordinator for specific tasks.
Title IX Team	refers to the Title IX Coordinator and any member of the Grievance Process Pool.

II. Policies

Consent

Consent is informed, freely given, mutual, and can be withdrawn at any time. A person cannot give consent if that person is mentally or physically incapacitated or impaired such that the person cannot understand the fact, nature, or extent of the sexual situation; this includes impairment or incapacitation due to age, alcohol or drug consumption, or being asleep or unconscious. Similarly, a person cannot give consent if force, expressed or implied, duress, intimidation, threats or deception are used on the complainant. Silence or the absence of resistance does not necessarily imply consent. Consent to some sexual acts does not imply

Advisor	means a person chosen by a party or appointed by the institution to accompany the party to meetings related to the resolution process, to advise the party on that process, and to conduct cross-examination for the party at the hearing, if any.
Complainant	means an individual who is alleged to be the victim of conduct that could constitute harassment or discrimination based on a protected class; or retaliation for engaging in a protected activity.
Complaint (formal)	means a document filed/signed by a Complainant or signed by the Title IX Coordinator alleging harassment or discrimination based on a protected class or retaliation for engaging in a protected activity against a Respondent and requesting that the recipient investigate the allegation.
Confidential Resource	means an employee who is not a Mandated Reporter of notice of harassment, discrimination, and/or retaliation (irrespective of Clery Act Campus Security Authority status).
Day	means a business day when the Art Academy of Cincinnati (AAC) is in normal operation.
Education program or activity	means locations, events, or circumstances where the Art Academy of Cincinnati exercises substantial control over both the Respondent and the context in which the sexual harassment or discrimination occurs and includes any building owned or controlled by a student organization that is officially recognized by the Art Academy of Cincinnati.
Final Determination	A conclusion by preponderance of evidence standard that the alleged conduct occurred and whether it did or did not violate policy.
Finding	A conclusion by the preponderance of evidence standard that the conduct did or did not occur as alleged.

consent to other acts, nor does prior consent to sexual activities imply ongoing future consent with that person or consent to that same sexual activity with another person. Whether an individual has taken advantage of a position of influence or authority over an alleged victim may be a factor in determining consent.

Dating Violence

Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes sexual or physical abuse or the threat of such abuse.

Domestic Violence

Domestic violence is violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Ohio.

Pursuant to Ohio Revised Code § 2919.25 Domestic Violence:

- No person shall knowingly cause or attempt to cause physical harm to a family or household member.
- No person shall recklessly cause serious physical harm to a family or household member.
- No person, by threat of force, shall knowingly cause a family or household member to believe that the offender will cause imminent physical harm to the family or household member.
- Complete text of Ohio Revised Code § 2919.25
codes.ohio.gov/ohio-revised-code/section-2919.25

Incapacitated or Incapacitation

A state in which rational decision-making or the ability to consent is rendered impossible because of a person's temporary or permanent physical or mental impairment including, but not limited to, physical or mental impairment resulting from drugs or alcohol, disability, sleep, unconsciousness, or illness. Incapacitation is determined based on the totality of the circumstances. Incapacitation is more than intoxication, but intoxication can cause incapacitation. Factors to consider in determining incapacitation include, but are not limited to, the following:

- Lack of awareness of circumstances or surroundings (e.g., an inability to understand, either temporarily or permanently, the who, what, where, how, and/or why of the circumstances; blackout state);
- Inability to physically or verbally communicate coherently, particularly with regard to consent (e.g. slurred or incoherent speech);
- Lack of full control over physical movements (e.g., difficulty walking or standing without stumbling or assistance); and/or
- Physical symptoms (e.g., vomiting or incontinence).

Rape

Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the complainant.

Sex Discrimination

Sex discrimination takes place where an AAC student or third party

receives negative or adverse treatment based on sex, gender, or gender identity and the conduct denies or limits the individual's ability to obtain the benefits of AAC's programs or activities.

Sex-and-Gender-Based Harassment

Sex-and-Gender-Based Harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where:

Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic success; or Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or study environment.

In addition, harassment without an overt sexual component can also violate the law and university policies where it is shown that the harassment is directed at an individual because of the individual's gender or gender identity. In determining whether alleged conduct constitutes sexual harassment, the AAC will look at the totality of the circumstances, such as the nature of the sexual advances and the context in which the alleged incidents occurred. The determination whether a particular action violates this policy will be made from the facts, on a case-by-case basis. In cases in which a hostile environment is alleged, a determination of a violation requires not only a finding that the victim regarded the environment as hostile, but also that such conduct was severe, persistent, or pervasive and would be considered hostile by any reasonable person. Offensive conduct that does not rise to the level of harassment, however, may be grounds for discipline under other applicable policies.

Sex-and-Gender-Based Violence

Sex-and-Gender-Based Violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the person's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability. A number of different acts fall into the category of sexual violence, including rape, sexual assault, and sexual coercion. All such acts of sexual violence are forms of sexual harassment covered under Title IX. Gender-based violence may be directed at a person because of the person's gender, gender identity, or perceived gender/gender identity.

Sexual Assault

Offenses including rape, fondling, or statutory rape. Sexual assault includes non-consensual intercourse (see definition of rape above) as well as non-consensual sexual contact (intentional sexual contact of the body parts of another person without that person's consent).

Sexual Coercion

This occurs when a respondent unreasonably pressures a complainant to engage in sexual activity despite the complainant indicating that they/he/she does not want to engage in sexual interaction. Sexual coercion can occur through the use of words/pressure, substances such as drugs or alcohol, force, or manipulation. Sexual coercion can also occur where the respondent is in a position of influence or authority over the complainant, or where the complainant is a minor.

Stalking

Stalking means engaging in a course of conduct directed at a specific person that would: cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

Pursuant to Ohio Revised Code § 2903.211 Menacing by Stalking:
codes.ohio.gov/ohio-revised-code/section-2903.211

(A)(1) No person, by engaging in a pattern of conduct, shall knowingly cause another person to believe that the offender will cause physical harm to the other person or cause mental distress to the other person. In addition to any other basis for the other person's belief that the offender will cause physical harm to the other person or the other person's mental distress, the other person's belief or mental distress may be based on words or conduct of the offender that are directed at or identify a corporation, association, or other organization that employs the other person or to which the other person belongs.

(2) No person, through the use of any electronic method of remotely transferring information, including, but not limited to, any computer, computer network, computer program, or computer system, shall post a message with purpose to urge or incite another to commit a violation of division (A)(1) of this section.

(3) No person, with a sexual motivation, shall violate division (A) (1) or (2) of this section.

* Complete text of Ohio Revised Code § 2903.211

codes.ohio.gov/ohio-revised-code/section-2903.211

Student

As defined in the Code of Student Conduct, an individual who has been accepted for admission to the university, registered for classes, enrolled at the university, or otherwise entered into any other relationship with the university to take or audit classes. Student status lasts until an individual graduates, withdraws from the university, is dismissed, or is not in attendance for two complete semesters.

Confidentiality

If you have experienced sexual misconduct and would like to speak confidentially with someone about your reporting options, please consider utilizing the AAC's confidential wellness partner: [TAO \(Therapy Assistance Online\)](#). The AAC will generally honor a complainant's request for confidentiality. However, complainants should be advised that this may limit the AAC's ability to respond fully to the report. Reports made to university employees other than those specifically identified as confidential sources must be reported to the Title IX Coordinator, who will evaluate the reports to determine whether action must be taken to protect the AAC community. In addition, students may also use the anonymous reporting form to voice feedback: form.jotform.com/252324685369163.

Mandatory Reporter

All AAC employees, except the employee who is specifically designated as a confidential resource (Wellness Resource Specialist), must report to the Title IX Coordinator any incidents of possible sexual harassment, sex discrimination, or retaliation on campus of which they are aware. Reports must be made within 24 hours using the online reporting form or to the Title IX Coordinator using the contact information provided above. AAC employees who are responsible for reporting possible sex discrimination, sexual harassment, and retaliation include all faculty, administrators, staff, and residence advisors.

AAC Duty to Investigate and Limits of Confidentiality

All full-time and part-time employees (faculty and staff) are designated as "Responsible Employees" by Title IX standards. Responsible Employees are required by law to report any information related to sexual misconduct to the Title IX Coordinator.

Once an allegation of sexual misconduct comes to the attention of the Title IX Coordinator, the AAC is required by law to investigate, whether the allegations of sexual misconduct are made directly or are hearsay, and whether communicated verbally, in writing, or otherwise. This obligation may exist whether or not the alleged victim chooses to pursue criminal charges or to participate in the AAC's investigatory process. Incidents involving sexual assault will be reported to local law enforcement

authorities. Further, the Art Academy of Cincinnati will disclose the name of the alleged victim to law enforcement authorities only with that person's express permission. The alleged victim or any other reporting individual may choose not to participate in any action taken by the AAC.

Requests for anonymity, while not automatically upheld, will be accommodated to the greatest extent possible. However, a request for anonymity may result in conditions that make it difficult for the school to conduct a full and proper investigation. Students who desire strict confidentiality may discuss their concerns with a licensed counselor, who is exempt from legal requirements to report the incident to other college administrators or law enforcement personnel, except in cases where the individual or others are deemed to be at significant risk of harm.

Sexual Misconduct Investigation and Hearing Procedures

When an allegation of sexual misconduct comes to the attention of any school official (except the designated Confidential Resource), that official will report the allegation to the Title IX Coordinator, who will assign an Investigator. The Investigator will conduct a fact-finding investigation with involved individuals and those who may have relevant information to share about the case. The respondent(s) will be notified at least two calendar days prior to the date of any investigatory meeting or hearing, unless the Coordinating Investigator determines that extenuating circumstances require a more immediate meeting or hearing date. The notice will include a general description of the alleged policy violation(s) and the time, date, and location of the meeting or hearing.

After conducting the investigation, the Investigator will present the case file to the Title IX Coordinator. The Title IX Coordinator will either make an administrative decision based on the evidence presented or convene a Conduct Review Panel as described in the student conduct policies described above.

The complainant and the respondent each have the right to have witnesses speak to the Investigator on behalf of the respective parties. In the event that a meeting/hearing is held, witnesses or other individuals may be invited to address the Investigator during the hearing at the discretion of the hearing officer or panel. Witnesses must be present and willing to participate in hearings in order for their evidence or testimony to be considered relevant to the hearing.

The complainant and the respondent each have the respective right to have legal counsel with them during any portion of the investigation, including a hearing.

At its discretion, the college may impose immediate and temporary remedies to protect any individuals involved during the time that the investigation and hearing are underway. In particular, the complainant or the respondent may receive assistance from the Director of Student Affairs in changing academic schedules and on-campus living arrangements, among other remedies.

Campus investigations and hearings conform to basic rules of fairness and are conducted by individuals who receive annual training on conducting such processes. A campus hearing is not a court trial. The main purpose of any investigation or hearing is to consider allegations and to determine the likeliness that a violation of the Code of Student Conduct has occurred by considering the evidence presented. The hearing officer or panel will use a preponderance of the evidence procedure to determine whether a student has or has not violated a provision of the Code.

In the absence of an involved party at a meeting or hearing, the hearing officer or panel will decide whether to continue without the absent individual. Failure to attend a meeting or hearing may affect the outcome

and the sanctions imposed. An accused student's absence, without sufficient reason, may be grounds for disciplinary action as well.

A record of any meetings or hearings may be made either by audio or video recording at the discretion of the Coordinating Investigator or hearing panel. All persons present will be notified if a meeting is to be recorded.

Both the complainant and the respondent will be informed of the outcome of any investigation and hearing, including the finding and any sanctions imposed that directly impact the complainant, within a reasonable timeframe (typically within five (5) business days) by email sent to their/his/her AAC email addresses and/or by postal mail. In some cases, the victim or their/his/her next-of-kin will be notified when the law requires it or when such notification is permitted by law and with the alleged victim's consent.

Minors as Complainant or Respondent

All Art Academy of Cincinnati community members who receive information, suspect, or know that a minor is being or has been abused or neglected must advise their supervisor, the Human Resources Officer, and Campus Security immediately. If the report is about a supervisor or administrator, the next level of management should be contacted.

Formal Resolution

This procedure provides for the prompt, reliable, impartial resolution of complaints of sex discrimination. Complaints will generally be resolved within 60 days of the filing of a complaint; however, in some circumstances, complaints may take longer to resolve (e.g., if filed during university breaks.) If there is a need to extend the timelines set forth below, the Title IX Coordinator will make the determination and notify the parties. Notwithstanding the waiver, complainants who have experienced sexual violence are still encouraged to file complaints. Complainants and respondents will receive regular updates regarding the status of the complaints.

- The AAC strongly encourages individuals who experience sex discrimination to file complaints as soon as reasonably possible after the alleged sex discrimination occurs to allow for prompt resolution of inappropriate conduct. Complaints should be filed under this procedure within two years of the last act of alleged discrimination, unless extenuating circumstances precluded reporting a complaint within that time frame. The purpose of the time frame is to ensure that the passage of time does not limit the AAC's ability to conduct an investigation or locate witnesses, as memory lapses and other time-sensitive factors may impair an investigation. Complaints filed outside the two-year time frame may be eligible for a discretionary waiver of the filing requirement. Waiver decisions will be made by the Title IX Coordinator in consultation with the General Counsel.

Evidence Collection

Victims of sexual violence can have evidence collected up to 96 hours after a sexual assault. All Cincinnati-area hospital emergency departments can provide evidence collection and can request that a survivor advocate be available for the victim. The collection of evidence does not require the victim to file a report or press charges. It does, however, secure any evidence in the event that the victim would consider filing or pressing charges in the future. Emergency room personnel is required to call law enforcement to file a report in cases of sexual assault. However, the victim has the option to remain completely anonymous or to decline to speak with law enforcement officials at all. Victims should be aware that brushing teeth, bathroom-related wiping, showering, shampooing, laundering, shaving, smoking, drinking, and/or eating can

contaminate, undermine, or even remove evidence. It is recommended that the victim present for evidence collection any article of clothing or other personal effect that had been present during the assault, as such articles may retain retrievable evidence.

Victims have the option to file a report with the Cincinnati Police Department. This could lead to a criminal investigation and legal proceedings. Victims can file a report while at the Emergency Room or later. The statute of limitations for filing reports of rape is 20 years.

- I. A complainant may initiate the formal Title IX process by filing a complaint with the Title IX Coordinator. During this meeting, the complainant will receive a copy of the university's Title IX policies and procedures, and information about the Title IX process, how to file a complaint with law enforcement, how to obtain interim measures, and information about campus and off-campus resources.
- II. Within seven (7) days of the filing of a complaint, the Title IX Coordinator or designee will generally initiate a meeting with the respondent. During this meeting, the respondent will receive notice of the complaint allegations, a copy of the university's Title IX policies and procedures, and information about the Title IX process. The respondent also will be provided an opportunity to discuss the nature of the complaint allegations.
- III. Within 14 days of the filing of a complaint, the Title IX Coordinator or designee will begin interviewing witnesses, as appropriate, and review relevant evidence. The complainant and the respondent will have equal opportunities to provide documents and witnesses during the investigation and adjudication of the complaint.
- IV. At the conclusion of the investigation, the Title IX Coordinator will prepare an interim investigatory report for review by the complainant and respondent. The complainant and respondent will be provided equal opportunities to review, ask written questions about, and comment in writing on the report. Written input from the complainant and respondent will be incorporated into the report. If necessary, the Title IX Coordinator will conduct additional investigation prior to finalizing the report. The final report will be provided to the adjudicators within five weeks of the filing of the formal complaint.
- V. At any time prior to the adjudication of the complaint, a respondent may choose to accept responsibility, at which point the Title IX Coordinator may initiate an administrative review to determine appropriate sanctions. Such administrative review generally will be concluded within 60 days of the filing of the formal complaint.
- VI. Adjudication process:
 - The AAC maintains a pool of faculty and staff who receive training at least annually on sexual violence, sexual harassment, and the requirements of Title IX. Adjudication of complaint under this procedure will take place as set forth in the AAC Title IX Policy and Procedures document: www.artacademy.edu/student-services/title-ix.
 - The complainant and respondent will receive concurrent written notice of the outcome of the adjudicatory process.
- VII. Conflicts of Interest: If either party believes that the Title IX Coordinator, Investigator, or Decision Maker involved in the case has a conflict of interest, the party should inform the Title IX Coordinator to permit a determination of whether a conflict exists and the designation of a replacement for that person.
- VIII. Confidentiality: Information shared by the parties as part of the Title IX process will be kept private, consistent with state and federal law.
- IX. Advisors: The parties may be accompanied by advisors of their

choice during the Title IX process. Advisors are not permitted to speak on behalf of the parties during meetings or hearings.

- X. Investigator: The university reserves the right to utilize outside investigators to conduct fact-finding during this process.

Interim Measures

Interim measures are available upon receipt of a report of sex discrimination, including sexual violence, and prior to the resolution of a complaint, as appropriate. Available interim measures include, but are not limited to, restrictions on contact between the respondent and complainant (“no contact” orders); changes in academic or living situations where appropriate; access to counseling, health, and mental health services at no cost; academic support; and escort services. Failure to abide by restrictions placed during the Title IX complaint resolution process constitutes a violation of Art Academy policy.

The Title IX Coordinator generally will offer interim measures upon receipt of a report of sex discrimination, if appropriate. Individuals who would like to request additional interim measures or who have trouble obtaining interim measures that they have been approved to receive should contact the Title IX Coordinator.

Protective measures also may be available by filing a complaint with law enforcement. For example, police departments may provide civil protection orders and other measures when criminal complaints are filed.

Prohibition Against Retaliation

The Art Academy of Cincinnati does not tolerate intimidation, retaliation, or retaliatory harassment against individuals because they filed a complaint, participated in a Title IX investigation, or otherwise asserted rights protected by Title IX. Individuals found responsible for retaliation in violation of Title IX will be held accountable under the Code of Student Conduct. Remedies may be available to complainants, witnesses, and participants in the Title IX process who experience retaliation.

Standard of Review

The university applies the preponderance of the evidence or “more likely than not” standard in investigating, adjudicating, and resolving complaints of sex discrimination, including allegations of sexual harassment or violence.

Appeal

The complainant and respondent have equal rights to file an appeal. The appeal process will be carried out consistent with the Code of Student Conduct. The complainant and respondent will receive concurrent written notice of the outcome of the appeal process.

Sanctions

Students found responsible for sex discrimination, including sexual violence, under this policy are subject to a range of sanctions up to, and including, suspension and dismissal from the university, as set forth in the Code of Student Conduct. Other sanctions may include removal from housing or changes in academic programming and restrictions on access to the complainant or campus. Third parties may be subject to bans from campus or termination of contractual arrangements with the university.

Remedies

Following the adjudication of a complaint, remedies may be available for the complainant and campus community, as appropriate. Remedies may include counseling, housing changes, academic support, training, and other educational programming.

Documentation

The Art Academy of Cincinnati will retain through its data management systems all recordings of Title IX hearings and related documentation, consistent with the AAC’s records retention policy.

Resources and Options for Victims of Sexual Violence

There are numerous on-campus and off-campus resources available for those who have been victimized by sexual misconduct or violence. Students should also consult Security staff with any immediate safety concerns. An Order of No-Contact can be requested through the Director of Student Affairs. This order is not legally enforceable outside the scope of the AAC. Non-compliance with the order, if granted, constitutes a violation of the Code of Student Conduct, thus subjecting the non-compliant party to campus disciplinary action.

There are also professional resources available in the community. Victims can contact Women Helping Women, an organization that provides services to both male and female victims of sexual assault. Women Helping Women is located at 215 E. 9th St. Floor 7, Cincinnati, OH 45202 and can be reached at 513-381-5610 or through the website: www.womenhelpingwomen.org.

The Ohio Crime Victim Justice Center is a non-profit organization that provides low-cost to no-cost legal representation to crime victims, including sexual assault. Victims can be provided with competent legal representation at a cost appropriate to their financial ability, including as little as zero cost. Students can contact them directly at 4824 Socialville-Foster Rd., Suite #110, Mason, OH 45040 or at 614-848-8500.

Those concerned about specific individuals who may pose a threat to their safety may request a protection order through the Hamilton County Clerk of Courts, which establishes legal restrictions on the ability of the individual to be in close proximity to the complainant.



FACILITIES, SAFETY, AND BUILDING USE POLICIES

On a daily basis, the Department of Facilities and Security makes the personal safety and security of all students, faculty, staff, and visitors a top priority by providing:

- Security staffing
- Card access for admittance to facilities
- A well-lit campus
- Emergency phones in hallways
- School-wide safety meetings
- Cameras on the exterior of the building

Every member of the AAC community should take responsibility for their/his/her personal safety. Here are some important actions that you can take:

- Be aware of your surroundings
- Lock your room door
- Do not leave valuables unattended
- Secure electronics, art supplies, and books
- See it, hear it, report it to Security at 513-562-6279
- Do not abuse drugs or alcohol
- Always use card access to enter or exit the facilities
- Use common sense



Artwork by Jenna Riffe

BUILDING AND OFFICE HOURS

College business hours are Monday – Friday from 9am – 5pm. Building hours are 7:00 am – 11:59 pm on Mondays, Fridays, Saturdays, and Sundays and 24/7 hours on Tuesdays, Wednesdays, and Thursdays. Students must be fully matriculated to gain access to instructional and recreational areas of the campus. Holiday and summer hours will be posted ahead of time to communicate when the campus will be closed. Student access to the building on holidays is at the discretion of the AAC, and will be communicated to students ahead of time. During the summer, when the building is closed, students will not have access to the building. Accommodations can be made for MAAE students enrolled in summer classes and students who are under employment with the AAC during summer dates. The campus phone number for AAC Security is 513-562-6279. The AAC's main phone number is 513-562-6262. The administrative offices are open Monday - Friday from 9:00 am - 5:00 pm, or as otherwise posted.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Upon the notification of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the AAC community, occurring on campus or the adjacent neighborhood, the AAC will diligently and swiftly evaluate it in order to verify the content and source. Upon confirmation of the emergency, the AAC will notify the campus community via email and text message. Security personnel can lock down the AAC building when deemed necessary. In addition, all activated emergency alarms are electronically monitored off-site by licensed security companies, who are authorized on our behalf to notify the appropriate safety agency or agencies.

In anticipation of an emergency, AAC emergency procedures have been posted throughout the buildings, including inside every classroom and housing suite next to the exit doorway. These posted procedures elaborate on what to do in case of fire, illness, serious injury, power outage, tornado, severe weather, shooting, and missing persons. In addition, unannounced emergency drills are conducted and monitored yearly by the Cincinnati Fire Department, and a log is kept of the dates and notations.

Emergency phones are located throughout the school building's hallways, and emergency pull station alarms are throughout the campus building. In Residence Halls, emergency communication stations are located outside the elevator on each floor.

The AAC Safety Committee is a standing committee that evaluates safety and emergency policies and procedures for accuracy and efficiency. The Safety Committee is comprised of the institution's Executive Director of Facilities, Executive Director of Academic Affairs and Academic Dean, Senior HR Generalist, Director of the Office of Engagement, Director of Student Affairs, Student Representatives, and a Faculty Representative. The Safety Committee meets bi-monthly and keeps a record of minutes. The number is 513-562-6262. The administrative offices are open Monday - Friday from 9:00 am - 5:00 pm, or as otherwise posted.

ALCOHOL AND DRUG POLICY

The Art Academy of Cincinnati prohibits the irresponsible or unlawful possession and use of alcohol and the possession or use of illegal drugs or controlled substances by students, faculty, and staff on campus premises or in relation to any of its events or activities, regardless of location. The Art Academy of Cincinnati prohibits the unlawful manufacture, dispensation, possession, or use of controlled substances and alcohol on AAC property. Note: This prohibition applies to marijuana even though use of this substance has been legalized in Ohio.

The AAC observes and enforces all state and federal regulations regarding the consumption of alcoholic beverages. In compliance with federal laws, which mandate sanctions and policing of substance abuse at the nation's institutions of higher education, the AAC provides a safe work and educational environment. The AAC considers the abuse of drugs and alcohol by its faculty, staff, and students to be unsafe and counterproductive to the educational process. Illegal substances are prohibited on the AAC's premises at any time. State law prohibits the sale to – and the consumption or possession of – alcoholic beverages by persons younger than 21 years of age. This policy is in effect whether an AAC event is held on or off campus.

In compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, the following policy will govern the conduct of all AAC students, faculty, and staff. The following standards of conduct related to the Alcohol and Drug-Free Campus Policy shall be observed at all times.

- Whenever alcohol is served on the AAC campus, a contracted bartender must manage and control the serving of the alcohol. The bartender must verify – by checking valid identification – that those attempting to consume alcohol are of legal age to do so. Further, the bartender reserves the prerogative to refuse service to anyone deemed to be intoxicated or who presents identification credentials whose authenticity the bartender deems questionable. The event sponsor or host will pay for the bartender's services. A bartender will be provided for Senior Thesis Exhibition receptions.
- No alcoholic beverages may be brought into the AAC facilities unless pre-approved on a case-by-case basis by appropriate personnel.
- No student may enter the premises or attend AAC events while inebriated.
- Consumption of marijuana, narcotics, or other illegal substances on the AAC's premises or while attending AAC events is prohibited. Note: The legalization of marijuana in Ohio does not affect the AAC's prohibition against consuming, dispensing, or possessing this substance on its premises or at AAC events.
- The AAC observes and enforces all state and federal regulations regarding the consumption of alcoholic beverages and illegal drugs. The AAC may discipline students, faculty, and staff who violate the Alcohol and Drug-Free Campus Policy.

SUBSTANCE ABUSE EDUCATION

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989 require all federal contractors, federal grant recipients and recipients of any federal funds whatsoever to implement a comprehensive substance and alcohol use and abuse policy. The Art Academy of Cincinnati complies with all provisions of these Acts and has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse, which include informational brochures, educational videos, counseling services, referrals to outside programs, and disciplinary sanctions for violations. Referrals to outside programs include but are not limited to the following:

- Addiction Services Council 513-281-7880 (information, referral, and outpatient)
- Beckett Springs (detox, inpatient, outpatient) 513-942-9500
- Center for Addiction Treatment (detox, inpatient, outpatient) 513-381-6672

- Central Clinic Behavioral Health 513-558-5801, 513-558-5804, or 513-558-5823
- The Crossroads Center (detox, outpatient) 513-475-5300
- Good Samaritan Alcohol and Drug Treatment Program 513-569-6116
- Greater Cincinnati Alcoholics Anonymous Central Service Office (24-hour service) 513-351-0422
- Greater Cincinnati Behavioral Health (outpatient) 513-345-8555
- Talbert House (outpatient, inpatient, OVI formerly known as DUI) 513-751-7747 or 513-281-2273

FIRE DRILLS

Fire drills are held without advance notice. All students, faculty, and staff must exit immediately when the siren sounds and the lights flash. The front doors will unlock, and the hallway doors will close automatically to ensure that the HVAC system effectively evacuates any smoke, if present.

REPORTING A FIRE

The AAC must annually disclose statistical data on all fires in our Residence Hall. Listed below are the numbers to call to report fires that have already been extinguished and if you are uncertain whether they have been reported or not. Please provide LOCATION/ DATE AND TIME/ and NATURE OF THE FIRE.

Security: 513-562-6279

Executive Director of Facilities: 513-562-8769

Director of Student Affairs: 513-562-6260

FIRE LOG

A Fire Log is maintained in the office of the Executive Director of Facilities and records all reported fires, including arson, in the Residence Hall. The log details the date/time, location, and nature of all fires reported. This log is available for inspection during regular business hours by students, staff, and the general public.

TIMELY WARNINGS

If a situation arises in our school building, adjacent housing facility, or in the surrounding neighborhood that, in the judgment of the Safety Committee, constitutes an ongoing or continuing threat, a “Timely Warning” will be issued through the AAC’s Emergency Notification System. In addition, the posting of fliers, in-class announcements, or other appropriate means may be used.

ANNUAL DISCLOSURE OF CRIME STATISTICS

The AAC prepares the Annual Disclosure of Crime Statistics to comply with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act, and subsequent guidance as outlined in the Campus SaVE Act. Our statistics are comprised of those reports made to our security officers, campus officials (including but not limited to the Executive Director of Facilities, Executive Director of Academic Affairs and Academic Dean, and Director of Student Affairs) and the Cincinnati Police Department of criminal activity on school property and adjacent public property. The Director of Student Affairs compiles this information and combines it with the Fire Statistics from the Residence Hall and submits the combined contents by the 1st of October to the U.S. Department of Education. The full text of this report can be viewed at ope.ed.gov/campusafety/#/institution/search. A hard copy of this



Artwork by Tommy Ballard



report may be viewed in the Student Affairs office during regular business hours or by calling 513-562-6260.

The AAC maintains a “Daily Crime Log” for the purpose of recording criminal incidents, alleged criminal incidents, and disciplinary referrals that are reported to the AAC Security Officers in order to disclose crime information to our students, employees, and the general public on a timelier basis than the annual statistical disclosures (see: Annual Disclosure of Crime Statistics). The log discloses the nature of the crime, case number (if applicable), date and time reported, date and time occurred, general location, and the disposition of the incident (open, closed, pending, arrest, criminal referral, and disciplinary referral). Classifications include, but are not limited to: murder, negligent and non-negligent manslaughter, forcible and non-forcible sex offenses, robbery, aggravated assault, simple assault, burglary, larceny, motor vehicle theft, arson, vandalism, intimidation, weapons, drugs, and alcohol violations.

The Director of Student Affairs maintains the “Daily Crime Log,” a hard copy of which is available for review during regular business hours in the Student Affairs office.

REPORTING OF CRIMINAL OFFENSES

To report a crime, contact:

- Cincinnati Police Department: 911 Emergencies, 513-765-1212
Non-emergencies
- Art Academy Security: 513-562-6279 Security Desk

VOLUNTARY AND CONFIDENTIAL REPORTING

If you are a victim of a crime and do not want to pursue action within the school system or the criminal justice system, you may consider making a confidential report. With your permission, the school can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others. With such information, the school can keep an accurate record of the number of incidents involving students, determine a pattern of crime if revealed, and alert the campus community to any potential danger. Reports filed in this manner are counted and disclosed in the Art Academy of Cincinnati’s Annual Security and Fire Safety Report.

The AAC encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. In voluntary confidential reporting, information that the victim or witness wishes to be withheld will not be disclosed to the police.

GEOGRAPHY

In order to comply with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act, the AAC is required to disclose statistics for reported crimes based on both the type of crime reported and the location of the crime. For this reason, the geography of the institution must be defined in accordance with Clery mandates, which state that Clery geography is comprised of locations falling into three categories: On-Campus Property, Public Property, and Non-Campus Property.

AAC On-Campus Property consists of the following:

- Main AAC campus at 1212 Jackson Street
- AAC Housing 1225 and 1227 Jackson Street
- AAC Parking Lot at 1217 Walnut Street
- AAC Parking Lot at 1232 Jackson Street

AAC Public Property consists of segments of the following streets immediately adjacent to On-Campus Properties:

- 12th Street
- 13th Street
- Walnut Street
- Jackson Street

The AAC neither owns nor controls any Non-Campus Property.

CAMPUS SAFETY ENFORCEMENT

The security officers provided by NSG, Inc. are a uniformed and unarmed authority that maintains a highly visible and vigilant presence as a proactive measure to deter potential criminal activity and other unacceptable behaviors. When necessary, NSG, Inc. and the Main Reception Manager provide rapid communications to the appropriate public safety agency through the local 911 call center to ensure that appropriate help has been summoned.

The AAC Security Officers have the authority to ask persons for identification to determine whether or not individuals have lawful or legitimate business on campus property. However, they are not police officers and do not possess arrest authority. Our security department maintains a highly professional working relationship with the Cincinnati Police Department, meeting with them and other local organizations and businesses monthly to discuss recent crime and safety statistics compiled from neighborhood reports. All crime victims and witnesses are strongly encouraged to immediately report the crime to our security officers, school officials, and the Cincinnati Police Department. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics, which will help determine the existence of patterns of crime regarding particular locations, methods, or assailants and thus alert the school community to potential danger. Prompt reporting is important in matters of public safety.

SECURITY AWARENESS AND CRIME PREVENTION

Throughout the year, the AAC outlines ways to maintain personal safety, prevent theft, and assist in crime prevention through posted alerts, brochures, and discussions with the AAC Safety Committee. Some examples include:

- The AAC maintains a security presence under the supervision of the Executive Director of Facilities. NSG, Inc. maintains security during designated building hours.
- The AAC has a close relationship with the Cincinnati Police Department, of which District 1 is only 5 blocks away. CPD closely monitors the areas of 12th, 13th, and Jackson Streets at all hours of the day. The AAC may use the CPD for any emergency activity, both active and reporting.
- The AAC Safety Committee is an “in house” group of faculty and staff that meets on a regular basis to address any safety concerns reported by members of the AAC Community. The Committee will take swift action on any issues that relate to campus safety and security. The Director of Student Affairs and other members of the AAC staff attend Safety Sector meetings sponsored by the Over-the-Rhine Chamber of Commerce, through which the police and the community come together to share and discuss safety and crime issues.

- AAC provides brochures addressing topics of rape, sexual assault, stalking, domestic violence, college-age drinking, Policy for a Drug-Free Campus, and thefts from autos.
- AAC community members should consult the Ohio Victims of Crime Compensation Program: www.ohioattorneygeneral.gov/Individuals-and-Families/Victims/Apply-for-Victims-Compensation.
- Resident Advisors conduct meetings with housing students to provide tips on assault, robbery, theft, neighborhood awareness, and walking in numbers.

CRIMINAL ACTIVITY OFF CAMPUS

The AAC does not use the Cincinnati Police Department to monitor off-campus student organizations for criminal activity because the school does not officially recognize any such organizations.

SEX OFFENDER REGISTRATION

In accordance with the “Campus Sex Crimes Prevention Act” of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, the Art Academy of Cincinnati provides links to the State of Ohio Sex Offender Registry and the Hamilton County Sex Offender Registry. This Act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is a student. The State of Ohio is responsible for maintaining this registry. Follow the links below to access each website, then click on the sexual offender database link.

www.icrimewatch.net/index.php?AgencyID=55149
Hamilton County Sheriff’s Office: www.hcso.org

ANNUAL SECURITY REPORT AVAILABILITY

The Art Academy of Cincinnati’s Annual Security and Fire Safety Report includes statistics for the previous three years concerning reported crimes that occurred on campus and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning Emergency Response and Evacuation and other matters. You can obtain a copy of this report by contacting the Director of Student Affairs at 513-562-6260 or by visiting the Student Affairs Office in N112.

MISSING PERSONS

If an AAC student is deemed missing for 24 hours or more (or less if the situation deems necessary), the missing student’s registered confidential contact person will be notified. If the situation is confirmed, an investigation will be initiated by way of interviews of roommates, residents, students, and faculty, and if still warranted, notification of the Cincinnati Police Department will be made, and any collected data will be turned over at that time. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. If said housing student is less than 18 years of age and is not emancipated, their/his/her parent or guardian will be notified.

Missing student notification procedures shall be posted inside each housing facility near the entrance. In addition, each housing resident can provide the school with a confidential contact person by filling out, signing, and dating their/his/her Health and Medical Information form.

CRIME STATISTICS

A full, detailed crime statistics history for the previous three reporting years is available in the Annual Security Report (available for review in Student Affairs office, N112) or online at www.artacademy.edu/about-aac/consumer-information-statistics/.

SAFETY AND HEALTH HAZARDS POLICY

Regulations for use of materials are distributed at each studio class. Students are responsible for reading, understanding, and applying the AAC's safety and health hazard regulations. First-year students are provided health and safety information in first-year classes. Material Safety Data Sheets (MSDS) are available in the appropriate faculty offices and labs in designated studio areas.

CAMPUS SECURITY

The AAC Security Service and Merchant Security Services monitor the 1212 Jackson Street building and Art Academy Housing at 1225 and 1227 Jackson Street. Security officers are on site for the safety of students, faculty, and staff. Students are encouraged to call Security Services at 513-562-6279 in case of an urgent security concern. Security officers monitor the external and internal cameras and watch for solicitors and other unwanted persons near the campus. Security officers will ask unwanted persons to leave the premises, and they will call authorities if necessary. In instances of emergency, the Emergency Procedures referenced above shall be followed.

SMOKING AND VAPING POLICY

The Art Academy of Cincinnati maintains that students, faculty, staff, and visitors are entitled to live, study, create, and work in areas that are free of smoke, vapors, fumes, or other noxious substances. Thus, in accordance with Chapter 3794 of the Ohio Revised Code, the Art Academy of Cincinnati prohibits smoking in all facilities that it owns, leases, rents, or otherwise controls. The Ohio Revised Code defines smoking as "inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, pipe, or other lighted smoking device for burning tobacco or any other plant." The AAC further defines smoking as the activation or consumption of any substance that can be inhaled and/or exhaled, whether the substance is activated by heat, water, battery, electricity, or by any other means.

Smoking is permitted only outside and only in clearly marked areas. When smoking in such areas, completely extinguish the fire from your cigarettes and then dispose of all materials properly in the receptacles provided for that purpose. Do not leave cigarette butts or other smoking-related materials on the ground, pavement, benches, planters, or any place other than the designated receptacles. Intentionally starting a fire, whether in an approved cigarette disposal receptacle or not, constitutes arson, a felony punishable by law.





WOODSHOP

All new students must complete a woodshop orientation session and pass a test that demonstrates competency regarding safe and proper use of the equipment before they may use the woodshop. The woodshop and all power equipment are to be used under direct supervision by the course faculty, the Woodshop Manager, or the Woodshop Monitor. Lockout procedures are in place to prevent unmonitored use of power tools. Work areas should be cleaned after use. Woodshop hours are posted outside the door of the shop.

ART EXHIBITION POLICY

The Chidlaw Gallery and the Clean Cube (N303) may be used by students to exhibit work during the school year, subject to availability and prior approval. The Chidlaw Gallery (Lower Level) is limited to class and student group exhibitions of approximately one week in length. Groups interested in proposing an exhibition for the Chidlaw Gallery should contact Michael Hurst, Director of Exhibitions, at exhibitions@artacademy.edu. The Clean Cube may be used to exhibit work by one or more students at a time and is scheduled in one-week increments. Students who would like to inquire about a Clean Cube time slot must read the Clean Cube guidelines and complete the proposal form at www.iotform.com/230084614282148. After using any school exhibition space, students are responsible for returning the space to its previous condition.

LOCKERS

Any student who does not have a studio space may use a locker on the lower level or the fifth floor of the building at no cost. Students may use a locker during the academic year as well as summer. It is required that the student have their/his/her name, graduation year, and personal lock. Failure to have all three will likely result in your locker being cleaned out during summer cleaning. Students are allowed up to two lockers, unless the Executive Director of Facilities authorizes additional lockers.

REMOVAL OF PERSONAL PROPERTY OR ARTWORK

Each student is responsible for removing their/his/her personal property or artwork from the AAC. The Executive Director of Facilities will notify students of the final date to have all items removed from the school. The AAC will notify students approximately one month before the final date and cannot extend the date under any circumstances. Materials remaining on the AAC's premises after such time will immediately and automatically become the property of the AAC by default. Pursuant to this automatic transfer of property ownership, such items will be dealt with at the discretion of the AAC's staff without further notice to the student, the former owner. The AAC accepts no liability for materials left on its premises after such time as stated above, as the AAC has no liability to any outside party in respect to its own property, whether acquired by default or by other means.

LOST AND FOUND

If you have lost any property in the AAC building, please check at the Front Desk to find out whether it has been turned in. If you find property on campus, please turn it in at the Front Desk. The AAC is not responsible for any loss of or damage to personal property resulting from fire, theft, or other causes. Items will be retained until one week after the last scheduled day of classes of each semester. Students will be notified of the exact date via AAC email, bulletin boards, and digital signage.

STUDENT CAMPUS MAIL POLICY

The administration, faculty, and staff communicate with students through official AAC channels: AAC email, MyAcademy, AAC Teams, and telephone for two-way communication, and DialMyCalls for one-way or emergency notifications only.

Residential students will have all mail sent to the AAC's mailing address. No student living off campus, may have personal mail (paychecks, letters, debit cards, bills, etc.) delivered to the Art Academy of Cincinnati's mailing address. Non-residential students must have all personal mail sent to their local mailing addresses. All students are permitted to have packages delivered to the AAC's mailing address. These packages will be placed into the Package Room adjacent to the McClure Gallery near the Front Lobby.

STUDENT ID AND SECURITY CARDS

During New Student Orientation, students will be issued photo identification cards, which function as security passes to access the main building and the residence hall (for students who are campus residents.) Photo identification cards are required for access to the building and AAC Housing. There are no exceptions. If a student loses their/his/her security pass, this must be reported to AAC Security immediately via in-person contact, phone, email, or Teams. Students may obtain a new card for a nominal fee at the security desk Monday - Friday from 8am-4pm. Current students and those students registered for subsequent semesters may retain their security passes. Students not registered for classes and those who have graduated must return their security passes to the Director of Student Affairs or to the Security staff. All students and employees must show their AAC ID when requested by security personnel.

VISITORS TO MAIN CAMPUS

AAC students must accompany their visitors at all times and are responsible for the actions and behavior of their guests. Visitors must sign in at the AAC Security Desk and wear a visitor lanyard issued to them by the security officer on duty. If a student anticipates having a visitor on campus after business hours, they/he/she must list the visitor's name with the AAC Security Service at the Security Desk between 8:00 a.m. and 4:00 pm on weekdays only. This policy applies to visitors expected after 5:00 pm on any weekday or at any time during the weekend. Only visitors on the list will be permitted to enter the building after hours. The policy for visitors to the Residence Hall has additional restrictions, as given above.

BEST PRACTICES FOR COMMUNICATION

Students are responsible for contacting their professors directly regarding illnesses, car trouble, family emergencies, or other urgent matters that may result in absences or late arrivals through official AAC channels: AAC email, MyAcademy, and AAC Teams. Students should NOT contact staff members regarding these matters.

In cases of emergency, staff will make every effort to reach students. Students will be called from class only in the event of an urgent situation. A phone for local calls is available in the Commons on the first-floor hallway. DialMyCalls–AAC's one-way emergency messaging system may also be used.



Artwork by Rick Wolhoy

TUITION, FEES, REFUNDS, AND FINANCIAL AID

A regular full-time undergraduate student registers for 12-18 credit hours per semester and is expected to remain enrolled in at least 12 credit hours per semester. The AAC charges flat-rate tuition for full-time undergraduate students covering 12-15 credit hours per semester. Students may petition the Executive Director of Academic Affairs and Academic Dean, with their advisor's approval to enroll in up to 18 credits at no additional charge providing registration availability, demonstration of need, desire to do so, and the demonstrated ability to successfully complete the additional course load. For information on the cost of taking more than 18 credits, see "Limitations on Course Load" above.

Tuition and fees are due and must be paid in full prior to the start of classes each semester. International students must pay tuition in full at registration. An unpaid balance will void your registration, and you will not be permitted to attend class until your account is paid in full. Tuition and fees may be paid by check, online via credit card, via electronic check through MyAcademy or DiamondMind, or via a 4-month payment plan as outlined below. Checks may be mailed to the Art Academy of Cincinnati, Attn: Student Billing, 1212 Jackson Street, Cincinnati, OH 45202 or delivered to the Office Manager in the Administrative Offices between 9:00 a.m. and 5:00 p.m. Monday through Friday. If you have questions regarding your account, call 513-562-8752.



VA BENEFITS

In the event of a delayed or pending disbursement from the U.S. Department of Veterans Affairs, the Art Academy of Cincinnati shall not impose any financial penalty or restriction on any student who is a GI Bill® recipient under either Chapter 31 or Chapter 33 as part of the Veterans Benefits and Transition Act of 2018, section 3679 of Title 38, U.S. Code, provided that the student so eligible has presented to the college their/his/her certificate of eligibility for the benefits pertaining to either of the aforementioned Chapters. In such an event, the Art Academy of Cincinnati staff, faculty, or administration shall not deny any registered student who is eligible to receive VA Benefits under Chapter 31 or Chapter 33 access to school facilities or to any of their/his/her classes. Under no condition shall a student who is subject to such an event be required to borrow additional funds due to that individual's inability to meet their/his/her financial obligations to the college while the disbursement is still delayed or pending.

PARKING

Student parking during the Fall and Spring semesters is available in the AAC parking lot on Walnut Street at an additional cost. For general information about campus parking options and costs, visit the Housing and Parking section of the AAC website. The required Parking Reservation Form is available on the website. For details about parking options, please contact Rick Wolhoy, Executive Director of Facilities, at rick.wolhoy@artacademy.edu.

BFA TUITION COSTS FOR SUMMER, FALL AND SPRING SEMESTERS 2026-2027

Full-time tuition for Academic Year 2026-2027	\$38,625.00
Full-time tuition per semester 2026-2027	\$19,312.50
Part-time tuition per credit hour 2026-2027	\$1,590.00
BFA Fees	
Annual Student Services Fee (Full-Time and Part-Time)	\$1,800.00
Per Semester Student Services Fee (Full-Time and Part-Time)	\$900.00
Annual Technology Fee (Full-Time and Part-Time)	\$1,600.00
Per Semester Technology Fee	\$800.00
New Student Supply Kit	\$250.00
Transcript Fee (Standard Turn-around)	\$15.00
Express Fees for Transcript Delivery (In addition to Transcript Fee):	
Mail/International	\$5.00
United States	\$39.00
Canada & Mexico	\$59.00
International	\$75.00

AAC Meal Plan Fees (Full-Time and Part-Time) - optional

Option 1 - Approximately 6 meals per week	\$1,900 PER ACADEMIC YEAR (\$950 per semester)
Option 2 - Approximately 12 meals per week	\$3,800 PER ACADEMIC YEAR (\$1,900 per semester)
Meal Plan Enrollment Fee	\$50.00

Housing Costs

Residence Housing Cost	\$8,300
Residence Housing Reservation Fee (Non-Refundable)	\$250
Residence Housing Damage Deposit (Refundable, Conditional)	\$600.00

(The Residence Housing Damage Deposit will be applied to any outstanding balance left on a student's account at the time that student withdraws or graduates from AAC.)

MAAE Costs

MAAE per credit hour	\$1,097
MAAE Housing	AVAILABLE UPON REQUEST

AAC TUITION REFUND POLICIES

If a student voluntarily withdraws from the Art Academy of Cincinnati or drops below full-time status (12 credit hours), tuition will be credited and computed from the Date of Determination in accordance with the Refund Policies as outlined below. Students who are suspended or dismissed will not receive a refund of tuition, housing, student services fees, technology fees and/or parking fees.

FOUR-YEAR TUITION PROMISE

For all incoming and currently enrolled undergraduate students at the Art Academy of Cincinnati, tuition will not be raised over four academic years. All undergraduate students entering the Art Academy of Cincinnati as a first-time student, including transfer students, will receive the Four-Year Tuition Promise. Students currently enrolled at the AAC will receive the tuition promise set at the tuition rate in the academic year in which they are enrolled. The promise includes tuition over eight consecutive semesters. The promise does not include fees, parking, housing, books, supplies, or other general costs of attendance outside of the tuition.

DATE OF DETERMINATION

The Registrar's Office determines the student's Date of Determination. Only tuition is refundable. After the first week of classes, fees are nonrefundable. The Business Office calculates and determines all amounts credited to a student's account, awarded financial aid, grants, loans, or scholarship funds as required by those programs. Any balance created is due immediately. The Tuition Refund Policy schedules are located below.

FEDERAL, STATE, AND INSTITUTIONAL
FREEZE DATE POLICY

Federal, State, and Institutional aid that has been awarded to a student who reduces their/his/her credit hours – but who does not drop below half time (six credits for undergraduate students, four credits for graduate students) – will be frozen after the Second Week of the Fall and Spring semesters, or after the Second Week of the Summer semester, correlating with the established Institutional Enrollment and Tuition Freeze Date.

REFUNDS TO RECIPIENTS OF FEDERAL AID

Recipients of Financial Aid may be subject to a refund schedule that varies from those given below. Students who receive Title IV funding (federally-funded financial aid) and do not complete their courses will be responsible for repaying to the U.S. Department of Education any unearned portions of financial aid awarded. During the first 60% of a semester, a student “earns” Title IV funds in direct proportion to the length of time the student is determined to have remained enrolled. A student who is determined to have remained enrolled beyond the 60% point earns all federal aid awarded for that semester. Unearned Title IV funds, other than those awarded through the Federal Work-Study (FWS) Program, must be returned to the Federal Student Aid Programs. A Return of Title IV Funds Policy statement is available in the Financial Aid Office and in the Business Office.

If a suspended or dismissed student received federal Title IV financial aid and is dismissed prior to completing 60 percent of the semester, the federal aid awarded will be refunded in accordance with federal policies and based on the percentage of the semester not completed.

REFUNDS TO RECIPIENTS OF STATE AID

Any state aid awarded is removed from the student’s tuition account in proportion to the tuition refunded using the schedules located below.

REFUNDS TO RECIPIENTS OF INSTITUTIONAL
AID:

Any institutional aid awarded is removed from the student’s tuition account in proportion to the tuition refunded using the schedules located below.

Before and up to 4pm of the First Wednesday	100%
Before and up to 4pm of the First Friday	75%
Before and up to 4pm of the Second Tuesday <i>(in the 2nd week of classes)</i>	50%
Before and up to 4pm of the Second Friday <i>(in the 2nd week of classes)</i>	15%
After the Second Week	NO REFUND GIVEN
End of the Drop Period	THE FRIDAY OF THE SECOND WEEK
Institutional Enrollment and Tuition Freeze Date	THE FRIDAY OF THE SECOND WEEK

REFUNDS TO RECIPIENTS OF FINANCIAL AID

Financial aid recipients may be subject to a different refund schedule. Students who receive Federal Title IV Financial Aid and do not complete

their courses will be responsible for repaying to the U.S. Department of Education unearned portions of aid. During the first 60% of a semester, a student “earns” Title IV funds in direct proportion to the length of time they/he/she remains enrolled. A student who remains enrolled beyond the 60% point earns all aid for that semester. Unearned Title IV funds, other than Federal Work-Study, must be returned to the Federal Student Aid Programs. A Return of Title IV Funds Policy statement is available in the Financial Aid Office and the Business Office.

MONTHLY INSTALLMENT PLAN FOR
PAYMENT OF TUITION

The Art Academy of Cincinnati offers students an interest-free monthly installment option for payment of tuition. This option is available for payment of tuition for fall and spring semesters only. An unpaid student account balance is acceptable only when that amount is the enrolled budget amount with The Art Academy of Cincinnati Semester Payment Plan. Late payments on a four-month payment plan will result in an “Overdue Balance” hold being placed on the student’s account. This hold will prevent a student from accessing MyAcademy for grades, class schedule, or class enrollment until the balance is paid in full. Each semester that a student and their/his/her delegates choose to participate in either fall or spring, they have the option to divide the payments into four equal monthly installments. Semester Payment Plans do not roll over to the next semester. Every semester, a student must enroll in a new Semester Payment Plan before classes start. A non-refundable \$25 enrollment fee must be paid at the time of enrollment for fall or spring semester. For details, please email business@artacademy.edu.

UNPAID ACCOUNTS AND FINANCE
CHARGES

The Art Academy of Cincinnati will not issue a diploma, transcripts, records, grade reports, or statements of recommendation to any student whose financial accounts with the AAC are not paid in full. All financial accounts must be paid in full prior to the start of classes. After the payment due date has passed, a finance charge may be assessed to any account with an unpaid balance and for every month following that the balance is not paid in full. Students with delinquent financial accounts will lose their course registration privileges, and their accounts may be referred to a collection agency.

FILING YOUR FAFSA

The Art Academy of Cincinnati Financial Aid Office will personally assist students in applying for federal and state aid in the form of grants and loans, as well as administer internal funds such as scholarships. All students must complete the Free Application for Federal Student Aid (FAFSA) so that eligibility for aid may be determined. All students who receive an Art Academy of Cincinnati scholarship must file the FAFSA to receive the scholarship. All students who wish to receive financial aid must complete this process electronically at www.studentaid.gov. There is no processing fee, and the Art Academy of Cincinnati’s school code is 003011 and must be listed on the FAFSA. Early filing is encouraged, and the FAFSA can be filed beginning October 1, 2025 for the 2026-2027 academic year.

The 2027-2028 FAFSA Form will be available on October 1, 2026 for the 2027-2028 Academic year. A properly filed FAFSA form submitted in any given calendar year will use the tax return information from two years prior. For example, students who filed the FAFSA for the 2026-2027 academic year were required to submit their 2024 federal tax return information. Beginning with 2024-2025, all persons and/or required contributors listing tax information on the FAFSA will be required to

use the IRS Financial Aid Direct Data Exchange (FA-DDX) to share tax information or confirm non-filing status. The FA-DDX gives ease to the process and reduces questions to be answered. This change also requires the student, spouse, and all parents with tax data reported to receive a personal FSA ID (if you don't each have one already). This, in turn, promotes prompt completion of the financial aid process, as well as increased likelihood that funding will be in place well ahead of the tuition due date. Direct any questions to the Financial Aid Office at financialaid@artacademy.edu or 513-562-8751. Visit (and bookmark) [the AAC Financial Aid webpage](#).

Note: Students applying for Financial Aid should read the “Return of Title IV Funds Policy” Available in the Financial Aid Office.

VERIFICATION PROCEDURE

If a student is selected for a process called “Verification” either by the U.S. Department of Education or the Financial Aid Office*, the student will be required to complete the AAC Verification Worksheet along with any additional requested documentation. This information must be provided before state and federal aid can be awarded. Students selected for Verification will be unable to register for courses until both the Verification and the financial aid award package are completed. If requested information is not received from a student by the stated deadline, it will be assumed that the student does not wish to receive grants or loans. The Financial Aid Office will compare student documents to the information provided on the FAFSA and will make any necessary corrections electronically. Please allow one - two weeks for processing.

FEDERAL FINANCIAL AID PROGRAMS

Federal Pell Grant

This is a federal grant program available to undergraduate students who have not earned a bachelor’s or professional degree. It is available to both full-time and part-time students exhibiting financial need as determined by the U.S. Department of Education. The FAFSA determines a student’s eligibility for a Pell Grant.

Federal Supplemental Educational Opportunity Grant (FSEOG)

This is a federal grant program designed to assist students who have received Pell Grants and who exhibit exceptional need. Awards are made at the school’s discretion based on a pre-determined formula. Early submission of a FAFSA application is highly recommended.

Federal Work-Study Program (FWS)

A student must demonstrate financial need, as determined by the FAFSA, before Federal Work-Study can be awarded. Students who are interested must verify their eligibility with the Financial Aid Office before a Work-Study position will be offered. If a student is eligible, they/he/she may be employed on campus. This program is ideal for students who wish to maintain flexible working hours. Students participating in the Federal Work-Study Program will be compensated through payroll biweekly.

Federal Direct Loans

Beginning with the 2026-2027 Academic Year, Federal Direct Loans (Subsidized and Unsubsidized), and Graduate Plus Loans are subject to proration in direct proportion to a student’s enrollment intensity. Parent Plus Loans are exempt as the parent is the borrower. Eligible first-time borrowers must sign a Master Promissory Note and complete Loan Entrance Counseling before loans can be disbursed, and these documents should be completed before the start of their first semester. Students must be enrolled at least halftime. All students applying for institutional scholarships, federal loans, and federal and state grants must complete and submit the FAFSA. A Master Promissory Note and Loan Entrance Counseling may be completed electronically at www.studentaid.gov.

WITHDRAWING FROM THE COLLEGE

Official Withdrawal:

An Official Withdrawal begins when a student submits an Exit Interview / Withdrawal Form to the Registrar’s Office, at which time the Registrar will record the Date of Determination. The Registrar will immediately provide both the Financial Aid Office and the Business Office with copies of the completed withdrawal form for their respective offices to process. The student will also complete an exit interview with each the Financial Aid Office and the Business Office so that they/he/she may be informed of the consequences that a full withdrawal will have on the repayment of any student loans and any tuition balance that is owed to the school. Exit Counseling must also be completed at www.studentaid.gov.

Unofficial Withdrawal:

An Unofficial Withdrawal occurs if a student stops attending classes but fails to notify the college that the student is withdrawing officially. The Date of Determination is set as either the midpoint of the semester, the last recorded Date of Attendance, or as outlined in Date of Determination Policy found in the “Registration and Enrollment Policies” section.

THE FINANCIAL AID OFFICE

The Financial Aid Office will complete the R2T4 Calculation through the United States Department of Education (DOE) system (via Common Origin and Disbursement).

R2T4 refers to the calculation required when a recipient of Title IV aid withdraws from an institution during a payment period/period of enrollment in which the recipient began attendance.

- Once the amounts are determined by the DOE, the AAC Financial Aid Office will make the required adjustments to the student’s aid on both the COD processing system and the AAC’s system. Any adjustments will be routed to the Business Office for further account processing.
- A student begins earning Title IV funds on the first day of attendance. If a student who received Title IV funds withdraws from a school after beginning attendance, the AAC will determine the amount of Title IV funds that the student earned. Up through the 60 percent point of each payment period or period of enrollment, a calculation is used to determine the amount of Title IV funds the student has earned at the time of withdrawal.

The Financial Aid Office will send Exit Counseling information if such counseling was not completed in person at the time the withdrawing student signed the withdrawal form.

THE BUSINESS OFFICE

The Business Office will make any adjustments to the tuition per the school’s tuition policy as well as any adjustments sent from the Financial Aid Office. Once the R2T4 has been finalized, the Business Office will send the student a statement showing the adjustments and request that the student pay any outstanding balance within 45 days of the statement date or set up a payment plan to settle the student’s balance.

THE OFFICE OF ADMINISTRATION AND FINANCE

The Executive Director of Administration and Finance will review both the Financial Aid processing and the Business Office processing to ensure that both systems concur, after which the funds due to be repaid to the Federal Student Aid Program will be returned through the U.S. Federal Government's G5 system. The return will be completed within the required 45 days from the Date of Determination. All documentation will be provided to the Financial Aid Office for records management.

POST-WITHDRAWAL DISBURSEMENTS

Should the student's earned federal aid exceed the amount of disbursed federal aid, the AAC Financial Aid Office must offer a Post-Withdrawal Disbursement to the student-borrower or the PLUS borrower (if applicable) within 30 days of the Date of Determination. If this happens, the Financial Aid Office will notify the student-borrower or PLUS borrower and will request a signed Post-Withdrawal Statement from the respective borrower to authorize the late disbursement of funds. The student-borrower has the right to decline a portion of the Post-Withdrawal Funds or the entirety of such funds. If the student-borrower does not respond within 14 days, the Financial Aid Office will not complete the Post-Withdrawal Disbursement. This may result in an unpaid balance on the student's tuition account.

If the student-borrower (or PLUS borrower) authorizes a Post-Withdrawal Disbursement, such disbursement must be made in the following order: First from any available Grant funds and then from any available Loan funds.

- If the student has outstanding charges on their/his/her tuition account, the AAC may credit the student's account up to the amount of the outstanding charges.
- Once the approved student charges have been settled, the college may disburse the remaining available funds directly to the student-borrower or the student of the PLUS borrower, if authorized by such borrower.
- All disbursements and refund credits must be completed within 45 days of the Date of Determination, but only if the borrower responded affirmatively to the Financial Aid Office's Post-Withdrawal Disbursement request within the 14-day timeframe.
- Any loans disbursed through a Post-Withdrawal Disbursement shall fall under the student-borrower's or parent-borrower's Loan Agreement / Master Promissory Note (MPN) along with the rest of their/his/her past loans.
- All Post-Withdrawal Disbursement information must be documented within the student's Financial Aid file, where such information will be archived.

UNPAID OVERPAYMENT OF GRANTS DUE TO R2T4

If the R2T4 shows that the withdrawing student did not earn the full amount of federal grant funding disbursed (Pell or FSEOG), then the college will return the required amount to the Federal Student Aid Program on the student's behalf. The college will then notify the student of the overpayment/uneared portion (both loans and grants) no later than 45 days from the Date of Determination. If the student neither pays in full nor sets up a payment plan for the uneared grant funding within 45 days from the date the college sent notification of the overpayment, then the college shall have the right to notify the Department of Education of the unpaid overpayment, at which time the student will lose their/his/

her Title IV eligibility until the grant is repaid or until a payment plan has been established.

- The student will maintain their/his/her eligibility during the notification period of 45 days.
- If the student enters into a payment plan with the college for the overpayment of a federal grant, then the grant must be repaid within two years of the student's established withdrawal date (Date of Determination).
- The payment plan for repayment of federal grant overpayment must clearly lay out the terms and conditions that the student must meet in order to maintain eligibility for Title IV.
- The college is responsible for notifying the Department of Education of all overpayment repayment plans and updates.
- The AAC Business Office will notify the AAC Financial Aid Office if a student enters a payment plan, pays off a payment plan, or fails to make the required payment. The Financial Aid Office will notify the Department of Education.
- Any student who fails to meet the terms of the established payment plan will lose eligibility for Title IV funding.

ADDITIONAL IMPORTANT INFORMATION

- The R2T4 must be completed if a student withdraws after the first day of the semester (or summer term).
- If a student withdraws prior to the 60% point and has received Title IV aid in excess of the amount of aid earned, the uneared portion of the aid must be returned to the Federal Student Aid Programs. The AAC will return such uneared funds to the Federal Student Aid Programs, and the withdrawn student shall be responsible for repaying the AAC. In the event that the student fails to pay their/his/her tuition balance or fails to pay or set up a payment plan and make the first payment within 45 days of the Date of Determination, the withdrawn student's account will be sent to collections.
- In regard to Title IV financial aid funds, the AAC's institutional policies of charges and refunds are not factors. Only the concept of earned and uneared aid – as determined by federal regulations – affect the Title IV funds to which students are entitled.
- During the first 60% of an academic period (semester or summer session), a student "earns" Title IV funds in direct proportion to the length of time they/he/she is determined to have remained enrolled. A student who is determined to have remained enrolled beyond the 60% point and who has received Title IV aid, is considered to have earned all of their/his/her financial aid and will not be required to return any of these funds.
- Uneared Title IV funds, other than Federal Work-Study funds, must be returned to the Federal Student Aid Programs. If a student withdraws prior to the 60% point and has received Title IV aid in excess of the amount of aid earned, the uneared portion of the aid must be repaid to the Federal Student Aid Programs.
- The enrollment percentage will be determined by the number of days in the academic period (including weekends), divided by the number of days enrolled (including weekends). Scheduled breaks of five days or longer will be excluded from the calculation.

- Federal regulations operate under the assumptions that Title IV funds are directly disbursed to a student only after all the Art Academy of Cincinnati's charges have been covered and that Title IV funds are the first resource applied to a student's account. The Art Academy of Cincinnati charges are the amounts that have been assessed to a student's account prior to the student's withdrawal – not the reduced amount that might result from the AAC Tuition Refund Policy.
- The Art Academy of Cincinnati's share is allocated before the student's share among the Title IV programs, in the following order specified by the Federal regulations, up to the total net amount. Disbursement from each source shall be as follows:
 - Direct Unsubsidized Student Loan
 - Direct Subsidized Student Loan
 - Parent PLUS Loan
 - Federal PELL Grant
 - Federal Supplemental Educational Opportunity Grant (FSEOG)
- The student's share is first allocated among the loan programs, in the following order as specified by the Federal regulations, up to the total net amount disbursed from each source, after subtracting the amount the Art Academy of Cincinnati will return. Disbursement from each source shall be as follows:
 - Direct Unsubsidized Student Loan
 - Direct Subsidized Student Loan
 - Parent PLUS Loan
- The student's share of the amount owed to the PELL and FSEOG program is reduced up to the total net amount disbursed from each source. After subtracting this amount, the Art Academy of Cincinnati shall return the required funds to the Department of Education.
- The student shall have 45 days after the Date of Determination to repay their/his/her share of unearned funds to the Art Academy of Cincinnati.
- If the student fails to repay any unearned grants within 45 days, the account will be turned over to the U.S. Department of Education for an overpayment of Title IV funds. A student who owes an overpayment of Title IV funds is ineligible for further disbursements through the Title IV Federal Financial Aid programs at any institution.
- The student may rescind their/his/her withdrawal with a written and signed Declaration of Intent to complete the period of enrollment and continued attendance. However, if the student withdraws again before completing this same period, the official withdrawal date will be determined to be the actual date the student submits the latter withdrawal form to the Registrar's Office.
- The AAC's Financial Aid Office will discuss the ramifications of withdrawals regarding receipt and repayment of Federal Title IV funds with any student who seeks counseling on this policy.

STATE OF OHIO FINANCIAL AID PROGRAMS

The U.S. Department of Education forwards pertinent information to the State of Ohio for state need-based programs.

The Ohio College Opportunity Grant Program (OCOG) provides need-based tuition assistance to Ohio students from low to moderate-income families. The Financial Aid Office receives eligibility rosters directly from the state and notifies eligible students.

Students are encouraged to apply to outside sources for financial assistance.





Emily Everhart, Ph.D.



Assistant Professor
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Liberal Arts Chair
Chair of Scholarship Committee
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AWARDS AND SCHOLARSHIPS FOR CONTINUING STUDENTS

Each year the Art Academy of Cincinnati administers several categories of awards, briefly described below. Details about each of them and times of informational meetings and application deadlines will be communicated via Art Academy email throughout the year. The Scholarship Committee has compiled these brief descriptions to help ensure that all students are aware of these opportunities.

The Art Academy Alumni Scholarship

Full-Time Faculty members select the winner of this tuition scholarship based on the end-of-year portfolio reviews. The scholarship was supported by a fundraising initiative during the Beaux Arts Ball event. The recipient must be a full-time sophomore entering their/his/her junior year.

Art Academy of Cincinnati Faculty Portfolio Awards

At the end of the academic year, freshmen, sophomores, and juniors who have a minimum GPA of 3.0 qualify for consideration for Faculty Portfolio Awards respective to their year levels. Full-Time Faculty members select the winners by majority vote after the end-of-year portfolio reviews.

The John E. and Mary Ann Roach Butkovich Scholarship

The Financial Aid Office and the Scholarship Committee select the recipient of this tuition scholarship. Funded by an alumna, this scholarship is awarded to the highest-scoring Bertha Langhorst Werner applicant. Applications will be accepted by the Chair of the Scholarship Committee and the Financial Aid Office in the spring semester.

Heinz Daschke-Pradac Scholarship

The Heinz Daschke-Pradac Scholarship is a valuable resource for first and second-year students enrolled in a fine art program. To qualify, applicants must maintain a GPA of 2.5 or higher. The Scholarship Committee will determine the recipient of the award based on application in the spring semester.

Folger Memorial Trust Purchase Awards

The Folger Memorial Trust Purchase Award permits the Art Academy of Cincinnati to acquire student art for its collection, while giving students the opportunity to compete for cash awards. Faculty nominate works for this award after the end-of-year portfolio reviews.

Omer T. Glenn Scholarship

The Omer T. Glenn Endowment was established in 1976 to advance the artistic education of talented, financially disadvantaged students of the Art Academy of Cincinnati.

Stewart Goldman Scholarship

Stewart Goldman taught hundreds of students at the Art Academy of Cincinnati during his more than 30 years with the college. This tuition scholarship continues that tradition by funding the studies of a Painting and Drawing student in their/his/her senior year. The Faculty determines the award after the End of Year Student Reviews.

KIIS Member Scholarships

The Kentucky Institute for International Studies provides each full-member consortium institution with funds to award KIIS students on their campus. Contact the Associate Director of Professional Development and Alumni Coordinator for additional information.

Carolyn and Julian Magnus Family Scholarship

The Scholarship Committee and the Financial Aid Office select the recipient of this Office scholarship. This need-based award goes to an independent student who is working their/his/her way through college. Applications will be accepted by the Financial Aid Office in the spring semester.

Carson E. Smith Scholarship

This tuition scholarship is based on merit and need. It is awarded by the Faculty to a sophomore, junior, or senior Design major after the end-of-year portfolio reviews.

Post-Undergraduate Teaching Assistantship

The Post-Undergraduate Teaching Assistantship is an award given to selected graduating seniors interested in pursuing graduate school or the field of education. Students selected for this assistantship could assist AAC faculty in one or two courses the following academic year. Curricular needs could determine an alternative Teaching Assistant experience. (TA appointments are subject to funding availability.) The Full-Time Faculty will select the recipients based on their applications, academic records, participation, and engagement in critiques, professional work, engagement with the institution, engagement with the community, and educational and career goals. Students under consideration should have both strong studio practices and strong academic records. Applications will be shared with senior students in the spring semester.

William Villa Scholarship

In honor of AAC alumnus, William Edward Villa, this tuition scholarship is based on merit and need. It is awarded by the Faculty to an outstanding sophomore, junior, or senior after the end-of-year portfolio reviews.

Bertha Langhorst Werner Scholarships

Winners are chosen based on financial need, a written essay, and seriousness of the applicants, as based on faculty recommendation and GPA. The Scholarship Committee and the Financial Aid Office select the winners. Applications will be accepted by the Financial Aid Office in the spring semester.

Paige Williams Scholarship

Former Vice President for Academic Affairs and Academic Dean, Paige Williams served as Professor of Painting and Drawing, Studio Arts Chair, and administrator at the AAC from 1997 to 2024, impacting the lives of hundreds of young artists. The scholarship will be awarded to a current AAC student based on quality of work and application, engagement with the AAC community, and financial need. The Scholarship Committee will determine the recipient of the award based on application in the spring semester.

Derrick Dankwa Sound Studio Award

Established in memory of alumnus and sound artist, Derrick Dankwa (BFA 2015), this award is given to a continuing Digital Arts Animation or Illustration student whose end-of-year portfolio reflects strength and interest in sound, film, video, or performance art.

Stephens/Sprinkle Award for Radical and Radiant Art

Established by the generosity of friends of AAC, Beth Stephens and Annie Sprinkle, the award is given to a continuing student in good academic standing, whose end-of-year portfolio demonstrates they/he/she is pushing the boundaries of art making and addressing complex and contemporary themes.

Stephen H. Wilder Traveling Award

The Wilder Traveling Award is open only to graduating seniors who have completed all requirements for awarding of the BFA degree, and whose applications for graduation have been approved by the Academic Dean and having earned a cumulative GPA of 3.0 or above at the completion of all coursework. This award is reserved for travel to advance graduating students in their chosen fields of study. Application details will be communicated in the spring semester.

Mary Coulter Clark Scholarship

This scholarship is awarded to eligible students based on financial need and artistic merit in the Master of Arts in Art Education program. The Chair of the Master of Arts in Art Education program and the Financial Aid Office select the winners.

Carrie Smith Master of Arts in Art Education Scholarship

This scholarship is awarded to eligible students in the Master of Arts in Art Education program.

ADDITIONAL SCHOLARSHIP INFORMATION

Scholarship and Financial Aid Scams

studentaid.gov/resources/scams

Federal Student Aid

www.ed.gov/about/ed-offices/fsa

Art Academy's Financial Aid Web Page

www.artacademy.edu/money-matters/financial-aid/

Free Application for Federal Student Aid (FAFSA)

studentaid.gov/h/apply-for-aid/fafsa

Ohio Department of Higher Education

highered.ohio.gov/

KHEAA, Kentucky Higher Education Assistance Authority

www.kheaa.com

Students must regularly check their Art Academy email accounts for information about internal and external scholarship opportunities, as campus email is the official means of communication.



Artwork by Ariel Beal

AAC PROGRAM ADMISSION REQUIREMENTS

ASSOCIATE OF SCIENCE PROGRAM

The Art Academy of Cincinnati grants an Associate of Science degree in Graphic Design. This two-year program provides students with a combination of Liberal Arts and Studio Arts courses to become confident in the practice of graphic design. Students can advance seamlessly beyond the Associate of Science in Graphic Design directly into the BFA in Design track (two additional years) to further their design proficiencies. Acceptance into the program involves the same requirements as those for the Bachelor of Fine Arts program, as given below.

BACHELOR OF FINE ARTS PROGRAM

The Art Academy of Cincinnati offers eight BFA Majors: Creative Writing, Design, Digital Arts Animation, Illustration, Painting and Drawing, Photography, Print Media, and Sculpture. The college offers minors in nine areas: (Art History, Film/Video/Audio + all major areas can be taken as minors).

AS & BFA Admission Requirements

1. Application for Admission
2. Portfolio of 8-15 pieces of artwork
3. High school transcript with a GPA of 2.5 or higher and all college transcripts, including those with unearned credits and/or credits that are unable to be transferred into the AAC curriculum
4. Official Final High School Transcript, GED, or high school equivalent

MASTER OF ARTS IN ART EDUCATION PROGRAM

The Art Academy of Cincinnati offers a low-residency summer program to accommodate the schedules of working art/design educators. The program includes three 8-week summer sessions. The MAAE program is a studio-centered curriculum requiring 30 credits, including 18 credits of studio coursework, 9 credits of Art Education Seminar coursework, and 3 credits of Art History coursework.

AS & BFA Admission Requirements

1. Application for Admission
2. Portfolio of 8-15 pieces of artwork
3. University or College Transcript showing completion of a BA, BFA, BS degree, or other appropriate Bachelor's degree with a GPA of 3.0 or higher
4. (Optional) Résumé

ADMISSION FOR HOME-SCHOOLED STUDENTS

The AAC welcomes students from academically and socially diverse backgrounds. Home-schooled students who meet their state / country / international curriculum requirements for high school graduation will be considered for admission based on the same criteria as all other high school students.

To be considered, home-schooled students must submit along with their application:

- Written verification from the appropriate school district that the student has been excused from compulsory attendance

for home education. If your state does not require your school district to issue a statement excusing you from compulsory attendance, then this requirement may be waived.

- Course descriptions and/or syllabi that outlines and details the curriculum for completed coursework.
- A notarized high school transcript that outlines the following: student's full name and birthdate; 9th grade start date (MM/DD/YYYY); course titles; date range (month / year) of when each course was taken; units earned (ex: increments of 0.25, 0.50, 0.75, 1.0.); expected graduation date; final course grades; and grading scale. Note: No single course can receive more than 1.0 unit of credit. Upon graduation, please submit a final notarized official transcript that includes your final graduation date. Note: GED scores can be substituted in place of a high school transcript.

Although requirements vary by state, typically a home-schooled student will have completed:

English Language Arts – 4 credits

Math – 4 credits, including Algebra II or higher

Science – 3 credits

Social Studies – 3 credits

Electives – 7 credits (such as world language, visual and performing arts, business, technology, physical education and health, family and consumer sciences, agricultural education and/or English, math, science, or social studies courses not otherwise required).

The AAC recognizes that the breadth and depth of home-school education may not always be reflected in the required documentation. In some cases, students may voluntarily submit (or be asked by AAC Admissions to submit) supplemental information as evidence of the applicant's secondary-level coursework and academic preparation for higher education. This may include a letter of recommendation from a person who can attest to your academic performance and extracurricular involvement, such as from tutors, coaches, community leaders, and employers, etc. Although parents and family play an integral part in a home-schooled student's education, they may not write a letter of recommendation.

ADDITIONAL INFORMATION

Portfolio

The portfolio contains 8-15 pieces of the applicant's artwork. Portfolios can be uploaded at www.aac.slideroom.com, reviewed virtually or in person, or submitted via alternative output methods and mailed to: Admissions Art Academy of Cincinnati 1212 Jackson Street Cincinnati OH, 45202.

Transcript

While the Art Academy of Cincinnati accepts initial transcripts for admissions and scholarship evaluation, final transcripts listing graduation date and final GPA must be submitted by July 1 for fall applicants and by December 1 for spring applicants.

Any large discrepancy in reporting could affect scholarship amounts.

If the student has taken any college-credit courses, final official transcripts from the college/university must be submitted prior to transferring any credits, or before an acceptance offer can be made.

Any and all official transcripts must be mailed or emailed directly to the Art Academy of Cincinnati by the issuing educational institutions. Applicants must have a minimum high school grade point average (GPA) of 2.5.

If a student's final GPA falls below 2.5, they/he/she may submit an ACT score of at least 22, an SAT score of at least 1020, and a personal essay which covers their/his/her artistic processes, personal or work experience, milestones they/he/she is proud of passing, and why they/he/she would be a good fit for the AAC. The essay should be emailed to admissions@artacademy.edu. ACT and SAT scores must be mailed to the AAC from the official source. Admissions reserves the right to reject students with low GPAs after reviewing individual grades.

Test Scores

The Art Academy of Cincinnati is test-blind. Every application submitted to the Art Academy of Cincinnati receives a comprehensive review. We realize that each student is an individual and unique in their/his/her academic preparation. One single item does not determine the applicant's admissibility. ACT and SAT scores may be submitted in the case of a low GPA for review by the Admissions team. Test scores must be mailed directly from the testing service.

Letters of Recommendation

Recommendations that clearly support the applicant's intentions and qualifications for entering the Art Academy of Cincinnati's undergraduate and Graduate programs are required as part of the application. Recommenders should know the applicant well on a professional level. Undergraduate applicant recommenders should be people who can speak to your academic readiness, creative potential, responsibility, and ability to contribute to – and succeed within – a studio-based art and design college.

- Strong undergraduate recommenders may include: Art, Design, English, or other classroom teachers, School counselors, College instructors, Employers, Supervisors, Creative mentors, Community leaders, or Volunteer leaders. Letters of recommendation may not be submitted by family members or relatives.
- Graduate applicant recommenders should speak to your professional and scholarly experience, aptitude, commitment to teaching, creative practice, and potential for success in an advanced degree program.
- Strong graduate recommenders may include: Supervisors or administrators, Teaching mentors, College faculty, Professional colleagues, Community arts leaders, Education leaders, or other professional references who can speak to your teaching, scholarship, and creative practice. Letters of recommendation may not be submitted by family members or relatives.

DACA APPLICANTS

DACA Applicants

All students, regardless of nationality or citizenship, are welcome and encouraged to apply and attend the Art Academy of Cincinnati. Our staff and faculty are fully committed to helping students of all backgrounds, including students with Deferred Action for Childhood Arrivals (DACA) status and those without DACA status, the chance to further their creativity.

The AAC considers an international student as someone who has or will come to the United States temporarily to take classes. This student:

- Plans to only stay in the US temporarily
- Does not have US citizenship or legal permanent resident status
- Currently is in the US on a non-immigrant visa status

- Has applied for a visa to be allowed entry into the US
- The AAC considers DACA and undocumented students domestic and should complete a domestic application. However, the student is encouraged to list birth country on their/his/her application.

DACA and undocumented students are not eligible for any federal government financial aid programs (such as Pell Grants, student loans, Federal Work Study). However, DACA and undocumented students are eligible to receive the AAC's portfolio entrance scholarship.

The AAC does not require a visa for DACA or undocumented students.

If applicable, students must provide a copy of the documents establishing their immigration status:

I-797 Notice of Action (approval notice page) from USCIS for your I-821D application (aka DACA application).

- Copy of passport, if applicable.
- Once these steps are completed students may deposit and prepare for enrollment.

INTERNATIONAL APPLICANTS

International applicants must follow the full admission procedure and provide an official high school transcript evaluation from an accredited evaluation service (e.g. World Education Service, International Research Foundation, or Educational Credential Evaluators) demonstrating successful completion of high school. If transcripts are not in English, the student is responsible for translation before sending them to the AAC.

An English Language Proficiency (ELP) is required if English is not the applicant's first language. The following ELPs are accepted:

- TOEFL: Minimum score requirements are 550 on the paper-based test, 213 on the computer-based test, or 80 on the internet-based test.
- Duolingo: The minimum test scores the AAC accepts is 90. Students can send their scores directly to the AAC or request a test be sent.
- The International English Language Testing System (IELTS): minimum test score of 6.

International students currently living or studying in the United States or other primarily English-speaking country or who demonstrate advanced knowledge of the English language through writing or an interview may have the ELP waived after speaking with the International Coordinator.

The AAC will not accept any test taken more than two years prior to application date. One year is preferred.

Additionally, each student applicant will be required to provide a color copy of their/his/her passport and notarized bank documentation that shows funds in USD to support one year of study and living expenses at the AAC.



Artwork by Rory Torstensson

TRANSFER CREDIT POLICY (UNDERGRADUATE PROGRAMS)

Applicants who wish to transfer to the Art Academy of Cincinnati from another college or university should submit all items noted above, plus all college or university transcripts, to the Admissions Office.

Transfer student applicants are eligible for entrance scholarship awards based on portfolio merit.

Transcripts are evaluated by the Liberal Arts Chair, the Studio Arts Chair, and the Associate Dean, and transfer credits are recorded in the applicant's AAC Transfer Credit Evaluation. A maximum of 90 credits may be transferred to the BFA degree program, provided that the institution where those credits were earned is accredited by the appropriate regional accreditation body. A maximum of 30 credits may be transferred to the Associate's degree program.

The transferable credits must represent coursework that is compatible with the Art Academy of Cincinnati's BFA curriculum, as determined by the Department Chairs after an evaluation of the credits and courses to be transferred. In order for credits to be accepted for transfer to an Art Academy of Cincinnati degree program, the student must have achieved a grade of at least "C" or 2.0 on a 4.0 scale. Acceptance of credits earned more than 10 years ago will be at the discretion of the appropriate department chair and the Academic Dean. The student must complete the final 30 credits required for their/his/her degree program in residence at the Art Academy of Cincinnati. Any exceptions must be made via written appeal to the Academic Dean.

LIFE CREDIT POLICY

The Art Academy of Cincinnati recognizes that not all college-level learning takes place in the classroom. In Addition to our Transfer Credit Policy, we provide the opportunity to earn college credit as appropriate for prior learning experiences. Enrolled students can earn credit for learning achieved through life experience by submitting portfolios and corroborating documentation to the Liberal Arts and Studio Arts Chairs and the Associate Dean for credit evaluation. The exact nature of academic requirements that must be met for credits to be awarded through portfolio completion varies depending on departmental requirements. Life Credit will not be evaluated as part of the admission process and will be awarded only after acceptance into the program.

COLLEGE CREDIT PLUS (CC+) AND DUAL CREDIT

In addition to high school transcripts, applicants who have earned CC+ and/or dual credits must also submit official transcripts provided by the college awarding the dual enrollment credit.

Transcripts are evaluated by AAC Department Chairs, and transfer credits are recorded in the AAC Transfer Credit Evaluation. A maximum of 60 CC+ / dual credits may be transferred to the BFA degree program, provided that the institution where those credits were earned is accredited by the appropriate regional accreditation body. CC+ / dual credits must represent coursework that is compatible with the Art Academy of Cincinnati's undergraduate curricula, as determined by the Department Chairs after an evaluation of the credits and courses to be transferred. In order for credits to be accepted for transfer to an Art Academy of Cincinnati degree program, the student must have achieved a grade of at least "C" or 2.0 on a 4.0 scale. Acceptance of credits earned more than 10 years ago will be at the discretion of the appropriate department chair and the Executive Director of Academic Affairs and Academic Dean.

LEAVE OF ABSENCE POLICY FOR READMISSIONS AND EVALUATING PREVIOUS CREDIT FOR RE-ENTRY

Students who leave the Art Academy of Cincinnati for one year or longer must re-apply through the normal admissions process with the Admissions Department. A full re-evaluation of previously earned credits will be conducted by the appropriate department chair to determine applicability to the current curriculum. Credit for discontinued courses may be applied toward the student's degree program if the content of such courses is consistent with current degree requirements and contemporary practices in art.

FRESH START OPTION UNDERGRADUATE

Previous Art Academy of Cincinnati students who have been readmitted to the college after an absence of five years or longer may petition the Executive Director of Academic Affairs and Academic Dean to have credit for courses completed prior to the student's extended absence treated in accordance with the Fresh Start Option. Upon approval of a Fresh Start, the student's cumulative GPA will be initiated from the date of re-entry. A decision to permit credit for prior work will be made at the time of readmission. A request for a Fresh Start must be submitted in writing within one year of readmission and applies only to courses taken at the Art Academy of Cincinnati before readmission. Approval of the petition may be delayed until the end of the first year of return to evaluate current progress. Fresh Start is not automatic and is not guaranteed. The Fresh Start Option may be requested only once during a student's academic career.

ACADEMIC GRADE FORGIVENESS

The Academic Grade Forgiveness Policy is designed to help Art Academy of Cincinnati students return to Academic Good Standing after an absence of at least two calendar years. Students who have left the AAC without being suspended or dismissed but who believe their past academic record suffered due to extenuating circumstances are eligible to petition, but approval is not guaranteed. Students who wish to be considered for Academic Grade Forgiveness must petition the Executive Director of Academic Affairs and Academic Dean in writing. Upon approval, the original grade recorded on the student's transcript will remain but will be designated with an additional symbol, and the grade will not be calculated into the student's semester and cumulative GPAs. Academic Grade Forgiveness status will be recorded on the student's academic record as follows: "Academic Forgiveness [Date]". The Academic Grade Forgiveness option may be requested only once during a student's academic career.

ADVANCED PLACEMENT (AP) CREDIT

Applicants seeking course equivalency credit for Advanced Placement (AP) achievement must request that scores be sent directly to the Art Academy of Cincinnati. Please note that AP course equivalencies awarded toward a degree at the AAC must have a course equivalency within the Art Academy of Cincinnati AS or BFA program to be accepted and applied toward an AAC degree program. For AP Credit to be considered, applicants must achieve a 3 or higher on the AP Exam.

INTERNATIONAL BACCALAUREATE (IB)

Courses completed through the IB program may be eligible for college credit and will be evaluated on a case-by-case basis.

COMPULSORY SCHOOL AGE REQUIREMENTS

In Ohio, compulsory education laws require children between the ages of 6 and 18 to attend school or to comply with homeschool laws in accordance with § 3321.01 – 3321.13 of the Ohio Revised Code.

The laws make some exceptions, including if the child:

- Received a high school diploma before the age of 18;
- Is over the age of 14 years old, lawfully employed, and it is necessary that they/he/she work;
- Has a physical or mental condition that does not allow for school attendance; or
- Is homeschooled.

Prior to enrollment, Art Academy of Cincinnati students must have provided to the college a high school transcript that shows completion date.



ADVANCED PLACEMENT EQUIVALENTS

AP Test	Acceptable Score	AAC Equivalent	Credits	Course Title/Comments
Art Studio (2D)	3 or higher		3	One Semester Studio Elective
Art Studio (3D)	3 or higher		3	One Semester Studio Elective
Art Studio (Drawing)	3 or higher		3	One Semester Studio Elective
Art (History)	3 or higher		3	One Semester First-Year AH Elective
Biology	3 or higher	NS100	3	One Semester - Natural Science Elective
Calculus AB	3 or higher	LA100	3	One Semester - Liberal Arts Elective
Calculus BC	3 or higher	LA100	3	One Semester - Liberal Arts Elective
Chemistry	3 or higher	NS100	3	One Semester - Natural Science Elective
Computer Science (A)		Does not apply at AAC		Does not apply at AAC
Computer Science (Principles)		Does not apply at AAC		Does not apply at AAC
Economics (Macro)	3 or higher	SS100	3	One Semester - Social Science Elective
Economics (Micro)	3 or higher	SS100	3	One Semester - Social Science Elective
English (Language and Comp)	3 or higher	HU101	3	Artist as Writer
English (Literature and Comp)	3 or higher	HU102	3	Artist as Reader
Environmental Science	3 or higher	NS100	3	One Semester - Natural Science Elective
French (Language)	3 or higher	HU100	3	One Semester - Humanities Elective
French (Literature)	3 or higher	HU100	3	One Semester - Humanities Elective
German (Language)	3 or higher	HU100	3	One Semester - Humanities Elective
Government and Politics (U.S.)	3 or higher	SS100	3	One Semester - Social Science Elective
Government and Politics (Comp)	3 or higher	SS100	3	One Semester - Social Science Elective
History (European)	3 or higher	HU100	3	One Semester - Humanities Elective
History (U.S.)	3 or higher	HU100	3	One Semester - Humanities Elective
History (World)	3 or higher	HU100	3	One Semester - Humanities Elective
Human Geography	3 or higher	HU100	3	One Semester - Humanities Elective
Italian Language and Culture	3 or higher	HU100	3	One Semester - Humanities Elective
Japanese Language and Culture	3 or higher	HU100	3	One Semester - Humanities Elective
Latin (Lit) or (Virgil)	3 or higher	HU100	3	One Semester - Humanities Elective
Mathematics (AB) or (BC)	3 or higher	LA100	3	One Semester - Liberal Elective
Mathematics (Statistics)	3 or higher	LA100	3	One Semester - Liberal Arts Elective
Music Theory	3 or higher	HU100	3	One Semester - Humanities Elective
Physics 1		Does not apply at AAC		Does not apply at AAC
Physics 2	3 or higher	NS100	3	One Semester - Natural Science Elective
Physics C (Mechanics)	3 or higher	NS100	3	One Semester - Natural Science Elective
Physics C (Elect and Magnetism)	3 or higher	NS100	3	One Semester - Natural Science Elective
Psychology	3 or higher	SS100	3	One Semester - Social Science Elective
Seminar	3 or higher	LA100	3	One Semester - Liberal Arts Elective
Spanish (Language)	3 or higher	HU100	3	One Semester - Humanities Elective
Spanish (Literature)	3 or higher	HU100	3	One Semester - Humanities Elective
Statistics	3 or higher	LA100	3	One Semester - Liberal Arts Elective

AAC BOARD OF TRUSTEES

BOARD OF TRUSTEES

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