



THE YOUNG AMERICANS  
**COLLEGE** OF THE  
PERFORMING ARTS

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2017-2018

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## THE PURPOSE

The Young Americans College of the Performing Arts exists to provide members of The Young Americans, Inc. with a learning environment that reinforces the Young American experience of innovative and creative learning with academic rigor that advances artistry and leadership to establish each student as a lifelong learner.

Formed as a specialty school, The Young Americans College of the Performing Arts blends the concepts of theoretical learning with practical application. It is our belief that an education with an emphasis on the performing arts enables the student to develop diversity in their thought process, communication skills and approach to problem solving – skills vital to success in today's global community.

## OUR MISSION

To provide members of The Young Americans with a performance-based education emphasizing artistry, leadership, communication, and collaboration. The Associate of Arts and certificate programs of study offered provide developing artists with skills, knowledge, and experiences that will be foundational for their future as performers, teachers and leaders.

## OUR VALUES

The Young Americans College of the Performing Arts is committed to:

- Offering unique educational programs focused on training exceptional artists and educators.
- A pursuit of excellence that encourages the student to achieve the highest level of artistic and personal growth.
- Encouraging each student to understand personal ethics and embrace personal responsibility in the global community.

## INSTITUTIONAL VISION

- To develop an institution that is recognized internationally for its ability to train the finest performers and arts educators.
- To provide courses of study that are of the highest standards and connect theory to practice so that students are prepared for life after college.
- To offer courses of study that ignite the student's desire to learn and equips them with the skills needed for a life-long commitment to learning.

- To assemble a faculty with extensive professional experience in their fields and who are dedicated to sharing their knowledge and guiding artistic growth.

## INSTITUTIONAL OBJECTIVES

**Artistry:** Students will develop their artistic voice and gain an acute awareness, understanding, appreciation and expression of the performing arts.

**Leadership:** Students will develop and demonstrate application of ethical decision making, defined value systems, diversity of knowledge and understanding of management and team leadership.

**Global Perspective:** Students will develop skills that allow them to effectively and professionally work across cultural boundaries.

**Continuous Learning:** Students will develop critical analysis skills and be able to apply these skills to a life-long pursuit of knowledge.

## COLLEGE COMMUNITY

### OUR STUDENTS

The Young Americans College of the Performing Arts' student body is very diverse. Our students come from over 35 different states within the USA. Each student brings to the program a unique life story and skill set which when combined gives all students access to a wealth of knowledge and experience that supports The Young Americans College of the Performing Arts' desire for strong peer-to-peer learning and a vibrant community where students learn to embrace their collective diversity.

### OUR FACILITIES & EQUIPMENT

The Young Americans College of the Performing Arts is located at 1132, 1128 & 1112 Olympic Drive, Corona, California. Located close to local restaurants and stores, and adjacent to the apartment complex utilized for student housing, this arrangement allows the organization to be self-contained and provides a safe and convenient learning environment.

In an effort to encourage artistic growth The Young Americans College of the Performing Arts strives to give students and faculty afterhours access to rehearsal halls, practice rooms, libraries, computer labs, and

keyboard labs. Access may be limited at times to maintain security of equipment and facilities.

**Private Practice Rooms:** Two private practice rooms are available for student use. Signup sheets are on the door of each room to allow students to reserve time in the room. If no reservation has been made then students may use the room on a first come first serve basis. Each of these rooms is equipped with a digital or acoustic piano.

**Dance Studios:** Two 2,600 sq. ft. dance studios with sprung wooden floors, full-length mirrors, and ballet barres are open to student use when not in use by a scheduled class or rehearsal. Each room is equipped with a built-in sound system and an acoustic piano.

**June & Margaret Piano Lab:** This space has 20 student stations that feature weighted 88-key digital pianos with headphones connected to a teacher station using a lab controller. Students have access to the room when a class is not in session.

**Black Box Studio:** This space provides for a performance setting on campus separate from classrooms and is used for stagecraft courses as well as for recitals and jury performances. Students have access to room when a class is not in session. The room is equipped with portable staging, sound and lighting systems.

**Classrooms:** All classrooms are equipped with whiteboard, a digital or acoustic piano, digital projector, mini sound system and microphone, and an AV system to allow for CD or DVD playback. Students have access to these classrooms whenever a class is not in session.

**Computer Lab:** This room, with 6 PC stations and 2 Mac stations, is designed to provide students with on-campus access to a computer, virtual library, and printer.

**Virtual Library:** The online library supports all programs and degree levels at our institution. Professional librarians provide 7-day-a-week email reference. The online library gateway page in Populi, serves as a central access point for students to access the credible and reliable information sources managed by the librarians. The librarians have created library multimedia instructional tools, general orientation resources and program specific research guides to assist students in finding, evaluating and using the library e-resources effectively and efficiently. All resources are linked from

the library gateway page. The librarians provide an information literacy program tailored to the needs of performing arts students, helping students succeed in their academic work at The Young Americans and beyond.

**Learning Center:** The Young Americans Learning Center is a multidisciplinary tutoring and learning support facility that provides an opportunity for students to strengthen their skills in all areas of their studies. Writing tutors focus on sharpening the students' ability to convey ideas clearly to an intended audience. Within this pursuit, the tutors aid students in improving sentence structure through one-on-one tutorials that cover syntax, grammar, developing new ideas, and strengthening the structure of writing assignments from all courses offered on campus. Music Theory tutors help students with chord construction, reading of intervals, writing notation, and understanding and analyzing form. The center also provides tutoring in Business Math where students can receive assistance on homework assignments, as well as, exam preparation.

**Resource Room:** The Young Americans College of the Performing Arts maintains an extensive collection of sheet music, scripts, scores, resource books and performance DVDs that is accessible to the students during business hours, with weekday extended hours. The library also has 3 student PC stations and 1 Mac station to access digital library resources, along with a printer.

Current physical holdings include:

- 16 different dance based movies ranging from traditional jazz through hip hop.
- 153 vocal selection books including opera, jazz, pop, rock, classical and musical theatre genres.
- Scores for 47 different musicals, with supporting DVDs and audio recordings where appropriate.
- 30 resource books including acting techniques, history of theater, history of musical theatre, directing techniques, entertainer profiles.
- 18 plays on file, includes full versions of plays from which scenes are utilized in courses.
- 8 resource books covering technical design, production, costume design, makeup design, stagecraft fundamentals.
- 21 resource book support music history, piano techniques, music theory.

- Subscriptions to digital resources including Encyclopedia of Popular Music and History of Western Music.
- 6 resource books to facilitate writing support for students including reasons, structure, grammar and dictionary.
- 34 resource books or articles covering teaching theory, lesson planning, effectiveness, assessment strategies, philosophy.

Students may check out any library holdings or available resources through the library assistant. Each resource will have a time limit applied to the period of loan to ensure students have equal and fair access to all resources. Faculty may place a “do not loan” hold on any specific resource. This means students may access the resources in the confines of the library, but may not check it out.

**Student Lounge:** This room is designed as a place for students to relax and store personal belongings as needed. The room is equipped with lockers, microwaves, vending machines, and couches.

## OUR LOCAL COMMUNITY

The city of Corona is located east of Orange County. A small city in a large metropolis, with many smaller towns and cities blending into each other, Corona offers a small town feeling with easy access to the big city. Conveniently located from the ocean and surrounded by mountains within 1 ½ hours you can go from skiing on the mountains to riding the waves on the beach. There is a lot to see and do, including Disneyland, Universal Studios, Hollywood, Knott’s Berry Farm, Six Flags Magic Mountain, Palm Springs, San Diego, Malibu, the ocean and lots of beaches. Also all of the great shows playing every week in Orange County and Los Angeles.

## OUR FACULTY

The faculty body is comprised of highly recognized scholars, as well as gifted and talented artists who are dedicated to enriching the lives of young people and connecting the learning process to creative activity. Each faculty member possesses specialized knowledge and personal experience in the fields of entertainment and/or education that is vital to providing a real perspective into those careers.

## OUR ALUMNI

The Young Americans has an alumni body of over 3,000 members residing all over the U.S. and world. Many alumni have gone on to be highly successful in both the entertainment and education industries. The family-like atmosphere that is nurtured within our organization has allowed us to develop a unique setting in which our alumni members visit on a regular basis to meet with current students and offer workshops and lectures that are based on the alumni’s personal experiences.

## OPERATIONAL STATUS

The Young Americans College of the Performing Arts is currently operating as a private institution approved to operate by the California Bureau for Private Postsecondary Education.

At its June 2016 meeting, the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges reviewed and accepted the Eligibility Report submitted by The Young Americans College of the Performing Arts. Under Commission rules, acceptance of an Eligibility Report does not establish a formal relationship between the Commission and the college. Inquiries about accreditation should be made to the Commission office: ACCJC, 10 Commercial Blvd., Suite 204, Novato, CA 94949, (415) 506-0234.

As an unaccredited institution, degrees earned from the institution may incur the following limitations:

1. Ability to sit for any applicable licensure examinations.
2. A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions within the State of California.
3. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs. (Please refer to the NCMC partnership on page 18 for details on obtaining federal financial aid.)

## LEARNING OPPORTUNITIES

The Young Americans College of the Performing Arts offers each student a unique learning experience. The emphasis is upon training performers and arts educators, however, these components also contain fundamental lessons that can be applied to any career path the students may choose.

### ***Music Outreach Training Certificate***

This program is designed to prepare new members of The Young Americans, Inc. for participation as a performer and teacher with The Young Americans International Music Outreach Tour.

The training certificate is completed in the student's first year and works upon developing performance techniques, teaching techniques, and artistic growth. New members of The Young Americans must complete this program prior to auditioning for a place on a Music Outreach Tour. Students interested only in pursuing this program should refer to information regarding Enrollment Option C on page 26.

### ***Associate of Arts in Performance***

The Associate of Arts in Performance degree is a two-year program of study that emphasizes the development of artistic growth coupled with the development of leadership, cultural literacy and a commitment to continued personal growth. The AA program is musically oriented and develops a foundation of contemporary performance skills in the genres of voice, acting, and dance. The overall program provides students with technical proficiency, live performance experience, and core academic classes so they may become well-rounded artists.

Students may combine this program of study with the North Central Michigan College (NCMC) Affiliation program and receive an Associate of General Studies (AGS) degree from NCMC. All first year courses in the AA Performance program fulfill all requirements for the Music Outreach Tour Training Certificate. This allows AA seeking students to earn the Music Outreach Tour Training Certificate while simultaneously pursuing the AA Performance degree.

### ***Performance Opportunities***

The integration between the college program and the productions of The Young Americans organization provides students the opportunity to work towards completing their education with The Young Americans College of the Performing Arts while participating in outreach tours, summer camp programs, dinner theatres, album recordings and live concert performances.

### ***North Central Michigan College Affiliation***

The faculty, staff and Board of Directors of The Young Americans have a long standing commitment to providing our students with the very best learning

experiences. It has always been our goal to offer accredited units that are transferable and enable students to be eligible for financial aid and student loans. This is currently possible through an affiliation between The Young Americans College of the Performing Arts and North Central Michigan College (NCMC).

Through the NCMC affiliation, students enrolled in the Associate of Arts in Performance program can concurrently enroll in courses and work towards earning an Associate's in General Studies degree through NCMC. Students will not duplicate courses; all courses will be taught by Young Americans faculty and all classes will take place in our California classrooms or online.

## **STUDENT SERVICES**

The Student Services department is focused on advocating for students and supporting student learning and student achievement. Services include:

**New Student Orientation:** Prior to commencement of instruction, first-year students complete a series of orientation sessions including student housing, campus operations, and College preparation.

**Class Placement:** First-year students undergo an assessment in dance, voice, piano and music theory prior to commencement of instruction. The data is used to group students with similar abilities into sections.

**Success Coaching:** Once student class placement and enrollment is completed, students meet with a success coach to review schedule and devise time management and priority management plans. Students with a high school GPA of less than 2.5 are required to complete this.

Second-year students engaging in practicum studies or online courses are required to complete success coaching prior to commencement of instruction.

**First-year Academic Advising:** In the spring semester of the first year, all students complete academic advising to refine educational goals and program planning for the second year.

**Learning Center:** The Young Americans Learning Center is a multidisciplinary tutoring and learning support facility that provides an opportunity for students to strengthen their skills in all areas of their studies. Writing tutors focus on sharpening the students' ability to convey ideas clearly to an intended audience. Within this pursuit, the tutors aid students in improving sentence structure through one-on-one tutorials that cover syntax, grammar, developing new ideas, and strengthening the structure of writing assignments from all courses offered on campus. Music Theory tutors help students with chord construction, reading of intervals, writing notation, and understanding and analyzing form. The center also provides tutoring in Business Math where students can receive assistance on homework assignments, as well as, exam preparation. *The Learning Center is managed by the Breadth of Knowledge department.*

**Counseling:** Counseling services are available to support students with mental health concerns. Services are available via phone for students who are off campus.

**Resident Advisors:** Provide support and guidance in student housing to support healthy lifestyles and support for conflict resolution between roommates.

**Faculty Office Hours:** Faculty members are required to maintain office hours each week to support students needing assistance outside of class time.

**Library Resource Support:** Library services link curriculum needs to student resources for learning and research support. Virtual library is available 24/7.

**Campus Access:** The campus is open for student use until midnight each weeknight classes are in session. Students have full access to labs, classrooms, private practice rooms, resource room, and rehearsal studios.

**Administrative Services:** Support for students including registration, student records, and student accounts are handled through the administrative office. Offices are located on campus and available to students during business hours. Phone and email access is also available for students in off-campus settings.

The Populi cloud-based administrative platform also provides students with continuous access to their student records.

**Admissions Advising:** All new students encouraged to review the College website, printed materials, and/or admissions prep videos prior to signing the enrollment agreement. Admissions advising information ensures the expectations and demands of the program are clearly outlined and understood by the student.

Admission advising sessions occurring prior to students arriving on campus and can be done either in person through a scheduled meeting with Director of Admissions or through webinars hosted by the College.

Appointments can be made throughout the year for parents and families to visit us in California. Our staff is more than happy to accompany you while touring our facilities and answer any questions you may have. Please call our office to schedule an appointment.

## CAMPUS LIFE

The Young Americans College of the Performing Arts strives to ensure that student learning is not limited to the classroom setting. Our students' ability to apply the subject matter learned in class to their everyday lives is of the utmost importance. It is expected that each student develops a sense of personal responsibility for his or her learning and lifestyle choices.

The Young Americans College of the Performing Arts' staff and faculty are committed to an open-door policy in which students should feel free to approach any staff or faculty member for guidance and support throughout their personal development. It is our aim to ensure that each student is provided with a personalized educational experience, and we consider all aspects of campus life part of the education offered.

### *Housing and Residential Life*

First-year students are housed in apartment complexes in the local area. Each student shares a two-bedroom, two-bath apartment with four or five other students. This arrangement ensures that each student who moves to California is surrounded by fellow students in our program and can be assured that they are living in a safe and secure environment. The complexes selected are gated, clean, and surrounded by well-kept grounds. The relative close proximity to our rehearsal/classroom buildings is a big advantage for our rehearsal and academic needs.

First-year students will be required to sign a rental contract with The Young Americans that commits the

student to an apartment lease for 9 months. Each student's parent or guardian must also guarantee their son or daughter's lease obligations. The only way to break the lease is to find another Young American student to sublet. That sublet must be formally processed through a signed, separate lease agreement with The Young Americans.

### ***Student Interaction***

The Young Americans College of the Performing Arts views student interaction as a crucial element of our campus life and vital to our students' academic development. To aid in this process, all students in conjunction with The Young Americans participate in annual theatrical productions in the spring and fall semesters.

First-year students also perform a live concert at the end of their first semester as a way of introducing themselves to the student and alumni body. Students may elect to participate as a performer, stagehand, production or front-of-house staff. These programs are designed to unite the student body in sharing the joy of music and performance.

Furthermore, students are encouraged to take advantage of the individual strengths each brings to the campus and to learn from the students around them. Students are encouraged to spend time outside of class practicing, rehearsing and studying together. The open-door policy of our faculty and our liberal student access policy to the campus resources and facilities are designed to aid and encourage these activities.

### ***Campus Tours***

Appointments can be made throughout the year for parents and families to visit us in California. Our staff is more than happy to accompany you while touring our facilities and answer any questions you may have. Please call our office to schedule an appointment.

## ADMISSIONS

The Young Americans College of the Performing Arts seeks students in the formative stages of their artistic development who, because of their talent and commitment to personal growth, stand to benefit most from the training and experiences offered. Before a student is considered for admission into the College Program they must first audition and be accepted into The Young Americans. The audition process considers every aspect of an applicant's strengths, including talent, leadership, creativity, collaboration, and problem-solving skills— all attributes essential to a student's success within our programs. Once accepted, the student must then meet the following admission requirements:

1. Have graduated high school with minimum GPA of 2.0, or equivalent. Students, who do not meet the minimum GPA, may be admitted on a conditional status. Conditional status allows the student to enroll for their first semester of instruction with the college, but requires them to attain a 2.0 GPA for that semester in order to continue enrollment in subsequent semesters. Conditional status admission is at the sole discretion of the College.
2. Application for admission is to be completed and submitted to the admissions office by the published deadlines.
3. Transcripts from high school and any other college work the student may have completed are to be sent to the admissions office with the application after graduation, or completion of any work in progress.
4. A maximum of 30 units of college work will be accepted for transfer and only if they meet the course requirements set forth by the College.

## ADMISSIONS EQUIVALENCY

If a student has not graduated high school, a GED certification or ACCUPLACER Test is required for admission. Students who take the ACCUPLACER test must obtain scores no lower than indicated below for each of the assessment areas in order to be eligible for admission.

Math = AR 85-100 or EA 25-39

Reading = 55-120

Writing = 2-4

Students who are still completing high school work may be admitted under conditional status in addition to obtaining permission for enrollment in College level

classes from their high school principal or designated official prior to registration each semester. If the student is under a home school program, the parent or guardian overseeing the student's school work will be required to give permission for the student to enroll.

## NCMC AFFILIATION ADMISSION

### STANDARDS

Students wishing to enroll in the NCMC affiliation program must have an ACT score of 18 or higher or an SAT score of 430 or higher. Students may take the ACCUPLACER test in lieu of an ACT or SAT score.

### STUDENT HEALTH

Given the physical demands of The Young Americans, prior to admission, all students are required to submit a report from a licensed physician attesting to their physical and mental ability to withstand prolonged and rigorous physical activity. All students must also provide proof of health insurance as a condition of enrollment.

### AUDITION LOCATIONS

For up-to-date information on audition locations and procedures for The Young Americans please contact the business office at 951.493.6753 or visit [www.yacollege.org/auditions](http://www.yacollege.org/auditions).

### INSTRUCTIONAL LANGUAGE

All courses offered by The Young Americans College of the Performing Arts are conducted in English.

### TRANSFER OF CREDIT

The Young Americans will allow up to 15 units of college level work to be accepted for transfer for all certificate programs and up to 30 units for AA programs. Courses that are deemed specific to The Young Americans College of the Performing Arts' mission and goals will not qualify for transfer under this policy. Currently, these courses are:

ED 150 Teaching Methods by Age and Development

LS 101 Life Skills for Student Success

MU 101 Choral I

MU 102 Choral II

MU 111 Semi-Private Voice

MU 112 Private Vocal Instruction

MU 128 Vocal Techniques I

MU 129 Vocal Techniques II

MU 205 Vocal Techniques III

MU 290 Performance Teaching Practicum

THF 115 Improvisation

THF 270 Stage Craft Crew  
THF 290 Performance Practicum  
THF 299 Advanced Performance

Students who have taken advance placement courses and scored either a 3, 4 or 5 can apply for transfer of credit.

## EXPERIENTIAL LEARNING

The Young Americans College of the Performing Arts is sensitive to individual student needs and promotes the attainment of knowledge through experience. A student may submit a non-classroom acquired activity for credit review. If it is determined that the activity provided the student with relevant information pertaining to the student's core requirement courses and that the student's achievement can be measured, credit will be given to that student. The maximum number of credits that can be obtained through this manner is 15 credits. Courses that are deemed specific to The Young Americans College of the Performing Arts' mission and goals will not qualify under this policy.

All requests for experiential learning credit are to be submitted to the Dean of Administrative Services for review. The Dean of Administrative Services will submit the request to an appropriate faculty member to review the request in light of the following requirements:

1. The activity or learning experience be equivalent to the College level.
2. The activity or learning experience is equivalent to the course offered by The Young Americans College of the Performing Arts.
3. Evidence available to support the relevance, equivalence, and the student's accomplishment. Documentation required for this process includes a description of the activity, a sample of the work produced or final project submitted for grading, and a written achievement report from the instructor or activity coordinator detailing the student's achievements in relation to the core subject matter of the learning experience. In some cases The Young Americans College of the Performing Arts may administer a final exam as offered by the equivalent class to test the student's achievement level.

A student who is denied experiential learning credit may appeal the decision by:

1. Submitting a request for review to the Dean of Instruction.

2. The Dean of Instruction will review the request and all submitted documents and determine if the experiential learning policy was applied correctly in determining the initial denial.
3. The Dean of Instruction will notify the prospective student of their decision in writing within 14 business day of receiving the request for review. A full explanation of the decision must be included.
4. The prospective student may appeal to the President. The President's decision will be final.

## PLACEMENT SERVICES

The Young Americans College of the Performing Arts does not offer any placement services.

## ENROLLMENT CLASSIFICATIONS

Student enrollment classifications are defined as follows:

**Full-time:** Student enrolled in a minimum of 12 units for the semester

**Part-time:** Student enrolled in less than 12 units and greater than 1 unit for the semester

## ACADEMIC CREDIT

The Young Americans College of the Performing Arts used the semester credit system for awarding academic credit. The following course classifications are used when determining the awarding of credit for each course offering.

**Lecture:** Is any course of study that involves 15 hours of direct interaction between faculty and student per unit awarded per semester. It is expected that lecture courses require the student to complete an additional 30 hours of preparation work per unit awarded per semester.

**Laboratory:** Is any course of study that involves 30 hours of direct interaction between faculty and student per unit awarded per semester. It is expected that laboratory courses require the student to complete no more than an additional 15 hours of preparation work per unit awarded per semester.

**Studio:** Is any course of study that requires private instruction or consultation between faculty and student on a regular basis. These courses require a minimum of 5 hours of direct interaction between faculty and student per unit awarded per semester. It is expected

that studio courses require the student to complete an additional 40 hours of preparation work per unit awarded per semester.

**Practicum:** Is any course in which the student is engaged in practice and/or practical application of skills. These courses require a minimum of 5 hours of direct interaction between faculty and student per unit awarded per semester and an additional 30 hours of practice per unit awarded per semester.

## GRADING SYSTEM

The Young Americans College of the Performing Arts places emphasis on the acquisition, conceptualization, and application of concrete skills in its grading practices. Attendance and participation are highly emphasized because the role they play in providing students with the necessary time-on-task to master the objectives of the classes.

Students must maintain a GPA of 2.0 or higher in order to remain in good standing. Academic progress is determined by the issuance of the student's level of achievement in the form of a final grade (A through D and F). Each course final grade is assigned a point value, which is averaged to arrive at the GPA.

| Symbols | Definition     | Point Value |
|---------|----------------|-------------|
| A       | Excellent      | 4           |
| B       | Good           | 3           |
| C       | Satisfactory   | 2           |
| D       | Unsatisfactory | 1           |
| F       | Failing        | 0           |

Certificate and Degree programs require a final grade of C or higher in all required courses in order for the student to meet the graduation requirements.

### Alternative Grade Symbols:

**Incomplete (I):** Student was unable to complete coursework due to an unforeseeable emergency. The "I" will be removed from student's transcript and a grade assigned upon the student's completion of the work as specified by the instructor. Student will have one semester to complete the work to replace the Incomplete with a grade. Failure to complete missing work in that following semester will result in a failing grade.

**Withdrawal (W):** Students who withdraw from a class after 10% but prior to 80% of class instruction having been completed, will have a "W" on their transcript.

Students whose absences reach 30% of the course or are absent from class for two consecutive weeks without communicating with administration or the instructor may be administratively withdrawn from the course. Any withdrawal after 80% of the course will result in the student earning an "F" in the course.

**Grievance Procedures:** It should be noted that California Education Code prohibits, in the absence of any mistake, fraud, bad faith or incompetence, any faculty member being directed to change a grade. When a student believes that one of the above conditions exists or that the college's grading policy has not been followed the student should take the following steps to address their grievance:

- i. **Stage 1:** Schedule and attend a meeting with the course instructor to resolve the situation. This attempt must be made within 30 days of final grades being made available for the semester in which the student was enrolled in the course. The meeting should take place in a private location, such as instructor's office, and the student should clearly define the reason for their grievance as objectively as possible. If a satisfactory resolution is not obtained the student may proceed to stage two after informing the instructor of their intention to do so.
- ii. **Stage 2:** Student submits a written request for a meeting with the Dean of Instruction. The written request must include the basis for the grievance. This request must be filed within 5 school days after the meeting with the instructor. A meeting with the student, instructor and Dean of Instruction must take place within 5 school days of receiving the request. This meeting is to be closed to all other observers.
- iii. If a resolution that is satisfactory to both the student and instructor cannot be reached, the Dean of Instruction assumes the responsibility for arriving at a decision regarding the validity of the grievance and the appropriate action to be taken.
- iv. If the action to be taken does involve a change of grade, the original grade shall be removed from the student's record and the revised grade recorded. Within 2 school days of this decision the Dean of Instruction must communicate their decision and

needed action in writing to the Student, the Instructor, and the Dean of Administrative Services.

The Dean of Instruction's decision completes the grievance procedure for grade grievances.

## **ACADEMIC ACHIEVEMENT**

Recognition will be given to students who display a standard of excellence in academic achievement based upon the following standards:

**Honors Award** - Student earns a semester GPA of 3.75 or greater

**Excellence Award** - student earns a semester GPA of 3.5 or greater

## **SATISFACTORY ACADEMIC PERFORMANCE**

In addition to the academic eligibility requirements for participation in the International and National Outreach Tour program, each student is encouraged to keep satisfactory academic progress toward an Associate degree or Music Outreach Tour Training Certificate. Students who are unable to meet these standards may be required to participate in tutoring, study sessions, and/or other interventions in order to achieve acceptable academic progress. SAP standards are as follows:

### **GPA**

Students are required to hold a cumulative 2.5 GPA and pass all classes with a C or higher in order to be in good academic standing.

### **Quantitative Standards**

In the first year of classes, students wishing to take part in the Outreach Tour program must complete the Music Outreach Tour Training Certificate program. Students participating in the Associate Degree Program are encouraged to complete their degree in two or three years.

### **When a student falls below SAP standards**

Students who are unable to meet the above standards will be placed on academic probation and assigned to one or more of the following steps:

- Academic intervention with professor(s) or department heads.
- Academic improvement strategy session with the Dean of Students or Director of Student Services

- Peer or TA tutoring
- Mandated academic improvement observation on campus

## **Student Fairness**

All of our faculty and staff treat each student equally regardless of academic standing or ability. Every student will be given the necessary tools to succeed both in the classroom and the rehearsal studio. Students may request academic assistance voluntarily at any time.

## **Appeals**

Students who wish to appeal the decision of being placed on academic probation can contact the Dean of Students directly. The Dean will then notify the student within 48 hours of receiving the appeal of the decision to keep or terminate the status of academic probation.

## **INSTITUTIONAL ATTENDANCE POLICY**

The intensive and practical nature of The Young Americans College of the Performing Arts course of study requires student attendance and participation in every class session. Excessive absences may result in grade reductions. Excessive absence is defined as more than 20% of instructional time; cumulative absences of 30% or more results in a failure of the course.

It is the student's responsibility to inform the instructor as to the reason for the absence, as well as arrange to make up any missed material. In the case of extensive excused absences, a student may be advised to withdraw from the course or petition for an incomplete.

Faculty may establish attendance policies for their courses that are more specific providing those policies are within the framework of the institutional attendance policy.

## **COURSE WITHDRAWAL & TERMINATION**

Any student who drops all of their courses will be withdrawn from the College. It is the responsibility of the student to ensure they file a written withdrawal request with the Administration Services office. Prior to submitting the written withdrawal request the student should consult with the Dean of Students. Please see refund policies for information regarding tuition refunds.

Students whose absences reach 30% of the course or are absent from class for two consecutive weeks without communicating with administration or the instructor may be administratively withdrawn from the course. Any withdrawal after 80% of the course will result in the student earning an "F" in the course.

## **DISTANCE EDUCATION COURSES**

For courses offered in a distance education setting the student should expect a response or evaluation from the instructor within 10 days of due date.

## **NOTICE OF SYSTEM REQUIREMENTS FOR DISTANCE EDUCATION COURSES**

In order to complete the programs of study offered, some classes are administered in online or hybrid fashions. As such, all enrolled students need to have access to a computer with the recommended minimum computer configurations below. The LMS platform utilized by the college is web-based and as such there are no software requirements; students can access the platform from any computer with an internet connection. Students must be able to submit written assignments in Word doc (.doc or .docx) format.

### **Minimum Computer Configurations**

2 GHZ Processor (Dual Core) or better

4 GB RAM (or more)

Internet access with an E-mail Account

Broadband (Cable or DSL)

Prefer Ethernet (not Wireless)

Cookies Enabled

JavaScript Enabled

**Plugins:** Latest Version of: Adobe Reader, Flash, and Java

Course-specific plug-ins\*

Course-specific software\*

Course-specific hardware\*

**Recommended Windows Software:** Microsoft Office 2007 or Office 2010

**Recommended Mac OSX Software:** Microsoft Office 2011

## **LEAVE OF ABSENCE**

Students who fail to enroll in The Young Americans College of the Performing Arts' courses for two consecutive semesters will lose their standing in the college and require a second application for admission. Students may request a leave of absence from the college for reasons of medical, family or professional obligations. A leave of absence will be granted for one

academic semester and allows the student to maintain their status with the college during their leave.

## **ARTICULATION AGREEMENTS**

The Young Americans College of the Performing Arts does not have any current articulation agreements with any other institution of higher learning that guarantees transfer of credits taken at The Young Americans College of the Performing Arts.

The Young Americans College of the Performing Arts does have a cooperative agreement that allows students to enroll in the North Central Michigan College Affiliation Program in which they enroll concurrently in The Young Americans College of the Performing Arts program of study and a series of classes that are administered by NCMC.

## **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at The Young Americans College of the Performing Arts is at the complete discretion of an institution to which you may seek to transfer.

Acceptance of the Associate of Arts in Performance you earn at The Young Americans College of the Performing Arts is also at the complete discretion of the institution to which you may seek to transfer.

If the credits or Associate of Arts in Performance that you earn at this institution are not accepted at the institution to which the student seeks to transfer, you may be required to repeat some or all of the coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending The Young Americans College of the Performing Arts to determine if your credits or the Associate of Arts in Performance will transfer.

## **PREREQUISITES FOR THE YOUNG AMERICANS YOUTH PROGRAMS**

Students seeking eligibility for participation in The Young Americans Music Outreach Tours should refer to Music Outreach Training Certificate details on page 15. First year students attending other institutions full-time will be required to submit a transcript of equivalent courses of study to be accepted for transfer.

## **GRADUATION POLICY**

A student will earn a certificate or degree upon satisfactorily completing all requirements for graduation and complying with all applicable policies of the College, including that all financial obligations to the College are met.

Students will graduate at the end of the term in which they complete all course requirements.

When the student completes all the requirements for graduation and is awarded a certificate/degree, he/she will receive two copies of the complete official transcript at no charge. Additional copies of official transcripts may be obtained for a fee by submitting a written request to the Administrative Office.

Honor students who achieve a cumulative GPA of at least 3.5 by the last semester completed prior to graduation will be recognized at the graduation ceremony. This does not include their final semester grades.

## **GRADUATION PROCEDURES**

1. The Dean of Administrative Services or delegated staff member will review the student's transcript to ensure the student has met the graduation requirements before issuing the certificate or degree. If the application for graduation is not approved, an appeal may be filed with the Dean of Instruction.
2. Students must earn a final grade of C or higher for all required classes in order to fulfill certificate or degree requirements.
3. Formal graduation ceremonies are held each September.
4. Certificates, degrees, diplomas, and transcripts will be mailed approximately four weeks after graduation pending outstanding student account balances.

## MUSIC OUTREACH TRAINING CERTIFICATE

### CURRICULA

This program represents the series of courses deemed as prerequisites by The Young Americans before a member can be considered eligible for participation in Music Outreach Tour programs and Summer Camps. The training certificate is focused upon developing performance techniques, teaching techniques, and artistic growth.

Upon completion of the Music Outreach Training Certificate the member shall obtain a skill level suitable for participation in The Young Americans Music Outreach Tours and Summer Camps in the following areas:

- Vocal skills for both solo and ensemble work.
- General dance and movement skills.
- Demonstrate artistic integrity and authenticity in performance.
- Introduction to stagecraft and touring production skills.
- Reading sheet music and understanding music theory at an intermediate level.
- Working knowledge of health and safety skills necessary to protect the performers' mind and body.
- Personal and child development in conjunction with teaching methodologies to advance communication skills with peer performers, directors and workshop participants.
- General understanding of cultural regions of the world and their sociological structures.

### REQUIREMENTS

|         |                                |           |
|---------|--------------------------------|-----------|
| MU 095  | Music Fundamentals             | 3 units   |
| MU 101  | Chorale I                      | 2 units   |
| MU 128  | Vocal Techniques I             | 1 unit    |
| MU 129  | Vocal Techniques II            | 1 unit    |
| MU 111  | Semi-Private Voice             | 1 unit    |
| MU 112  | Private Voice Instruct.        | 1 unit    |
| MU 121  | Piano I                        | 1 unit    |
| MU 130  | Music Theory I                 | 3 units   |
| DAN 100 | Dance Technique & Conditioning | 0.5 units |
| DAN 120 | Classical Ballet I             | 1 unit    |
| DAN 121 | Jazz Dance I                   | 1 unit    |
| DAN 123 | Tap Dance                      | 0.5 units |
| THF 100 | Intro to Acting                | 1 unit    |
| THF 110 | Scene & Character Dev.         | 1 unit    |
| THF 115 | Improvisation                  | 1 unit    |

|         |   |         |
|---------|---|---------|
| THF 150 | Intro to Stagecraft                     | 1 unit  |
| ED 150  | Teaching Methods by Age and Development | 3 units |
| LS 101  | Life Skills for Student Success         | 1 unit  |
| PSY 161 | Intro to Psychology                     | 3 units |
| SOC 171 | Intro to Sociology                      | 3 units |

**Total Units                    30 units**

Students must earn a final grade of C or higher for all required courses.

All courses required for the Music Outreach Training Program are also requirements for the Associate of Arts in Performance. Students can complete the Music Outreach Training Program while also working towards earning the Associate of Arts in Performance.

### COURSE SEQUENCING

#### AUGUST SESSION

|         |                                 |           |
|---------|---------------------------------|-----------|
| DAN 100 | Dance Technique & Conditioning  | 0.5 units |
| LS 101  | Life Skills for Student Success | 1 unit    |
| MU 121  | Piano I (Part A)                | 0.5 units |
| THF 115 | Improvisation                   | 1 unit    |
| THF 150 | Intro to Stage Craft            | 1 unit    |

#### FIRST SEMESTER

|         |                             |           |
|---------|-----------------------------|-----------|
| MU 095  | Music Fundamentals          | 3 units   |
| MU 101  | Chorale I                   | 1 unit    |
| MU 128  | Vocal Techniques I          | 1 unit    |
| MU 111  | Semi-Private Voice          | 1 unit    |
| DAN 120 | Classical Ballet I (Part A) | 0.5 units |
| DAN 121 | Jazz Dance I (Part A)       | 0.5 units |
| DAN 123 | Tap Dance                   | 0.5 units |
| THF 100 | Intro to Acting             | 1 unit    |
| PSY 161 | Intro to Psychology         | 3 units   |

#### SECOND SEMESTER

|         |   |           |
|---------|---|-----------|
| MU 101  | Chorale I                               | 1 unit    |
| MU 112  | Private Voice Instruct                  | 1 unit    |
| MU 121  | Piano I (Part B)                        | 0.5 units |
| MU 129  | Vocal Techniques II                     | 1 unit    |
| MU 130  | Music Theory I                          | 3 units   |
| DAN 120 | Classical Ballet I (Part B)             | 0.5 units |
| DAN 121 | Jazz Dance I (Part B)                   | 0.5 units |
| THF 110 | Scene & Character Dev.                  | 1 unit    |
| SOC 171 | Intro to Sociology                      | 3 units   |
| ED 150  | Teaching Methods by Age and Development | 3 units   |

## ASSOCIATE OF ARTS IN PERFORMANCE

### CURRICULA

The Associate of Arts in Performance program is a two-year program of study that emphasizes artistic growth coupled with the development of leadership, cultural literacy and a commitment to continued personal growth. The Associate of Arts in Performance program is musically oriented and develops a foundation of contemporary performance skills in the genres of voice, acting and dance. The overall program provides students with technical proficiency, live performance experiences, and core academic classes foundational to becoming well rounded artists.

Upon completion of the Associate of Arts in Performance program the student will:

- Demonstrate technical proficiency of the discipline.
- Demonstrate artistic integrity and authenticity.
- Develop confidence and professionalism while building a working repertoire.
- Demonstrate an ability to apply concepts learned in one discipline to other disciplines.
- Demonstrate the ability to think critically and analytically.
- Demonstrate clarity in written, verbal, and nonverbal communication.
- Demonstrate an ability to approach situations with an understanding of cultural diversity and equality.
- Literacy: Test, Digital, Computer, Information and Technology.

### REQUIREMENTS

All courses outlined are required for the student to be awarded the Associate of Arts in Performance. In addition, students will participate in pre-production, rehearsals, performance observation and public performances in conjunction with the appearance calendar of The Young Americans.

The Young Americans College of the Performing Arts reserves the right to alter curriculum as needed.

#### Performance Core – 28 units

##### All classes required

|        |                           |         |
|--------|---------------------------|---------|
| MU 101 | Choral I or Chorale II    | 2 units |
| MU 111 | Semi-Private Voice        | 1 unit  |
| MU 112 | Private Voice Instruct. A | 1 unit  |
| MU 121 | Piano I or II             | 1 unit  |
| MU 128 | Vocal Techniques I        | 1 unit  |
| MU 129 | Vocal Techniques II       | 1 unit  |

|         |                                |           |
|---------|--------------------------------|-----------|
| MU 130  | Music Theory I                 | 3 units   |
| MU 131  | Music Theory II                | 3 units   |
| MU 290  | Performance Teaching Practicum | 2 units   |
| DAN 100 | Dance Technique & Conditioning | 0.5 units |
| DAN 120 | Classical Ballet I or II       | 1 unit    |
| DAN 123 | Tap Dance                      | 0.5 units |
| THF 100 | Intro to Acting                | 1 unit    |
| THF 110 | Scene & Character Dev.         | 1 unit    |
| THF 115 | Improvisation                  | 1 unit    |
| THF 150 | Intro to Stagecraft            | 1 unit    |
| THF 210 | Musical Theatre                | 2 units   |
| THF 270 | Stagecraft Crew                | 2 units   |
| THF 290 | Performance Practicum          | 2 units   |
| THF 299 | Advanced Performance           | 1 unit    |

**Breadth of Knowledge Requirements 30 units**  
Please refer to page 18 for details.

#### Associate of Arts in Performance – 60 units

Electives 2 units

#### Associate of Arts in Performance, Vocal Emphasis

Performance Core + Breadth of Knowledge

Plus the following:

|         |                           |        |
|---------|---------------------------|--------|
| MU 112  | Private Voice Instruct. B | 1 unit |
| MU 102  | Chorale II                | 1 unit |
| MU 205  | Vocal Techniques III      | 1 unit |
| THF 230 | Auditioning Techniques    | 1 unit |

#### Associate of Arts in Performance,

##### Acting Emphasis

Performance Core + Breadth of Knowledge

Plus the following:

|         |                        |         |
|---------|------------------------|---------|
| THF 102 | Acting I               | 3 units |
| THF 230 | Auditioning Techniques | 1 unit  |

#### Associate of Arts in Performance,

##### Dance Emphasis

Performance Core + Breadth of Knowledge

Plus the following:

|         |                        |        |
|---------|------------------------|--------|
| DAN 220 | Classical Ballet III   | 1 unit |
| DAN 221 | Jazz Dance III         | 1 unit |
| DAN 260 | Choreography           | 1 unit |
| THF 230 | Auditioning Techniques | 1 unit |

Students must earn a final grade of C or higher for all required courses.

## BREADTH OF KNOWLEDGE

### Philosophy on Breadth of Knowledge

The focus of the Young Americans College of the Performing Arts is to graduate artist-educators who can parlay their developed skills in the areas of performance, education, leadership and international awareness to serve in whatever careers they ultimately pursue, whether these are in arts and/or education or fields such as engineering, accounting, law or others.

Breadth of Knowledge courses are crucial to fulfilling this mission as they provide our graduates with the ability to think and to communicate clearly and effectively, both orally and in writing; to use mathematics for personal, practical and business purposes; to understand modes of inquiry among disciplines; to be aware of the mores of other cultures; to understand the different stages of human development and cognitive skills; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding and realization.

### BREADTH OF KNOWLEDGE REQUIREMENTS FOR DEGREE PROGRAMS

#### **English Comprehension – 9 units required**

|         |                        |         |
|---------|------------------------|---------|
| ENG 111 | English Composition I  | 3 units |
| ENG 112 | English Composition II | 3 units |
| COM 170 | Interpersonal Comm.    | 3 units |

#### **Natural Science – 4 units required**

|         |                      |         |
|---------|----------------------|---------|
| BIO 133 | Human Biology w/ Lab | 4 units |
|---------|----------------------|---------|

#### **Quantitative Reasoning – 3 units required**

|       |               |         |
|-------|---------------|---------|
| B 104 | Business Math | 3 units |
|-------|---------------|---------|

#### **Social Science – 6 units required**

|         |   |         |
|---------|---|---------|
| PSY 161 | Intro to Psychology                     | 3 units |
| ED 150  | Teaching Methods by Age and Development | 3 units |

#### **Humanities – 7 units required**

|         |                                 |         |
|---------|---------------------------------|---------|
| MU 120  | History of Music                | 3 units |
| LS 101  | Life Skills for Student Success | 1 unit  |
| THF 101 | Survey of Theatre               | 3 units |

#### **Cultural Understanding – 3 units required**

|         |                    |         |
|---------|--------------------|---------|
| SOC 171 | Intro to Sociology | 3 units |
|---------|--------------------|---------|

#### **Physical Education – 1 unit required**

|         |               |        |
|---------|---------------|--------|
| DAN 121 | Jazz Dance I  | 1 unit |
| DAN 221 | Jazz Dance II | 1 unit |

## COURSE SEQUENCING

### FIRST YEAR

#### **Fall Semester**

This semester focuses on developing performance techniques in all styles—vocal, dance and acting. Emphasis is also placed on learning basic musicianship, stagecraft, performance quality, professional rehearsal processes, and staging methods. Additionally, students begin exploring the fundamentals of personal development and take classes that teach them self-understanding, self-expression and effective communication skills. The semester culminates with a first-year showcase performance.

#### **AUGUST SESSION COURSES:**

|         |                                 |           |
|---------|---------------------------------|-----------|
| DAN 100 | Dance Technique & Conditioning  | 0.5 units |
| LS 101  | Life Skills for Student Success | 1 unit    |
| MU 121  | Piano I (Part A)                | 0.5 units |
| THF 115 | Improvisation                   | 1 unit    |
| THF 150 | Intro to Stage Craft            | 1 unit    |

#### **FALL SEMESTER COURSES:**

|         |                             |           |
|---------|-----------------------------|-----------|
| MU 101  | Chorale I                   | 1 unit    |
| MU 128  | Vocal Techniques I          | 1 unit    |
| MU 111  | Semi-Private Voice          | 1 unit    |
| MU 130  | Music Theory I              | 3 units   |
| DAN 120 | Classical Ballet I (Part A) | 0.5 units |
| DAN 121 | Jazz Dance I (Part A)       | 0.5 units |
| DAN 123 | Tap Dance                   | 0.5 units |
| THF 100 | Intro to Acting             | 1 unit    |
| PSY 161 | Intro to Psychology         | 3 units   |
| B 104   | Business Math               | 3 units   |

#### **Spring Semester**

In the second semester the focus shifts to build upon performance techniques and introduces elements of teaching methods. Students will continue to study and grow in classroom settings, but also will begin to apply the knowledge gained through participation in special performances and through the Outreach Program – a weekly hands-on teaching workshop with students from the Orange County area. This program is a collaborative relationship formed between The Young Americans and the Orange County Department of Education.

At the completion of the second semester students will be eligible to audition for all performances and touring companies in The Young Americans.

### **SPRING SEMESTER COURSES:**

|         |  |           |
|---------|--|-----------|
| MU 101  | Chorale I                                  | 1 unit    |
| MU 112  | Private Voice Instruct                     | 1 unit    |
| MU 121  | Piano I (Part B)                           | 0.5 units |
| MU 129  | Vocal Techniques II                        | 1 unit    |
| MU 131  | Music Theory II                            | 3 units   |
| DAN 120 | Classical Ballet I (Part B)                | 0.5 units |
| DAN 121 | Jazz Dance I (Part B)                      | 0.5 units |
| THF 110 | Scene & Character Dev.                     | 1 unit    |
| SOC 171 | Intro to Sociology                         | 3 units   |
| ENG 111 | English Composition I                      | 3 units   |
| ED 150  | Teaching Methods by<br>Age and Development | 3 units   |

## **SECOND YEAR**

The second year focuses on applying the performance and rehearsal techniques developed in the first year to real-life performance and touring opportunities as well as preparing the student to transition into a professional career.

There are two second-year study modules that must be taken to complete the Associate of Arts in Performance. The modules can be taken in any order and each module can be taken in full or a student can opt to split the module and take it over a period of more than one academic semester. This is encouraged for students simultaneously engaged in touring productions.

Because of the nature of the learning opportunities The Young Americans offers, many students continue to participate in Music Outreach Tours after the completion of their second year. There is no limit set on a student's length of stay with The Young Americans; however participation in each touring company and performance production is by invitation only.

### ***Second-year Module 1: Performance Application***

This module is taken in conjunction with participation in a Young American production or touring company.

#### **COURSES TAKEN:**

|         |                                   |         |
|---------|-----------------------------------|---------|
| MU 290  | Performance Teaching<br>Practicum | 2 units |
| THF 270 | Stagecraft Crew                   | 2 units |
| THF 290 | Performance Practicum             | 2 units |
| ENG 112 | English Composition II            | 3 units |
| COM 170 | Interpersonal Comm.               | 3 units |

*It is recommended that students split this module into two parts, taking 6 units each semester for two semesters.*

### ***Second-year Module 2: Career Preparation***

This module is taken in residence. This module is offered in the fall semester, the spring semester and as a summer semester pending enrollment needs.

#### **COURSES TAKEN:**

|         |                      |         |
|---------|----------------------|---------|
| THF 210 | Musical Theatre      | 2 units |
| THF 299 | Advanced Performance | 1 unit  |
| BIO 133 | Human Biology w/ Lab | 4 units |
| MU 120  | History of Music     | 3 units |
| THF 101 | Survey of Theatre    | 3 units |

AND COURSES NEEDED FOR EMPHASIS REQUIREMENTS.

## **NOTICE TO PROSPECTIVE DEGREE PROGRAM STUDENTS**

This institution is approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined by regulations, by July 1, 2017, and full accreditation by July 1, 2020.

If this institution stops pursuing accreditation, the following will happen:

- The institution must stop all enrollment in its degree programs, and
- Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

## **NORTH CENTRAL MICHIGAN COLLEGE ASSOCIATE OF GENERAL STUDIES**

Through the NCMC affiliation, students enrolled in The Young Americans College of the Performing Arts' AA degree program can elect to take additional courses offered by NCMC and earn an AGS.

To earn the AGS, a minimum of 60 credits must be completed. In addition to the 48 credits possible by participating in the Young Americans' AA degree program of study, an additional 12 credits must be taken directly through NCMC or another recognized institution.

These courses can be completed at any time before, during, or after enrollment with The Young Americans College of the Performing Arts.

Students should consult with a NCMC advisor to determine elective courses best suited to their educational goals.

Students may also be required to complete up to 6 credits of course work through a third party school to avoid credit caps on modes of instruction.

## COURSE DESCRIPTIONS

### MUSIC

**MU 095: Music Fundamentals**                      **3 units, Lecture**  
**Contact Hours: 45**

A course introducing basic elements of music theory; staff notation, clefs, key signatures, time signatures, meter and rhythm, triads, and the application of theoretical concepts at the keyboard. No musical background is required or expected.

**MU 101: Chorale I**                                      **1 unit, Lab**  
**Contact Hours: 30**

This is a mixed choral ensemble that rehearses and performs a comprehensive selection of musical styles in a concert setting. Chorale may be repeated for up to 4 credits and is open by audition to any student in the College.

**MU 102: Chorale II**                                      **1 unit, Lab**  
**Contact Hours: 30**

This is an advanced, mixed choral ensemble that performs classical, semi-classical and religious music in concert. Chorale may be repeated for up to 4 credits and is open by audition to any student in the College.

**MU 111: Semi-Private Voice**                      **1 unit, Studio**  
**Contact Hours: 20**

This course is designed to offer students the opportunity to study the process of vocal production in a semi-private setting. Emphasis is upon developing vocal techniques and stylistic choices for the individual voice while simultaneously learning from the instructor and by observing their peer students.

Students meet weekly in a group of 5 students maximum in addition to a master class series.

**MU 112: Private Vocal Instruction** **1 unit, Studio**  
**Contact Hours: 20**

A course providing private vocal lessons, with permission from each instructor, contingent upon approval by the Music Coordinator. Private Vocal Instruction may be repeated for up to 3 credits. *Pre-Requisite: MU 111.*

**MU 120: History of Music**                              **3 units, Lecture**  
**Contact Hours: 45**

This course is an overview of musical styles, historical periods, and technical elements designed to expand a student's musical intellect.

*Pre-requisite: MU 131. Breadth of Knowledge Distribution Area: Humanities*

**MU 121: Piano I**    **1 unit, Lab**  
**Contact Hours: 30**

This course is designed to give students a comprehensive introduction to keyboard fundamentals and musicianship. Students will gain keyboard proficiency through the application of basic music theory to proper keyboard technique. Students will develop the skills to play musical notation and lead-sheets in addition to accompaniment styles and techniques. No prior piano skills necessary.

**MU 128: Vocal Techniques I**                              **1 unit, Lecture**  
**Contact Hours: 15**

This course gives singers the knowledge and skills to become self-sufficient singers. Topics covered include vocal health, vocal anatomy, microphone technique, improvisation, and song interpretation.

**MU 129: Vocal Techniques II**                              **1 unit, Lecture**  
**Contact Hours: 15**

This course builds upon Vocal Techniques I and introduces pedagogy the basics of conducting singers. Duet and small ensemble vocal techniques are also covered. *Pre-Requisite: MU 128.*

**MU 130: Music Theory I**                                      **3 units, Lecture**  
**Contact Hours: 45**

A class of integrated fundamentals of basic musicianship. Training is given in aspects of all melodic and harmonic intervals and rhythms.

Placement test required prior to enrollment in this course.

**MU 131: Music Theory II**                                      **3 units, Lecture**  
**Contact Hours: 45**

A continuation of Music Theory I. Includes the importance of comprehending musical notation and the advantages of sight-reading over memory retention and rote learning.

*Pre-requisite: MU 130*

**MU 205: Vocal Techniques III**                      **1 unit, Lecture**  
**Contact Hours: 15**

This course builds upon the concepts of Vocal Techniques II and further equips singers for work in the professional world. Singers will learn more about different styles of singing, and will learn how to teach others to improve their voice. Other topics include marketing and networking as a singer. *Pre-requisite: MU 129.*

**MU 221: Piano II**                                      **1 unit, Lab**  
**Contact Hours: 30**

This course expands on the concepts taught in MU 121. Students will advance in keyboard fundamentals through further application of music theory to proper keyboard technique. Students will strengthen their musicianship and artistry through the study of intermediate and advanced repertoire. Students will expand their sight reading skills and approach to lead-sheet arrangement through the study of various accompaniment styles and techniques. *Pre-requisite: MU 121 or instructor approval.*

**MU 290: Performance Teaching Practicum**  
**Activity Hours: 60**                                      **2 units, Practicum**

This hybrid course covers teaching techniques studied in real world situations. Emphasis will be upon preparation techniques and self-review of effectiveness in communicating with young learners. Students will be expected to undergo a self-study to identify their own strengths and weaknesses and begin to understand how their own strengths and weaknesses impact the learning experience for the young learners they are working with. *Pre-requisite: ED 150 or instructor approval.*

## **DANCE**

**DAN 100: Dance Technique & Conditioning,**  
**Contact Hours: 15**                                      **0.5 units, Lab**

This course examines the various applications to a healthy lifestyle through dance, yoga, pilates and proper nutrition. Emphasis is placed upon cardio, core strength, flexibility, balance, and body awareness.

**DAN 120: Classical Ballet I**                              **1 unit, Lab**  
**Contact Hours: 30**

This course studies the most traditional and disciplined form of dance at the beginner level. Emphasis is placed upon strength, conditioning, technique development and vocabulary.

**DAN 121: Jazz Dance I**                                      **1 unit, Lab**  
**Contact Hours: 30**

This course develops the intermediate dancer's style and form through the various styles of jazz dance. Emphasis is placed upon stamina and coordination of movements.

*Breadth of Knowledge Distribution Area: Physical Conditioning*

**DAN 122: Modern Movement I**                              **1 unit, Lab**  
**Contact Hours: 30**

This course explores a variety of dance styles and genres popular in today's performance world. Areas may include lyrical, hip hop, ballroom, salsa, and African. History of the evolution of the genre is also included.

**DAN 123: Tap Dance**                                      **0.5 units, Lab**  
**Contact Hours: 30**

This course develops the beginner to intermediate tap dancer's skills. Emphasis is placed upon rhythm creation and technique.

**DAN 220: Classical Ballet II**                              **1 unit, Lab**  
**Contact Hours: 30**

This course studies the most traditional and disciplined form of dance at the intermediate level. Emphasis is placed upon strength, conditioning, technique development and vocabulary. *Pre-requisite: DAN 120 or instructor approval.*

**DAN 221: Jazz Dance II**                                      **1 unit, Lab**  
**Contact Hours: 30**

This course develops the advanced dancer's style and form through the various styles of jazz dance. Emphasis is placed upon technique and dance interpretation. *Pre-requisite: DAN 121 or instructor approval. Breadth of Knowledge Distribution Area: Physical Conditioning*

**DAN 222: Modern Movement II**                              **1 unit, Lab**  
**Contact Hours: 30**

This course expands upon Modern Movement I with an emphasis upon performance based application of genre specific techniques.

*Pre-requisite: DAN 122 or instructor approval.*

**DAN 250: Classical Ballet III**                              **1 unit, Lab**  
**Contact Hours: 30**

This course studies the most traditional and disciplined form of dance at the advanced level. Emphasis is placed upon performance application of techniques.

*Pre-requisite: DAN 220 or instructor approval.*

**DAN 251: Jazz Dance III** **1 unit, Lab**

**Contact Hours: 30**

This course develops the professional dancer's style and form through the various styles of jazz dance. Emphasis is placed upon performance application of techniques.

*Pre-requisite: DAN 221 or instructor approval.*

**DAN 260: Choreography** **1 unit, Lab**

**Contact Hours: 30**

This course develops choreographer's creative process for solo dances. Emphasis will be placed on identifying, selecting and utilizing a variety of source material through use of critical evaluation skills for dance, use of choreographic devices, use of improvisation for generating movement, creating meaning through the use of time, space, energy/force, and weight, and creation of a written personal artistic statement.

Instructor approval required prior to enrollment in this course.

## **THEATRE**

**THF 100: Introduction to Acting** **1 unit, Lab**

**Contact hours: 30**

This course is an introduction to the basic tools of acting. We will explore various acting techniques, history and theories of acting, script and role analysis, physical and vocal skills and characterization. Students will engage in improvisation, vocal and physical exercises, relaxation and concentration. Monologues and scenes from modern plays will be performed in class for analysis and evaluation. The student should be able to apply the tools in his or her own unique and honest interpretation.

**THF 101: Survey of Theater** **3 units, Lecture**

**Contact Hours: 45**

An exploration and introduction to various acting techniques, theories of acting, script and role analysis, characterization, stage make-up, physical and vocal skills. Students engage in improvisation, pantomime, vocal and physical exercises, relaxation and concentration. Scenes from modern plays are performed in class for analysis and evaluation. *Breadth of Knowledge Distribution Area: Humanities*

**THF 102: Acting I** **3 units, Lecture**

**Contact Hours: 45**

An exploration to various acting techniques, theories of acting, script and role analysis, characterization, stage

make-up, physical and vocal skills. Students engage in improvisation, pantomime, vocal and physical exercises, relaxation and concentration. Scenes from modern plays are performed in class for analysis and evaluation.

**THF 110: Scene & Character Development**

**Contact Hours: 30**

**1 unit, Lab**

This course builds upon Intro to Acting. The student continues scene work in modern American drama. Emphasis will be on scene analysis including character development and interpretation as well as creating a sense of truthfulness, humanity, and relatability. *Pre-requisite: THF 100.*

**THF 115: Improvisation**

**1 unit, Lab**

**Contact hours: 30**

This course will engage students in improvisation as a tool in performance. Students will use improv to explore listening and reacting, interpretation of movement, critical thinking, and long form improv. It will also cultivate and encourage a willingness to actively participate.

**THF 150: Intro to Stagecraft**

**1 unit, Lecture**

**Contact Hours: 15**

This course introduces lighting, sound, costuming, set construction and makeup and examines the creative physical elements of a theatrical production. Includes costume design and purchasing, properties, set design and construction, lighting and sound production.

**THF 210: Musical Theater**

**2 units, Lecture**

**Contact Hours: 30**

This course covers the practical application of acting, singing, and movement techniques to various styles of period and contemporary musical theatre works. The student will prepare and rehearse vignettes from musical theatre productions. *Pre-requisite: THF 110.*

**THF 230: Auditioning Techniques**

**1 unit, Lab**

**Contact Hours: 30**

This course teaches the acting student how best to present him/her self in seeking a job as an artist. Includes repertoire development, audition etiquette, how to dress, attitude and posture, developing a portfolio and emphasizing a natural approach to meeting people and presenting the strongest and best attributes in each person. There is an emphasis on understanding and accepting one's essence and using that information to better market oneself as an artist. Placement test required prior to enrollment in this course.

**THF 270: Stagecraft Crew**                      **2 units, Practicum**  
**Activity Hours: 60**

This course has the student applying the skills learned in THF 150 through the fulfillment of a crew position in a major production or touring company. Student has the option to pick a crew specialty – costumes, props, lighting, sound or sets. *Pre-requisite: THF 150. Artistic Director Invitation required for practicum application in conjunction with Young Americans Music Outreach Tours.*

**THF 290: Performance Practicum**  
**Activity Hours: 60**                      **2 units, Practicum**

This course offers the student an opportunity to apply their performance skills in a comprehensive practicum experience that involves repeat performances of the same production. The emphasis is upon allowing the student to refine their performance techniques based upon varying performance venues, audiences and learning how to produce a quality performance night after night. *Pre-requisites: THF 110, MU 131, DAN 121, MU 112. Artistic Director Invitation required for practicum application in conjunction with Young Americans Music Outreach Tours.*

**THF 299: Advanced Performance**                      **1 unit, Lab**  
**Contact Hours: 30**

This course works to produce a performance composed of original works which combine acting, singing and dance elements. Emphasis is upon assisting the individual student explore their own sense of artistry.

## **BREADTH OF KNOWLEDGE COURSES**

**B 104: Business Math**                      **3 units, Hybrid**  
**Contact Hours: 22.5 + 22.5 online**

Uses fundamental tools of basic arithmetic to solve every day business problems. Topics include fractions, decimals, percentages, banking records, payroll, insurance, interest (simple and compound), promissory notes, installment loans, consumer credit. *Breadth of Knowledge Distribution Area: Quantitative Reasoning.*

**BIO 133: Human Biology with Lab**  
**Contact Hours: 60**                      **4 units, Online or Hybrid**

A lab science course that covers selected structures and functions with application to current health issues. The lab emphasis is the identification of both gross and microscopic anatomy. *Breadth of Knowledge Distribution Area: Science.*

**COM 170: Interpersonal Communication**  
**Contact Hours: 45**                      **3 units, Online**

This course is designed to explore and develop an individual's communication skills within the contact of interpersonal relationships, small groups and society as a whole. Over the course of a semester, a variety of educational approaches may be used including writing, speaking, collaborative and independent learning, role playing, independent research and written reports. *Breadth of Knowledge Distribution Area: Communication.*

**ED 150: Teaching Methods: By Age & Development**  
**Contact Hours: 45**                      **3 units, Lecture**

This course focuses on theory of child and adolescent growth and development and its application in the classroom. The study of how young students learn and the conditions under which they learn best guide this course. Aspects related to the learning process, such as education theories, characteristics of learners, nature and measurements of abilities, motivation, and successful classroom practice as they directly related to child and adolescent development are addressed.

This course also introduces the student to teaching in a practical setting. Students participate in teaching settings involving elementary to high school ages. Emphasis is upon applying teaching methods in a performance based environment. *Breadth of Knowledge Distribution Area: Social Science.*

**ENG 095: College Preparatory Writing**                      **3 units, Lecture**  
**Contact Hours: 45**

Develops students' writing skills to prepare them for college level writing in English 111. Students will transition from paragraphs to essays. They will write, edit, and revise expository prose. This course is offered on a Pass-Fail basis and does not count toward graduation. Students must earn a 75% or better to pass.

**ENG 111: English Composition I** **3 units, Hybrid****Contact Hours: 22.5 + 22.5 online**

This course emphasizes language skills, particularly essay writing, but also reading, speaking and listening. Reading and writing are explored in the general categories of description, narration, exposition, argumentation, and writing on demand. Students enrolling in ENG 111 should have a basic mastery of fundamental writing skills. Successful completion of the course is dependent upon a final portfolio assessment that will be anonymously evaluated by English department faculty. *Breadth of Knowledge Distribution Area: English.*

**ENG 112: English Composition II** **3 units, Online****Contact Hours: 45**

Strengthens and develops writing skills covered in ENG 111, emphasizing research techniques and the necessity of logical support, structure, style, and documentation. Students are encouraged to consider their professional and academic goals as they conduct their research. *Breadth of Knowledge Distribution Area: English.*

**LS 101: Life Skills for Student Success****Contact Hours: 15** **1 unit, Lecture**

This course is designed to help students succeed in meeting the academic, performance, and personal demands of the college experience. Students are introduced to critical thinking, strategies, activities, and resources to prepare them for success both inside and outside of the classroom. Topics include college transitioning techniques, academic strategies for in-class success, stress management, self-esteem and confidence, accountability, healthy living, time management, emotional intelligence, and effective ways of communication.

**PSY 161: Introduction to Psychology****Contact Hours: 45** **3 units, Lecture**

This course will introduce students to the scientific study of thought, behavior, and emotion in humans and animals. Emphasis will be placed on (but not limited to) the study of personality, learning, memory, intelligence, gender and sexuality, social interaction, group processes, motivation, emotion, and sociocultural factors in both a current and historical perspective. Basic concepts and principles of psychology will be examined with a comprehensive focus on research methodology and the biological basis of behavior. *Breadth of Knowledge Distribution Area: Social Science*

**SOC 171: Introduction to Sociology****Contact Hours: 45** **3 units, Lecture**

This course is an introduction to the scientific study of society, examining modern western societies in terms of social processes, organizations, institutions, and problems. Topics covered include: the sociological perspective, socialization and culture, social networks, group dynamics, social deviance, social stratification, sex and gender inequality, race and age inequality and collective behavior. *Breadth of Knowledge Distribution Area: Cultural Understanding.*

## ENROLLMENT PACKAGE OPTIONS

In order to balance an intensive and creative learning environment that is affordable and adaptable to student needs, The Young Americans offers the following enrollment package options:

### **OPTION A: 2-YEAR ASSOCIATE OF ARTS IN PERFORMANCE TRACK**

This option is for those wishing to complete the Associate of Arts in Performance in a two-year time frame, pending invitation to participate in touring company in the second year.

Includes **all** tuition, enrollment fees, student services fees and technology fees.

### **OPTION B: 2-YEAR ASSOCIATE OF ARTS IN PERFORMANCE TRACK WITH NCMC CREDIT**

This option is for those wishing to participate in the NCMC affiliation program and complete the Associate of Arts in Performance in a two-year time frame, pending invitation to participate in touring company in the second year and working towards earning the Associate Degree in General Studies (AGS) from NCMC.

To qualify, students must complete all application and enrollment steps for both NCMC and YA.

Includes **all** YA tuition, enrollment fees, student services fees and technology fees.

### **OPTION C: MUSIC OUTREACH TRAINING PROGRAM TRACK**

This option is for new members of The Young Americans who wish to be eligible for participation in Music Outreach Tours, but do NOT wish to earn the Associate of Arts in Performance or the AGS through NCMC. Please note participation in all other options allows the student to be eligible for Music Outreach Tours at the end of their first year.

Tuition and fees are assessed on a per unit basis in the first year. YA membership fees apply during subsequent years. All tuition and fees must be paid to YA in full at beginning of each semester.

## TUITION

Tuition amounts are based on the enrollment classifications chosen by the student.

### **OPTION A-1: 2-YEAR ASSOCIATE OF ARTS IN PERFORMANCE TRACK – ANNUAL TUITION RATE**

Tuition is paid in full at the beginning of each academic year - \$6,900 per year for 2 years.

### **OPTION A-2: 2-YEAR ASSOCIATE OF ARTS IN PERFORMANCE TRACK – SEMESTER TUITION RATE**

Tuition is paid in full at the beginning of each academic semester - \$3,642.50 per semester for 4 semesters.

### **OPTION B-1: 2-YEAR ASSOCIATE OF ARTS IN PERFORMANCE TRACK WITH NCMC CREDIT– ANNUAL TUITION RATE**

YA Tuition is paid in full at the beginning of each academic year - \$5,240 per year for 2 years. Tuition for NCMC is paid in full at the beginning of each academic semester - est. \$3,200 per semester during first year, and \$3,600-\$4,500 during second year.

### **OPTION B-2: 2-YEAR ASSOCIATE OF ARTS IN PERFORMANCE TRACK WITH NCMC CREDIT– SEMESTER TUITION RATE**

YA Tuition is paid in full at the beginning of each academic semester - \$2,815 per semester for 4 semesters. Tuition for NCMC is paid in full at the beginning of each academic semester – est. \$3,200 per semester during first year, and \$3,600-\$4,500 during second year.

### **OPTION C: MUSIC OUTREACH TRAINING PROGRAM TRACK – PER CLASS TUITION RATE**

Tuition is paid in full at the beginning of each academic semester - \$230 per course unit - in the first year. YA membership fees apply during subsequent years.

## ADDITIONAL FEES

ENROLLMENT DEPOSIT: \$150 per student

ENROLLMENT FEE: \$350 per semester

Applied to all students (*already included in tuition rates for Options A-1, A-2, B-1, B-2*)

STUDENT SERVICES FEE: \$25 per semester

Applied to all students (*already included in tuition rates for Options A-1, A-2, B-1, B-2*)

TECHNOLOGY FEE: \$20 per semester

Applied to all students (*already included in tuition rates for Options A-1, A-2, B-1, B-2*)

## YA MEMBERSHIP FEE:

1<sup>st</sup> Year: Not applied

2<sup>nd</sup> Year: \$3,750 for active YAs not enrolled as full-time students with YA college.

3<sup>rd</sup> Year+: \$150 for active YAs not enrolled as full-time students with YA college.

*\*Option A-1, A-2, B-1, B-2 not subject YA membership fees.*

## STUDENT TUITION RECOVERY FUND

The Student Tuition Recovery Fund was established by the Legislature to protect any California resident who attends a private postsecondary institution from losing money if they prepaid tuition and suffered a financial loss as a result of the school closing, failing to live up to its enrollment agreement, or refusing to pay a court judgment. The rules provide for institutions to collect from students an assessment that provides funds if and when such are required by the administrator of the fund. The assessment is designated as "STRF Assessment" in the **Total Cost** portion of the enrollment agreement.

The STRF is assessed at \$0 per \$1,000 of tuition billed. Students will be assessed the STRF as a part of their first tuition payment to The Young Americans College of the Performing Arts. STRF Assessments are required to be made for the total cost of the educational program regardless of incremental payment options for tuition.

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

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

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

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer,

and you have no separate agreement to repay the third party.

## STUDENT HOUSING

The Young Americans College of the Performing Arts has made special arrangements with an apartment complex located directly around the corner from our rehearsal facility. These apartment facilities are gated and provide a clean, comfortable and safe living environment.

Each apartment will have two bedrooms with closets, two full bathrooms and will come furnished with one refrigerator, one regular twin bed per student, a dishwasher, stove, washer and dryer, microwave, internet connection, and access to a pool, hot tub and fitness center.

The initial rental contract with The Young Americans College of the Performing Arts will be for the first year. The lease term will commence July 29 and end April 27. Students will be required to have a cosigner regardless of your age.

If for any reason you need to break this lease, you will be responsible for finding another eligible Young American to take your place, who will then sign a separate replacement lease with The Young Americans College of the Performing Arts.

## GENDER DESIGNATION

The Young Americans and The Young Americans College of the Performing Arts has a diverse and dynamic student body and it is our mission to ensure all students and members feel safe and comfortable within the organization. As such, The Young Americans and The Young Americans College of the Performing Arts define gender as the gender with which the individual student/member self-identifies.

YACPA offers a gender-neutral housing options to all students. Gender-neutral housing provides a living environment where student housing is not restricted to traditional limitations imposed by gender and/or sex definitions. This option is ideal for students whose gender expression, gender identity, and/or biological sex varies from the standard paradigm and for students who believe that their gender and/or biological sex should not be limiting factors in roommate decisions. All students will have the option to participate in, or opt out of, gender-neutral housing

## STUDENT HOUSING COSTS

**BACKGROUND CHECK:** \$45 – required of all students in student housing

**SECURITY DEPOSIT:** \$750 — A min. of \$100 will be deducted to cover cleaning charges at the end of the lease term.

**RENT:** \$4,500/\$4,915/\$5,800 - Paid upfront for 9-month lease term, or,  
\$525/\$575/\$680 - Paid monthly for 9 months.  
\$50 fee applied for late payments.

Rent payments include internet.

**UTILITY CHARGES:** Water/Sewer/Trash, Gas, and Electricity. Billed monthly based on apartment usage. Estimate \$90 total per month per student.

## TOTAL COST OF PROGRAM

This represents the total cost for completing the Associate of Arts in Performance under enrollment Option C. Enrollment option C is the most expensive route. Students who elect any of the other enrollment options will have a lower total cost of program.

Estimated 2-Year Tuition & Fees (*based on Option C*):  
\$15,380.00

Estimated 2-Year Student Housing: \$9,680.00

Total estimated charges for the entire educational program: \$25,060.00

## SCHEDULE OF PAYMENTS

All payments are to be made in full by the dates listed below. Late fees will be applied for late payments.

**Enrollment Deposit:** May 1<sup>st</sup> or within 15 days of notice of acceptance into Young Americans after April 15<sup>th</sup>.

**Background Check:** June 1<sup>st</sup> or within 15 days of notice of acceptance into Young Americans College of the Performing Arts after June 1<sup>st</sup>. Late payments will be accepted if paid with security deposits.

**Security Deposit:** June 1<sup>st</sup>. Late payment will be accepted and student may be placed on housing wait list. Will be refunded in full if no housing becomes available.

**Rent:** Pre-paid total or August month due July 25<sup>th</sup>. Remaining monthly payments due on the 25<sup>th</sup> of the preceding month.

**Tuition:** Annual and fall semester payments due August 7<sup>th</sup>, 2017. Spring semester payments due December 15<sup>th</sup>, 2017.

## LATE FEES

**Rent payments:** Will be accepted until the 27<sup>th</sup> of each month without penalty. Payments made after the grace period will incur a \$50 late fee.

**Tuition payments:** Any payment made after published due dates will incur the following late fees:

Within 14 days of due date = No penalty  
Within 15 and 21 days of due date = \$25 fee  
Within 22 and 28 days of due date = \$75 fee  
After 29 days past due date = \$100 fee

Students may be prevented from participating in classes and performances if account balances remain unpaid. The Young Americans College of the Performing Arts also reserves the right to contract with a collections agency for unpaid account balances.

## TUITION PAYMENTS

It is expected that tuition payments will be made in full no later than published due dates.

Payments must be made in acceptable methods. Payments made after due dates, even when due to return of payment due to incorrect submission method, late charges as published will be applied.

Acceptable payment methods are:

- a. Money order or cashier's check
- b. Debit Card
- c. Credit Card
- d. Travelers Check
- e. Direct Deposit

## REFUND POLICY

Under specific conditions, The Young Americans College of Performing Arts grants refunds for tuition to students who officially withdraw from the College or reduce credit hours. If the student receives assistance from College funds or other sources managed by College, the refund is returned to the appropriate scholarship fund.

If the College cancels a course, 100 percent of the tuition will be refunded.

**Refund Schedule:** Refunds will be made according to the following schedule:

1. 100 percent of tuition and fees will be refunded if the course is dropped prior to the first class meeting.
2. Tuition refunds will be calculated on a pro-rata basis, rounded down to the nearest ten percent. A pro-rata refund is based on the portion of the period of enrollment that remains on the last recorded day of attendance by the student, up to the 60 percent point in time for the period the student has been charged.
3. After the 60 percent point in time, no refund will be given.
4. Please see the academic term calendar for specific dates.
5. Refund policies for NCMC courses are pursuant to NCMC policies.

Prior to the issue of a refund, student's account will be reviewed. Student accounts with outstanding balances will have refund monies applied to outstanding balances.

Appeals for refunds after the deadline must be made in writing to the Dean of Administrative Services at:  
The Young Americans College of the Performing Arts  
1132 Olympic Drive  
Corona, CA 92881

A Refund Appeals Form, available in the Administrative Services office must be completed and submitted for an appeal to be reviewed. Requests for refunds are accepted for the current semester only and must be submitted by the last day to withdraw for the current semester.

## **STUDENTS RIGHT TO CANCEL ENROLLMENT AGREEMENTS**

The right to cancel this enrollment agreement and obtain a refund of charges paid, is available through attendance at the first class session, or the seventh day after enrollment, whichever is later. Enrollment is defined as the date on which the student is enrolled in a scheduled class. The decision to cancel must be delivered by mail, email, or fax. The student will then be refunded 100% of the amount paid for institutional

charges, less the application, admissions processing, and enrollment fees (\$490.00).

## **PROCEDURES FOR CANCELLATION**

You may cancel the enrollment agreement and receive a refund by providing a written notice to the Dean of Administrative Services of The Young Americans College of the Performing Arts, 1132 Olympic Drive, Corona, CA 92881.

## **FINANCIAL ASSISTANCE**

The Young Americans provides scholarships to students consistent with the preferences of our generous donors on the basis of merit, financial need, or both. The following types of assistance are available:

1. **Merit Scholarship Awards** - Are based upon defined achievement or meritorious criteria. The donor or designator of institutional funds sets the criteria for recipient selection. Merit Scholarships may be awarded as a one-time award or on a renewable basis.
2. **Need Based Awards** – Are awarded based upon defined criteria set by the institution to establish financial need. Need based awards are made on a term-by-term basis.
3. **Federal Financial Aid Programs** – The Young Americans College of the Performing Arts does not currently participate in federal financial aid programs. Students who participate in the NCMC affiliation program may be eligible for these programs through NCMC.

Student should be aware that obtaining a loan to pay for an educational program, will render the student responsible to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.

## **LATE CONSIDERATION**

Students auditioning after published cutoff dates will be considered for admission on the basis of availability of space. Students accepted into The Young Americans after the due date for scholarship requests will not be eligible to apply for a scholarship until the following year. Students applying for housing after the cutoff date will be placed on a wait list for the current year.

## **PAYMENT PLANS**

The Young Americans College of the Performing Arts' payment plan requires an initial down payment followed by up to four monthly payments.

After all other financial aid options have been explored; students and their financial guarantor will sign a payment plan agreement specifying the payment dates and chosen payment method.

Accepted monthly payment methods include direct bank account withdrawals or by credit card.

Payments are processed the 5<sup>th</sup> of each month and will continue until the balance is paid in full. A nonrefundable returned payment fee applies if a payment is returned or declined.

## BOARD OF DIRECTORS

### **Phil Lisle**

#### ***President, Entrepreneur***

Phil has been involved with both the travel and photography industries since 1975. He is currently President of Pacific Photo Studios and General Partner with Royalty World Cruises. In addition to The Young Americans, he serves on the Board of Directors for Music Theatre Academy of Orange County; Allard Artists, Inc; Lisle Corporation; EZ Way, Inc; Canyon Creek HOA; and Eagles Knoll HOA. Phil is married with three grown children and lives in Irvine, CA. He has been an ardent supporter of The Young Americans since 1981.

### **Drew McGarity**

#### ***Treasurer & Secretary, Senior Engineering Manager***

Drew joined The Young Americans in 1992 as a drummer, but was afforded subsequent opportunities as audio engineer, company manager and associate producer. He left the YAs in 1996 to pursue an aerospace engineering career, but is always honored when asked to mix one of the group's special event performances. He is most thankful to the group for introducing him to his incredible wife, Cynthia, a beautiful 1st soprano southern belle from Alabama. Drew has a Bachelor's of Science degree in Aerospace Engineering from San Diego State University, an MS in Systems Engineering from the University of Southern California (Fight On!). He is currently a senior engineering manager for The Boeing Company, a father of two, a golfer, and an avid runner.

### **Dan Bauer**

#### ***Educator***

Dan Bower joined The Young Americans in 1982. During his 5-year tenure as a Young American, Dan enjoyed performing in the original Young Americans' Christmas Show, touring Hawaii, and performing at The Young Americans' dinner theater at Boyne Highlands in northern Michigan for three summers. During his years with The Young Americans, Dan continued his education, graduating from the University of California, Irvine with a degree in psychology. He went on to receive his teaching credential at the University of California, Riverside and a master's degree in Educational Leadership from Grand Valley State University. Over the past 29 years, Dan has received many accolades in education, including Harbor Springs Teacher of the Year and Wal-Mart Teacher of the Year

for northern Michigan. In 2004, Dan was chosen to be a Fulbright Exchange teacher, living abroad and teaching in Newport, Wales for the 2004-2005 academic year. Dan recently returned to California where he is currently teaching music in the Irvine Unified School District. Dan is honored to serve on the Board of Directors and is looking forward to supporting the next generation of Young Americans.

### **Mindy Broadley**

#### ***Producer & Director***

Mindy began her career as a producer/director on the Creative Development team at the Walt Disney Company in the early 1980's and stayed in international theme park production with Dr. Jeekahn's in Tokyo, Lotte World in Seoul, and Ocean Park in Hong Kong. Expanding into the world of sports and spectacles, Mindy's work continued with MLB's All-Star Games, NFL's Super Bowl halftime shows, FIFA's World Cup Soccer opening and closing ceremonies and the 1996 Atlanta Olympics, including the design and production of all entertainment for the host sponsor, The Coca Cola Company. In the world of politics, Mindy has produced events for past Presidents Bush and Carter, and late past Presidents Nixon, Ford and Reagan, and for clients including M & M/Mars, Delta Airlines, Louis Vuitton/Moët/Hennessy, and Philip Morris.

### **Vanessa Brown**

#### ***Professional Studio Musician***

Vanessa Brown was involved with The Young Americans as a performer and musician from 1975 to 1982. She is currently a professional musician based in Los Angeles, California. Along with working as a percussionist for productions such as Disney's *The Lion King*, Vanessa now plays for the ABC hit show *Dancing With The Stars*.

### **Susie Freeman Johnson**

#### ***Television Production Coordinator***

Susie joined the group at the age of 15 and was one of the group's first company managers for its tours with Columbia Artists. Since then, Susie has gone on to become a Television Production Coordinator working for Paramount Pictures Television Production for 30 years. Her credits include TV shows such as *Cheers*, *Bob Newhart Shows*, *Girlfriends*; she has worked on over 40 television shows. She has been a volunteer Producer for The Young Americans summer program, Boyne Highlands Dinner Theatre and Northern Michigan Concert Series, since its creation, and has worked with the organization for 39 years.

**William Kerry**  
**Attorney at Law**

I became a member of The Young Americans in 1964. I was fortunate to be a performer in the Young American Movie for Columbia Pictures and to tour with the group many times throughout Australia and the Far East. After age 21, I joined the staff of the organization as their orchestra conductor and road manager/company manager. During my time with the group I completed my bachelor's degree in Economics. After leaving my employment with The Young Americans I graduated from law school and have been practicing as an attorney since 1977. I joined The Young Americans Board of Directors in 1993.

**ACADEMIC ADVISORY COMMITTEE**

**Robert J. Kopecky, Ph.D., Chair**

Provost/Faculty Emeritus, Irvine Valley College

**Dante Gumucio**

CEO, Public Economics, Inc.

**Kevin O'Connor, Ph.D.**

Dean, Liberal Arts, Saddleback College

**Dr. David Poole**

VP Online & Professional Studies, California Baptist University

**Sal D. Rinella, Ph.D.**

Senior Associate, ASSCU-Penson Center for Professional Development

Former President of Austin Peay State University

**Andreea Serban, Ph.D.**

Vice Chancellor Educational Services & Technology, Coast Community College District

**Walt Straiton**

Institutional Solutions Group, Keyboard Division  
Yamaha Corporation of America

**LeeAnn Stone, Ed.D.**

Educational Consultant

**Dr. Rajen Vurdien**

President, Pasadena City College

**Mark L. Walberg**

Television Host/Producer  
President, Mogoldie Productions, Inc.

**STAFF**

**William Brawley, Executive Director & Chief Creative Officer**

**BA, Theatre, Chapman University, Orange, CA, 1978**

Bill has established an international following as Artistic Director of The Young Americans. He has toured extensively throughout Europe and Japan and the U.S. under the auspices of Columbia Artists, with *The Music Man*, *Oklahoma!* and *Young Americans in Concert*. Bill has also worked on several television specials with major networks as Director/Choreographer. He has produced entertainment at the Super Bowl XXX with Miss Diana Ross, World Soccer with Whitney Houston, and was Director of Entertainment at Coca Cola City, at the 1996 Olympics in Atlanta.

Bill has directed the Tarbell Awards Show and worked with Brian Stokes Mitchell (Tony Award winner), Susan Egan (Star of *Beauty & the Beast* and *Cabaret*), Hugh Panaro (Star of *Les Misérables*), Laura Bell Bundy (lead role in *Legally Blonde* and Tony award nominee), Miss Shirley Jones (Oscar winner and Theatre Icon), and Emmy Award winner Musical Director, Mark Watters.

He is Artistic Director of Summer at the Center. S.A.T.C. is an educational based performing arts program run at the Segerstrom Center for the Arts, with the partnership of the Center's Education Department, the ACCESS Division of the Orange County Dept. of Education, and Bill's artistic team of musical director and choreographers. One of the highlights of his year is directing and writing an original show annually for the Summer Dinner Theatre at Boyne Highlands in Harbor Springs, Michigan. The theater is proud to be the 2nd longest running dinner theatre in the U.S.

**Katiina Dull, College President**

**MBA, Nonprofit Management, American Public University, thesis pending**

**BS, Business Administration, cum laude, California State University, Long Beach, 2004.**

Katiina's 18 years' experience in arts-related business administration and program development has allowed her to carve out a career that combines her passion for the arts with her business skills. Katiina has served as business manager on international music outreach tours with The Young Americans in addition to serving as the Business and Operations Manager for the company for eight years before becoming the VP Administration and Academics. As the VP Administration and Academics

Katiina was charged with planning, developing and implementing the College program from the beginning.

Katiina's leadership, planning and focus ensured the College program development was consistent with good educational practice while simultaneously embracing the culture and values of the long-standing organization. The Board of Directors appointed Ms. Dull as President of The Young Americans College of the Performing Arts in October, 2015.

Outside The Young Americans, Katiina was the executive producer for the feature films *Table at Luigi's* and *Sympathy Pains*, and served as a board member with the Children's Advocacy Alliance, a non-profit organization advocating for abused and neglected children.

#### **Robyn Brawley, Choreographer/Artist in Residence**

Robyn Brawley is an internationally acclaimed dancer, choreographer/director and master teacher. She has danced with some of the greats in classical ballet - Nureyev, Antoinette Sibley, Jürgen Schneider (Ballet Master in movie *Turning Point*) and directed by Sir Robert Helpmann (Starred in Movie *Red Shoes*) and Vera Volkava (World famous Russian Director). Robyn has performed with The Australian Ballet, Royal Swedish Ballet, International Dance Company - Japan, and the Russian Balalaika Ensemble.

Her choreography has been featured in the Royal Nottingham Theatre, England, The Operetta Theatre of Kiev, La Plaza de Toros - a 400-year-old bull ring in Marbella, Spain, Minato Mirai Concert Hall, Yokohama, Japan and the Orange County Performing Arts Center (one of the largest and most successful regional theatres in the USA) to name a few.

Robyn has directed and choreographed works and shows with Carol Burnett, Mark L. Walberg (TV Celebrity), Broadway star Brian Stokes Mitchell (Tony award winner) Laura Bell Bundy (Star & Tony nominee for *Legally Blonde*), Susan Egan (*Beauty & the Beast, Cabaret*), Hugh Panaro (*Les Misérables*), Miss Shirley Jones (Movie & Theatre Icon), Marc Cherry (Creator of *Desperate Housewives*), Carlos Thomas and Khalid Freeman (leads in *Stomp* & Choreographer *Stomp the Yard*), Natalie Imbruglia (Recording Artist & Actress), Delta Goodrem (Top Australian Vocalist & Recording Artist)

#### **Dr. LeeAnn Stone, Dean of Instruction**

##### ***Ed.D. Educational Technology, Pepperdine University***

Dr. Stone brings a non-performance perspective to YA along with her experience in college administration, faculty development, instructional and curriculum design, educational technology and student success. LeeAnn has worked with thousands of instructors across the U.S. and internationally in improving teaching and learning by implementing effective student-centered strategies and technology implementation.

#### **Mike Krauss, Dean of Administrative Services**

##### ***MS, Higher Education, Walden University, 2013.***

##### ***BS, International Business, California State University, Long Beach, 2004.***

Mike returned to The Young Americans after having been the Manager of Education at the Orange County Performing Arts Center (OCPAC) where he worked with 20,000+ students and educators each year. Prior to his time at OCPAC, Mike was an Associate Producer with The Young Americans, in addition to serving as a company manager, business manager, and guest director on numerous international music outreach tours. Outside The Young Americans, Mike is also the treasurer for the Foundation of The Young Americans and a founding board member of the Star Center for the Performing Arts.

#### **Travis Goode, Dean of Students**

##### ***BGS, Music and Theatre, Midland University, 2012***

Travis has been a part of The Young Americans for over fifteen years. As a student with The Young Americans, Travis served as a technical director, stage manager, and stage director. For the last ten years, Travis has also directed thirty International Music Outreach Tours in over twenty-five countries. Recently, Travis spent four years at Midland University, in Fremont, Nebraska as an integral part of a core team who rescued and restored Midland's performing arts program. Turning it into one of the fastest growing programs in the Midwest. Over his four years at Midland University, Travis held multiple positions including Band Director, Assistant Choral Director, Director of Performing Arts Operations, and Director of Performing Arts Student Retention.

**Becky Phelps, Director of Admissions**

***COC Master's Program, Spiritual Psychology, University of Santa Monica, 2008.***

Having worked in the entertainment industry for more than 20 years, Becky brings a wealth of knowledge and insight to her role as Director of Admissions. She was a member of The Young Americans from 1989 to 1997, and quickly took on multiple leadership roles before transitioning to a career in Entertainment Production. Projects included Dow Chemical Educational Tours, International Association of Jazz Education Annual Conferences, Coca-Cola Sponsored Olympic Entertainment Events, and Toyota and BMW National Marketing Campaigns, Oscars, Emmys, Grammys, and an impressive 10 years with The Walt Disney Company working at Disney Sports, Tokyo Disneyland, and Disneyland Resort Entertainment.

In 2004, Becky was selected as The Disneyland Resort Ambassador and served as an official spokesperson for the resort during Disneyland's 50th Anniversary Celebration around the world.

**Elizabeth McGinley, Director of Student Services**

***MSW, Masters of Social Work, University of Southern California, Los Angeles, CA, 1980***

***BA in Psychology, Marymount College, Palos Verdes, CA, 1966***

As a licensed clinical social worker and a former Young American, Elizabeth brings a wealth of knowledge and experience to help create an environment that fosters each student's artistic and intellectual growth. Elizabeth has co-authored and presented paper on "Independent Living Skills for the Chronically Mental III" and was the Social Work Manager at Saddleback Memorial Medical Center and Coordinator of Clinical Social Work at the Community Hospital of San Bernardino, San Bernardino, CA.

## **CORE FACULTY**

**Jessica Caravella – Music Chair**

***BM, Vocal Performance, California State University, Fullerton, 2006.***

Vocal Coach Crossroad's School for the Performing Arts, Santa Monica, CA

Vocal Coach, Musical Theatre Academy Team, Orange County, CA.

Vocalist & Recording Artist, Disneyland and Disney World.

**Kim Wimmer – Theatre Chair**

***BA, Musical Theatre, Psychology, Birmingham Southern College, cum laude, 1993***

***Professional Actor 1993-2009***

Starred in feature film, network television, regional and off-Broadway theatre and commercials.

Member of SAG, AFTRA, EQUITY.

Acting Instructor, Lesly Kahn Studios, Los Angeles, CA 2002-2005, 2010

**E. Jingle De Niet, Dance Chair**

***BS, Human Services, California State University Fullerton, CA, 2008.***

Professional dancer with Dance Theater Philippines, Berkeley Ballet Theatre, Ontario Ballet Theatre, and Ballet Pacifica.

Performed principal roles in: *Nutcracker, Les Sylphides, Graduation Ball, Sleeping Beauty, Swan Lake, Giselle, A Midsummer Night's Dream* and *Romeo and Juliet*.

**Mohammad Shahisaman, Breadth of Knowledge Chair**

***MA, English, California State University Fullerton, 2009.***

***BA, English, California State University Fullerton, 2004.***

Instructor of English at Chaffey Community College, Fullerton College, Everest College & California state University, Fullerton.

Director of the Chaffey Review Music Compilation.

Co-Director of the Chaffey Review Film Festival.

Editor and Columnist of the Visual Massacre.

**Roger Castellano – Audition Techniques**

***BA, Theatre, California State University Fullerton***

Director and Choreographer of original shows, parades and special events for Sesame Street Live, Sanrio Inc. and the Walt Disney Company.

Theatrical credits include World Premier of *South Street*, Pasadena Playhouse; World Premier of *The Marvelous Wonderettes*, Laguna Playhouse; *Legally*

*Blonde* and *Xanadu*, Music Theatre of Wichita; and an all Japanese production of *Hello, Dolly!* in Japan.

**Gary Delk - Choral**

**MA, Music Education, College Conservatory of Music, University of Cincinnati, 1966.**

**BA, Music Education, Otterbein College, OH, 1963.**

Gary has taught music and hand bells in schools for over 32 years. Gary is a massed conductor, clinician, and teacher for the American Guild of English Handbell Ringers annual conference. Has toured as associate director with The Young Americans for 34 years.

**Joshua Foy - Music**

**MFA, Performance, Composition, Herb Alpert School of Music, California Institute of the Arts, Valencia, 2009.**

**BM, Music Composition, Hall-Musco Conservatory of Music, Chapman University, CA, 2007.**

Music Theory and History Instructor, Duke University Talent Identification Program.

Piano and Theory Instructor, Accompanist, Solio Encore Music Program.

Music Theory Instructor, California Institute of the Arts.

**Anastasia Glasheen, DMA - Voice**

**DMA, Choral Music, University of Southern California, Los Angeles, 2011.**

**MM, Conducting, State University of New York at Stony Brook, NY, 2001.**

**MALS, Music Education Concentration, State University of New York at Stony Brook, 1996.**

**BM, Music Education, Piano, State University of New York at Potsdam, 1984.**

**K-12 Certified Music Educator, NY, CT, CA, 1984, 2002, 2013.**

**California Teachers of English Learners Credential, 2013.**

**Cross-Cultural Language and Academic Development Credential, 2013.**

Instructor, American Musical Dramatic Academy (AMDA).

Assistant Professor of Music, Pierce College, Woodland Hills, CA.

Lecturer, University of Southern California, Los Angeles.

Choral Director, Stony Brook Women's Choir, Stony Brook, NY.

Staff singer with Pacific Chorale and Pacific Symphony, 2012- 2015.

**J.R. Gooseberry – Jazz Dance, Tap Dance, Choreography**

Choreographer, Director, and Dance Instructor, Encore High School.

Dance Instructor, A Dancer's Pointe.

Stage Director, The Young Americans.

**Natalie Mann, DM - Voice**

**DM, Vocal Performance, Indiana University, 2006.**

**MA, Creative Arts, University of Wollongong, Australia, 1995.**

**BM, Vocal Performance, Butler University, 1993.**

Adjunct Professor, Moreno Valley College, California.

Vocal Faculty, Redlands Conservatory.

Adjunct Faculty, Barbizon International, Schaumburg, IL.

Adjunct Faculty, Suzuki-Orff School for Young Musicians, Chicago, IL.

Performed with opera companies and symphonies nationally and internationally. Notable performances include Chicago Symphony Orchestra, Carnegie Hall recital debut, and LA Opera Education Department.

Professional Chorister, San Diego Opera, San Diego, CA.

**Jordan Mantey – Music Education, Piano**

**BM, Music Education, Michigan State University , high honors, 2008.**

**State Teaching Credential – Music (Michigan, California)**

Choral Music Educator, Valley Christian High School – Cerritos, CA

Student Teaching Internship, Grand Ledge HS, Grand Ledge, MI

The Young Americans International Music Outreach Tour (six tours)

Music Director, Big Bear Music Performance Workshop – Big Bear Lake, CA

Michigan State University Spartan Marching Band, trombone (2001, 2002)

Michigan State University Spartan Brass, trombone (2000, 2001, 2002, 2005)

Michigan State University State Singers, bass (2002, 2005, 2006, 2007)

**Nada Nasserdeen - Music Theory, Music Ed**

**BA, Music, Vocal Performance, California State Long Beach**

**MA, Education, Teacher Leadership**

Executive Director of Arts, Encore Education Corporation.

Choral Director, Centennial High School, Corona, CA, 2 years

Performer, The Young Americans - 8 years

Staging Director, The Young Americans – 3 years

**Anna Ryu – Piano Instructor**

**MA, Piano Pedagogy, California State University, Fullerton, 2012.**

**Single Subject teaching Credential, Music, University of Southern California, Irvine, 2014.**

**BM, Piano Performance, California State University, Fullerton, 2010.**

A Richard Chronister Piano Pedagogy Award recipient.

Private piano studio conducting bi-monthly workshops and annual studio recitals.

## **GENERAL FACULTY**

**Dr. Gordon Goodman – Psychology**

**Ph.D., Entertainment/Clinical Psychology, Fielding Graduate University**

**MA, Media Psychology, Fielding Graduate University**

**MS, Counseling Psychology, California Coast University**

**BA, Business Administration, Loyola Marymount University**

**ACADEMIC PUBLICATIONS:**

Goodman, G. (2013 August). Actors and Fear: The role of Stage Fright. Poster presented at the APA convention, Honolulu, Hawaii.

Goodman, G., & Kaufman, J. (In Review). Gremlins in my head:

Predicting stage fright in Elite Actors.

**Chris Fanego - Sociology**

**MA, Applied Sociology, William Paterson, 2011. University, Wayne, NJ**

**BA, Law & Society, Ramapo College of New Jersey, Mahwah, New Jersey, 2007.**

*Adjunct Professor of Sociology and anthropology at Irvine Valley College, Mt. San Antonio, Bergen Community College, and Essex County College.*

*Associate Supervisor.*

*Behavioral Functions Inc.*

*Owner and Head Instructor. Signature Equestrian Center*

**Brooke Harper – Voice**

**BFA, Musical Theatre, California State University, Fullerton, 2002.**

Written and produced multiple cabaret shows. Regional performances in *Hairspray*, *Aladdin*, *The Princess and the Black Eyed Pea* and *Thoroughly Modern Millie*.

National touring company of *All Shock Up*.

**Aaron Kolberg – Voice, Music**

**MM, Conducting, Azusa Pacific University, CA 2014.**

**BA, Commercial Music Arranging, Azusa Pacific University, CA, 2002.**

Composed and arranged original music for professional dance companies, professional music groups, feature and independent film productions, as well as theatrical musical productions and choral groups.

Musically directed theatrical productions for various professional and community groups, programs and organizations throughout the Southern California area, including Azusa

Pacific University, MarMac Repertory Theatre Company, and C&C Carolers.

**Yannick Lambrecht – Voice**

**BA, Vocal Performance, Chapman University, CA 2010**

Guest soloist with Asia America Symphony Orchestra under the direction of David Benoit for the Prize winning composition by Simone Spagnolo; The Magistrate in *Signor Deluso*; Dapertutto in *The Tales of Hoffman*; Don Alfonso in *Così fan tutte*; Professional Opera chorus singer with Festival Opera in *Faust, Il Trovatore, Don Giovanni*.

**Cody Morgan - Voice**

**BM, Vocal Performance and Music Education (Emphasis in Voice), Chapman University, Conservatory of Music, CA, 2011.**

**Private Vocal Study with Seth Riggs, present.**

**Private Vocal Study with Patrick Goeser, 2008-2010.**

**Private Vocal Study with Peter Atherton, 2007-2008.**

Primary vocalist for “Valentine’s Day with Roberta Flack”, Pacific Symphony, Segerstrom Center for the Arts.

Featured performer at Disneyland and Disney’s California Adventure including Dapper Dans, Ariel’s Grotto, and the Tree Lighting Ceremony.

**Valerie Stanford - Theatre**

**MFA, Acting, California State University Long Beach, CA 2016.**

**BFA, Theatre Arts, Salem State University, Massachusetts.**

Performed with California Repertory, Wellfleet Harbor Actors Theatre, The Provincetown Theatre and Salem Summer Theatre.

## SUBJECT SPECIALIST FACULTY

### **Jonelle Allen – Musical Theatre**

Born in New York City, Ms. Allen made her Broadway debut at the age of six in *The Wisteria Trees*. Allen returned to Broadway for a revival of *Finian's Rainbow*, was in the cast of the original off-Broadway production of *Hair* at Joseph Papp's Public Theater, and also appeared in *George M!* before receiving critical acclaim and a Tony Award nomination for *Two Gentlemen of Verona*, which earned her New York Drama Critics' Circle, Drama Desk, Theatre World, and Outer Critics Circle Awards for her performance.

Allen's film credits include *Cotton Comes to Harlem*, *The Hotel New Hampshire*, and *The River Niger*, for which she won an NAACP Image Award. Other television appearances include *Barney Miller*, *The Love Boat*, *All in the Family*, *Trapper John, M.D.*, *Hill Street Blues*, *Cagney and Lacey*, *ER*, and *Girlfriends*.

Her most notable roles are Grace, the entrepreneurial cafe owner in the old west, that she played for seven years on *Dr. Quinn, Medicine Woman*, as well as the flamboyant and outspoken Doreen Jackson on the NBC soap opera, *Generations*, and Lucinda Cavender, the vampire witch in the horror comedy film *The Midnight Hour*.

### **Mario Gaxiola – Improv**

Artistic Director and Founder of The Theatre District. Former Artistic Director of Outside Productions and West Coast Performing Arts Center.

### **Alan Harper – Theatre**

**BA, Applied Studies, Summa Cum Laude, Brandman University, 2016**

Founding Director of the StormSeekers Theatre Company. Former Staging Director with The Young Americans.

### **Heidi Jarrett – Jazz Dance**

Heidi Anderson Jarrett is an internationally acclaimed dancer, choreographer & master teacher. Her choreography has been featured at such venues as Universal Studios, The House of Blues, Legends in Concert & The MGM Grand-Las Vegas, The Shrine Auditorium, Paramount Great America Theme Parks, The Greek Theatre, Premier Cruise Lines, Bally's Atlantic City, the 19th Annual Music Industry Grammy Awards Party in Hollywood and Hollywood's first "live billboard" for the film *Moulin Rouge* in L.A.

Heidi works closely with many in the music & film industry, having worked with such greats as Seal, Christina Aguilera, The Cast of *So Random*, CoCo Jones, Raini Rodriguez, (Disney's *Austin & Ally*) Rico Rodriguez (ABC's *Modern Family*), Ashley Argota, (ABC Family's *The Fosters*), Poppy Montgomery, Leslie Ann Warren, Carman and Bridget Fonda.

### **Don Strom – Stagecraft**

Lighting Designer, Sound Engineer & Stage Manager, The Young Americans, 10 International Music Outreach tours, theatrical performances and corporate shows.

Set Designer *A Street Car Named Desire* and *Wit*; Community Theatre Productions.

Technical Director for *The Sound of Music*, *Annie Get Your Gun*, *West Side Story*, and *Godspell*, Community Theatre Productions.

Production Manager, NBC's *Miss Universe (Mexico)*, CBS's *Do You Trust Me*, NBC's *Clash of the Choirs*, FOX's *Kitchen Nightmares*, CBS's *I Get That A Lot*

Associate Producer, ABC's *Wipeout*

Event Producer, Nike's Women's Marathon / San Francisco, Nike's Training Celebration / LA Live, Google Convention / San Francisco

## 2017-2018 ACADEMIC CALENDAR

### First-Year Students

|                                  |                  |
|----------------------------------|------------------|
| Apartment Move-In:               | July 29          |
| Orientation and Class Placement: | July 30 – Aug. 4 |
| Fall Tuition Fees Due:           | Aug. 7           |

### August Session

|                               |         |
|-------------------------------|---------|
| Instruction Begins:           | Aug. 7  |
| Last Day to Add Courses:      | Aug. 9  |
| Last Day to Drop with Refund: | Aug. 15 |
| Last Day of Instruction:      | Sept. 1 |

### Returning Students

|                                   |                 |
|-----------------------------------|-----------------|
| Fall Tuition Fees Due:            | Aug. 7          |
| Apartment Move-In (Second-years): | Sept. 1**       |
| USA Music Outreach Tour:          | Sept. thru Nov. |
| Japan Music Outreach Tour:        | Sept. thru Nov. |
| European Music Outreach Tour:     | Sept. thru Nov. |
| Second-year Module 2:             | Sept. thru Nov. |
| Career Preparation                |                 |

### Fall Semester: All Students

|                                    |                  |
|------------------------------------|------------------|
| Last Day to Drop with Full Refund: | Sept. 5          |
| Instruction Begins:                | Sept. 11         |
| Last Day to Add Courses:           | Sept. 15         |
| Last Day to Drop with a Refund:    | Oct. 20          |
| Last Day to Drop with a "W":       | Nov. 3           |
| Last Day of Instruction:           | Nov. 22          |
| Thanksgiving Holiday:              | Nov. 23          |
| First-year Showcase:               | Nov. 24          |
| The Magic of Christmas:            | Dec. 7-17        |
| Fall Grades Available:             | Dec. 5           |
| Spring Tuition Fees Due:           | Dec. 15          |
| Apartment Move-Out (Second-years): | Dec. 18          |
| Winter Holiday:                    | Dec. 18 - Jan. 1 |

### Spring Semester: All Students

|                                    |          |
|------------------------------------|----------|
| Apartment Move-In (Second-years):  | Jan. 3** |
| Instruction Begins:                | Jan. 8   |
| Last Day to Add Courses:           | Jan. 16  |
| Last Day to Drop with Full Refund: | Jan. 7   |
| Last Day to Drop with a Refund:    | Feb. 16  |
| Last Day to Drop with a "W":       | Mar. 9   |
| Last Day of Instruction:           | Mar. 30  |
| Spring Grades Available:           | Apr. 10  |
| Apartment Move-Out (All Students): | Apr. 27  |

### Auditions for Fall Second-year Module 1:

|                               |                |
|-------------------------------|----------------|
| USA Music Outreach Tour:      | Jan. thru Mar. |
| United Kingdom Outreach Tour: | Jan. thru Mar. |
| Japan Music Outreach Tour:    | Jan. thru Mar. |

### Summer Session

|  |                      |
|--|----------------------|
| European Music Outreach Tour:          | Mid-April thru July* |
| Japan Music Outreach Tour:             | June thru Aug.*      |
| Boyne Highlands Summer Dinner Theatre: | June thru Aug.       |
| Summer Camp Tours:                     | June thru Aug.*      |
| Instruction Begins:                    | May 7                |
| Last Day to Drop with Full Refund:     | May 7                |
| Last Day to Add Courses:               | May 11               |
| Last Day of Instruction:               | Aug. 24              |
| Summer Grades Available:               | Sept. 1              |

\* First-year students are eligible to audition for these tours if they have completed the Music Outreach Training Program.

\*\* Second-year move-in dates are subject to change

**All dates are subject to change**

## COLLEGE POLICIES AND PROCEDURES

The following pages contain the policies and procedures which apply to the college's operations.

Additional policies and procedures can be found in the master policy and procedure handbook, available upon request in the administrative office. An electronic version will be available through [www.yacollege.org](http://www.yacollege.org).

## POLICY JURISDICTION

The policies of The Young Americans, Inc. extend to all Board members, employees, students, members, faculty and staff. They pertain to any policy violation committed on campus, at off-campus sites, or in any other setting in which the individual has a reasonable expectation of receiving protection under The Young Americans, Inc. policies.

- A. "Campus" is defined as the physical buildings and surrounding parking lots of 1112, 1128 & 1132 Olympic Drive, Corona, CA 92881.
- B. "Off-Campus sites" include any apartment in which The Young Americans, Inc. or The Young Americans College of the Performing Arts is a signatory on the lease, or any building or facility such as rehearsal halls, recording studios, schools, hotels, theatres or arenas while activities organized by The Young Americans, Inc. are being conducted.

## NON-DISCRIMINATION POLICY

The Young Americans College of the Performing Arts does not discriminate on the basis of race, gender, sexual orientation, disability, national origin, ethnicity, religious practices, or political beliefs in any of its policies and procedures provided the student is of eligible and legal standing.

## DISCLAIMER

All policies, regulations, courses of study, fees, tuition and material usage charges as prescribed in this catalog are applied to the 2017-2018 Academic Year and are subject to change without notice.

## STUDENT CODE OF CONDUCT

All students of The Young Americans College of the Performing Arts are members of The Young Americans and as such are subject to the following four codes of conduct:

1. Members of The Young Americans will adhere to any and all laws applicable in whatever local, state, national, federal, or international venues where they are representing the organization.

The Young Americans reserves the right to require students to submit to random drug screening and may prevent students from engaging in classes, performances, teaching workshops, or other YA activities if a test result is positive. This policy includes, but is not limited to, testing positive for marijuana, even with a medicinal prescription or when in states where marijuana use is legal.

***Tests can be given at any time with or without prior notice.***

2. While representing The Young Americans, each member is expected to carry him or herself in a way that upholds the reputation and mission of The Young Americans

***Our Mission: The Young Americans is dedicated to the promotion of understanding and goodwill among people throughout the world through music, dance, performance, academic education, and cultural interaction among student members and their audiences.***

**While representing The Young Americans students must:**

- i. Refrain from endorsing, promoting or condemning any political, religious, criminal, or controversial content or agendas.
  - ii. Refrain from soliciting personal business ventures.
  - iii. Adhere to The Young Americans Social Media policies.
  - iv. Refrain from the usage of alcohol on campus, in student housing, at performance venues, or during any Young Americans project.
3. Members are responsible for maintaining a safe environment conducive to learning, performing, and teaching. When representing The Young Americans members must refrain from:
    - i. Bringing weapons (knives, firearms, or any other items classified as a weapon) onto campus or any Young Americans performance or teaching venue.
    - ii. Engaging in unprofessional or romantic relationships with faculty, staff, sponsored

school employees, workshop participants, or members of host families.

4. Every member who works with minors is classified as a mandated reporter and as such has a legal duty to report suspected child abuse or neglect to the appropriate local agency.

**Sanctions:** Any violation of the above the code of conduct will result in one of the following sanctions:

1. **Formal warning and possible removal from Tour** – a notice in writing to the member that the member is violating or has violated organizational regulations and that any future violation(s) may result in more serious sanctions. Violating member can also be removed from any current projects, including outreach tours. Formal warnings have no time limit associated with them and will be kept in the member’s file.
2. **Seven days suspension YA activities and removal from Tour** – Separation of the member from The Young Americans for one week, after which, the member is eligible to return. Violating member can also be removed from any current projects, including outreach tours. Conditions for return may be specified. Enacting suspension requires review and approval of the Executive Director.
3. **Thirty days suspension, removal from housing, and/or removal from Tour** – Separation of the member from The Young Americans for thirty days, after which the member is eligible to return. Immediate eviction from housing and member is no longer eligible for housing in the future. Violating member can also be removed from any current projects, including outreach tours. Conditions for return may be specified. Enacting suspension requires review and approval of both the College President and the Executive Director.
4. **Indefinite suspension of no less than of one year** – Immediate surrender of all rights and privileges of membership in The Young Americans community and exclusion from the campus, from any Young Americans’ property and from all Young Americans functions. Student is also immediately and indefinitely suspended from and courses with The Young Americans College of the Performing Arts. Conditions for return may be specified. Enacting

suspension requires review and approval of both the College President and the Executive Director.

5. **Supplemental Sanctions** – any of the following may be imposed in connection with the above:
  - a. Work assignments
  - b. Service to The Young Americans or community
  - c. Fines, restitution for loss, damage, or injury
  - d. Educational sanctions (e.g., written response to posed questions)
  - e. Academic Sanctions (e.g., revocation of degrees, removal from classroom/courses)
  - f. No trespassing order
  - g. Loss of visitation rights to Young Americans provided housing

*Note: Parents/guardians may be notified when students are found responsible for, but limited to, any drug and/or alcohol related violations.*

## STUDENT RIGHTS POLICY

In compliance with the Student-Right-To- Know Act of 1990, The Young Americans College of the Performing Arts students have a right to expect the following services, protections and freedoms:

1. The right to receive an education free of any discriminatory action based upon race, gender, sexual orientation, disability, national origin, ethnicity, religious practices or political beliefs, provided the student is of eligible and legal standing for admission to the College program.
2. The right study in a safe environment. The College will post safety procedures and regulations; however, students must conduct themselves so as not to place themselves at risk of injury.
3. The right to know the faculty's expectations for academic evaluation and classroom conduct.
4. The right to engage in discussion and challenge opinions as protected and pursuant to the Academic Freedom Protection Policy.
5. The right to have reasonable access to faculty, administrators and available student services on campus.
6. The right to make a formal and written complaint or grievance to the College President, Dean of Students,

the Executive Director, or President of the Board of Directors regarding any matter they feel warrants such attention.

7. The right to file an incident report with the campus Administrative Office in the case of emergency or accident.
8. The right to report all crimes to the local police department.
9. The right to participate in formulation of policy and procedures in accordance with the Ethical Principles and Procedures Committee guidelines.
10. The right to petition and/or organize student associations as protected by the United States Constitution.

## **SOCIAL MEDIA POLICY**

Social Media is any form of electronic communication which allows individuals to view, comment, or discuss content. Examples are: Facebook, Twitter, YouTube, Instagram, Vine, blogs, chat rooms, website chat spaces, etc. All guidelines and policies are meant to be fluid and flexible due to the constantly changing landscape of internet-based technologies.

1. All members' public social media activity must fit within The Young Americans' Mission Statement.
  - a. Promote understanding and goodwill
  - b. Be a positive influence on the world
  - c. Promote positive cultural interaction
  - d. Use common sense when posting and sharing content
2. Members are not permitted to use social media for the purpose of:
  - a. Endorsing any political, religious, criminal, or controversial content or agenda
  - b. Soliciting Non-Young American business ventures
3. All members must have all social media privacy settings set to keep any public individuals who will view the current member as a representative of The Young Americans from having access to all personal social media content.
4. Any member who wishes to communicate with individuals who will view the current member as a representative of The Young Americans must create

a Young Americans approved secondary account for any and **all social media sites**. Approved social media has a clear Young American distinction in the title and all content fits within the mission statement of The Young Americans.

## **ACADEMIC FREEDOM PROTECTION POLICY**

The Young Americans strongly upholds the concept of academic freedom pursuant to California Education Code §71000(b).

The Young Americans is in its very nature an institution promoting the benefits of free thinking and the freedom to articulate one's own ideas, positions and concepts. It is under this premise that all faculty and students of The Young Americans College of the Performing Arts have the right to express their positions as a part of educational discussions and explorations without fear of retribution or reprisal.

No faculty member or student can use this policy as a protection for attempting to introduce controversial topics into educational discussions that are unrelated to the topic, nor enter into the discussion with the intent to persuade any other individual of the absolute truth of one's own position. Furthermore, this policy does not extend to cover any faculty member or student making a rebuttal or presenting a concept, if it is in the form of a personal attack. All positions and concepts must be expressed purely as ideas and concepts open to public debate and discussion within the realm of the course subject matter.

Furthermore, all concepts, positions and teaching methods utilized must not promote discrimination, racism or other biases as prohibited by law.

## **ACADEMIC HONESTY**

Student honesty and integrity is at the very core of the ideals we aim to instill in all The Young Americans College of the Performing Arts' students. In achieving this, The Young Americans College of the Performing Arts expects that all students will abide by ethical standards in preparing and presenting material in demonstration of their individual abilities and knowledge. It is expected that all students attend The Young Americans College of the Performing Arts with the intention of abiding by the following standards of integrity and honesty:

1. Student shall not plagiarize any material. This includes passing off another's work as their own or using a creative production without giving credit to all relevant sources.
2. Student shall not engage in any form of cheating. This includes using notes or aides unless permitted to do so by the instructor.
3. Student shall not engage in activity that aids another student in plagiarizing or cheating.

institutional regulations and that any future violation(s) may result in more serious sanctions. Formal warnings have no time limit associated with them and will be kept in the student's file.

2. **Probation** – a written reprimand for violation of specified regulations. Probation is for a designated periods of time and includes the probability of more severe sanctions if the student is found to be violating any institutional regulation(s) during the probationary period.

## GRIEVANCE PROCEDURES

Students who have a grievance complaint that has not been resolved satisfactorily through specific methods detailed in the catalog can file a formal complaint with the grievance committee ("GC"). The following steps must be taken:

1. A formal complaint must be made in writing to the Dean of Students.
2. The GC will meet within 14 business days of receipt of a written complaint. The GC is chaired by the College President and comprised of the Dean of Students and faculty representatives.
3. The GC meeting will review complaint lodged within context of stated college policies and procedures, interview with any and all parties named in the complaint and enact a corrective action in accordance with corrective action guidelines.

3. **Suspension** – Separation of the student from the College and/or housing complex for a defined period of time, after which the student is eligible to return. Conditions for readmission may be specified. Enacting suspension requires review and approval of the Executive Director.

4. **Expulsion** – Permanent surrender of all rights and privileges of membership in the College community and exclusion from the campus, from any College property and from all College functions. Enacting expulsion requires review and approval of the Executive Director.

5. **Supplemental Sanctions** – any of the following may be imposed in connection with the above:
  - a. Work assignments
  - b. Service to the College or community
  - c. Fines, Restitution for loss, damage, or injury
  - d. Educational sanctions (e.g. written response to posed questions)
  - e. Academic Sanctions (e.g. revocation of degrees, withholding transcripts, removal from classroom/courses)
  - f. No trespassing order
  - g. Loss of visitation rights to College provided housing
  - h. Parents/guardians may be notified when students, who are under the age of 21, are found responsible for any drug and/or alcohol related violations

### **Corrective Action Guidelines Applicable to Students:**

All approved corrective action guidelines are intended to encourage the students to examine their behavior and to develop more effective approaches to being a productive member of the College community. Fulfilling prescribed sanctions is considered essential to a student's development and students are thereby expected to complete any prescribed sanction in a thoughtful and timely manner.

Other than expulsion, conduct sanctions shall usually not be made part of the student's permanent transcript, but shall become part of the student's confidential conduct record.

### **6. Supplemental Sanctions pertaining to students residing in College-provided housing:**

1. **Formal Warning** – a notice in writing to the student that the student is violating or has violated

- a. Involuntary move
- b. License addendum (changes to housing contract)
- c. Revocation of housing privileges\* (removed from College-provided housing)

Co-signers may be notified when students are found responsible for any drug and/or alcohol related violations

*\*Note: Students removed from housing due to their conduct will be held responsible for the payment of the remainder of the Residence Living Lease Agreement.*

## 1. Corrective Action Guidelines Applicable to Employees:

- a. **Formal Warning** – a notice in writing to the employee that they are violating or have violated institutional regulations and that any future violation(s) may result in more serious sanctions. Formal warnings have no time limit associated with them and will be kept in the employee's file.
- b. **Probation** – a written reprimand for violation of specified regulations. Probation is for a designated periods of time and includes the probability of more severe sanctions if the employee is found to be violating any institutional regulation(s) during the probationary period.
- c. **Suspension** – Unpaid separation of the employee from the College and/or housing complex for a defined period of time, after which the staff or faculty member is eligible to return. Conditions for reactivation may be specified. Enacting suspension requires review and approval from Executive Director.
- d. **Termination** – Permanent surrender of all employment, rights and privileges of membership in the College community and exclusion from the campus, from any College property and from all College functions. Enacting termination requires review and approval from Executive Director.

## THE PRIVATE POSTSECONDARY ACT OF 2009 COMPLIANCE POLICY

The Young Americans considers the rules and regulations set forth in the Private Postsecondary Act of 2009 to be the minimum standard acceptable for operation of The Young Americans College of the Performing Arts.

The Young Americans College of the Performing Arts will operate in full compliance with the rules and regulations set forth in the Private Postsecondary Act of 2009, including remitting requisite fees to the Bureau; distributing the academic Catalog to each student; maintaining a "School Performance Fact Sheet;" and other requirements.

The Board of Directors reserves the right to approve and implement policies, codes of conduct and operations procedures above and beyond the standards set forth in the Private Postsecondary Act of 2009.

Any student, faculty or staff member or member of the public may file a grievance complaint with the College President if they feel they are a victim of or witness to any violation of the Private Postsecondary Act of 2009.

## STUDENT RECORD ACCESS POLICY

This policy defines academic records as any record that reflects the student's enrollment history and/or academic achievement.

The Young Americans College of the Performing Arts maintains all records on students in compliance with the Family Educational Rights and Privacy Act and the California Education Code. It is standard policy that all student academic records be released only with written consent from the student or the student's parent or legal guardian in the case of the student being under 18 years of age.

1. Students' personal contact information will be disclosed only to Officers, Employees, current students or current members of The Young Americans, Inc. Students must submit a written request to the Dean of Administrative Services if they wish to restrict access to their personal contact information to any of the above mentioned categories. In this case, the students' contact information will only be released upon written consent from the student on an individual request basis. This policy defines "contact information" as a student's legal name, address, telephone number, date of birth, and email address.
2. Any student may request access to their own personal academic and contact information records, and may challenge the accuracy of such records. Such requests and challenges are to be submitted in writing to the Dean of Administrative Services.

3. All records pertaining to a student's violation of policy or conduct codes are considered confidential and will not appear on a student's transcript with the exception of an expulsion. Access to these records can only be obtained by written consent from the student or a court order. The exemption to this ruling is a request from the Board of Directors or Executive Director in relation to a current complaint that is under review.
4. Any officer, employee, or volunteer, who as part of his or her job description, is privy to student information is bound to adhere to this policy and has a duty to respect the privacy of each individual student.

## **POLICIES FOR MAINTAINING STUDENT RECORDS**

All student records pertaining to admission qualifications, transfer requests, experiential learning, signed documents, scholarship awards, complaints and any written warning will be stored in a manner that is safe and secure under the student's identification number and name. Hardcopies of student files will be maintained on site in the administrative offices for a minimum of five years after student withdraws or graduates from the program. Transcripts will be maintained permanently. Student records must contain:

1. Name, address, e-mail address, and telephone number of each student who is enrolled
2. The degree or certificate granted and the date on which that degree or certificate was granted.
3. The courses and units on which the certificate or degree was based.
4. The grades earned by the student in each of those courses.

These records will be maintained for 50 years following the student's withdrawal or graduation date from the program.

## **SEXUAL HARASSMENT POLICY**

All students, members, staff and faculty have the right to attend to their educational pursuits or jobs free from sexual harassment. The Young Americans strongly upholds and supports all local, state and federal laws pertaining to sexual harassment.

Sexual harassment is defined as "unwanted sexual advancements, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to, or rejection of, unreasonably interferes with an individual's employment or educational endeavors, or creates a hostile, or offensive work or learning environment."

## **SEXUAL ASSAULT POLICY**

Philosophy behind the Policy: Any sexual offense is a significant issue that affects all members of The Young Americans community. While it is the belief of The Young Americans that education is key to changing attitudes and beliefs which perpetuate sexual offenses, in particular sexual assault and rape, disciplinary policies can also play a major role. Furthermore, it is the timely and professional handling of such matters that creates an overall perception of The Young Americans' responsiveness to and concern for its members.

Because of the nature of the acts, rape and sexual assault frequently go unreported. It is The Young Americans' desire to create a supportive climate that will encourage survivors and complainants to report incidents. While no one course of action is recommended, formal reporting of these incidents is the only mechanism by which offenders can be officially sanctioned, thereby reducing the risk of repeat occurrences.

**The Policy:** The Young Americans seeks to provide a working and learning environment that emphasizes interaction among all members of The Young Americans in a manner that is founded in mutual respect, cooperation, and understanding and thus regards any act of sexual abuse to be especially heinous and a violation of the very core ethical beliefs of The Young Americans. Any form of sexual offense is a violation of both The Young Americans' codes of conduct and state and federal criminal statutes.

The Young Americans acknowledges its duty to protect local citizens, students, officers and employees and thus maintains the policy of notifying appropriate law enforcement agencies of any incident of sexual abuse that is reported to The Young Americans officials with consent from the survivor. In case of a minor who is the survivor of sexual abuse The Young Americans has a legal and ethical duty to inform the local law enforcement agency regardless of consent.

This policy has been created in a proactive and preventive manner to ensure a campus environment that is free of these incidents. It is not meant to be an equal alternative to the criminal justice system.

When these offenses do occur, the focus of this policy is to provide due process for all parties involved and to insure that the complainant is not further victimized by institutional procedures.

For the purposes of this policy and pursuant to the California Education Code (§94385(c)) "sexual abuse" includes, but is not limited to rape, forced sodomy, forced oral copulation, rape by foreign object, sexual battery, or threat of sexual assault.

**Confidentiality:** The Young Americans will treat information that it receives in a manner that respects both the sensitivities of the complainant and the rights of the accused. Recognizing that rape/sexual assault are, by their nature, violent, criminal acts that violate the security of the entire campus community, there may be instances where it is The Young American's ethical and legal responsibility to disclose information regarding the circumstances related to a specific incident to The Young Americans community. In such cases any notification to the campus community will be a general warning regarding a reported incident. If the complainant is a minor (under 18 years old), the law requires disclosure to law enforcement authorities.

In the case of a student, member, faculty, staff or parent request for information regarding a reported incident The Young Americans will confirm or deny the reporting of an incident and disclose The Young Americans' response to the reported incident. Under no circumstances will any information, which may reveal the identity of any survivor or accused individual, be disclosed.

In guaranteeing the confidentiality of the survivor and the accused The Young Americans will retain a policy of no comment to any member of the press who requests information regarding the incident.

**Parallel Civil Suit and Criminal Prosecution:** The complainant making a formal report has the option to pursue both The Young Americans sanctions against the accused and criminal and/or civil actions.

**Grievance Claim Procedure:** This procedure defines how The Young Americans respond to reported incidents.

Although The Young Americans encourages and advocates reporting rape and sexual assaults, it is ultimately the victims (unless they are a minor) decision whether to file a criminal and/or civil complaint, a conduct complaint, or any combination thereof.

1. A complaint should be made promptly and in the most expedient manner to the Executive Director or other person of authority. Any student, member, employee, or visitor to the campus who has allegedly been assaulted by a member of The Young Americans community may file formal charges as they deem appropriate.
2. The complaint will be promptly memorialized in writing and submitted to Executive Director. If, after review and investigation by the Executive Director, and/or others, there is cause to believe the complaint violates The Young Americans Sexual Assault Policy, the Executive Director will submit the complaint to the Board of Directors. If appropriate, the Executive Director or Board may take immediate action to ensure no further harm takes place.
3. The individual who files the complaint will be notified in writing if the complaint is deemed invalid, or if the complaint has been submitted to the Board of Directors. Where the complaint is deemed invalid the written notification must detail the reasons why the complaint was deemed invalid.
4. The Board of Directors is required to notify the individual whom the complaint is filed against in writing and allow that individual reasonable time to prepare for a hearing.
5. The Board reserves the right to request an in person private interview with the complainant, the accused or any other individual named by either party as a witness to the incident reported.
6. If the Board of Directors deems the complaint valid, the individual who is accused of sexual assault will be subject to suspension, dismissal, and/or criminal prosecution.
7. If the Executive Director or Board of Directors deems the complaint lodged frivolous and without merit, the Board reserves the right to subject the individual who lodged the complaint to disciplinary action.
8. The individual who files the complaint or the individual whom the complaint is filed against may appeal any decision to the Board of Directors or seek to file a charge pursuant to applicable law.

**Rights of the Complainant include:**

1. To decide whether to file a formal complaint
2. A rapid hearing, if possible

3. To have living arrangements modified, if necessary
4. To be present at the hearing
5. Not to have sexual history other than that between the complainant and the accused discussed during the hearing
6. To be separated from the accused during the hearing
7. To be notified of the outcome of the hearing as soon as possible
8. To be represented by legal counsel
9. To appeal the decision to the Board of Directors
10. Receive assistance with academic or employment problems that may have resulted from the incident in question.

***Rights of the Accused include:***

1. To be treated as innocent until proven guilty
2. A rapid hearing, if possible
3. To be informed, in writing, of the charges against him/her
4. To be given written notice of the hearing at least two calendar days in advance
5. To receive a list of witnesses (if any) who will appear in support of the charges
6. To remain silent
7. To examine witnesses and documentary evidence, and to provide an explanation and argument on his/her behalf
8. To be represented by legal counsel
9. To be notified immediately of the outcome of the hearing
10. To appeal the decision to the Board of Directors

**FIREARMS AND WEAPONS**

The use and possession of firearms, knives or weapons is prohibited on College property or leased property by any person on campus. Active law enforcement professionals are excluded from this policy.

**DRUGS & ALCOHOL**

The misuse of drugs (unlawful possession, use, sale or distribution) is a violation of Federal and California State laws. California law also prohibits the purchase, public consumption or possession of alcoholic beverages by people under the age of 21. The misuse of drugs and/or alcohol is prohibited on the College property.

On campus and/or clinical laboratory/agency misuse of drugs or alcohol is subject to The Young Americans College of the Performing Arts disciplinary action. Any behaviors which suggest drug or alcohol impairment may

result in a requirement for a student to submit to drug screening at his/her own expense.

**SMOKING**

This College is a smoke-free campus. The use of tobacco and marijuana products including but not limited to cigarettes, cigars, and pipe smoking is prohibited on the college property. The property includes all buildings, grounds and parking lots.

**DISCLOSURE**

The Young Americans College of the Performing Arts, or The Young Americans, Inc. do not have any pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, or has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

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

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888.370.7589 or by completing a complaint form, which can be obtained on the Bureau's Internet Web site: [www.bppe.ca.gov](http://www.bppe.ca.gov)



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