



GIA®

2017 Education Catalog

Reach Across the Globe With World-Class
Credentials in Gems and Jewelry



CARLSBAD NEW YORK LONDON ANTWERP DUBAI GABORONE JOHANNESBURG
MUMBAI RAMAT GAN BANGKOK HONG KONG TAIPEI SEOUL TOKYO

A World of Possibilities.

GIA Diploma Programs prepare you for a wide-range of careers in the gem and jewelry industry

BUYER

Track industry and consumer trends, analyze the competitive landscape, seek out gems and finished jewelry destined to turn a profit.



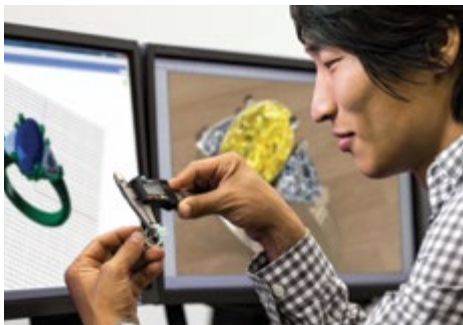
BENCH JEWELER

Drive the production flow with expert craftsmanship, a steady hand, and a concentrated eye.



APPRAISER

Meticulous, detail-oriented, and curious. Evaluate antique and contemporary jewelry and fine watches, and write accurate and engaging descriptions.



DESIGNER

Dare to share your ideas with the world – inspire, visualize, create. Then, see your creation in a fashion jewelry display or on a famous model.

AUCTION SPECIALIST

Engage in one of the jewelry industry's oldest traditions, facilitating eager buyers as they compete for privately owned, one-of-a-kind jewelry pieces.

FASHION

Stay up to date on the latest trends in contemporary style – inspire what people wear, what people love, and what people buy.

ON THE COVER

Left to right - Top - Earn your GIA credential and find your ideal career. / Bottom - GIA World Headquarters in Carlsbad, California. / Pearl strands. / Diamond Grading lab class. / Center diamond image - © Harry Winston emerald-cut diamond. / Colored gemstones.

ON THIS PAGE

Top row - Image for Appraiser - Courtesy: the Dwight D. Eisenhower Library & Museum.
Bottom row - Image for Auction Specialist - photo by Tino Hammid/GIA. / Image for Fashion - Courtesy: Emma Quist Jewelry.

GEMOLOGIST

Expertly and objectively determine gemstone quality to ensure the integrity of gems and jewelry.



RETAIL SALES

Share your customers' happiest life moments or inspire your team members to achieve their greatest potential in a fast-paced and rewarding retail career.



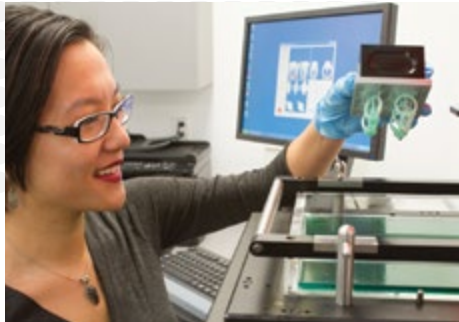
WHOLESALER

Import and supply diamonds, colored stones, watches, cultured pearls, and finished jewelry from jewelry centers or exotic places around the globe.



RESEARCHER

In the field and in the laboratory, investigate new gem finds, new treatments, and new methods of detection.



MANUFACTURER

Build an international team that will transform a great idea into a product cherished by consumers everywhere.



MARKETING

Product placement, promotion, and public relations – find new and interesting ways to communicate the value of your merchandise.

Discover.





Everywhere.

GIA®

This very moment, somewhere in the world, someone like you is learning a skill, expanding abilities, and moving forward through GIA's incomparable educational programs. Someone else is turning to a GIA-trained jewelry professional to make an unforgettable purchase. Still elsewhere, someone is relying on the objectivity and accuracy of a GIA report to determine a gemstone's quality.

For 85 years, GIA has been the world's foremost authority in gemology – the place people turn to for answers. Our education, laboratory services, instruments, and research set the professional standards for the global gem and jewelry industry. We at GIA are honored that you have chosen us for your education, and we are proud to offer you the knowledge and credentials you need to reach across the world.

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Visit GIA.edu for the most current information, and for additional consumer information for students. Texas residents enrolling in Distance Education courses should refer to the Texas Education Catalog found at GIA.edu/gem-education/texas-residents

Welcome

As a GIA graduate, I can tell you firsthand how earning a Graduate Gemologist diploma changed the course of my life.


After I completed the program, I had a new set of invaluable skills – ones I could use to shape my future. I started at Borsheims as a sales associate and appraiser, and worked my way up to president. Now I have the privilege and honor of being the president and CEO of GIA.

I share this so that you know a GIA education is a true investment in your future. It provides the knowledge you need to achieve your most cherished dreams. I also want you to know that my experience is not unique. Thousands of other GIA alumni can testify to how a GIA diploma empowered them to create the future of their imaginings.

GIA is uniquely qualified to help you get ahead. You'll find a variety of programs at GIA to fuel your interest and passion. From gemology to jewelry design, GIA offers courses that inspire and empower. Since 1931, more than 365,000 people have chosen GIA for their gem and jewelry education. Many of these alumni now hold influential positions all along the industry pipeline, and with a GIA diploma, you can take your place beside them. As a student and alumnus, you'll become a member of the GIA family – a global network of industry professionals who share your passion and commitment to excellence.

Take some time to explore the Education Catalog and find the program that is right for you. Then get ready to embrace a whole new world of opportunities.

We look forward to helping you on your professional journey.



Susan M. Jacques, GIA GG
President and CEO



What Is GIA?

An Institution Founded on Research, Fueled by Passion

GIA's mission is to ensure the public trust in gems and jewelry by upholding the highest standards of integrity, academics, science, and professionalism through education, research, laboratory services, and instrument development.

History

On February 15, 1931, former retail jeweler Robert M. Shipley and his wife, Beatrice, cashed in their savings to establish their long-held dream – the Gemological Institute of America.

When most jewelers knew little about the gems they traded, Shipley wanted to professionalize the industry through education, research, and gemological instrumentation. The Institute, initially based out of their home, offered mimeographed mail-order courses and provided gem-testing services using borrowed microscopes and other equipment. From these modest beginnings, GIA has become an institution with more than 365,000 students and alumni from seven schools in six countries, a prestigious laboratory grading the world's most important diamonds, the leading gemological research center, and the creator of the 4Cs and the International Diamond Grading System™ – the worldwide standard for evaluating diamond quality.



Top - The Robert Mouawad Campus at GIA World Headquarters, Carlsbad, CA.

Educational Philosophy

GIA education ensures the public's trust by delivering the highest-quality gem and jewelry education in the world. At the heart of GIA education are the following guiding principles:

Research

We design our educational programs based on the latest research and leading technology.

Relevance

We teach the necessary balance of theoretical knowledge and practical skills.

Leadership

We empower our graduates to become industry leaders who act ethically and honestly, meeting the occupational demands of the global gem and jewelry industry.

Accessibility

Our curriculum meets the various needs of all students by offering programs and courses across several learning methodologies without compromising quality.

Sustainability

Through ongoing support, our graduates are encouraged to grow continuously as confident, skilled, and successful professionals. They are GIA's partners in ensuring the public's trust in gems and jewelry.

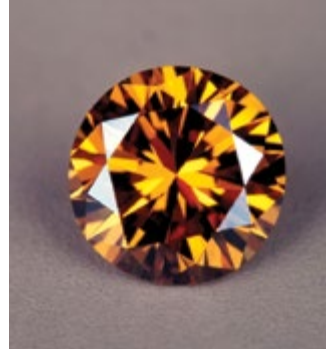
To learn more about GIA history, visit GIA.edu

GIA History

The World's Foremost Authority in Gemology Since 1931™



1931: GIA Founder Robert M. Shipley professionalizes the jewelry industry through gemological education.



1940s and '50s: GIA develops the 4Cs and the International Diamond Grading System™ to objectively compare and evaluate diamonds. GIA is first to detect laboratory-irradiated, color-enhanced yellow diamonds.



1934: GIA registers loupe with triple aplanatic lens, thereby creating the modern professional jeweler's loupe. Shown is a 1997 model.



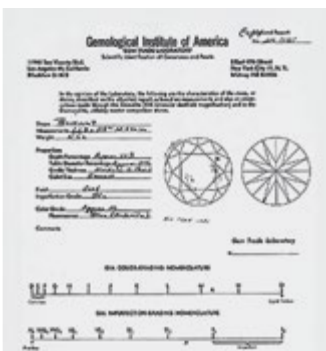
GIA lab classes teach critical skills you can only get from one-on-one attention and hands-on experience.



1938: GIA introduces the first microscope to combine darkfield illumination with binocular magnification.



2011: GIA Distance Education gemology correspondence courses are available online via eLearning.



1955: GIA Gem Laboratory issues the first diamond grading report.

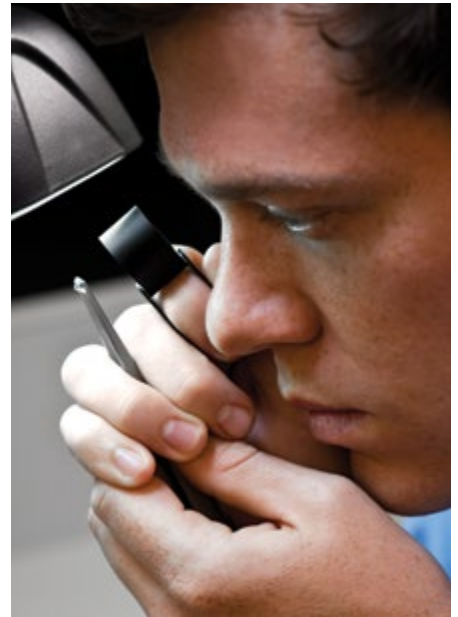


2013: *Gems & Gemology*, the gem and jewelry industry's premier research publication, is made available online for free on GIA.edu – every issue since 1934. Summer 2015 issue shown here.

Known Across the World

GIA Diplomas – Emblems of Credibility

A comprehensive GIA education is considered the pinnacle of training and professional development in gems and jewelry. We teach using the latest research, technology, and time-tested skills, while instilling the importance of professional integrity in our students. A true mark of global distinction, a GIA diploma is a symbol of knowledge and trust.



Our graduates fill key positions at Tiffany & Co., Ben Bridge Jeweler, Cartier, David Yurman, Green Lake Jewelry Works, Helzberg Diamonds, Jewelry Television (JTV), Christie's, and Sotheby's – just to name a few.



Courtesy: Stuller

Above, left to right - GIA field gemologists travel around the globe to conduct research to support GIA's education; here, Vincent Pardieu visits the May Thuong ruby deposit mine in North Vietnam. / Buyer at Tahiti Perles Auction, Kobe, Japan. / Diamond Grading lab class.

Known Across the World

GIA Diplomas – Emblems of Credibility



GIA graduates are united by the common bonds of prestige and credibility. Our graduates fill key positions at Tiffany & Co., Ben Bridge Jeweler, Cartier, David Yurman, Green Lake Jewelry Works, Helzberg Diamonds, Jewelry Television (JTV), Christie's, and Sotheby's – just to name a few.

To employers all over the world, a GIA diploma shows your commitment to a career in gems and jewelry. And

to customers all over the world, it is the badge of a trusted expert – the emblem of credibility across the world of gems and jewelry.

For 85 years, GIA has been the starting point for the world's premier gemologists, top jewelry business owners, successful designers, bench jewelers, and leading retail sales professionals. Our credentials are coveted, respected, and known everywhere. Earning a GIA diploma

gives you the expertise and confidence that can help you create the career of your dreams.

When you complete your GIA education, you not only empower yourself with the knowledge you need for a successful career, but you'll also become part of a worldwide network of GIA alumni who share your passion for gems and jewelry – alums who can help you forge your own career.

Above, left to right - Basic Repair and Setting lab class. / Find your passion and do what you love. / GIA Graduate Jeweler graduation.



Study in the U.S. with GIA

Two Educational Jewels; Where Gem and Jewelry Dreams Become Real

You might be feeling different emotions when you step onto a GIA campus. You may be excited. You may be a little nervous. It may have been some time since you were last in a classroom – or maybe you recently graduated and are eager to get ahead in your career. No matter where your heart is, you'll soon be glad it brought you here.



At the crossroads of gemology and jewelry arts

GIA campuses are places where aspiring professionals come to study with leaders in their fields of expertise.

Studying on a GIA campus is a unique experience. You'll study with top-notch instructors where you'll receive individual attention. You'll be immersed in the subject matter. You'll make lasting friends and build a global business network.

When you graduate, you'll be ready to chart your professional course.

Learn from some of the most respected professionals in the field

Some GIA specialists are experienced diamond graders, some are well-versed in colored stones, and some are talented designers. Others are seasoned craftspeople, longtime retailers, or entrepreneurs. Each one brings a unique perspective to the classroom.

Champions for your success

We offer a variety of student services so you can focus on your learning.

- **Career planning** – We'll help you find the career that's right for you. We can assist you in writing a resume, fine-tuning your interviewing skills, and finding job opportunities. GIA's Gem & Jewelry Career Center is your online destination to search for top companies, with features that can speed up your search. Simply create your profile and begin searching for careers and finding companies that match your interests.
- **Annual Career Fair** – Each year, GIA hosts the largest jewelry-specific recruiting events in the industry. Students meet industry leaders, interview for open positions, and participate in career coaching sessions with industry experts.
- **Financing** – Federal and alternative financial assistance, including GIA scholarships for most on-campus programs, are available for those who qualify. Our expert staff can find the best financial solutions for you and help you secure funds.
- **Housing** – We help students from around the world find local housing.

Carlsbad

Welcome to One of the Most Beautiful Gems of the West Coast



Learn in the heart of it all

Step onto GIA World Headquarters at The Robert Mouawad Campus in Carlsbad, and you'll know you've come to a special place. Overlooking the Pacific Ocean, you'll find a modern facility on 18 acres of beautifully manicured grounds – humming with the activity of students learning their craft and friendly professionals who are powering the gem and jewelry industry. The largest of GIA's campuses, Carlsbad is a hub of creativity, energy, and networking opportunities where you could meet more than 150 students from around the world at any time.

When you study at The Robert Mouawad Campus at GIA World Headquarters, you'll have instant access to the industry's most respected gem and jewelry authorities. You'll enjoy the fascinating displays at the GIA museum. Carlsbad is a place for you to discover and create in an environment that supports your ambitions and have access to a unique library.

World's largest gemological library

Located in Carlsbad is the Richard T. Liddicoat Gemological Library and Information Center, which is the world's largest gemological library. It is home to an ever-expanding collection of books, photographic images, international journals, videos, and the Cartier Rare Book Repository and Archives. The Library is open to students and the general public.



Top left - GIA's Carlsbad campus is just minutes away from the Pacific Ocean. / Top right - New York, New York. / Above - Socialize with fellow students on campus.

New York

Welcome to the Most Exhilarating City on Earth



See the Diamond District in action

In the heart of New York's Diamond District glitters the International Gem Tower (IGT), a 34-story skyscraper that is GIA's home. With the vast majority of diamonds entering the United States going through the Diamond District, the IGT and GIA are at the center of the industry.

GIA's laboratory, research facility, and campus occupy almost 100,000 square feet on four floors of IGT, with an entire floor devoted to education. Here you'll find gemology and jewelry manufacturing arts classrooms built for learning, discussion, and networking.

Gain an insider's view of the industry

You'll have an opportunity to attend a guided tour of GIA's facility in New York. This is also where GIA has been offering services for the identification and classification of natural and cultured pearls since 1949.

As part of the Graduate Diamonds program, you may be provided with an optional student tour to the world renowned Diamond Dealer's Club. For Jewelry Manufacturing Arts students, an optional tour to the nearest engineering and casting house for exposure to manufacturing processes will be provided. New York students are invited to industry events and trade shows. At these shows, industry leaders meet to preview next season's lines and to conduct business.



Campuses Around the Globe

A GIA Education Is Always Within Reach



Like GIA's grading standards, our education is universal, too

With schools in major gem and jewelry centers around the world, GIA campuses are exciting learning environments. From the bustle of Mumbai's diamond trading center to the colored stone markets of Bangkok, GIA campuses reflect the lifestyles and cultures of their surroundings. But no matter where you choose to study, you'll find some things remain the same.



Quality education delivered consistently worldwide

Just as GIA has set standards for grading and identification practices used around the world, it also set the standard for professional training in gems and jewelry. How we deliver our education is just as important as what we deliver. All GIA campuses feature classrooms equipped with the latest tools and equipment, small classes conducive to personalized instruction, and caring and attentive staff dedicated to your success. You'll learn by doing, working with expert instructors ready to provide guidance and answer questions, and you'll collaborate with fellow students who share your passion for gemstones.



Professional credentials recognized everywhere

The world's finest gem and jewelry training translates into the world's most respected professional credentials. With a GIA diploma on your wall or credential next to your name, you instantly advertise your expertise, credibility, and ethics to consumers and employers everywhere. So, wherever your career may take you – from the manufacturing centers of Surat, to the diamond houses of Antwerp, to your own retail store in your hometown – the knowledge you learned and the credential you've earned travel with you.

Left to right: London, United Kingdom. /
Wat Arun, Bangkok. / Hong Kong, China. /
Taipei, Taiwan. / Mumbai, India.



Campuses Around the Globe (cont.)

A GIA Education Is Always Within Reach



Bangkok

Bangkok has been the political, social, and economic center of not only Thailand but also of Southeast Asia and Indochina. Bangkok – home to GIA's campus – is the world's ruby and sapphire capital, and is a major gem cutting and jewelry manufacturing center.

Dubai

Rising out of the desert sands, Dubai is a miracle of modernity. It's a city of spectacular architecture and manmade islands with a variety of entertainment options for tourists. Dubai is also one of the great hubs for business and luxury goods in the Middle East.

Gaborone

Gaborone is the fast-growing capital of Botswana, one of the worlds' largest producers of diamonds, including the valuable Orapa mine. The city is the financial and political center of the country, home to the Diamond Technology Park and many other businesses that support the diamond trade.



Hong Kong

Hong Kong is a vibrant fusion of cultures and traditions. As the gateway to mainland China and one of the world's most important financial centers, Hong Kong plays a central role in the gem and jewelry industry.

London

Located in Bloomsbury, one of central London's most vibrant and accessible neighborhoods, GIA in London puts you in the heart of this diverse and exciting city.

Mumbai

Mumbai is India's commercial and entertainment center – and home to six of the Fortune 500 companies. Located on India's west coast, Mumbai is the hub of India's gem and jewelry industry – and GIA's campus is located in the center of it.



Seoul

South Korea is home to more than 10 million people and the corporate world headquarters of some of the most prestigious companies.

Taipei

GIA in Taiwan is located in Taipei, Taiwan's center of political, commercial, and cultural activity. Known for its bustling nightlife, Taipei also offers world-class entertainment and shopping.

In addition to ten campus locations worldwide, GIA offers classes in Bahrain, Namibia, Qatar, Saudi Arabia, South Africa, and other locales, teaching aspiring gem professionals everywhere.

 HOW TO LEARN

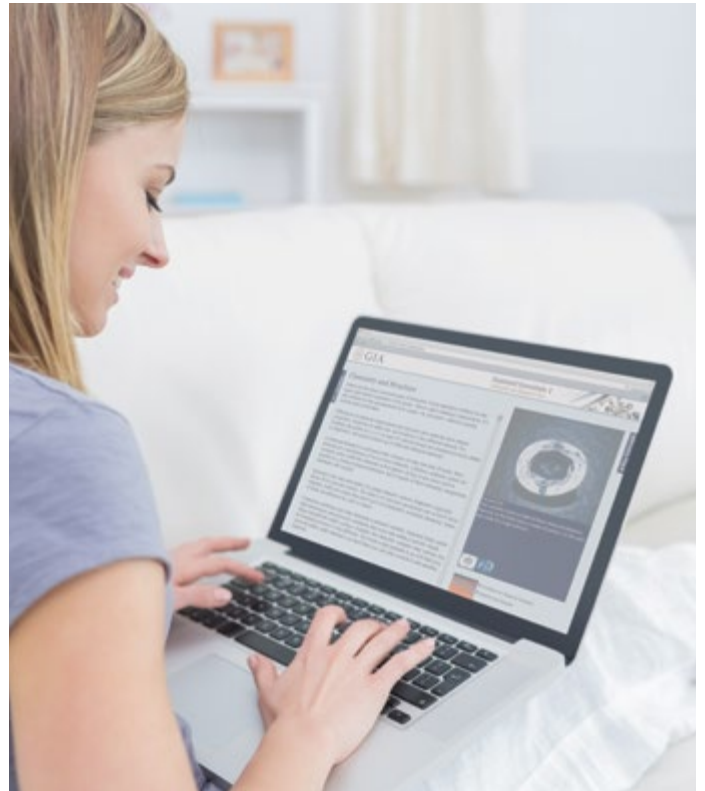
Distance Education

Experience an Education That Reaches Across Your Life

Your life is full. You have your career, a family, relationships, and friends. You raise your children. Perhaps you're involved in volunteer or civic groups. You may be a leader in your business or trade organization. You go to the gym. You read.

No matter what you do with your day, GIA knows that life can't stop. It can't stop moving, expanding, and growing.

Welcome to GIA Distance Education.



Clockwise from top: GIA eLearning empowers you to learn anywhere with Internet access. / Gems are delivered to your home or office as part of the Gem Identification course. / Examine hundreds of colored gemstones. / Distance Education instructors are only a phone call or email away.

Distance Education

Program Requirements

GIA DISTANCE EDUCATION HAS TWO PARTS: eLEARNING COURSES AND LAB CLASSES

eLearning, the online component of your program, is a fun and engaging learning environment that features text, videos, animation, and slide shows. All lessons, questionnaires, and exams are online, with the exception of the Gem Identification stone work and final exam. You can study and increase your knowledge at your convenience.

Students may contact their instructor or other staff during regular business hours. GIA's campus in Carlsbad is open 7:30 a.m. to 5:00 p.m. Pacific Time, Monday through Friday, excluding holidays. See page 55 for the 2017 Scheduled School Closures and for phone and email contact information.

Lab classes are where you gain hands-on experience by grading diamonds and identifying gemstones under the watchful eye of a GIA instructor. In the process, you will learn to use professional gemological equipment. Lab classes can be taken at GIA campuses worldwide, at select trade shows, and through trade associations.

Below is a summary of requirements for Distance Education programs.

PROGRAM REQUIREMENTS	Applied Jewelry Professional™	Graduate Diamonds	Graduate Colored Stones	Graduate Gemologist	Graduate Pearls
eLEARNING COURSES					
GEM 110 – Jewelry Essentials	X				
GEM 120 – Colored Stone Essentials	X		X	X	
GEM 130 – Diamond Essentials	X	X		X	
GEM 230 – Diamonds & Diamond Grading		X		X	
GEM 220 – Colored Stones			X	X	
GEM 240 – Gem Identification			X	X	
GEM 149 – Pearls					X
LAB CLASSES					
GEM 230L – Diamond Grading Lab		X		X	
GEM 220L – Colored Stone Grading Lab			X	X	
GEM 240L – Gem Identification Lab			X	X	
GEM 149L – Pearl Grading Lab					X

Distance Education at a Glance

HOW IT WORKS

- eLearning courses have scheduled starts every Monday. See page 39-40 for more details.
- eLearning materials are delivered right to your desktop.
- Your dedicated Distance Education instructor is available by email or phone to answer questions and provide support.
- You submit your eLearning assignments online, anytime, day or night.
- Generous completion times allow you to study at a pace that fits your schedule.
- See it all come together with practical, hands-on lab classes.
- Each course has a completion date which reflects the maximum allowed time to complete all course requirements. Your start date triggers the start of your course (not the first time you access your course).

ONLINE ACCESS WITH MY GIA

With Internet access from home, the library, or any other location, you can enjoy the convenience of GIA's online student portal, My GIA, your single point of entry to an array of Web-based services and information. Log on anytime.

Through My GIA, access your eLearning courses; answer assignment questions online and get immediate results. You can also update your contact information; review completed answer sheets for future study; track completed assignments; monitor your course and program progress, access student resources, and more.

GEMS AT YOUR HOME OR OFFICE

When you enroll in Gem Identification, we loan you gems so you can study them at your home or office. We also provide guidance and instruction on how to set up your workstation so you get the most out of your gem identification experience.

STUDENT WORKROOMS

GIA Student Workrooms give you access to all the equipment and gemstones you need to complete the practical requirements of your Gem Identification course. This self-study room is also available if you are preparing for your 20-stone final exam, taking a supervised exam, or practicing on equipment and gemstones. GIA Student Workrooms are available at GIA campuses worldwide.

MY GIA AND eLEARNING SYSTEM REQUIREMENTS

Online support is available for assistance with your user name, password, or any technical questions at onlinesupport@gia.edu or +1 800 421 7250 ext 7459 or +1 760 603 4000 ext 7459, 7:30 a.m. to 4:30 p.m. Pacific Time, Monday through Friday.

My GIA and eLearning have the following system requirements:

- Windows Vista or later, or Mac OS X
- Firefox 25 or later (for optimum experience), Google Chrome 21.X or later, Safari 6 or later, IE 8 or later (9 or above must be in Compatibility Mode)
- Please do not use AOL, MSN, or Opera browsers with this site
- Be sure JavaScript is enabled, cookies are allowed, and pop-up blockers are disabled
- Screen resolution: 1024x768 or greater
- Adobe Flash Player 8 or later is required for eLearning courses (Flash is not supported on iPad or iPhone)
- Adobe Reader is required to read PDF documents
- QuickTime 7 or later (or iTunes) is required to play MPEG-4 (M4V) videos

JavaScript, Adobe Flash Player, Adobe Reader, and QuickTime are available as free Internet downloads.

Note that requirements may change at any time.

Gemology

PROGRAMS

GIA offers a comprehensive selection of classes that cover the world of gemology. With a gemology education from GIA comes the opportunity to learn from the creators of the 4Cs and the International Diamond Grading System™.



Welcome to the world of gemstones

Graduates of GIA's gemology diploma programs and certificate courses begin careers in a variety of positions, such as assistant buyer, assistant store manager, customer service representative, diamond grader, gemologist, inventory control specialist, outside sales representative, diamond sales representative, wholesale sales representative, quality control professional, retail sales associate, and stone sorter. Professionals currently in the gem and jewelry industry can grow and hone their knowledge through GIA professional development courses.

Programs taken on campus are full-time. Students can satisfy Distance Education requirements by completing all required eLearning courses and lab classes required for each program. eLearning courses and lab classes can be taken as stand-alone classes that develop and refine vital skills or to fulfill program requirements. Lab classes are offered at GIA campuses worldwide, at select trade shows, and through trade associations.



Above - Earn your GIA credential and find your ideal career.

Gemology

DIPLOMA PROGRAMS

GG

Graduate Gemologist

This diploma program offers a coveted credential in the gem and jewelry industry, and can be taken on campus or via Distance Education. Immerse yourself in the world of diamonds and colored stones.



GD

Graduate Diamonds

You'll learn from the creators of the 4Cs of diamonds in this diploma program. Delve into the treasured beauty of diamonds, either on campus or via Distance Education.



GCS

Graduate Colored Stones

The possibilities are endless with this diploma program – just like the variety of gemstones out there. This program can be taken on campus or via Distance Education.



GP

Graduate Pearls

The Graduate Pearls program will teach you about the beautiful world of cultured and natural pearls via Distance Education.

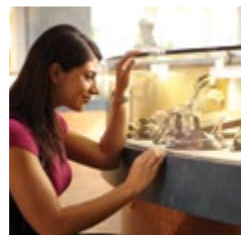


PROFESSIONAL DEVELOPMENT

AJP

Applied Jewelry Professional™

The AJP™ program provides ongoing education for professionals in the gem and jewelry industry. Learn and explore online via Distance Education.





DIPLOMA PROGRAM

Graduate Gemologist

GIA Graduate Gemologists often choose these careers:

Appraiser
 Auction House Jewelry Specialist
 Colored Stone Buyer
 Diamond Buyer
 Diamond Sorter/Grader
 Estate Jewelry Dealer
 Gemologist
 Inventory Control Specialist
 Jewelry Business Owner
 Jewelry Buyer
 Lab and Research Professional
 Merchandiser
 Pawnbroker
 Retailer
 Sales Associate
 Wholesaler

The Most Coveted Credential in the Gem and Jewelry Industry

The GIA Graduate Gemologist diploma program delivers a comprehensive gemology education on diamonds and colored stones. Using the latest gemological equipment, you will work with real diamonds and gemstones under the trained eyes of GIA instructors. Through extensive lab work, you will practice identifying and grading diamonds and colored stones in an efficient, accurate, and consistent manner. Skills taught include evaluating a diamond's proportions; distinguishing natural, treated, and synthetic gemstones; and using the GIA Colored Stone Grading System to determine gemstone quality. When studying on campus, you will receive tweezers, a 10x loupe, a pointer probe, plotting pens, a gem cloth, a table gauge, a crown angle card, a color grading card, a polariscope, a dichroscope, a handheld spectroscope, a refractometer with polarizing filter and removable magnifying eyepiece, refractive index (RI) liquid, a lab manual, and printed course materials.

The Graduate Gemologist diploma program will cover:

- Developing in-depth, hands-on experience with the GIA International Diamond Grading System™ and the 4Cs (color, clarity, cut, and carat weight), and learning how they affect diamond value
- Grading diamonds in the D-to-Z color range consistently and accurately
- Using gemological equipment and procedures to grade and identify hundreds of gemstones
- How to explain the GIA Colored Stone Grading System and evaluate gemstone quality
- Identifying and grading common and unusual colored stones
- Identifying characteristics, simulants, and treatments, and when advanced testing is required
- Translating technical knowledge into valuable information for effective sales and excellent service
- Discovering the vast array of diamonds and gemstones, and following their paths from formation to marketplace

WHAT YOU EARN

GIA Graduate Gemologist Diploma

GIA Graduate Diamonds Diploma

GIA Graduate Colored Stones Diploma



INDIA

"My life changed after I earned my GG. GIA was my biggest supporter, and I will cherish the experience forever."

**Mohit Pincha, GIA GG
 Owner
 M.P. FINE JEWELLERY**

*Gem courtesy: Ramiro Rivero & Metals del Oriente S.R.L.
 Crystal courtesy: Michael Evans.*



Left - Diamonds in many shapes and sizes. / Right - GIA DLScope Professional with rough and polished amethyst.

How to Earn Your Graduate Gemologist Diploma



Distance Education

Earn the Graduate Gemologist diploma by taking five online eLearning courses and three lab classes at a GIA campus or select tradeshow.

Some eLearning courses have prerequisites. Prerequisite information can be found in the class descriptions on pages 39-40. For those eLearning courses and lab classes that do not have prerequisites, you can take these eLearning courses and lab classes in any order. We recommend the sequence below to maximize your comprehension of key concepts and course objectives.

Completion times for courses are listed below.

Distance Education students who exceed the allowed completion time are dismissed, and a final grade of No Pass (NP) is entered on their official transcript. If you are considering enrolling in multiple courses, note that completion times run concurrently, with each course having an end date; therefore, schedule your enrollments with this in mind.

RECOMMENDED SEQUENCE*

- GEM 130, GEM 230, GEM 230L, GEM 120, GEM 220, GEM 220L, GEM 240L, GEM 240

eLEARNING COURSES

Course Number	Course Title	Maximum Completion Time	Tuition in U.S. Dollars
GEM 130	Diamond Essentials	3 months	\$185.00
GEM 230	Diamonds & Diamond Grading (Prerequisite: GEM 130)	15 months	\$1,670.00
GEM 120	Colored Stone Essentials	3 months	\$185.00
GEM 220	Colored Stones (Prerequisite: GEM 120)	18 months	\$1,670.00
GEM 240	Gem Identification (Prerequisite: GEM 120, GEM 220)	24 months	\$2,040.00

LAB CLASSES – CARLSBAD AND NEW YORK

Class Number	Class Title	Class Duration	Tuition in U.S. Dollars
GEM 230L	Diamond Grading Lab	5 days or 10 nights (35 clock hours)	\$1,500.00
GEM 220L	Colored Stone Grading Lab	3 days or 6 nights (21 clock hours)	\$1,000.00
GEM 240L	Gem Identification Lab	5 days or 10 nights (35 clock hours)	\$1,500.00

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL LOCATIONS

The lab classes needed to complete this program are also offered at select trade shows, and through trade associations.

- Bangkok, Dubai, Hong Kong, Johannesburg, London, Mumbai, Singapore, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu

*In addition to required prerequisites



On Campus

OR

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from instructors and meet future friends and business associates.

CARLSBAD AND NEW YORK

Program Number	GEM 2500
Program Title	Graduate Gemologist
Clock Hours/Instructional Weeks	780 clock hours / 26 instructional weeks
Program Length (Calendar duration)	28+ calendar weeks (program length may vary based on holidays or other scheduled breaks)
Tuition in U.S. Dollars	\$21,000.00†

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL LOCATIONS

This on-campus diploma program is also offered in:

- Bangalore, Bangkok, Delhi, Hong Kong, London, Mumbai, Shanghai, and Taiwan

GAINFUL EMPLOYMENT INFORMATION

Information about GIA's graduation rates, graduate employment rates, the median debt of students who complete the program, and other important information is included in the Gainful Employment (GE) Information Sheet.

[GE Info Sheet Graduate Gemologist \(Carlsbad, CA\)](#)

[GE Info Sheet Graduate Gemologist \(New York, NY\)](#)

† Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.



Above - Instructors are available to answer questions or provide assistance.



DIPLOMA PROGRAM

Graduate Diamonds

GIA Graduate Diamonds graduates often choose these careers:

Auction House Jewelry Specialist
Diamond Buyer
Diamond Sorter/Grader
Jewelry Business Owner
Retailer
Wholesaler



CONNECTICUT

"Even though our family has five generations in the jewelry business, we know that just being born in this industry isn't enough. You need the best gemology education, and what better place to learn than the world's foremost authority?"

John A. Green, GIA GG, CG, CGA
President & CEO
Lux Bond & Green
GIA Board of Governors

The Tremendous, Treasured, and Timeless Diamond

The Graduate Diamonds diploma program examines the technical expertise needed to grade, buy, and sell diamonds with the insight of a seasoned professional. This diploma program explores the GIA diamond grading procedures to assess the 4Cs – color, clarity, cut, and carat weight – and how they affect diamond value. Students use professional diamond grading equipment for the purposes of examining a diamond's quality characteristics to grade and identify diamonds. Coursework also includes creating plotting diagrams; determining fluorescence; and detecting treated diamonds, synthetic diamonds, and diamond simulants. Other topics covered include the effect of fluorescence on diamond body color, the role cut plays in the marketplace, and important sectors of the diamond industry, including dealers, cutters, and manufacturers. When studying on campus, you will receive tweezers, a 10x loupe, a pointer probe, plotting pens, a gem cloth, a table gauge, a crown angle card, a color grading card, a lab manual, and printed course materials.

The Graduate Diamonds diploma program will cover:

- Developing in-depth, hands-on experience with the GIA International Diamond Grading System™ and the 4Cs (color, clarity, cut, and carat weight), and learning how they affect diamond value
- Grading diamonds in the D-to-Z color range
- Detecting diamond synthetics, treatments, and simulants
- Recognizing when advanced testing is required
- Speaking the language of diamonds confidently to customers, suppliers, and vendors

WHAT YOU EARN

GIA Graduate Diamonds Diploma



Left - Students develop an eye for examining diamonds.
/ Right - Rough and polished diamonds.

How to Earn Your Graduate Diamonds Diploma

Distance Education

Earn the Graduate Diamonds diploma by taking two eLearning courses and one lab class.

Some eLearning courses have prerequisites. Prerequisite information can be found in the class descriptions on pages 39-40. For those eLearning courses and lab classes that do not have prerequisites, you can take these eLearning courses and lab classes in any order. We recommend the sequence below to maximize your comprehension of key concepts and course objectives.

Completion times for courses are listed below.

Distance Education students who exceed the allowed completion time are dismissed, and a final grade of No Pass (NP) is entered on their official transcript. If you are considering enrolling in multiple courses, note that completion times run concurrently, with each course having an end date; therefore schedule your enrollments with this in mind.

RECOMMENDED SEQUENCE*

- GEM 130, GEM 230, GEM 230L

eLEARNING COURSES

Course Number	Course Title	Maximum Completion Time	Tuition in U.S. Dollars
GEM 130	Diamond Essentials	3 months	\$185.00
GEM 230	Diamonds & Diamond Grading (Prerequisite: GEM 130)	15 months	\$1,670.00

LAB CLASS – CARLSBAD AND NEW YORK

Class Number	Class Title	Class duration	Tuition in U.S. Dollars
GEM 230L	Diamond Grading Lab	5 days or 10 nights (35 clock hours)	\$1,500.00

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL CAMPUSES

The lab class needed to complete this program is also offered at the GIA campuses listed below as well as, select trade shows, and through trade associations.

- Bangkok, Botswana, Dubai, Hong Kong, London, Mumbai, Singapore, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu

*In addition to required prerequisites



OR

On Campus

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from instructors and meet future friends and business associates.

CARLSBAD AND NEW YORK

Program Number	GEM 2200
Program Title	Graduate Diamonds
Clock Hours/Instructional Weeks	210 clock hours/ 7 instructional weeks
Program Length (Calendar duration)	8+ calendar weeks (program length may vary based on holidays or other scheduled breaks)
Tuition in U.S. Dollars	\$6,600.00 [†]

SCHEDULES

Please see the schedules starting on page 81 or specific dates and location offerings.

ADDITIONAL LOCATIONS

This on-campus diploma program is also offered in:

- Bangalore, Bangkok, Delhi, Dubai, Hong Kong, Jaipur, London, Mumbai, Shanghai, Surat, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu

[†] Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.

Bottom left - Student workstations feature current gemological testing equipment. / Bottom right - Rough and polished diamonds.





DIPLOMA PROGRAM

Graduate Colored Stones

GIA Graduate Colored Stones graduates often choose these careers:

Appraiser
 Auction House Jewelry Specialist
 Colored Stone Buyer
 Estate Jewelry Dealer
 Jewelry Business Owner
 Jewelry Buyer
 Pawnbroker
 Retailer
 Wholesaler

Countless Colors, Limitless Possibilities

The Graduate Colored Stones diploma program explores the identification of common and unusual gemstones found in the marketplace. Subjects covered include the GIA Colored Stone Grading System and the correct usage of standard gemological equipment to distinguish natural, treated, and synthetic gemstones. The program also examines which gems are commercially important, shifting supply patterns, and how these factors affect gem prices and availability. This program also includes the study of more than 60 species of gemstones, and how illumination techniques can facilitate the identification process. When studying on campus, you will keep a polariscope, a dichroscope, a handheld spectroscope, a refractometer with polarizing filter, tweezers and removable magnifying eyepiece, refractive index (RI) liquid, a lab manual, and printed course materials.

The Graduate Colored Stones diploma program will cover:

- Building a knowledge base about colored stones and the colored stone market
- Using gemological equipment effectively to identify gemstones
- How to explain the GIA Colored Stone Grading System and evaluate gemstone quality
- Recognizing how quality, rarity, and color affect value
- Determining how market factors affect gem value

WHAT YOU EARN

GIA Graduate Colored Stones Diploma



NEVADA

"My employer wanted the expertise of a Graduate Gemologist on staff to help correctly identify and evaluate gemstones and jewelry. The nature of the pawn business is about knowing whether an item is authentic, and my GIA training enables me to help protect the bottom line."

Jeff Mason, GIA GG, AJA, AJP
 Owner
 Mason Creative Studios

Above - Student using a loupe to examine a gemstone.



How to Earn Your Graduate Colored Stones Diploma

Distance Education

Earn the Graduate Colored Stones diploma by taking three eLearning courses and two lab classes.

Some eLearning courses have prerequisites. Prerequisite information can be found in the class descriptions on pages 39-40. For those eLearning courses and lab classes that do not have prerequisites, you can take these eLearning courses and lab classes in any order. We recommend the sequence below to maximize your comprehension of key concepts and course objectives.

Completion times for courses are listed below.

Distance Education students who exceed the allowed completion time are dismissed, and a final grade of No Pass (NP) is entered on their official transcript. If you are considering enrolling in multiple courses, note that completion times run concurrently, with each course having an end date; therefore schedule your enrollments with this in mind.

RECOMMENDED SEQUENCE*

- GEM 120, GEM 220, GEM 220L, GEM 240L, GEM 240

eLEARNING COURSES

Course Number	Course Title	Maximum Completion Time	Tuition in U.S. Dollars
GEM 120	Colored Stone Essentials	3 months	\$185.00
GEM 220	Colored Stones (Prerequisite: GEM 120)	18 months	\$1,670.00
GEM 240	Gem Identification (Prerequisite: GEM 120, GEM 220)	24 months	\$2,040.00

LAB CLASSES – CARLSBAD AND NEW YORK

Class Number	Class Title	Class Duration	Tuition in U.S. Dollars
GEM 220L	Colored Stone Grading Lab	3 days or 6 nights (21 clock hours)	\$1,000.00
GEM 240L	Gem Identification Lab	5 days or 10 nights (35 clock hours)	\$1,500.00

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL LOCATIONS

The lab class needed to complete this program is also offered at the GIA campuses listed below as well as, select trade shows, and through trade associations.

- Bangkok, Dubai, Hong Kong, Johannesburg, London, Mumbai, Singapore, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu

*In addition to required prerequisites

OR

On Campus

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from instructors and meet future friends and business associates.

CARLSBAD AND NEW YORK

Program Number	GEM 2300
Program Title	Graduate Colored Stones
Clock Hours/Instructional Weeks	570 clock hours / 19 instructional weeks
Program Length (Calendar duration)	20+ calendar weeks Program length (calendar duration) may vary based on holidays or other scheduled breaks
Tuition in U.S. Dollars	\$14,400.00†

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL LOCATIONS

This on-campus diploma program is also offered in:

- Bangalore, Bangkok, Delhi, Dubai, Hong Kong, London, Mumbai, Shanghai, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu

† Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.



Crystal courtesy:
Bill Larson



DIPLOMA PROGRAM

Graduate Pearls

GIA Graduate Pearls graduates often choose these careers:

Jewelry Business Owner
 Pearl Buyer
 Pearl Sorter/Grader
 Retailer
 Wholesaler



BRITISH COLUMBIA

"If this is the field you want to be in, GIA is a great place to start your career. If you work hard, you can come away with an education that will be indispensable to your future."

Edit Simon, GIA GG, AJP, Pearls Graduate Owner
Edit Simon Jewelry Design

Timely Knowledge for Timeless Treasures

The Graduate Pearls diploma program provides the product knowledge and grading skills to effectively buy inventory and build confidence when buying and selling akoya, South Sea, Tahitian, and freshwater pearls. You will be taught GIA's 7 Pearl Value Factors™: size, shape, color, luster, surface quality, nacre quality, and matching – the essential criteria for assessing the value and beauty of pearls. Topics covered include post-harvest treatments, imitation pearls, and pearl testing. Students will get hands-on training and practice testing pearls for authenticity and post-harvest treatments. Each student will receive a lab manual.

The Graduate Pearls diploma program will cover:

- Exploring the differences between natural and cultured pearls
- Evaluating and grading cultured pearls based on GIA's 7 Pearl Value Factors™
- Promoting the relationship of beauty, value, and quality
- Studying the process of pearl culturing and marketing

WHAT YOU EARN

GIA Graduate Pearls Diploma



Multicolor Black South Sea cultured pearl necklace - Courtesy: MIKIMOTO

Above- Pearl Grading lab class.

How to Earn Your Graduate Pearls Diploma

Distance Education

Earn the Graduate Pearls diploma by taking one eLearning course and one lab class.

See course and class descriptions on pages 39-40.

Completion time for course is listed below.

Distance Education students who exceed the allowed completion time are dismissed, and a final grade of No Pass (NP) is entered on their official transcript. If you are considering enrolling in multiple courses, note that completion times run concurrently, with each course having an end date; therefore schedule your enrollments with this in mind.

eLEARNING COURSES

Course Number	Course Title	Maximum Completion Time	Tuition in U.S. Dollars
GEM 149	Pearls	6 months	\$600.00

LAB CLASS – CARLSBAD AND NEW YORK

Class Number	Class Title	Class Duration	Tuition in U.S. Dollars
GEM 149L	Pearl Grading Lab	1 day or 2 nights (7 clock hours)	\$300.00

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL LOCATIONS

The lab class needed to complete this program is also offered at the GIA campuses listed below, at select trade shows, and through trade associations.

- Bangkok, Dubai, Hong Kong, London, Mumbai, Singapore, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu



Courtesy: Janet Mavec



Top right - Australian South Sea pearls, -courtesy Paspaley. / Bottom right - Pearl necklaces, -courtesy Armand Asher Pearls, New York.



PROFESSIONAL DEVELOPMENT PROGRAM

Applied Jewelry Professional™

GIA Applied Jewelry Professional program provides ongoing education for professionals in careers like these:

Jewelry Assistant Manager
Jewelry Sales Professional
Television Shopping Host
Pawnbroker



WASHINGTON

"My family always taught me the value of a GIA education. And although I arrived at GIA with a good base of knowledge, I soon realized how much more there was to learn to become a successful jewelry professional."

Lisa Bridge, GIA GG, AJP, CG
Vice President of Education
Ben Bridge Jeweler

Above- The Applied Jewelry Professional program will help you turn browsers into buyers.

The Front Line of the Jewelry Industry

The Applied Jewelry Professional™ (AJP™) program covers topics including jewelry designs, setting styles, jewelry care, and other content that will support the product knowledge of current industry professionals. The AJP program also introduces basic information about diamonds, rubies, emeralds, sapphires, and the GIA clarity grading system. Other subjects of study include how modern technology is changing the way diamonds are cut, the qualities of precious metals, major jewelry manufacturing methods, and the important activities involved in the operation of a retail jewelry store. To enable effective product conversations, examples are provided on how to translate jewelry features into benefits and how to communicate the 4Cs of diamond value to customers. The AJP program provides clear and concise information that can be immediately implemented on the job.

The Applied Jewelry Professional program will cover:

- Describing how the 4Cs (clarity, color, cut, and carat weight) affect a diamond's value
- Examining the relationship between size and weight of diamonds
- Exploring the differences between treated, synthetic, and imitation stones to sell with full disclosure
- Understand the steps of the jewelry sales process
- Translating jewelry design, style, and manufacturing features into benefits
- Conveying the romance, lore, and characteristics of the most popular colored gemstones

WHAT YOU EARN

GIA Applied Jewelry Professional Credential



Courtesy:
Ronald Ringsrud Co.

Note: The AJP program does not fall within the scope of ACCSC or DEAC accreditation

How to Complete the Applied Jewelry Professional™ Program

Distance Education

Complete the Applied Jewelry Professional™ program by taking three eLearning courses.

See course descriptions on pages 39-40.

Completion times for courses are listed below.

Distance Education students who exceed the allowed completion time are dismissed, and a final grade of No Pass (NP) is entered on their official transcript. If you are considering enrolling in multiple courses, note that completion times run concurrently, with each course having an end date; therefore schedule your enrollments with this in mind.

eLEARNING COURSES			
Course Number	Course Title	Maximum Completion Time	Tuition in U.S. Dollars
GEM 110	Jewelry Essentials	3 months	\$185.00
GEM 120	Colored Stone Essentials	3 months	\$185.00
GEM 130	Diamond Essentials	3 months	\$185.00



Courtesy: Bill Larson, Pala International

Top right - Earn your GIA AJP™ credential online. / Bottom right - The AJP provides on-going education throughout your career.

DIPLOMA PROGRAMS AND CERTIFICATE COURSES

Jewelry Manufacturing Arts

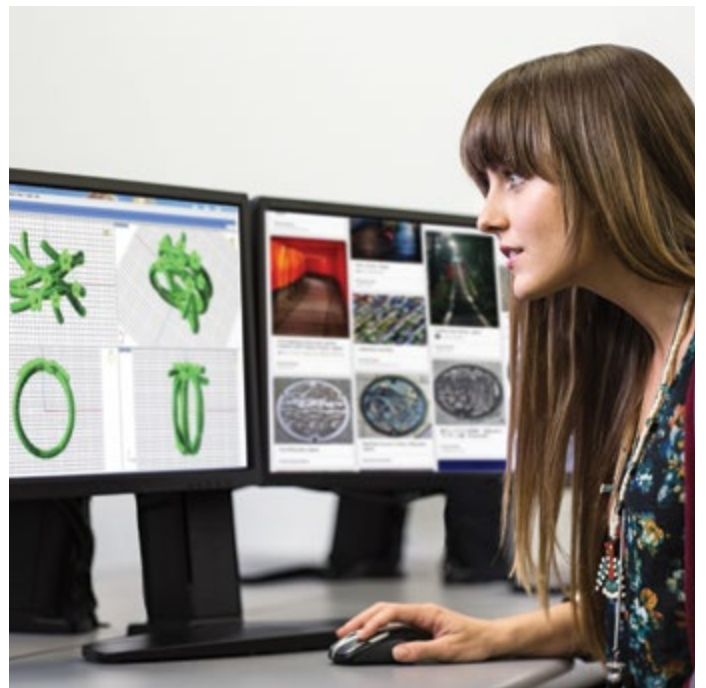
Creativity and creation are the heart and soul of Jewelry Manufacturing Arts. These classes delve into the world of jewelry design and production. Through hands-on, action-oriented coursework, you'll work with professional equipment and gemstones as you learn to turn inspired jewelry ideas into polished works of art.



Welcome to the World of Jewelry Design and Manufacturing

GIA's Jewelry Manufacturing Arts programs and courses prepare you to begin a career in a variety of positions, including: bench jeweler, stone setter, jewelry designer, CAD designer or technician, or product developer.

Jewelry Manufacturing Arts programs and courses are offered only on campus. On-campus programs and courses are full-time, ranging from seven to twenty-seven weeks.



Above - Exploring the design process in the Jewelry Design & Technology diploma program. Left - Tanzanite ring by Michelle Loon, JDT Graduate.

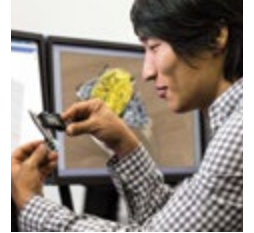
Jewelry Manufacturing Arts

DIPLOMA PROGRAMS AND CERTIFICATE COURSES

JDT

Jewelry Design & Technology

This on-campus diploma program is offered at the Carlsbad and New York campuses. Find your inspiration and make it a reality through 3D computer modeling. Create a portfolio of your own jewelry designs, prototype your ideas on a 3D printer, and learn what makes a design manufacturable.



GJ

Graduate Jeweler

You'll receive hands-on bench experience working with gemstones and precious metals in this on-campus diploma program. Get your hands dirty and make something beautiful.



CCC

Comprehensive CAD/CAM for Jewelry

This on-campus course covers the driving force behind jewelry design and manufacturing. Immerse yourself in this exciting technology.



JD

Jewelry Design

Hand illustrations of custom jewelry pieces are timeless, and so is this on-campus course where you'll explore this craft.





DIPLOMA PROGRAM

Jewelry Design & Technology

GIA Jewelry Design & Technology graduates often choose these careers:

CAD Jewelry Designer
 CAM Machine Operator
 Jewelry Business Owner
 Jewelry Buyer
 Product Developer
 Quality Assurance Specialist

Skills for Today and Tomorrow

The Jewelry Design & Technology diploma program covers topics essential to becoming a jewelry designer and technology professional, including being able to create a piece of jewelry in CAD, understanding the challenges that come with its manufacturing, and knowing how to make it within budget. Instructors teach GIA's three-step process of inspiration, manipulation, and communication to create attractive designs that are engineered for manufacturing. Other topics taught include important periods of jewelry history and their influence on contemporary design, jewelry manufacturing techniques, trade and safety practices, business fundamentals, and decorative techniques. You will be provided with a one-year student license for Matrix and Rhinoceros software, a 10x loupe, and hand-measuring tools for you to keep.

The Jewelry Design & Technology diploma program will cover:

- Using fundamental design concepts, including texture, shape, form, balance, negative space, color, and more
- Applying jewelry engineering concepts to make durable and comfortable pieces that are long lasting
- Creating, rendering, and prototyping designs using CAD software like Rhinoceros 3D, Matrix, T Splines, and V-Ray rendering; and CAM hardware like a 3D printer
- Designing and developing CAD models using the metrics of scale, proportion, and element relationships; and within the constraints of cost, time, size, style, and manufacturing methods
- Selecting appropriate precious metals and gems based on engineering, design, and manufacturing considerations
- Determining optimal manufacturing processes for the creation of jewelry, like die striking, machine making, and casting
- Inspecting designs and prototypes to ensure proper engineering and that they meet GIA Quality Assurance Benchmarks
- Developing digital and physical portfolios of class projects and custom designs that are ready for presentation to potential clients and employers, and displaying work in a final design exhibition

WHAT YOU EARN

GIA Jewelry Design & Technology Diploma



CALIFORNIA

"I needed to incorporate CAD/CAM into my line of designs in order to bring to life the pieces that I had envisioned. As a previous GIA student, I knew that I would get an in-depth education with GIA's JDT program. The instructors are very knowledgeable and always willing to help you on your creative path."

Sasha Bravo,
 GIA GG, JDT, AJP, Pearls Graduate
 Owner/Designer
 Sasha Bravo Fine Art Jewelry



*Cufflinks designed by Nelly Chhor
 Jewelry Design & Technology Graduate, 2014*

How to Earn Your Jewelry Design & Technology Diploma

On Campus

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from instructors and meet future friends and business associates.

CARLSBAD AND NEW YORK

Program Number	JMA 3400
Program Title	Jewelry Design & Technology
Clock Hours/Instructional Weeks	780 clock hours/ 26 instructional weeks
Program Length (Calendar duration)	27+ calendar weeks Program length (calendar duration) may vary based on holidays or other scheduled breaks
Tuition in U.S. Dollars	\$19,900.00 [†]

SCHEDULES

Please see the schedules starting on page 81.

JEWELRY DESIGN & TECHNOLOGY REQUIREMENTS

GIA provides computers and software when you are in class. A student license for Matrix and Rhinoceros software is included in the books and materials fee; however, students are expected to have their own computer hardware and software to complete their homework.

Jewelry Design & Technology students must have access to a computer that meets the minimum requirements described. See page 75 for the estimated average cost to purchase these items.

[†] Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.

GAINFUL EMPLOYMENT INFORMATION

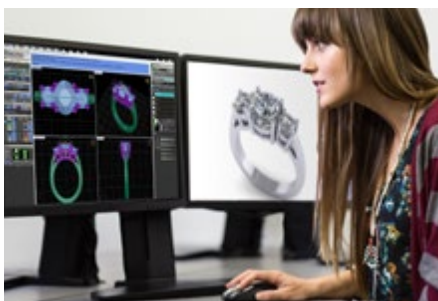
Information about GIA's graduation rates, graduate employment rates, the median debt of students who complete the program, and other important information is included in the Gainful Employment (GE) Information Sheet.

[GE Info Sheet Jewelry Design & Technology \(Carlsbad, CA\)](#)

[GE Info Sheet Jewelry Design & Technology \(New York, NY\)](#)

PERSONAL COMPUTER REQUIREMENTS FOR JDT PROGRAM

- **Windows-based operating system.** Matrix software does not support the use of the Apple or Linux operating systems
- **Processor**
 - Minimum: Intel Quad Core i5 2GHz or higher
 - Recommended: Intel Quad Core i7 2GHz or higher
- **RAM**
 - Minimum: 4 GB
 - Recommended: 8 - 12 GB or more
- **Graphics Card (GPU)**
 - NVIDIA GeForce GTX Video card with minimum 1GB VRAM
 - Minimum: NVIDIA GeForce 700 Series (GTX750, 850, 950)
 - Recommended: NVIDIA GeForce 900 Series (GTX960, 970)
- **Hard Drive:**
 - 250 GB hard drive or larger
- **DVD-ROM or DVD+/-RW drive required (software install is DVD format)**
- **Operating System:**
 - (64-bit) Windows 7 Home Premium, Professional, or Ultimate
 - (64-bit) Windows 8/8.1 Standard, Pro, or Enterprise
 - (64-bit) Windows 10
- **Monitor and resolution**
 - 19-inch monitor (desktop) or larger
 - 15- or 17-inch monitor (laptop) or larger
 - Minimum resolution: 1440 x 900 Recommended resolution: 1920 x 1080 or higher



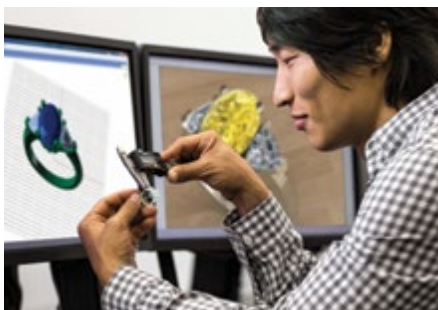
Create a mood board to capture your inspirational ideas as you're taught to apply the elements and principles of design to your creations.

Design



Participate in projects that mirror real-world product development teams as you build your design portfolio.

Student Collaboration



You will be taught how to make jewelry that will endure the course of normal wear, by applying GIA Quality Assurance Benchmarks to your designs.

Product Engineering



Showcase your designs, prototypes, and castings to fellow students and industry guests in a design exhibition at the culmination of the program.

JDT Design Show



DIPLOMA PROGRAM

Graduate Jeweler

GIA Graduate Jewelers often choose these careers:

Bench Jeweler
 Business Owner
 Custom Order Jeweler
 Jewelry Repair Technician
 Manufacturing Executive
 Jewelry Buyer
 Quality Assurance Specialist
 Stone Setter

Create Jewelry with a Confident Hand and an Expert Eye

The Graduate Jeweler diploma program is a hands-on learning experience that prepares you for a career as a bench jeweler, and covers skills valuable for jewelry designers, CAD modelers, and sales professionals. You will work with gemstones and precious metals, taking projects from castings to finished, set, and polished pieces. Progressively difficult projects develop metal skills like polishing, filing, texturing, sawing, and general torch skills. Projects are made at your own workbench, which is equipped with a torch, a micromotor, and an essential toolkit. You will keep hand tools; and a mobile device that includes technical illustrations, instructional videos, and a bench reference guide.

The Graduate Jeweler diploma program will cover:

- Making and repairing jewelry in a sustainable manner in a quiet, clean, and modern environment in a fully equipped classroom that includes a laser welder
- Setting a variety of stone shapes, including princess cut stones and in mounting styles to include channel setting, bezel setting, and prong setting, in white gold, yellow gold, and platinum
- Determining when to alter, repair, or reconstruct jewelry
- Performing the most common jewelry repairs, alterations, and reconstructions, such as sizing rings, rebuilding prongs, refinishing worn jewelry, repairing broken chains, and strengthening old jewelry by installing new settings
- Applying both textured and polished finishes to jewelry surfaces on a variety of different metals
- Using fabrication and forging techniques, and laser-welding technology for gold, silver, and platinum
- Evaluating and improving workmanship by using GIA Quality Assurance Benchmarks

WHAT YOU EARN

GIA Graduate Jeweler Diploma



ARKANSAS

"The hands-on, one-on-one training of the Graduate Jeweler program was one of the best and one of my favorite parts of my GIA education."

Kevin R. Mays, GIA GG, GJ, AJP,
 Pearls Graduate
 Co-owner
 John Mays Jewelers

Above - Student soldering at her own workbench in the Graduate Jeweler diploma program.

Five Stone Ring Project, Graduate Jeweler, 2015. This supplemental project features three different stone setting styles, a variety of stone shapes, and precision-cut stones in 14K yellow gold



How to Earn Your Graduate Jeweler Diploma

On Campus

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from expert instructors and meet future friends and business associates.

CARLSBAD	
Program Number	JMA 3300
Program Title	Graduate Jeweler
Clock Hours/Instructional Weeks	780 clock hours/ 26 instructional weeks
Program Length (Calendar duration)	27+ calendar weeks (program length may vary based on holidays or other scheduled breaks)
Tuition in U.S. Dollars	\$21,400.00 [†]

SCHEDULES

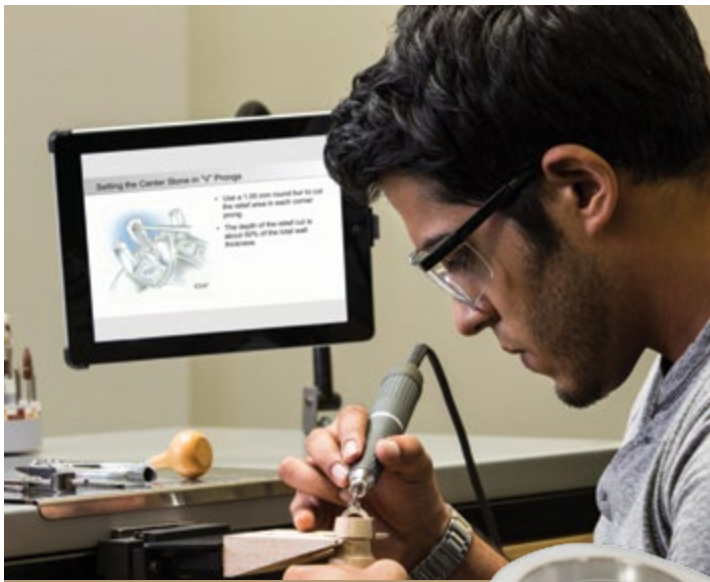
Please see the schedules starting on page 81.

GAINFUL EMPLOYMENT INFORMATION

Information about GIA's graduation rates, graduate employment rates, the median debt of students who complete the program, and other important information is included in the Gainful Employment (GE) Information Sheet.

[GE Info Sheet Graduate Jeweler \(Carlsbad, CA\)](#)

[†] Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.



Skill Development

Course materials are at your fingertips with a digital device loaded with videos, technical illustrations, and step-by-step instructions that reinforce class lectures and demonstrations. In this project, you use a variety of setting techniques to set princess cut stones in 14K white gold.



Quality Assurance Benchmarks

You will be taught quality craftsmanship on an ergonomic workbench equipped with the latest tools, such as the micromotor this student is using to prepare a mounting for stone setting.



High-Quality Equipment

This program will cover creative approaches to problem solving using the latest technology, such as laser welders and micromotors, as you complete projects using precious metals and precision-cut stones.

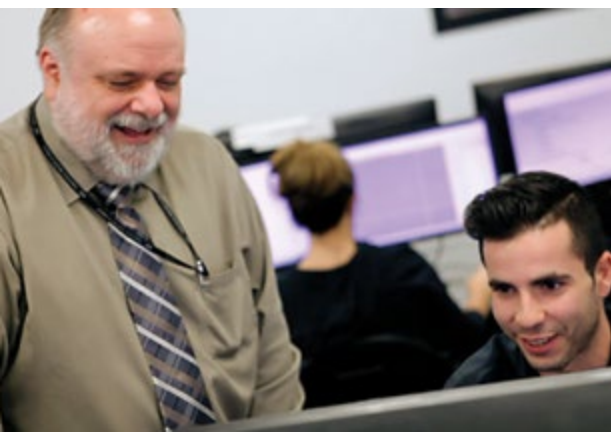


CERTIFICATE COURSE

Comprehensive CAD/CAM for Jewelry

GIA Comprehensive CAD/CAM graduates often choose these careers:

CAD Service Bureau Owner
Jewelry CAD Technician
Product Developer



WASHINGTON

"GIA's CAD/CAM course complemented my background as a bench jeweler and architectural drafter. My GIA education allowed me to excel as a professional CAD modeler and provided me with great core training in Matrix, which I use to troubleshoot models and advise other CAD modelers."

Charles Herner, GIA GJ, AJA
AGTA Spectrum Award winner
and Co-Founder
The Rephinery

Above - Students will have many opportunities for one-on-one interaction with instructors.

The Driving Force in Jewelry Design and Manufacturing Technology

This comprehensive seven-week course covers the skills necessary to become a CAD/CAM (Computer-Aided Design/Computer-Aided Manufacturing) technician. Skills taught include using CAD software (Rhinoceros 3D and Matrix) to develop models, and V-Ray software for photorealistic renderings. Topics covered also include subtractive and additive CAM machines, rapid prototype models of selected designs, jewelry manufacturing techniques, GIA's Quality Assurance Benchmarks, and jewelry-engineering standards.

The Comprehensive CAD/CAM for Jewelry course will cover:

- Creating CAD models within the metrics of scale, proportion, and element relationships
- Developing CAD models within the constraints of cost, time, size, style, and manufacturing methods
- Distinguishing between various CAD software, including Rhino and Matrix; and various CAM methods, including 3D printing
- Modeling and rendering manufacturable pieces of jewelry using CAD and displaying them in a final exhibition

WHAT YOU EARN

GIA Comprehensive CAD/CAM for Jewelry Certificate

How to Earn Your Certificate

On Campus

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from instructors and meet future friends and business associates.

CARLSBAD

Program Number	JMA 400
Program Title	Comprehensive CAD/CAM for Jewelry
Clock Hours/Instructional Weeks	210 clock hours / 7 instructional weeks
Program Length (Calendar duration)	7+ calendar weeks (program length may vary based on holidays or other scheduled breaks)
Tuition in U.S. Dollars	\$5,750.00 [†]

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

COMPREHENSIVE CAD/CAM REQUIREMENTS

Basic proficiency in the Windows operating system is required, including creating, naming, and organizing folders; finding, opening, and saving files; and a familiarity with file types including .PDF, JPEG, and .XLS. If needed, please complete a training or refresher course on basic Windows skills prior to starting the program.

Although a computer is not required for this course, a one-year student license for Matrix and Rhinoceros software is

included in the Books and Materials fee. If you decide to purchase a computer to work on at home, refer to the minimum computer requirements on page 33. Please note that you will also be provided with a hard drive containing all course materials. A computer will make it easier to review and practice outside of class.

ADDITIONAL LOCATION

This on-campus certificate course is also offered in:

- London

Complete tuition and fees for this location can be found at GIA.edu

[†] Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.

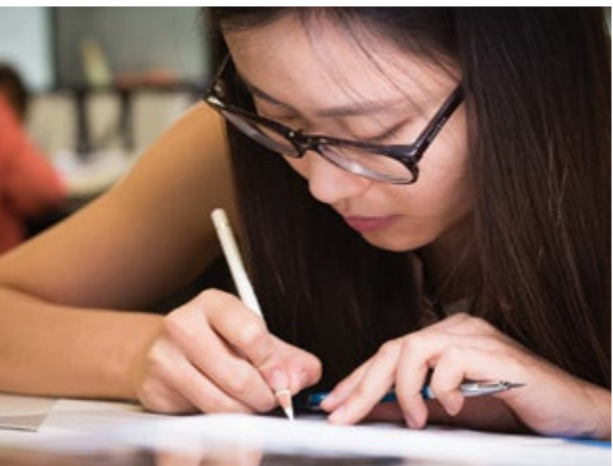


CERTIFICATE COURSE

Jewelry Design

GIA Jewelry Design graduates often choose these careers:

Custom Designer
Hand Renderer
Jewelry Business Owner
Jewelry Designer
Sales Associate



HONG KONG

"Through my on-campus gemology and jewelry design education at GIA, I defined and enhanced the skills and abilities I needed in order to start a successful career. Now, as a member of the GIA Alumni Association, I am able to stay up to date on the industry through the continuing education program, foster friendships with fellow members, and effectively expand my business network."

Irene Leung Wing Yan
GIA GG, Jewelry Design Diploma
General Manager
Bossa Jewelry Ltd.
President, GIA Alumni Association –
Hong Kong Chapter

Above - Students hand-illustrating faceted gemstones.

Illustrate Your Way to a Successful Future

In this intensive nine-week course, instructors teach creative and technical skills needed to begin a career as a custom jewelry designer. Jewelry design theory helps students acquire a working knowledge of jewelry artistry. Skills covered include illustrating the shape, form, and texture of metal; working with drafting tools; and rendering yellow and white metals, as well as a range of faceted and cabochon gemstones and pearls. Instructors show how to illustrate rings in five different views and how to keep design ideas flowing. At the completion of this course, you will have a hand-developed portfolio of your work and a digital copy to show prospective employers and clients. You will be able to keep your design toolkit, which contains a variety of paints, pencils, brushes, templates, papers and vellum, and other art tools.

The Jewelry Design certificate course will cover:

- Learn rendering for yellow and white metals, as well as faceted and cabochon gemstones and pearls
- Illustrating rings and other pieces of jewelry
- Learn about sources for jewelry design inspiration and developing motifs to create jewelry objects
- Rendering jewelry designs using drafting tools for display as a participant in the final class design exhibition
- Creating a portfolio of class projects and custom designs that is ready for presentation to potential clients and employers

WHAT YOU EARN

GIA Jewelry Design Certificate

How to Earn Your Certificate

On Campus

Studying at a GIA campus is an immersive and unforgettable experience where you'll learn from instructors and meet future friends and business associates.

CARLSBAD AND NEW YORK	
Program Number	JMA 370
Program Title	Jewelry Design
Clock Hours/Instructional Weeks	270 clock hours/ 9 instructional weeks
Program Length (Calendar duration)	9+ calendar weeks (program length may vary based on holidays and other scheduled breaks)
Tuition in U.S. Dollars	\$6,000.00 [†]

SCHEDULES

Please see the schedules starting on page 81 for specific dates and location offerings.

ADDITIONAL LOCATIONS

This on-campus certificate course is also offered in:

- Bangkok, Hong Kong, London, Mumbai, and Taiwan

Complete tuition and fees for these locations can be found at GIA.edu

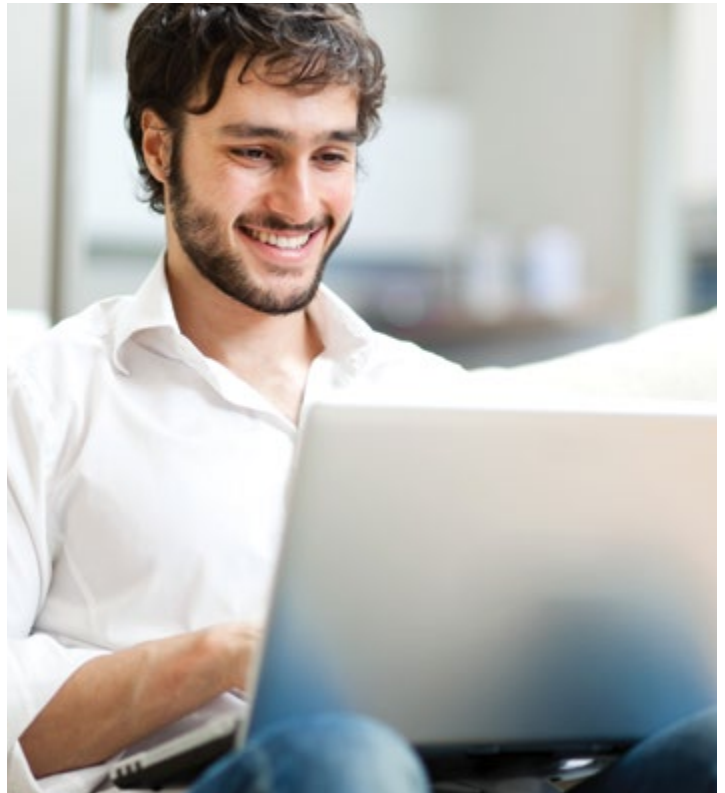
[†] Tuition does not include books, materials or sales tax (if applicable). See page 79 for fee details.

COURSE DESCRIPTIONS

eLearning

Discover Which Courses Are Right for You and How You Can Take Them All Online

Distance Education has two parts: online courses and on-campus lab classes. While lab classes are a hands-on learning experience, eLearning courses cover vital information in an engaging online environment.



Above - All gemology eLearning courses are offered online, so you can access your materials 24/7/365.

eLearning Course Descriptions

GEM 110 JEWELRY ESSENTIALS – eLEARNING

Required for: AJP™

This course examines jewelry's important features and how they combine to give a piece its unique value. Content includes the unique qualities of precious metals, how to describe them to customers, and how to identify jewelry types and styles, using industry terms to describe them. Coursework also includes an examination of the different jewelry manufacturing methods, and how they can affect style, appearance, and durability. Other topics include how precious metals are regulated, marketed, and tested, and the key components of a compelling product presentation. The course also covers watches and giftware. The final exam is online, open book, and does not require a proctor.

Self-paced; maximum completion time: 3 months

What you earn: Jewelry Essentials Certificate

GEM 120 COLORED STONE ESSENTIALS – eLEARNING

Required for: GG, Graduate Colored Stones Diplomas and AJP™

This course provides basic, essential knowledge of colored stones, with an in-depth focus on the "Big Three" of the gemstone world: ruby, sapphire, and emerald. Subjects covered include the language of colored stones; color's powerful role in gemstone value and the unique characteristics of popular colored stones; and how color, clarity, cut, and carat weight affect a gem's value. Reference material includes the *GIA Essential Colored Stone Reference Guide* PDF, which contains important and interesting facts about today's most popular gemstones. The final exam is online, open book, and does not require a proctor.

Self-paced; maximum completion time: 3 months

What you earn: Colored Stone Essentials Certificate

GEM 130 DIAMOND ESSENTIALS – eLEARNING

Required for: GG, Graduate Diamonds and AJP™

This course covers how to describe diamond jewelry accurately for effective and ethical sales conversations with customers. Key topics examined include the internationally accepted GIA clarity grading system, how diamonds are graded for color, and how color affects value. Coursework includes how modern technology is changing the way diamonds are cut, the relationship between size and weight, and how retail jewelry stores operate. The final exam is online, open book, and does not require a proctor.

Self-paced; maximum completion time: 3 months

What you earn: Diamond Essentials Certificate

GEM 230 DIAMONDS & DIAMOND GRADING – eLEARNING

Required for: GG, Graduate Diamonds Diplomas

Prerequisite: GEM 130

This course covers the skills needed to grade the color, clarity, and cut of diamonds. Subjects explored include determining proportions and estimate weight; the fundamentals of diamond treatments, synthetics, and simulants; and the effect of fluorescence on diamond body color. Other topics discussed include the role cut plays in the marketplace; the technical knowledge needed to make effective buying and selling decisions; and other segments of the diamond industry – dealing, cutting, manufacturing. The final exam is online, closed book, and proctored; see page 61-62 for details.

Self-paced; maximum completion time: 15 months

What you earn: Diamonds & Diamond Grading Certificate

GEM 220 COLORED STONES – eLEARNING

Required for: GG, Graduate Colored Stones Diplomas

Prerequisite: GEM 120

The next step after Colored Stone Essentials, this course is meant to provide in-depth knowledge about the multitude of colored stones sold in today's market. Topics include which gems are commercially important and why, the differences in gem values and shifting supply patterns, and how these factors affect gem prices and availability. You will cover the *GIA Gem Reference Guide* PDF, which contains information on and properties of virtually all commercially available gemstones. The final exam is online, closed book, and proctored; see pages 61-62 for details.

For students continuing on to the Gem Identification eLearning course:

- Due to continuously changing customs regulations beyond GIA's control, it may not be possible to ship Gem Identification stone sets to some international locations.
- Customs regulations may also affect the time it takes GIA to deliver stone sets to international locations.

Self-paced; maximum completion time: 18 months

What you earn: Colored Stones Certificate



eLearning Course Descriptions

GEM 240 GEM IDENTIFICATION – eLEARNING

Required for: GG, Graduate Colored Stones Diplomas

Prerequisites: GEM 120, GEM 220

Practice identifying more than 60 species of gemstones, distinguishing natural gems from synthetics, and detecting gem treatments. You will carry out testing procedures and techniques on sets of practice stones. Study the latest gem treatments in the market today, and how illumination techniques can facilitate the identification process. Additionally, the course covers how – and when – to use gemological laboratory services and how to use gem identification skills to protect your business from costly mistakes. You will also receive the *Gem Identification Lab Manual* PDF and instructional videos. The final practical exam is open book and proctored; see page 62 for details.

- Due to continuously changing customs regulations beyond GIA's control, it may not be possible to ship Gem Identification stone sets to some international locations.
- Customs regulations may also affect the time it takes GIA to deliver stone sets to international locations.
- Stones are shipped pursuant to international customs regulations and other applicable requirements. You may not transport any stones over international borders (outside country of receipt and when returning to GIA, as applicable). Students not abiding by this requirement may be subject to local and/or international customs laws, regulations, and penalties.
- Prior to registering for Gem Identification, students must confirm their access to required equipment and have a conversation with their primary instructor to discuss course details.

To register for this course, you must have access to:

- Gem tweezers (non-locking)
- Daylight-equivalent light source
- Mini Maglite (incandescent) or equivalent
- Monochromatic light source
- Gemological binocular microscope minimum 10x and 30x (darkfield illumination)
- Gem cloth
- Refractometer with removable magnification piece, white light source, and polarizing filter
- Refractive index (RI) liquid 1.81
- Optic figure sphere
- Dichroscope (calcite preferred)
- Polariscope
- Spectroscope

These instruments are not included with the course. You can purchase a professional Gem Identification instruments student package through GIA Instruments at store.GIA.edu. As an alternative, you can complete your assignments in GIA Student Workrooms, which are equipped with these professional tools.

Maximum completion time: 24 months

What you earn: Gem Identification Certificate

GEM 149 PEARLS – eLEARNING

Required for: Graduate Pearls Diploma

This course examines how to buy and sell akoya, South Sea, Tahitian, and freshwater pearls with insight and skill; and GIA's 7 Pearl Value Factors™: size, shape, color, luster, surface quality, nacre quality, and matching. You will be taught the difference between natural and cultured pearls, post-harvest treatments, imitation pearls, and pearl testing. The final exam is online, open book, and does not require a proctor.

Maximum completion time: 6 months

What you earn: Pearls Certificate

GIA STUDENT WORKROOMS

GIA Student Workrooms give you affordable access to all the equipment and gemstones you need to complete the practical requirements of your eLearning Gem Identification course. This self-study room is also available if you need to prepare for your 20-stone final exam, take a proctored exam, or practice on equipment and gemstones. Student Workrooms are offered at GIA campus locations worldwide.

Carlsbad Student Workroom hours are Monday through Friday, 9:00 a.m. to 12:00 p.m. and 1:00 to 4:00 p.m. Pacific Time. In New York, the Student Workroom is offered on a limited schedule (see page 80 for the schedule or visit GIA.edu). U.S. fees are \$35 for half day and \$70 for full day. Call to register and reserve a seat for Carlsbad at +1 800 421 7250 ext 4404 or +1 760 603 4000 ext 4404, and for New York at +1 800 366 8519 or +1 212 944 5900. For a complete list of Student Workroom prerequisites, services, and additional details, visit GIA.edu/student-workroom

Students who reserve time in the Student Workroom must notify GIA of their cancellation either verbally or in writing at least 24 hours prior to the reserved period of time. Students who fail to comply with this policy will be charged for that day, and any reservation for additional days will be canceled.

Students attending the Student Workroom must arrive on time at the start of each session, morning and afternoon. Students who are repeatedly late may lose Student Workroom privileges.

Reservations are not guaranteed for students who arrive late.

PLAN NOW TO START YOUR eLEARNING COURSE

eLearning courses have scheduled start dates every Monday. Paper applications must be received by 12:00 p.m. Pacific Time the Friday before the selected start date. Students applying online must register prior to midnight the Sunday before the class starts. Due to 2017 holiday closures on Mondays, there will be Tuesday start dates on February 21, May 30, September 5 and December 26. If you would like to plan ahead and enroll for a future start date, contact GIA admissions at +1 800 421 7250 ext 4001, +1 760 603 4001, or admissions@gia.edu



CLASS DESCRIPTIONS

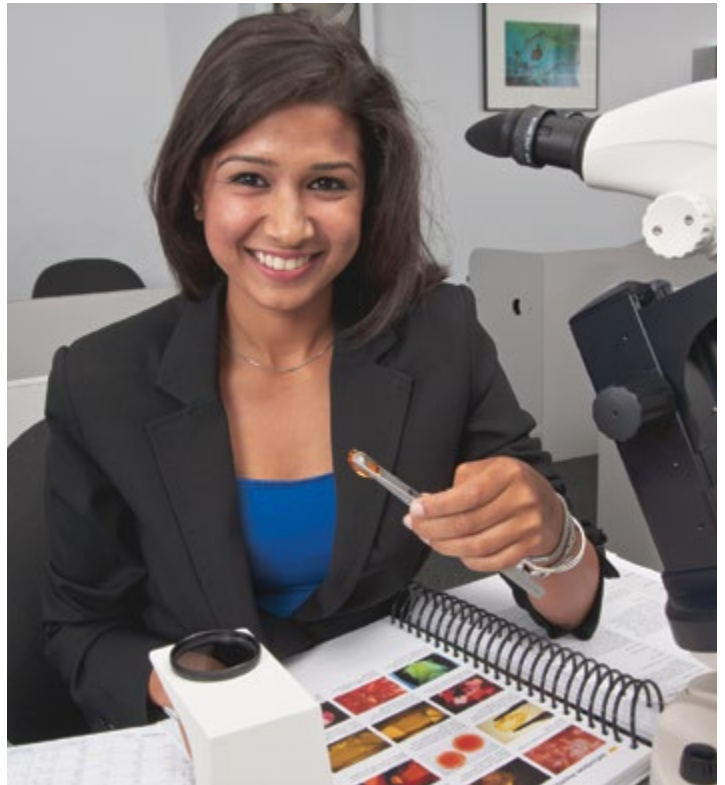
Lab Classes

The Ideal Blend of Classroom Instruction and Hands-on Learning

If you want to learn about diamonds, colored stones, how to grade and identify stones, or how to repair jewelry, your lab class can be a transformative experience.

GIA lab classes provide you with hands-on learning and fulfill requirements for earning a GIA diploma via Distance Education. You can also take lab classes to simply brush up on skills.

Lab classes are held at GIA campuses worldwide, at select trade shows, and through trade associations.



Top - Identify the characteristics of gemstones. / Bottom - Learn proper stone setting techniques in the Intermediate Repair and Setting lab class.

Lab Class Course Descriptions

Gemology Lab Classes

GEM 220L COLORED STONE GRADING LAB

Required for: GG, Graduate Colored Stones Diplomas

Through extensive hands-on practice using gemstones, you will explore grading the color, clarity, and cut quality of a wide range of colored stones. Coursework includes the study of the GIA Colored Stone Grading System; how to describe color by hue, tone, and saturation; and how to judge gem quality factors. Topics also include the relationship between light and color and developing color memory. Study of this content can improve the consistency and accuracy of colored stone grading skills. Once you have completed the class, you will keep a lab manual, a gem cloth, and a color grading card.

Class duration: 3 days or 6 nights (21 clock hours)

What you earn: Letter of Completion

GEM 240L GEM IDENTIFICATION LAB

Required for: GG, Graduate Colored Stones Diplomas

In this lab, students practice the same time-tested procedures and identification skills used by the Institute's renowned gemological experts. Tools used include a microscope, a refractometer with polarizing filter and a removable magnifying eyepiece, refractive index (RI) liquid, a polariscope with an optic figure sphere, a dichroscope, a table model prism spectroscope, a handheld spectroscope, and a loupe. Students use these instruments to practice identifying natural gemstones, imitations, assembled stones, and synthetics. Along with this hands-on training, your instructors will carefully demonstrate key tests and coach you in quick, effective testing procedures. (Be sure to read the Student Notification of Classroom Chemical Usage on [page 59](#).) Once you have completed the class, you will keep a lab manual, a gem cloth, and a color grading card.

Class duration: 5 days or 10 nights (35 clock hours)

What you earn: Letter of Completion

GEM 149L PEARL GRADING LAB

Required for: Graduate Pearls Diploma

Discover how the world's foremost experts determine the quality of akoya, freshwater, South Sea, and Tahitian pearls. Explore GIA's 7 Pearl Value Factors™. Key topics include how to evaluate cultured pearls in order to promote the relationship between beauty, value, and quality in merchandise. Upon completing the class, you will keep a lab manual for future reference.

Class duration: 1 day or 2 nights (7 clock hours)

What you earn: Letter of Completion

GEM 230L DIAMOND GRADING LAB

Required for: GG, Graduate Diamonds Diplomas

Through a unique combination of hands-on training, one-on-one coaching, and multimedia, the Diamond Grading lab class explores how to grade diamonds consistently and accurately using a modern gem microscope and a jeweler's loupe. Students study GIA's International Diamond Grading System™, explore time-saving shortcuts to determine a variety of grading factors, and are introduced to methods for reading a GIA Diamond Grading Report. You will spend more than 16 hours practicing grading techniques on diamonds that were carefully selected and graded by GIA. In the process, you will study how to recognize the most common diamond features. Students must pass a two-stone practical exam to complete the class successfully. Once you have completed the class, you will keep a lab manual, a pointer probe, a gem cloth, a plotting pen set, a table gauge, a crown angle card, and a color grading card.

Class duration: 5 days or 10 nights (35 clock hours)

What you earn: Letter of Completion

Jewelry Manufacturing Arts Lab Classes

JMA 320L BASIC REPAIR AND SETTING LAB

This class teaches basic repair and setting skills through hands-on training at your own fully equipped workbench. Instructors cover how to recognize and evaluate quality craftsmanship using GIA's Quality Assurance Benchmarks, identify and set basic mounting styles, size rings, tighten stones, re-tip and replace prongs, assemble and solder settings and shanks, work with sterling silver and white and yellow karat gold, and apply rhodium plating. Class content also includes finishing skills for specific colors of metals, basic laser-welding techniques, and applications. Upon completing the class, you will keep digital course materials for future reference.

Class duration: 5 days (35 clock hours)

What you earn: Letter of Completion

JMA 340L INTERMEDIATE REPAIR AND SETTING LAB

Prerequisite: JMA320L or previous bench experience including basic stone setting and soldering

Through personalized instruction, integrated text and video, and some exercises at your own workbench, you'll practice intermediate and some advanced gemstone setting techniques, such as how to set graduated round stones around a curved surface, remounting stones in intricate styles, and how to craft a variety of prong shapes for center stones. Instructors also teach setting fancy shapes in bezels and prongs; melee in halo designs; and princess cuts in channels, bezels, and prongs. The class will also cover efficient methods for settings in shared prong mountings and in pieces produced with computer-aided manufacturing (CAM) technology – and the techniques for precious metal conservation and best practices for preparing metal for refining. GIA provides all tools and materials for you to work with, including white and yellow karat gold and sterling silver. Upon completing the class, you will keep digital course materials for future reference.

Class duration: 5 days (35 clock hours)

What you earn: Letter of Completion

Admissions

Admissions Requirements - U.S. Locations

Applicants must have a high school diploma or equivalent to be admitted into GIA courses and programs.

All documents sent to GIA Admissions must be in English or accompanied by a certified copy of English-language translation. GIA accepts copies, but may request original documentation.

In addition to your enrollment application and deposit, GIA campuses in Carlsbad and New York require the following documents:

1. Copy of valid U.S. government-issued photo ID or passport identifying your full name, birth date, citizenship, and country of birth.
2. Copy of high school diploma; or
3. Official high school transcript showing graduation date; or
4. Copy of High School Equivalency Diploma or GED; or
5. Copy of associate's, bachelor's, master's, or doctorate degree from an accredited college or university or official transcript indicating the same.
6. Students completing high school in a foreign country, where a language other than English is the official language, must have the transcript and/or diploma translated into English by an education evaluation service, which offers translation services or by an individual who is college educated and fluent in both English and the language of the transcript and/or diploma. The individual providing the translation must sign a notarized affidavit that: 1) attest to their not being an employee or otherwise affiliated with the licensed private career school that the student seeks to attend.; 2) provides the name, address, email and phone number of the translator and the student; 3) the translator is knowledgeable of the English language and the language of the student's transcript and/or diploma and states how the English language or foreign transcript and/or diploma language was learned and where their college degree was obtained; and 4) affirms that the translation is a true and complete translation of the original.
7. Home-schooled high school graduates must provide a copy of their diploma, transcript or a state-issued secondary school completion credential.

Distance Education applicants must have a high school diploma, GED or the equivalent. Distance Education applicants who do not have a high school diploma, GED, or the equivalent must successfully meet the minimum required scores on the Wonderlic Basic Skills Test (WBST). The WBST must be conducted by an independent certified test administrator; GIA will assist prospective students in locating a testing center within the United States. CA residents applying for eLearning courses must provide a copy of their high school diploma or equivalent. Applicants who are still in high school must successfully complete the WBST and submit a letter of approval from a school counselor, principal, or administrator.

On-campus and lab class applicants must be at least 18 years of age. eLearning applicants younger than 18 must have a parent or legal guardian sign their applications. Applicants younger than 18 and who are still in high school must also submit letters of approval from a parent or guardian and from a school counselor, principal, or administrator. GIA does not accept applications from individuals younger than 16.

Applicants who have been convicted of a felony must also submit the following documents to be reviewed by the Admissions Committee:

- A detailed explanation of the circumstances surrounding the felony and how a GIA education will support the applicant's career goals
- A copy of court documents stating the judgment, sentence, disposition, and any terms of parole or probation
- At least one character reference letter from a non-relative, written on appropriate letterhead

GIA will respond to the student within 10 working business days upon receiving the application.

How to Apply and Related Deadlines

Students wishing to apply for admission at a GIA campus outside the United States should contact the appropriate campus directly, or for additional information about admissions requirements and the application process visit the campus section on GIA.edu. See the last page of this catalog for contact information.

Distance Education Students

Courses start every Monday, with the exception of holidays. In 2017, courses will start on Tuesdays on February 21, May 30, September 5 and December 26.

Paper applications must be received by 12:00 p.m. Pacific Time the Friday before the selected start date. Students applying online must register prior to midnight the Sunday before the course start date. Failure to accept the terms of your enrollment agreement within 14 days of your selected start date will result in the cancellation of your course registration.

Educational services and shipping to some countries may be restricted by U.S. law. GIA fully complies with any and all U.S. laws and therefore may be unable to accept enrollments from certain countries. Contact GIA Admissions if you have questions about such conditions.

Lab Class Students

If submitting the downloadable application, submit to the campus you wish to attend. There are no application deadlines. However, classes typically reach capacity at least two to three months in advance, so we encourage you to apply at least three to four months before the start date. If a class reaches capacity, you will be placed on a wait list and notified if a seat becomes available. Full payment is due 30 days prior to the start of a class. For New York Lab Classes, please contact New York Admissions at nyadmissions@gia.edu or call +1 800 366 8519 or +1 212 944 5900

On-Campus Students

Apply for on-campus programs or courses online or by downloading the application and registration form, and submit to the campus you wish to attend. Required documents must be submitted to and received by GIA to be considered for on-campus admission. GIA will notify you via email of your enrollment status.

There are no application deadlines. Although GIA holds classes year-round, on-campus programs typically reach capacity at least two to three months in advance, so we encourage you to apply at least three to four months before the start date. If a class reaches capacity, you will be placed on a wait list and notified if a seat becomes available.

Admissions (cont.)

On-Campus Admission for Non-U.S. Citizens

Students from outside the United States studying at either the Carlsbad or New York campus enjoy an exciting and rewarding experience. Most students easily make the transition to living in the United States, but it is their responsibility to be aware of certain rules and regulations that govern their stay in the United States and pertain to their enrollment at GIA.

In addition to the admission requirements listed on page 43, international students must meet the following admissions criteria:

Enrollment Requirements

All student applicants from outside the United States must meet the following enrollment requirements.

All documents sent to GIA Admissions must be in English or accompanied by a certified copy of English-language translation. GIA accepts copies, but may request original documentation.

1. A copy of your valid passport identifying your full name, birth date, citizenship, and country of birth.
2. Proof of financial support: Documentation verifying that you or your sponsor has sufficient liquid assets to cover all tuition and estimated living expenses for the duration of your U.S. study at GIA. Estimated living expenses are at least \$1,950 USD per month of study at GIA in Carlsbad and \$2,450 per month of study at GIA in New York. Sufficient funds must also be available for your spouse or children (under 21) who will accompany you; expenses are estimated at \$500 per month for your spouse and \$350 per month for each dependent child.
 - Personal, relative, non-relative, business or corporate funding financial support requirements: Please submit a copy of a bank statement or financial institution letter. The bank statement or financial institution letter must have the name of the account holder, business or corporation, dated within the last six months, have specific available funds and denomination of currency. Financial institution bank letters must include the bank stamp, be on official letterhead and signed by the bank manager.
 - Private scholarships, bank loans, government sponsorship or other similar financial support requirements: Please submit a copy of a letter from the organization, government or financial institution. This letter must be from the organization, government or financial institution, on their official letterhead, signed and dated within the last six months by the official responsible for funds distribution, include the student's full legal name, sponsorship type, amount and duration of the sponsorship. The amount must show specific available funds and denomination of currency.

Please contact a GIA Admissions Representative or the International Student Advisor for specific financial support requirements. Proof of financial support is not required for U.S. Permanent Residents.
3. Letter of financial responsibility from your sponsor. If you did not submit proof of personal financial support, your sponsor must submit a copy of a letter of financial responsibility with his or her financial documents. The financial responsibility letter must be a dated document, which includes the student's name and signature, sponsor's name and signature, relationship to the student, sponsorship duration and amount. Please request the financial responsibility letter from GIA Admissions or the International Student Advisor. The letter of financial responsibility is not required for U.S. permanent residents.
4. Documentation of your English proficiency is required by providing evidence of one of the following (please read the specific requirements for each carefully):
 - Test of English as a Foreign Language (TOEFL®): Obtain a minimum score of 61 on the Internet-based next generation TOEFL or 500 on the paper-based TOEFL test. The TOEFL institutional code is 9144 for GIA in Carlsbad and 9028 for GIA in New York. Please note that the

Institutional TOEFL (ITP) test does not meet GIA's requirements. ets.org/toefl

- International English Language Testing System (IELTS™) exam: Achieve an overall band score of at least 5.0 on the Academic IELTS test. ielts.org
- The Test of English for International Communications™ (TOEIC®): Achieve an overall score of at least 650 on the TOEIC® Listening and Reading test – Public Testing Program. Please note that the TOEIC® Listening and Reading test - Institutional Testing Program and the TOEIC® Certificate of Achievement do not meet GIA's requirements. ets.org/toeic
- International Test of English Proficiency (iTEP Academic-Plus): Achieve iTEP Level 4 or higher on the iTEP Academic-Plus test. itepexam.com
- Pearson Test of English Academic (PTE): Achieve a score of 43 or higher on the PTE Academic test. pearsonpte.com/PTEAcademic
- TOEFL®, TOEIC®, IELTS™, iTEP and PTE academic scores are valid for two years from the date of the examination. Request the testing center to send your official results directly to GIA.
- Cambridge English Exams: Earn an overall Cambridge English Scale score of 173 or higher on the First (FCE), Advanced (CAE) or Proficiency (CPE) cambridgeenglish.org/exams/first/
- ELS Language Centers: Successfully complete the level 109 or higher course. Submit your official ELS academic record to GIA; certificates are not accepted. Please request your ELS academic record from the Academic Director of the ELS campus you attended. els.edu
- English as the medium of instruction:
 - If you graduated from a school in a country where English is the official language: Submit documentation of your graduation following the guidelines on page 43 under Admissions Requirements – U.S. Locations.
 - If you graduated from a school in a country where English is not the official language: Submit a letter specifying English was the medium of instruction. This letter must be on the school's letterhead, signed and dated by the Dean, Director, or Headmaster, stating years of study, diploma, or degree earned.
 - If you attended, but did not graduate, you must have a combined total of at least three years of English medium instruction. Documentation evidencing that you completed a minimum of three years at a school where English was the medium of instruction. Submitted documentation must be on the school's letterhead, signed and dated by the Dean, Director, or Headmaster, stating years of study, diploma, or degree earned.

GIA is authorized under federal law to enroll nonimmigrant alien students. The *Certificate of Eligibility for Non-Immigrant (M-1) Student Status – For Vocational Students (I-20MN)* is issued to students when they are accepted to a school. Applicants use the I-20MN to apply for the M-1 nonimmigrant student visa prior to entering the United States. Applicants who enter the United States under another nonimmigrant visa status usually cannot attend GIA's full-time on-campus programs.

Applicants already in the United States on a valid nonimmigrant visa status may be eligible to apply for a change of status to the M-1 visa while in the United States, but there are certain restrictions. Contact the International Student Advisor for further details about changing from your current nonimmigrant status to the M-1 visa status.

The M-1 visa is required for the following full-time on-campus programs or courses: Graduate Gemologist, Graduate Diamonds, Graduate Colored Stones, Graduate Jeweler, Jewelry Design & Technology, Jewelry Design, and Comprehensive CAD/CAM for Jewelry.

Admissions (cont.)

Dependents

If your spouse or children (unmarried and under age 21) plan to accompany you to the United States, contact the International Student Advisor for further information. Your dependents are included on your I-20MN, and they will apply for the M-2 nonimmigrant student visa. You must show sufficient funds for your dependents which are listed above within GIA's financial support requirements. To learn more about bringing your dependents to the United States and applying for the M-2 visa, visit studyinthestates.dhs.gov/students/dependents

SEVIS and Your I-20MN

GIA's International Student Advisor will issue your I-20MN within 10 business days after you receive your enrollment confirmation. It is important to review your personal details prior to applying for your nonimmigrant visa or, for Canadians and Bermudians, prior to arrival at the U.S. port of entry. Contact the International Student Advisor regarding any changes to your I-20MN. Information about the Student and Exchange Visitor System (SEVIS), what to expect at your visa interview, port of entry requirements, the SEVIS I-901 fee, and more is on their website at studyinthestates.dhs.gov/students. If you have any questions regarding your student visa or the requirements for enrollment of students from outside the United States, please contact the GIA International Student Advisor in Carlsbad at +1 800 421 7250 ext 4195, +1 760 603 4195, or intladvisor@gia.edu; and in New York at +1 800 366 8519 ext 3663, +1 917 286 3663, or nyintladvisor@gia.edu

SEVIS I-901 Fee Information

The U.S. Immigration and Customs Enforcement (ICE) requires nonimmigrant students to pay a SEVIS I-901 fee prior to applying for the M-1 visa or, for Canadians and Bermudians, prior to arrival at the U.S. port of entry. The I-901 fee is not required for M-2 dependent applicants. Currently, the I-901 fee is \$200 and is paid electronically or by mail. The Student and Exchange Visitor Program (SEVP) requires receipt of your payment at least three business days prior to your visa interview at the U.S. Consulate, or, for Canadians and Bermudians, at least three business days prior to your arrival at the U.S. port of entry. Learn more about the I-901 fee payment at fmjfee.com and view the tutorial at studyinthestates.dhs.gov/i-901-tutorial

Applying for Your Nonimmigrant Visa

Once you receive your I-20MN, you can apply for your M-1 nonimmigrant student visa. Follow these steps to apply:

- Pay the SEVIS I-901 fee at fmjfee.com
- Locate your U.S. Consulate at usembassy.state.gov and review the specific details to apply for your nonimmigrant vocational student visa. You are applying for the M-1 vocational student visa.
- Fill out the DS-160 Online Nonimmigrant Visa Application form at ceac.state.gov/genniv
- Schedule your visa interview appointment with the U.S. Consulate.
- Prepare for your interview. The U.S. Department of State strongly advises students to apply for their nonimmigrant student visa as soon as they receive their I-20MN. The nonimmigrant visa process varies by each country and can take at least 90 days. The U.S. Consulate does not issue the nonimmigrant student visa earlier than 120 days from the I-20MN start date, but applicants may apply earlier than this date. Nonimmigrant students can enter the United States no earlier than 30 days from the start date indicated on their I-20MN.

Special information for Canadians and Bermudians

Canadian and Bermudian citizens are not required to apply for an entry visa at a U.S. Consulate. Instead, the U.S. Customs and Border Protection (CBP) Officer at the U.S. port of entry grants your visa status after ensuring that you meet all admissibility requirements.

You must have your I-20MN, SEVIS I-901 fee payment receipt, financial support documents, and other important documents in hand when you present yourself at the U.S. port of entry. Details about student visas and the port of entry process for Canadians are on the Ottawa U.S. Consulate website at canada.usembassy.gov/visas/visas/canadian-students.html and for Bermudians on the Hamilton U.S. Consulate website at hamilton.usconsulate.gov/education/student-visa-information.html. In addition, the International Student Advisor will send full details with the I-20MN. Nonimmigrant students can enter the United States no earlier than 30 days from the start date indicated on their I-20MN.

Nonimmigrant Student Resources

U.S. immigration laws and requirements are currently undergoing review and scrutiny and are subject to change. We strongly recommend that you visit the SEVP Study in the States website for nonimmigrant students preparing to study in the United States at studyinthestates.dhs.gov for the most current information, and to speak with an International Student Advisor. In addition, the U.S. State Department Bureau of Education and Cultural Affairs has extensive information about studying and living in the United States, the visa application process, and pre-departure planning at educationusa.state.gov

U.S. Arrival and Departure

Nonimmigrant students are only allowed to remain in the United States in accordance with current immigration law and the time limits stated on their immigration documents. An M-1 student who has maintained his or her status is allowed to stay 30 days after his or her graduation date.

Do not come to the United States until you have the I-20MN and the applicable nonimmigrant student visa stamp (M-1) in your passport. For Canadians or Bermudians, you must have the applicable M-1 visa status. A detailed *International Student Handbook* with information on applying for your M-1 visa, M-1 visa regulations, and what to expect at the U.S. Port of Entry will be mailed to enrolled students.

Please contact our International Student Advisors for additional information about studying in the United States or with questions about the above requirements. For Carlsbad contact us at +1 800 421 7250 ext 4195 or +1 760 603 4195, or intladvisor@gia.edu. For New York contact us at +1 800 366 8519 ext 3663 or +1 917 286 3663, or nyintladvisor@gia.edu

Student Background Checks

All applicants are screened against global watch lists to comply with U.S. Office of Foreign Assets Control (OFAC) regulations, and other applicable laws and regulations.

English Proficiency

All classes are taught in English unless otherwise indicated. GIA does not offer English as a second language (ESL) instruction. Students must be proficient in English to successfully complete course requirements.

On-campus applicants who are not U.S. citizens must demonstrate English proficiency by meeting GIA's English proficiency requirement. See item 5 under On-Campus Admission for Non-U.S. Citizens section on page 44.

Special Accommodations

In accordance with the Americans with Disabilities Act and other related US laws, GIA will make efforts to accommodate each prospective candidate with special requirements or needs by making reasonable adjustments where appropriate. Each circumstance will be considered on an individual basis according to the means, limits, and experience of GIA and the special request under consideration, at the time of such request. Each course requires students to perform particular physical and cognitive tasks. Upon request, GIA is pleased to discuss these tasks with you to allow you to evaluate your potential for success and your

Admissions (cont.)

decision to apply. Students requesting special accommodations are asked to do so in writing following admission to GIA and at least 30 days prior to the date accommodations will be needed. Documentation must be from a professional who is qualified in the testing and diagnosis of the disability. Please make an appointment to discuss your request with the Dean of Students and/or School Director before class begins.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution

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

Licensed private career schools offer curricula measured in clock hours, not credit hours. Certificates of completion, i.e. school diplomas, are issued to students who meet clock hour requirements. The granting of any college credit to students who participated in and/or completed a program at a licensed private career school is solely at the discretion of the institution of higher education that the student may opt to subsequently attend.

GIA Transfer Credit Policy

GIA does not accept transfer credit from other institutions with the exception of Veteran students. Please contact us at VABenefits@gia.edu for more information.

Transfer of previous GIA coursework

Students enrolling in on-campus programs who have previously completed GIA Distance Education courses do not receive transfer credit. Coursework successfully completed through on-campus programs may be transferred towards Distance Education courses or programs.

Nondiscrimination Policy

It is GIA's policy not to engage in discrimination against or harassment of any student enrolled in, or seeking enrollment in GIA on the basis of race, color, national origin, ethnicity, religion, gender, age, disability, medical condition, creed, pregnancy or parental status, marital status, sexual orientation, veteran status, gender identity, caste, union membership, political affiliation, physical appearance, HIV status, or any other classification protected by applicable local, state, or federal laws. All students have the rights and privileges to participate in programs and activities generally accorded to or made available to all students of the school.

Retaliation

Threats, other forms of intimidation, and retaliation against a student or employee for bringing a complaint of harassment or discrimination or for assisting another in bringing a complaint are prohibited. Retaliation is itself a violation of GIA policy and applicable law, and is a serious offense. Acts of retaliation may result in discipline up to and including dismissal or termination.

Title IX Compliance

Title IX is a federal law that prohibits discrimination based on sex in institutions that receive federal financial assistance. Examples of programs and activities that are subject to Title IX include admissions, recruitment, financial aid, academic programs, and employment. Title IX also protects students from sexual harassment, including sexual violence, such as rape, other forms of sexual assault and sexual coercion.

GIA's Title IX Coordinator monitors and oversees GIA's compliance with Title IX and related laws in the prevention of sexual harassment and discrimination, including the coordination of education and training activities and the response to Title IX complaints. Students, faculty, administrators, staff, or others who participate in GIA's education programs and activities with questions, concerns, or complaints about sex discrimination, harassment or sexual misconduct are encouraged to contact the Title IX Coordinator.

Christine Galdston, AVP Education Accreditation & Regulatory Affairs,
Title IX Coordinator
titleixcoordinator@gia.edu
+1 760 603 4587
The Robert Mouawad Campus
Mailstop #1
5345 Armada Drive
Carlsbad, California 92008 USA

Additionally, complaints of sexual discrimination may be made to the Department of Education's Office of Civil Rights (OCR):

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Bldg
400 Maryland Avenue, SW
Washington, DC 20202-1100 USA
Telephone +1 800 421 3481
F +1 202 453 6012; TDD +1 800 877 8339
OCR@ed.gov

Campuses Outside the United States

Students wishing to apply for admission at a GIA campus outside the United States should contact the appropriate campus directly, or for contact information and additional information about admissions requirements and the application process visit the campus section on GIA.edu.

Financial Assistance & Scholarships

Financial Assistance

GIA is pleased to offer a number of financial assistance options to help you finance your education. Each program has specific eligibility requirements and not all students will qualify. Please see below for additional information about these funding options.

Federal Student Aid (FSA)

Federal financial aid is available for the following six-month, on-campus programs for those who qualify: Graduate Gemologist (GG), Graduate Jeweler (GJ), and Jewelry Design & Technology (JDT). Federal aid includes Pell and SEOG Grants and Direct Student Loans through the U.S. government, and is available to those eligible full-time on-campus students who are U.S. Citizens or hold U.S. permanent resident status. Federal financial aid is not available for Distance Education or lab class students. For more detailed information about federal financial aid and to apply, please visit: GIA.edu/gem-education-financial-aid

FSA Citizenship Requirements

A student must be one of the following to be eligible federal student aid:

- U.S. citizen or national;
- U.S. permanent resident or other eligible noncitizen; or
- Citizen of the Freely Associated States: the Federated States of Micronesia and the Republic of Palau and the Marshall Islands. These students can only receive aid from some of the FSA programs.

If you do not meet the citizenship requirements listed above, you are not eligible to apply for federal financial assistance.

FSA Application Deadlines

In order to ensure timely processing of your materials, it is recommended that you submit all required documents to GIA's financial aid office at least two months prior to your anticipated start date. For more information on how to apply for FSA, please visit : GIA.edu/gem-education-financial-aid

Federal Grant Information

- Federal Pell Grant – This Federal grant is available to qualified students who have not yet received a bachelor's degree. Award based upon need and Congressional appropriation.
- Federal SEOG Grant – This Federal grant is available to qualified students who have not yet received a bachelor's degree. Award based upon need and available funds.

Federal Loan Information

Due to limited grant funding, most students who need financial assistance also apply for student loans to help finance their education at GIA. Several loan programs are available to help students pay the costs of attending GIA on-campus programs. These loans come from the U.S. Department of Education. Loan funds are based on financial need with the exception of the Direct Unsubsidized Loan or the Direct Parent Loan for Undergraduate Students (PLUS). Federal Direct loans are available to most students regardless of income. If you or your parents borrow more funds than tuition, you will receive the excess proceeds of these funds in the form of a paper check three weeks after the funds have been received by GIA. The Office of Student Accounts Payable will issue and release excess funds to you or your parent(s). For information on Financial Assistance visit: GIA.edu/gem-education-financial-aid

Federal student loans provide a range of repayment options including, but not limited to, income-based and income-contingent repayment plans. It is essential that you understand your commitment and responsibility to repay your loans according to the stipulated repayment schedules. Prior to applying for or accepting a loan, you need to assess your current financial commitments and your future ability to repay loans following completion of your education. A loan can be a great help in paying for your education, but serious problems and consequences can result if you become past due or delinquent in your payments. GIA services, including future enrollment, can be withheld due to delinquent loan payments. Additionally, your loan accounts can be referred to collection agencies and information will be reported to credit bureaus, which can affect your ability to receive credit in the future. For information on Federal Loan terms and condition, please visit: studentloans.gov.

Federal Direct Subsidized Loan - This federally subsidized student loan is available to qualified students. These loans are awarded up to \$3,033 per six-month program depending upon eligibility, educational program, grade level and previous loan indebtedness under this program.

Federal Direct Unsubsidized Loan - This federally unsubsidized student loan is available to qualified students. These loans are awarded up to \$8,233 per six-month program depending upon eligibility, educational program, grade level and previous loan indebtedness under this program.

Federal Direct Parent Loan for Undergraduate Students (PLUS) – Direct PLUS Loans are loans available to parents of dependent undergraduate students to help pay for educational expenses up to the cost of attendance minus all other financial assistance. Interest is charged during all periods. Check with the GIA Office of Student Financial Assistance for directions on how to complete a Direct PLUS Loan Request and Master Promissory Note. Approval is based on parent's credit rating.

Cost of Attendance/Student Budget, and Family Contribution

The GIA Office of Student Financial Assistance establishes student budgets to be used in determining your financial need. These budgets include an amount for the cost of living (rent, food, utilities, transportation, and personal expenses) at a moderate level, depending on your living arrangements, as well as the tuition, fees, and books and materials charges for your program of enrollment. We derive the living allowance portion of your budget utilizing several sources: rental surveys of local housing situations, student expense surveys, and the Bureau of Labor Statistics Consumer Price Index. The student budget utilized for your individual circumstance will be reflected in your final Financial Aid Award Letter.

The process of determining your eligibility for financial aid, commonly referred to as need analysis, has been legislated by the U.S. Congress using the information you and/or your parents supplied on your FAFSA.

In order to qualify for financial aid, the Federal Government requires that each student's financial need be measured by the need analysis process called Federal Methodology. This process utilizes the income and asset information provided by you and/or your parents to determine the amount of family contribution you and/or your parents should be able to provide towards your education.

One of the ground rules to financial aid is that parents of dependent students, to the extent that they can contribute, have primary responsibility for financing the cost of your education. If it is determined that you are an independent student, your financial circumstances (and if married, your spouse's) are analyzed rather than those of your parents.

If you are a dependent student, we will calculate an expected family contribution based on the income and asset information furnished by you and your parents on the FAFSA. This amount of expected family contribution is deducted from the student budget in determining your financial need.

Financial Assistance & Scholarships (cont.)

If you are classified as an independent student, we will determine a family contribution based on the income and asset information you furnish on the FAFSA. The amount determined will be deducted from the student budget in determining your financial need.

More information is available at GIA.edu/student-consumer-information

Financial Aid Academic Requirements

Students must maintain Satisfactory Academic Progress (SAP) to receive student financial aid. Satisfactory Academic Progress is reviewed, in general, at the end of each payment period. A student's continued eligibility for financial aid in a subsequent payment period shall be dependent upon his/her academic record as of the end of the previous payment period. Federal regulations require that all institutions participating in Title IV federal student aid programs establish academic standards to ensure students make satisfactory progress. GIA's SAP Policy is found on page 62 of the catalog.

Financial Aid Warning Status: FSA and VA benefit recipients who fail to meet the standards defined above will be placed on Financial Aid Warning Status for the following payment period. Students in Financial Aid Warning Status remain eligible for federal student aid and/or Veterans benefits. If a student has not returned to "satisfactory" academic standing (as stated in the SAP Policy) by the end of the Financial Aid Warning Status payment period, the student will lose eligibility for federal student aid and/or Veterans Benefits.

Scholarship recipients who are dismissed due to failure of meeting SAP standards are liable for any outstanding tuition balance at the time of dismissal.

VA – Veterans Administration Education Benefits

Students with eligible GI Bill Education Benefits may use them for all on-campus programs but not for individual Distance Education courses or lab classes. The Post-9/11 GI Bill provides financial support for educational and housing expenses to individuals with at least 90 days of aggregate service after September 10, 2011, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post-9/11 GI Bill. Check eligibility status and the amount for which you qualify prior to enrolling. If you are the spouse or child of a service member who is serving on active duty you may be eligible for financial assistance from the DOD for education, training, and/or the occupational license and credentials necessary for a portable career. If you are the spouse or child of a service member, you may be eligible for transfer of the service member's Post-9/11 GI Bill benefits to you. For more information, contact VABenefits@gia.edu

Vocational Rehabilitation Education Benefits

Vocational rehabilitation assistance programs administered by the Veterans Administration (VA), individual state agencies or private agencies authorize students to enroll and study at GIA, either on campus or through the Distance Education programs. For more information, contact financialaid@gia.edu or visit: GIA.edu/gem-education-vocational-rehabilitation-enrollment-procedure

Private Loans

Private student loans offer variable rates that can increase or decrease over time depending on market conditions. Students should determine the interest rate, fees, and repayment terms of any private student loan they are considering before accepting a private student loan. You may not borrow more than your cost of education less any financial aid received.

Award Notification

Students who apply for financial aid and submit the required forms and documents will be sent an Estimated Award Letter by email. This notification will indicate the approximate amount of financial aid eligibility for the on-campus educational program you indicated. This notification will provide information needed to help you decide if the aid being offered is sufficient to allow you to attend GIA.

Financial Aid Entrance and Exit Counseling

All recipients of Federal Student Aid must participate in Entrance and Exit Counseling. Within a few days prior to your start date, you will meet with the Office of Financial Assistance staff for your financial aid entrance counseling where your official award will be reviewed. The official award notification will list the types of aid available to you, the student budget and family contributions used to determine your eligibility, and other pertinent information. At your required financial aid entrance counseling you must accept or decline any aid offered and sign the award notification before we can disburse any financial aid.

Entrance counseling is designed to acquaint you with your responsibilities, rights, and obligations. If you fail to attend entrance counseling, you will be prohibited from starting classes. All students receiving loans are required to attend exit counseling with a staff member of the Office of Student Financial Assistance. Exit counseling is designed to remind you of your loan obligations, repayment schedule, and deferment rights under the various loan programs. Failure to attend exit counseling will result in your diploma being withheld.

How Financial Aid is Disbursed

All financial aid funds are disbursed electronically directly to your GIA tuition account. Federal regulations require financial aid awards be disbursed at least twice during the term of a student's enrollment. Consequently, all aid will be divided in half and disbursed twice during your program. The first half of grant funds and Direct Loan and Parent PLUS Loan funds will be issued no sooner than 30 days into your program. The second half of funds will be disbursed after the mid-point of your program, usually during the fourth month. If you are enrolled in more than one six-month program, you will receive more than one financial aid award. Financial aid for each award period will be disbursed in multiple increments as outlined above.

The requirements for Title IV program funds when a student withdraws are separate from any refund policy that GIA may have. A student may still owe funds to GIA to cover unpaid institutional charges. Please see the Federal Student Aid Refund Policy/Return to Title IV Policy for additional details.

If your aid has been utilized for living expenses rather than tuition, we will pro-rate the amount of aid you are entitled to keep based on the percentage of your program that you have completed. If the aid you received exceeds your cost of living for prorated amount of class time completed, you will be billed for the excess. GIA academic services will be refused until your account is brought current.

Financial Assistance & Scholarships (cont.)

Over-Awards

An over-award can occur when your financial need is exceeded by your own resources or other outside awards, such as scholarships, or VA benefits. You must inform the Office of Student Financial Assistance if you receive any additional resources that you did not originally report on your financial aid application forms. If your financial aid need is reduced, it may result in an over-payment of financial aid. If this occurs, we will bill you for the financial aid received that you are no longer entitled to. In some cases, it may be taken from your tuition account. In either case, you will have a financial obligation that must be resolved before you can receive your diploma. To avoid this situation, please report any changes in your financial situation immediately to the Office of Student Financial Assistance.

Gainful Employment Information Sheet

Information about GIA's graduation rates, graduate employment rates, the median debt of students who complete the program, and other important information is included in the Gainful Employment (GE) Information Sheet available on GIA's website at GIA.edu/gainful-employment-info-sheet. For additional information please contact us at financialaid@gia.edu

Notice of Federal Student Financial Aid Penalties for Drug Law Violations

A conviction for any offense under any federal or state law involving the possession or sale of illegal drugs, during a period of enrollment when receiving federal aid, will result in the loss of eligibility for any Title IV, HEA grant, loan, or work study assistance. A conviction that was reversed, set aside, or removed does not count, nor does one received as a juvenile, unless tried as an adult. For more information, visit: GIA.edu/gem-education/notice-federal-financial-aid-penalties

Net Price Calculator

The Net Price Calculator is a tool to help you estimate the cost of the program in which you choose to enroll and is available at GIA.edu/net-price-calculator

Consumer Information

Additional Student Consumer Information may be found at our website GIA.edu/student-consumer-information

Scholarships

GIA-administered scholarships are available for on-campus and distance education (eLearning and lab class) students. Applicants will be considered for all available scholarships for the program they indicate on their application. Applications must be submitted online during the following application periods:

- Apply between August 1 and September 30 for a scholarship to be used for new enrollments that start the following year.
- Additional scholarships may be available for programs that begin the second half of the current year. Apply between February 1 and March 31 for a scholarship to be used for new enrollments.

Additional details on eligibility, how to apply, and required documents are available at GIA.edu/gem-education-financial-aid

2017 U.S. Scholarships

(Available ONLY for U.S. Citizens and Permanent Residents)

Absolute Brilliance Scholarship

Award maximum: \$1,000

Awarded for Distance Education eLearning Diamond Essentials or Graduate Diamonds Diploma courses.

Andrew Sarosi Memorial Scholarship Fund

Award maximum: \$1,000

Awarded for any on campus course or Distance Education eLearning course, program, or lab class. (Lab classes in Carlsbad or New York ONLY)

Bert Krashes Scholarships

Award maximum: Full tuition

Awarded for the Graduate Gemologist (GG) program. One is awarded for the on-campus program and one for the Distance Education eLearning Graduate Gemologist (GG) program which includes three required lab classes - Diamond Grading, Colored Stone Grading, and Gem Identification. (Lab classes in Carlsbad or New York ONLY)

CJA Peter Hess Scholarship

Award maximum: \$1,000

Available for any educational course or program. Recipient must be a resident of California and a California Jewelers Association member, be related to a CJA member, or be willing to join CJA if awarded this scholarship. (Lab classes in Carlsbad or New York ONLY)

ColorMasters Scholarships

Award maximum: \$1,000

Awarded for Distance Education eLearning program courses. Preference will be given to applicants employed by a jewelry store that carries ColorMasters products.

Dr. Peter Bancroft Scholarship

Award maximum: \$5,000

Awarded for any On Campus or Distance Education eLearning course or program. Applicants must reside in North San Diego County. (Lab classes in Carlsbad or New York ONLY)

Dr. Geoffrey Smith Scholarship

Award maximum: \$500

One scholarship available for any Distance Education eLearning course or program. To qualify, applicant must have previously participated in a GIA Junior Gemologist class.



Courtesy:
Cenki Thomas

Financial Assistance & Scholarships (cont.)

Eunice Miles Scholarships

Award maximum: Full tuition

Two scholarships available. One for the on campus Graduate Gemologist (GG) program and one for the Distance Education eLearning Graduate Gemologist (GG) program which includes three required lab classes - Diamond Grading, Colored Stone Grading, and Gem Identification. (Lab classes in Carlsbad or New York ONLY)

George W. Juno Memorial Scholarship

Award maximum: \$1,000

Awarded for Distance Education eLearning gemology courses.

GIA Scholarship Fund for U.S. Veterans

Award maximum: \$2,000

Awarded for Distance Education eLearning courses, programs, or Lab classes. Open to U.S. military veterans, including reservists and National Guard personnel. To qualify, applicants must include proof of U.S. military service. (Lab classes in Carlsbad or New York ONLY)

GIA Scholarship – Distance Education eLearning

Award maximum: \$4,000

Awarded for any Distance Education eLearning course. Applicants must be U.S. citizens or U.S. permanent residents.

GIA Scholarship – Lab Classes (Carlsbad and New York locations only)

Award maximum: \$2,500

Awarded for lab classes. Applicants must be U.S. citizens or U.S. permanent residents.

GIA Scholarship – On Campus

Award maximum: \$23,000

Awarded for on campus programs and courses including the Graduate Gemologist (GG) program, Jewelry Manufacturing Arts programs including Jewelry Design & Technology (JDT), Graduate Jeweler (GJ), Comprehensive CAD/CAM for Jewelry, and Jewelry Design courses.

GIA Scholarship – San Diego County Resident

Award maximum: \$1,000

Golden Gate Alumni Chapter Scholarship

Award maximum: \$500

Awarded for any On Campus or Distance Education eLearning course or program. Applicants must be Northern California resident with ZipCode : 93921-93923, 93940-93944, 93400-96999 (Lab classes in Carlsbad or New York ONLY)

Kurt Wayne Scholarship

Award maximum: \$1,000

Awarded for the on campus Graduate Jeweler (GJ) program.

Mikimoto Scholarships

Award maximum: \$915

Awarded for the Distance Education eLearning Graduate Pearls Diploma program. (Lab class in Carlsbad or New York ONLY)

Morris Hanauer Scholarship

Award maximum: \$600

Awarded for any Distance Education eLearning gemology course. (Lab class in Carlsbad or New York ONLY)

North Texas GIA Alumni Association Scholarship

Award maximum: \$1,500

Awarded for any on campus or Distance Education eLearning course, program, or lab class. Preference will be given to applicants who reside within the following Texas zip codes: 75000-75799, 76000-76999, and 76900-79799. (Lab classes in Carlsbad or New York ONLY)

Ray Glynn Scholarship

Award maximum: \$500

Awarded for any Distance Education eLearning gemology course. Applicant must be a legal resident of the state of Alaska, Idaho, Oregon, Montana, or Washington.

Richard T. Liddicoat Scholarships

Award maximum: \$22,000

Awarded for the Graduate Gemologist (GG) program: one for the on campus Graduate Gemologist (GG) program and one for the Distance Education eLearning Graduate Gemologist (GG) program which includes three required lab classes - Diamond Grading, Colored Stone Grading, and Gem Identification. (Lab classes in Carlsbad or New York ONLY)

Rio Grande Scholarship

Award maximum: \$19,260

Awarded for the on campus Graduate Jeweler (GJ) program. Applicants must reside in the United States.

Tiffany & Co. Scholarships

Award maximum: \$10,000

Awarded for any gemology program.

William Goldberg Diamond Corp. Scholarship

Award maximum: \$10,000

Awarded for any on campus gemology program.

Zoe Bromberg Scholarship

Award maximum: \$2,000

Awarded for classes that fulfill the American Gem Society certification requirements: Applied Jewelry Professional program and the Diamond Grading lab class. (Lab class in Carlsbad or New York ONLY)

Financial Assistance & Scholarships (cont.)

2017 International Scholarships

(Available ONLY for International Students)

Tawfic Farah Memorial Scholarship – GIA Hong Kong for 2017

Award maximum: Full tuition

Awarded for the on campus Graduate Gemologist (GG) program, including the three required lab classes - Diamond Grading, Colored Stone Grading, and Gem Identification. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – International Distance Education eLearning Courses

Award maximum: US \$4,000

Awarded to use for tuition of any Distance Education eLearning courses in the Graduate Gemologist (GG) diploma. Does not include lab classes. Applicants must be non-U.S. citizens living outside the U.S. Courses available in English only.

GIA Scholarship – Botswana

Award maximum: US \$ - Varies

Awarded for the Diamond Grading Lab Class at GIA's Botswana facility. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – Hong Kong

Award maximum: US \$ - Varies

Awarded for on campus programs at GIA's Hong Kong campus. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – India

Award maximum: US \$ - Varies

Awarded for on campus programs at GIA's India campuses. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – London

Award maximum: US \$ - Varies

Awarded for on campus programs at GIA's London campus. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – Middle East

Award maximum: US \$ - Varies

Awarded for on campus programs at GIA's Middle East branch located in Dubai. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – Taiwan

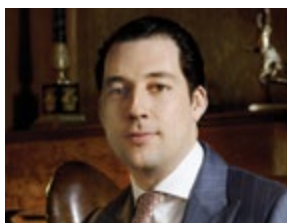
Award maximum: US \$ - Varies

Awarded for on campus programs at GIA's Taiwan campus. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.

GIA Scholarship – Thailand

Award maximum: US \$ - Varies

Awarded for on campus programs at GIA's Thailand campus. Applicants must be non-U.S. citizens whose country of residence is outside the U.S.



THE NETHERLANDS

"Why not attend an educational program from the best school in the world if you yourself want to be the best in the industry? That's why I chose GIA."

Mike Asscher, GIA GG
Vice President
Royal Asscher Diamond Company, Ltd.

Student Services

GIA Student Services is dedicated to making your experience as a GIA student pleasant and productive. Our enthusiastic staff can provide you with assistance in many areas, including career services, medical services, and financial services.

About GIA Career Services

GIA offers much more than academic growth. As a GIA student or alumni, you enjoy a professional affiliation with GIA. GIA is committed to providing you not only with a strong business foundation, but also with a complete support system you can rely on throughout your career. The Career Services staff can help you develop your career plans and begin the first steps in preparing for your future in the gem and jewelry industry. Career Services offers career preparation assistance, including tips on how to write resumes, cover letters, and thank you letters, as well as how to conduct yourself during an interview.

Career Services offers career advising appointments to assist students and alumni in developing educational and career goals, as well as assistance in your search for part-time, internships, and/or full-time opportunities in the gem and jewelry industry. Career Services actively promotes and supports effective professional relationships between GIA and organizations within the industry and encourages students to take advantage of these services offered. You will need to meet the legal requirements of working in any prospective employer's country. Career Services brings together employers looking to hire GIA-trained students and alumni through the GIA Gem & Jewelry Career Center. As you enter the larger community of the gem and jewelry industry, be assured that you will always remain a part of GIA's extended family.

GIA Gem & Jewelry Career Center

GIA Gem & Jewelry Career Center is a free, global service for those searching for a career, and looking to recruit candidates. Employers from every industry sector list positions with us, including wholesalers, department stores, jewelry designers, auction houses, gem laboratories, and many others. As a job seeker, you will be able to create a dynamic portfolio, search for careers that will help you take the next step and find companies that match your interest. New and exciting careers are listed each week; search often as there are always updated postings to consider. Create your profile so you can begin your career search at GIA.edu/gem-job

GIA Jewelry Career Fair

GIA hosts an annual Jewelry Career Fair. As the jewelry industry's largest job fair, Career Fair attracts the industry's top retailers, manufacturers, laboratories, and wholesalers. Whether you're in the middle of a career change or new to the working world, Career Fair gives you the chance to explore everything the fine jewelry industry has to offer. Plan to spend the day speaking with a number of recruiters, collecting job leads, and networking. In addition, sign up for one-on-one sessions with industry career coaches who will mentor you. Career Fairs are held annually in New York and Carlsbad. For the latest Jewelry Career Fair information visit GIA.edu/career-fair

Job Seeker's Handbook

The Job Seeker's Handbook contains some essential information you'll need to succeed in your job search. We encourage you to use it as you begin your professional journey. Download or view the Job Seeker's Handbook at GIA.edu/gem-careers

Career Preparation Assistance

The GIA Career Services team is eager to help you make your job search easier. We have invaluable resources that will empower you to create a long and successful career. As a GIA student or alumnus, Career Services offers career preparation, including tips on how to create a resume that touts your experience and a cover letter that opens doors, as well guidelines on how to conduct yourself during an interview. Our Career Service Advisors are here to help highlight your greatest strengths so that you stand out amongst the crowd and impress potential employers.

If you have any questions or require further information contact Career Services staff in Carlsbad at careerservices@gia.edu or call +1 800 421 7250 ext 4378 or +1 760 603 4000 ext 4378 or for New York nycareerservices@gia.edu or call +1 800 366 8519 ext 3529, +1 917 286 3529.

GIA Alumni Association

Did you know that you qualify as a member of the GIA Alumni Association as soon as you successfully complete a GIA course or program? GIA will automatically recognize you as an alumnus, and your membership is free. However, it is up to you to manage your GIA Alumni Membership in order to receive all the alumni benefits offered.

Current alumni benefits include an array of tools to communicate your GIA alumni status to customers and colleagues, alumni-focused publications and global events. You can also request to list yourself in the GIA.edu/gia-alumni-directory a public search tool on GIA.edu that instantly verifies your GIA diploma credentials and leads business prospects your way. By connecting to the Alumni Association which is more than 115,000 members strong, with more than 70 chapters worldwide- you become part of an ever-growing global community of fellow GIA graduates who offer educational, networking, and mentorship opportunities that support you throughout your career. For more information contact us at alumni@gia.edu or call +1 800 421 7250 ext. 4145 or +1 760 603 4145.

You can also visit the alumni section of the GIA website at GIA.edu/gia-alumni to manage your alumni membership, sign up for alumni communications, find GIA alumni, obtain a listing of our alumni chapters around the world, catch up on alumni news, check out the alumni global events calendar, and more.

International Student Advisors

Our International Student Advisors are available in Carlsbad from 8:00 a.m. to 4:00 p.m. Pacific Time and in New York from 7:30 a.m. to 4:00 p.m. Eastern Time to help with the application and enrollment process, requirements necessary to attend GIA, the student visa application process, the Student and Exchange Visitor Information System, applying for your nonimmigrant visa, and more. The International Student Advisor can be contacted in Carlsbad at +1 800 421 7250 ext 4195, +1 760 603 4195, or intladvisor@gia.edu or in New York at +1 800 366 8519 ext 3663, +1 917 286 3663, or nyintladvisor@gia.edu

Student Services (cont.)

Guest Speakers

GIA regularly organizes free on-campus presentations by industry professionals on an array of subjects affecting the gem and jewelry industry, such as international and U.S. appraising information, mining practices and finds, diamond treatments, cutting-edge lab discoveries, colored stone controversies, strategies on owning a business, and learning how to enter the world of jewelry design and repair. All students and graduates are invited to attend. Guest speakers offer valuable and fascinating insight to assist students and graduates in their career planning. Past guest speakers have included prominent industry professionals such as Doug Hucker, Erica Courtney, Gabi Tolkowsky, Martin Rapaport, Richard Drucker, Patrick Dreher, and many others.

GIA Museum

One of the things sure to delight you at The Robert Mouawad Campus is the GIA Museum. Boasting an extraordinary collection of gems, gem minerals, jewelry, objets d'art, and historical diamond cutting equipment, the Museum is sure to make your time at GIA enriching and inspiring. It's an invaluable resource for students studying gemology and jewelry design.

Library and Learning Resources

Carlsbad

The Richard T. Liddicoat Gemological Library and Information Center, which includes the Cartier Rare Book Repository and Archives, occupies nearly 8,000 square feet of space at GIA World Headquarters and The Robert Mouawad Campus in Carlsbad, California. The Library houses a growing collection of more than 57,000 books, 700 periodicals, and 1,000 videos, and other media. Students can also consult specialized databases, including LIRN for general academic references and EBSCO GeoRef for references to geoscience information.



Above top - Helpful library staff are ready to answer your questions at the Richard T. Liddicoat Gemological Library and Information Center. Above bottom - The Cartier Rare Book Repository and Archives is home to precious rare books dating from 1496 to the present.

Whether in person or by phone, email, or fax, the library staff answers questions from scientists, jewelers, gemologists, students, researchers, authors, and the media from every corner of the globe. Providing quick reference on topics including treatments, synthetics, business management, jewelry history, and more, the Richard T. Liddicoat Gemological Library and Information Center staff are the first point of reference for gem and jewelry professionals around the world. The Library is open from 7:30 a.m. to 5:00 p.m. Pacific Time, Monday through Friday. Contact us at library@gia.edu, or +1 800 421 7250 ext 4046 or +1 760 603 4046. On-campus students have check-out privileges.

New York

The Richard T. Liddicoat Library at the GIA campus in New York is an invaluable resource for students and has books, videos, and periodicals on gemology, mineralogy, design, and manufacturing. The library subscribes to a variety of science, business, fashion, and jewelry industry magazines, so you can keep up to date on the latest trends and techniques. Books, videos, and periodicals can be checked out by students by making an appointment with the librarian at nylibrary@gia.edu

EBSCO GeoRef and LIRN

Further resources are available through GIA's subscription to the LIRN and EBSCO GeoRef electronic databases. Both can be accessed through the Internet 24 hours a day, 7 days a week. Current students can log on to My GIA at my.GIA.edu, and follow the EBSCO GeoRef and LIRN links.

Computer and Internet Access

GIA's Carlsbad and New York campuses have computers available on campus for student use and computer portals and power suppliers to accommodative laptops and other portable devices. Please check each location for details. All students must sign the Student and Public Computer and Internet User Agreement prior to using these computers. Wireless Internet access is available at no charge at both the Carlsbad and New York campuses.



Above - Research the latest gem treatments, synthetics, jewelry history, and the science of gemstones at the world's largest gemological library.

Student Services (cont.)

Housing

Although GIA does not have dormitory facilities, you'll find housing opportunities in a wide range of sizes, amenities, and rental prices within close proximity of each of its campuses. It is wise to start your research about 45 days before your arrival. GIA Student Services staff can help you sort through your options and answer any questions.

GIA encourages students to use reputable third-party providers to find housing. Each campus also maintains listings of various housing options; however, GIA does not screen these listings, nor does it offer a roommate placement service. Listings are available in the Student Services area. GIA strongly encourages every student to research thoroughly any home before taking residence. This due diligence should include, but is not limited to, performing an Internet search of the address and of any individuals living in the home, as well as conducting research via websites such as those of local law enforcement.

Carlsbad

Current monthly housing costs range from about \$750 for modest home-stay arrangements to \$1,800 or more for apartments. Long-term and short-term-stay hotel arrangements are also available. Long-term stays start at \$2,100 per month. Short-term-stay hotel rates average \$80 to \$250 per night depending on the season, location, and rating. Prices do not include taxes and other fees. Contact the Carlsbad campus for additional information.

Home Placement Services (homeplacement.com) is one resource for homestays. GIA's Student Services Coordinator can provide additional details about apartments, hotels, other homestays, and car rentals.

Public transportation to the Carlsbad campus is limited. Although bicycles are an alternative, a car is recommended.

Carlsbad: Contact Housing Assistance at +1 800 421 7250 ext 7304, +1 760 603 4000 ext 7304, or housing@gia.edu

New York

Current monthly housing costs range from about \$750 for shared housing in New York area boroughs to \$2,500 to \$3,500 for studios and small one-bedrooms in Manhattan, and more for larger apartments. Short-term-stay hotel rates start at about \$200 per night depending on the season, location, and rating. Prices do not include taxes and other fees. Contact the New York campus for additional information.

GIA in New York is easily accessible by public transportation. It is closest to the Rockefeller Center station on the New York subway. The B, D, F, and M trains all stop at this station and it is located just steps away from the campus. A good resource to find additional train routes near the campus is mta.info

New York: Contact Housing Assistance at +1 800 366 8519, +1 212 944 5900, or nyhousing@gia.edu

Other Services

Photocopying and fax services and postage stamps are available for a nominal fee. Contact Student Services for more information.

Parking

Carlsbad

There is no charge for student parking in the Carlsbad campus parking lot. Students must have a valid driver's license to receive a campus parking permit. All vehicles must display a current parking permit. The parking lot is secured every night after 6:00 p.m. Pacific Time; vehicles may not be left in the lot overnight. The speed limit in the parking lot is five miles per hour. Students who violate the parking policy will be warned and are subject to loss of parking privileges and dismissal for repeated violations.

New York

Parking for GIA's location in New York is available in nearby parking garages; fees are charged by the individual parking facility.



Above - Build relationships you will use in your professional career.



Above - Annual Career Fairs provide students with the opportunity to network with industry leaders and foster professional relationships.

Student Services (cont.)

On-Campus Facilities and Hours of Operation

Carlsbad

The Carlsbad campus' 18 acres of land includes 16 classrooms; a library containing more than 57,000 books, 700 periodicals and 1,000 videos, and other media; a museum gallery; a student lounge; outdoor basketball and volleyball courts; a gemological research laboratory; administrative offices; and a parking lot for more than 1,000 vehicles. Most Gemology and Jewelry Manufacturing Arts classrooms hold up to 24 students. The Student Workroom holds 11 students.

The Carlsbad facility is open from 7:00 a.m. to 5:00 p.m. Pacific Time, Monday through Friday. In Carlsbad, the Richard T. Liddicoat Gemological Library and Information Center has computers with Internet access available weekdays between 7:30 a.m. and 5:00 p.m. Pacific Time. The Student Services office is open from 7:30 a.m. to 5:00 p.m. Pacific Time.

New York

GIA in New York occupies 20,000 square feet and includes eight classrooms, a library, student commons, study lounge, and administrative offices.

The New York campus is open from 7:30 a.m. to 4:30 p.m. Eastern Time, Monday through Friday. New York library and computer lab hours are 7:30 a.m. - 4:00 p.m.

Wireless Internet access is available at no charge throughout the Carlsbad and New York campuses.

All facilities are closed on weekends and holidays, unless specifically noted otherwise. Only students enrolled in classes with evening hours, or who have special permission, may be in the building during these hours. There is a scheduled lunch break every day. Other breaks are given at each instructor's discretion. Classrooms are secured and students are required to leave the classroom during these breaks, unless otherwise directed by the instructor. Students should expect to spend several hours each day outside of class on homework and other assigned projects.

Both GIA New York and Carlsbad Facilities have been designed and constructed in compliance with the latest amendments of the Americans with Disabilities Act and any applicable local laws and codes in effect at the time of design. All travel pathways, door openings, force ratings, reach ranges, sinks, lavatories, toilets and other elements subject to the code are designed and specified in compliance with these mandates.

2017 Scheduled School Closures

Date*	Holiday
December 19, 2016 (Monday) through January 2, 2017 (Monday)	Winter Holiday
January 3 (Tuesday)	Classes Resume
February 20 (Monday)	President's Day
May 29 (Monday)	Memorial Day
July 4 (Tuesday)	Independence Day
September 4 (Monday)	Labor Day
November 20 (Monday) through November 24 (Friday)	Thanksgiving
December 18, 2017 (Monday) through January 1, 2018 (Monday)	Winter Holiday
January 2, 2018 (Tuesday)	Classes Resume

Classroom Equipment – Gemology

These descriptions apply to GIA campuses in Carlsbad and New York.

Colored Stone Grading Lab Class

Each student workstation includes either a binocular microscope or Ott light, tweezers, and a 10x loupe. Each student keeps a lab manual, a gem cloth, a Mini Maglite, and a color grading card.

Diamond Grading Lab Class

Classrooms contain a DiamondDock, a UV lamp and viewing cabinet. Each student workstation has a binocular microscope, a loupe, tweezers, an LED light, a calculator, and a diamond grading tray. Each student keeps a lab manual, a pointer probe, a gem cloth, a plotting pen set, a table gauge, a crown angle card, and a color grading card.

Gem Identification Lab Class

Classrooms contain a table model prism spectroscope, a color filter, a fiber optic light, a UV lamp and viewing cabinet, and a utility light. Each student workstation has a binocular microscope, a handheld spectroscope, a dichroscope, a refractometer with polarizing filter and removable magnifying eyepiece and refractive index (RI) liquid, an optic figure sphere, a polariscope, and tweezers. Each student keeps a lab manual, a gem cloth, a color grading card, and a Mini Maglite.

Graduate Colored Stones

Classrooms contain an electronic balance with hydrostatic unit, a UV lamp and viewing cabinet, a table model prism spectroscope, a color filter, and a fiber-optic light unit. Each student workstation has a binocular microscope with an overhead light source, diffuser plate, and utility lamp. On-campus students keep their polariscope, an optic figure sphere, a dichroscope, a handheld spectroscope, a Mini Maglite, a refractometer with polarizing filter, tweezers, removable magnifying eyepiece, refractive index (RI) liquid, a gem cloth, a lab manual and printed course materials.

Graduate Diamonds

Classrooms contain a DiamondDock, a UV lamp and viewing cabinet. Each student workstation has a binocular microscope. Each student keeps tweezers, a 10x loupe, a pointer probe, plotting pens, a gem cloth, a table gauge, a crown angle card, a color grading card, a lab manual and printed course materials.

Graduate Gemologist

See Graduate Diamonds and Graduate Colored Stones.

Pearl Grading Lab Class

Classrooms contain a pearl gauge and other instruction aids. Each student workstation includes either a binocular microscope or an Ott light, and a pearl grading master set with an informational keycard. Each student keeps a gem cloth and lab manual.

Student Workrooms

Student Workrooms contain an electronic balance with hydrostatic scale, table model prism spectroscope, a color filter, a fiber optic light, a UV lamp and viewing cabinet, a utility light, and a loupe. Each student workstation has a binocular microscope, a handheld diffraction grating spectroscope, a dichroscope, a refractometer with polarizing filter and removable magnifying eyepiece, diffuser plate, refractive index (RI) liquid, an optic figure sphere, a polariscope, a Mini Maglite, and tweezers.

Student Life

Classroom Equipment – Jewelry Manufacturing Arts

Basic Repair and Setting and the Intermediate Repair and Setting Lab Classes

Classrooms have a laser welder, a plating station, a steam cleaner, an ultrasonic cleaner, and grinding and polishing stations that students share. Each student workbench includes a torch; a saw blade frame; a micromotor with power hand tools, a bench block; an Optivisor; and a variety of files, pliers, gravers, drill bits, hammers, mandrels, tweezers, wheels, saw blades, and burs.

Comprehensive CAD/CAM for Jewelry

Each student is assigned a workstation equipped with a PC, two flat-screen monitors, a keyboard, and a mouse. Each computer is loaded with Rhinoceros 3D software, Matrix 3D Jewelry Design software, and V-Ray rendering software. Each student is provided with a one-year student license for Matrix and Rhinoceros software. Students are also provided with a 1 TB USB external hard drive to store course materials.

Graduate Jeweler

Classrooms have a laser welder, a steam cleaner, an ultrasonic cleaner, and grinding and polishing stations that students share. Each student workbench includes a torch, a micromotor, a bench block, various burs, and saw blade frames. Students keep their tablet computer and tool kit, which contains a variety of files, pliers, gravers, drill bits, hammers, mandrels, tweezers, wheels, and saw blades.

Jewelry Design

Student workstations are equipped with a drafting board and two flat-screen monitors for close-up viewing of live instructor demonstrations. Students keep their design toolkit, which contains a variety of paints, pencils, brushes, templates, papers and vellum, and other art tools.

Jewelry Design & Technology

Classrooms contain computers with networking software for instructors to view and interact with students' CAD designs remotely. Students share a Digital Wax System 3D printer. They are assigned their own desktop computer workstation with dual monitors for classroom use. Each computer is loaded with Rhinoceros 3D software, Matrix 3D Jewelry Design software, T-Splines software, and V-Ray rendering software. Students are also provided with a 1 TB USB external hard drive for storing course materials and their design portfolio. Each student is provided with a one-year student license for Matrix and Rhinoceros software, a 10x loupe, and hand measuring tools. Basic drawing supplies are provided for the jewelry design development process.

Animals on Campus

Pets are prohibited at all times, including all facilities and parking lots. Service animals are allowed.

Commercial Activities

GIA does not permit students to conduct commercial or business activities on GIA property. The display and sale of merchandise is not permitted.

Copyright Infringement

Students are reminded that they must comply with federal copyright laws. Unauthorized distribution of copyrighted materials, including peer-to-peer file sharing, may subject a student to civil and criminal prosecution, in addition to disciplinary action by GIA, up to and including dismissal. GIA's complete copyright infringement policy is available at GIA.edu/copyright-infringement



Top - Students collaborate and exchange ideas not only in, but also outside, the classroom. / Center - Enjoy volleyball tournaments at the Carlsbad campus. / Bottom - Annual Career Fairs provide students with the opportunity to receive one-on-one career advice from industry experts.

Student Life (cont.)

Dress Code

GIA encourages students to dress comfortably, with safety and good taste as important considerations. Shoes and appropriate undergarments are required. Revealing or body-hugging clothing, such as low-cut tank tops, halter tops, too-short shorts or skirts, tube tops, excessively saggy pants, and obscene t-shirts are not appropriate. For special events, such as Career Fair, students should wear business attire, such as suits and ties for men, and suits for women.

GIA has specific safety policies for Jewelry Manufacturing Arts classes. Hot metal, sharp tools, chemicals, and high-speed machines are used in some of these classes, and require special safety measures. See Classroom Policies on page 59.

Food and Beverage

Students have several choices for snacks and meals. Food can be purchased on campus or from a variety of nearby off-campus locations. Refrigerators and microwaves are available for students who prefer to bring their own food. The student lobby is furnished with tables and chairs. Outdoor seating is also available at the Carlsbad campus. Refuse containers for proper disposal of food and beverage trash are plentiful in each of these areas. Eating is not permitted in classrooms. However, beverages in closed containers are allowed.

Alcoholic beverages are prohibited at any GIA location, except when served at official GIA functions. Persons under 21 years of age will not be served alcohol.

Health Care and Medical Insurance

GIA Student Services can help you locate medical professionals in the area. Health insurance for students is not provided by GIA. All students are strongly urged to maintain medical insurance coverage. If you do not have medical insurance, GIA Student Services representatives can give you information about companies that provide student medical insurance. Students should be aware that any medical needs, services, and expenses are the student's personal responsibility.

Search and Seizure

GIA may open and inspect the contents of any student's desk, locker, computer files and software, or other furnishings, if warranted in its judgment, to ensure the health and safety of students and employees. GIA, an independent security service, or law enforcement may conduct inspections or searches at any time without notice, including at times when the student is not present. In light of this policy, students should not bring to or store on GIA premises any documents, materials, or other item for which they desire privacy. Personal items such as backpacks, purses, totes, or other belongings may be subject to search if warranted. Failure to cooperate in any inspection can lead to disciplinary action, up to and including dismissal from GIA.



NEW YORK

"This exciting industry has taken me all over the world in search of great gemstones and jewels. Each day brings a new deal and a new client, and my time spent at GIA helps me make the most of these opportunities."

Rahul Kadakia, GIA GG
Senior Vice President, International Head of Jewelry
Christie's

Smoking

Smoking, including e-cigarettes, or use of tobacco in any other form, is prohibited inside GIA buildings. Each campus has designated outdoor smoking areas. Please help to keep these facilities clean by placing package wrappers, cigarette butts, and other debris in designated containers.

Student ID Badges

At the beginning of class, an ID card or badge will be issued to each on-campus student. ID badges must be carried and available at all times while on campus. There is a fee to replace lost badges. ID cards or badges must be returned to Student Services if a student's enrollment is dropped before his or her end date. New York students must be entered into security system for both GIA and IGT building. NY students will be required to submit a fingerprint scan for building security.

Video and Audio Surveillance

Students are advised that because of the nature of the jewelry industry and the goods handled on campus, video and audio surveillance is a normal part of GIA's business practice. GIA Security monitors and records activity throughout the campus on a regular basis. Thus, students should not expect privacy in their on-campus activities.

Visitors on Campus

Visitors to GIA facilities must register with GIA Security prior to being admitted and must be prepared to show photographic identification. If you come to a GIA facility for a class, to take an exam, or to use the Student Workroom, please arrive early to allow a few extra minutes for this process to be completed. In New York, visitor(s) are required to present a government-issued picture ID and are entered in both GIA and IGT building security systems, please arrive with additional time before the scheduled class or appointment. Non-student visitors are not allowed in the classrooms while classes are in session.

Weapons

Under no circumstances are students or visitors allowed to bring firearms or other weapons to campus. Students found carrying or concealing weapons are disciplined, up to and including dismissal from GIA and referral to appropriate law enforcement agencies. Students who carry personal safety devices like pepper spray must inform GIA and keep them out of sight while on campus.

Academic Policies and Procedures

These policies help to ensure the quality of every student's academic experience. They support the investment our graduates make in their education, and help to preserve the value and integrity of GIA's diplomas and certificates. These policies and requirements apply to all courses and programs, unless otherwise noted. Please see class syllabus for specific requirements. Policies are subject to change.

Grading System

Grading System	Final Transcript Grade
75% and above and must meet the graduation requirements	P (Pass)
74% or less and failure to meet the graduation requirements	NP (No Pass)
A grade of Incomplete (INC) is a temporary grade and will be converted according to the following standards. Students must successfully complete the agreed-upon remaining course requirements according to the written agreement between GIA and the student. Failure to complete the coursework as agreed will result in replacing the grade of INC with a grade of No Pass (NP).	INC (Incomplete)
Enrolled students withdrawing after the program, course, or class start date receive a grade of Student Withdrawal (SWD) on their transcript. A grade of SWD will remain on a student's permanent record.	SWD (Student Withdrawal)

Grading Policies

Students can access their grades at any time in Student Center at my.GIA.edu. Grades and enrollment history are maintained and available indefinitely.

On Campus

All written assignments, quizzes, and final exams are submitted online. Results are immediately available. All practical assignments are submitted in person and typically graded and returned within two business days.

Distance Education

For final exams, it is recommended that Distance Education students allow sufficient time to attempt for the maximum of three proctored online examinations. The first exam attempt should be taken 21 days prior to the course end date. Each exam request requires three business days for processing, not including weekends or holidays. Online questionnaire and exam results are available immediately after submission.

For practical exams, it is recommended that Distance Education students allow sufficient time to attempt time for the maximum of ten proctored 20-stone examinations, and remedial work if applicable. The first exam attempt should be taken several months prior to the course end date. Each exam request requires three business days for processing, not including weekends or holidays. Once sent to your proctor, the exam is valid for 30 days or up to the course end date. 20-stone exams results are received within 24 hours of receipt, not including weekends or holidays.

Any student submitting assignments, quizzes, and exams online can view his or her progress in the Student Center at my.GIA.edu.

Please note that there are no extensions beyond the course end date. All assignments, practical work, and exams must be completed prior to the course end date.

Attendance at Orientation

Students must complete both an online and in-person orientation prior to the first day of class.

Attendance Policy

Absence is defined as being absent from the classroom for a total of one hour or more during the daily scheduled class hours, without the instructor's permission, except during scheduled breaks. Students are responsible for keeping track of how many times they have been tardy and absent. Students may ask the instructor for their attendance record at any time. Students who approach the maximum limit may be given a courtesy warning by the instructor. Students who accumulate one less than the maximum limit are placed on attendance probation by the Dean of Students or the School Director.

On-campus Resident Programs

Attendance and punctuality are two keys to success at GIA. Attendance is strictly monitored for all scheduled class hours for on-campus programs. Students that violate the attendance policy may be subject to one or more of the following:

- Dismissal
- Loss of eligibility for Title IV funding
- Revocation of the non-Immigrant student visa status

There are a limited number of excused absences and tardies as described in the Maximum Allowable Tardies and Absences Policy on page 59. Leaves of absence are allowable as set forth in the leave of absence policy on page 63.

International students who are withdrawn due to attendance are in violation of their M-1 student status and are required to meet with the International Student Advisor to discuss their visa status.

Lab Classes

Lab students who miss any portion of the first day of class, or who otherwise exceed the maximum number of absences, are dismissed and receive a grade of SWD. Refunds are calculated according to the Refund Policy as stated on pages 68-71.

Lab Classes begin promptly at their scheduled starting times. Students who are not in the classroom at that time are marked tardy or absent. A student may not leave the classroom without advising the instructor, other than at regularly scheduled break times.

Student Workroom

Students who reserve time in the Student Workroom must notify GIA of their cancellation either verbally or in writing at least 24 hours prior to the reserved period of time. Students who fail to comply with this policy will be charged for that day, and any reservation for additional days will be canceled.

Students attending the Student Workroom must arrive on time at the start of each session, morning and afternoon. Students who are repeatedly late may lose Student Workroom privileges.

Student Workroom reservations are not guaranteed for students who arrive late.

Academic Policies and Procedures (cont.)

Maximum Allowable Tardies and Absences

Program, Course or Class	Tardies	Absences
Graduate Diamonds program	5	3
Graduate Colored Stones program	15	5
Graduate Gemology	20	8
Graduate Jeweler program	20	8
Jewelry Design & Technology program	20	8
Jewelry Design course	5	3
Comprehensive CAD/CAM for Jewelry course	5	3
Lab Class (1 Day 7 hours)*	N/A	Cannot miss any portion of the day. 0 hours maximum.
Lab Class (3-6 days or 21 hours)*	N/A	Cannot miss any portion of the first day. 2 hours maximum.
Lab Class (5-10 days or 35 hours)*	N/A	Cannot miss any portion of the first day. 3 hours maximum.

* Graduate Gemology Program: students may not use tardies/absences designated for the Graduate Colored Stones program while in Graduate Diamonds program, nor use the balance of Graduate Diamonds program tardies/absences when in the Graduate Colored Stones program.

Classroom Policies

Students spend much of their time in hands-on laboratory sessions. During these sessions, students may use chemicals, equipment, and tools that can be hazardous if they are handled incorrectly or without taking proper precautions. Students must always follow their instructor's directions when using dangerous tools or hazardous substances, and wash their hands thoroughly after handling any chemicals.

- All students must work individually unless an instructor directs otherwise.
- Non-GIA issued personal tools are not allowed in the classroom. Exceptions may be granted for safety or ergonomic considerations, only if approved through the instructor. If they are allowed in the classroom, GIA is not responsible for loss of or damage to non-GIA issued personal tools.
- Photography or reproduction of quizzes, exams, key cards, worksheets, and any other materials is strictly prohibited without instructor permission.
- Key cards are the property of GIA and cannot be taken from any classroom.
- Students cannot take gemology worksheets, blank or completed, out of the classroom.
- Students cannot remove any projects or materials from the classroom without their instructor's permission.
- Cell phones and other mobile communication devices must be set on silent mode and must be out of sight; they may not be used for accessing social media and the Internet, texting, or making phone calls during class hours. Use of such devices in the classroom is strictly prohibited unless otherwise approved by your instructor or proctor.
- All students should refer to their class syllabus or schedule for details on assigned projects.

Safety in the Classroom

GIA is committed to maintaining a safe and healthy campus. As a part of GIA's reporting requirements, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires the distribution and notice of the availability of an annual security report to all current faculty, staff, students, and prospective students.

The Annual Campus Safety and Security Report includes statistics on reported crimes that occurred on campus and on public property within or immediately adjacent to and accessible from the campus for the previous three years. The report also includes institutional policies concerning campus security, such as policies on alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, hate crimes, and other matters. You can obtain a copy of this report at GIA.edu/student-consumer-information

GIA has safety policies applicable to diploma programs and lab classes in Jewelry Manufacturing Arts (JMA), where hot metal, sharp tools, chemicals, and high-speed machines require special attention to safety. Graduate Jeweler (GJ) or JMA lab class students with shoulder-length or longer hair must tie it back. GJ or JMA lab class students must avoid wearing loose clothing or clothing that leaves skin exposed, open-toed shoes, and dangling accessories such as bracelets or long chains.

Timely Warning & Emergency Notification

In the event of an emergency situation, students will be notified by home phone, cell phone, text message, or email. When you receive an automated notification, listen carefully to the instructions; you can also visit GIA.edu or call the GIA main phone number and listen to the recorded message for further instructions and information. For Carlsbad, call +1 (760) 603 4229; for New York, call +1 (212) 221 5858 ext 3515. Be sure to keep your contact information up to date so GIA can reach you in an emergency situation. You may log on to your Student Center at my.GIA.edu or contact Student Services to make updates to your record.

Student Notification of Classroom Chemical Usage

The Occupational Safety & Health Administration (OSHA) recommends the use of good laboratory practices while using or being exposed to refractive index (RI) liquid, which contains diiodomethane. You will use RI liquid when using a refractometer, which you will come in contact with directly or indirectly in various courses, lab classes, or Student Workrooms. You may need to exercise special precautions if you are pregnant, if you have certain medical conditions, or if you have sensitivity to, or are allergic to, this chemical. If you are unsure, contact your physician for advice.

GIA provides protective gloves and appropriate disposal containers in each classroom. The Safety Data Sheet (SDS) is posted in each classroom, and GIA will provide a copy on request.

Academic Policies and Procedures (cont.)

Student Code of Conduct and Standards of Behavior

Part of every student's experience at GIA includes learning to become a jewelry professional. GIA students are expected to behave in a professional manner and to treat others with dignity and respect at all times. Students are expected to adhere to the GIA Student Code of Conduct and Standards of Behavior to ensure a safe, secure, and positive learning environment.

Students are required to follow all instructions given by instructors or other GIA representatives. Students who become aware of anything that seems unsafe, improper, or illegal must report it to a GIA staff member immediately.

Students who display offensive, harassing, disruptive, threatening, insubordinate, or unlawful behavior may be disciplined immediately. This discipline can range from a warning to dismissal from GIA.

GIA has a zero tolerance policy for weapons, illegal drugs or controlled substances, and threatening or harassing behavior, including sexual harassment or misconduct. Students in violation of these policies may be dismissed as a result of the first violation. Students who exhibit disruptive or otherwise unacceptable behavior off campus may also be subject to discipline, ranging from a warning to dismissal from GIA. Students are responsible for reading and understanding all GIA student policies.

Gifts

The GIA Code of Conduct, which is adhered to by all GIA employees, provides a set of guidelines that help govern actions with all vendors, clients, students, and the public GIA serves. Included in these guidelines is a stipulation that prohibits GIA employees from accepting gifts or gratuities. A PDF of GIA's Code of Conduct can be downloaded at GIA.edu

Social Networking

GIA understands the role and value of social networks. However, communication between current students and GIA employees on these networks can create the appearance of favoritism and conflicts of interest. Therefore, students and GIA employees who work together are not permitted to communicate with each other on social networks. GIA alumni and GIA employees may communicate with each other on these networks as long as they are not current students and there is no perceived or actual conflict of interest.

Academic Dishonesty

GIA regards cheating as a very serious matter. Students are expected to do their own work at all times and must adhere to the Testing Policies section on page 61. Cheating is defined as any unauthorized assistance in meeting the requirements of a class, including but not necessarily limited to, the following:

- Copying class work or homework from other students
- Reproducing or copying keycards
- Turning in work done by someone else
- Accepting unauthorized help during quizzes and examinations
- Taking a proctored exam without the supervision of an approved proctor
- Using unauthorized electronic devices
- Getting unauthorized help on assigned projects

- Being in unauthorized possession of practical assignments or projects
- Failure to report known or suspected cheating or academic dishonesty
- Photographing or reproducing quizzes, exams, worksheets, key cards, and any other academically sensitive materials is strictly prohibited without instructor permission

Substance Abuse

The use, sale, purchase, transfer, distribution, or possession of illegal drugs and controlled substances, including alcohol, on campus or at GIA-sponsored events is prohibited. Violation of this policy will lead to disciplinary action up to, and including, dismissal. In addition to GIA imposed sanctions, students may be subject to federal, state, and local prosecution.

Students who are aware of the use or existence of any such substances at GIA should notify a staff member immediately. The terms "illegal drugs" and "controlled substances" include all chemical substances and drugs described in any controlled substances laws or regulations, such as the Federal Controlled Substances Act of 1988. Prescription medications that have not been properly prescribed by a doctor to the individual are included in this policy.

GIA may require a blood test, urinalysis, or other screening of persons reasonably suspected of using or being under the influence of drugs or alcohol. Reasonable suspicion may be established by any combination of a student's appearance, body odor, or behavior; an accident; a physical and/or verbal altercation; or possession of drugs and/or alcohol. Failure to submit to a screening can lead to disciplinary action, up to and including dismissal, from GIA.

Students who believe they have a chemical dependency or substance abuse problem and who want help can learn about many helpful resources from the Dean's office or School Director. GIA also offers LifeWorks, a comprehensive source to help you face life's everyday challenges. For more information on how to access LifeWorks, please contact Student Services. GIA's complete Substance Abuse policy is available at GIA.edu/student-consumer-information



Courtesy:
The Platinum Guild

Academic Policies and Procedures (cont.)

Testing Policies

Quizzes and exams measure each student's comprehension of the curriculum and mastery of skills. They also keep students motivated and committed to their studies. The following requirements apply unless otherwise approved or directed by your instructor or proctor.

- All written and practical quizzes and exams are the property of GIA and shall not be removed from the classroom by anyone other than the instructor or other designated representatives.
- Quizzes and exams not taken on scheduled dates and times receive a score of zero. There are no exceptions.
- Unauthorized electronic devices cannot be used during the examination period.
- Quizzes and exams in progress may be declared null and void if a classroom has to be evacuated for any reason. The quiz or exam will be rescheduled, if necessary.
- For on-campus Gemology students only: reviews of specific exam questions are given only to students who did not pass.
- Reconstructing quiz and exam questions, and sharing or exchanging them in any manner with other students, or obtaining such information from any source, is prohibited.
- Failure to report known or suspected cheating or academic dishonesty is considered academic dishonesty and is a violation of the Student Code of Conduct.
- Copying, faxing, scanning, photographing, and recording quiz or exam questions and materials by any electronic, digital, or physical means, at any time, is prohibited.
- All written and practical quizzes and exams must be completed within the specified time limit. All written and practical quizzes and exams must be taken on a GIA campus or with a GIA-approved proctor, unless you are taking an unproctored exam.
- Exams sent to a proctor must remain in the proctor's custody and control at all times. See Proctored Exams in this section, or contact Education Records at +1 760 603 4000 ext 7312 or records@gia.edu for proctor requirements.
- All quizzes and exams are closed-book unless the supervising instructor or proctor indicates otherwise. International students can use a printed English translation dictionary during quizzes or exams, but only after it has been examined by the instructor.
- Electronic language dictionaries cannot be used at any time during quizzes and exams.
- Only standard, nonprogrammable calculators are allowed.
- Cameras and other visual or audio recording devices are not allowed at any time during exams.
- Cell phones and other mobile communication devices must be set on silent mode and must be out of sight. Use of such devices in the classroom and during testing is strictly prohibited unless otherwise approved by your instructor or proctor.
- GIA-provided electronic test-taking devices may be used in some classes; follow the directions of your instructor.

Distance Education Exams

Many Distance Education exams must be taken in the presence of an approved proctor or in GIA Student Workrooms.

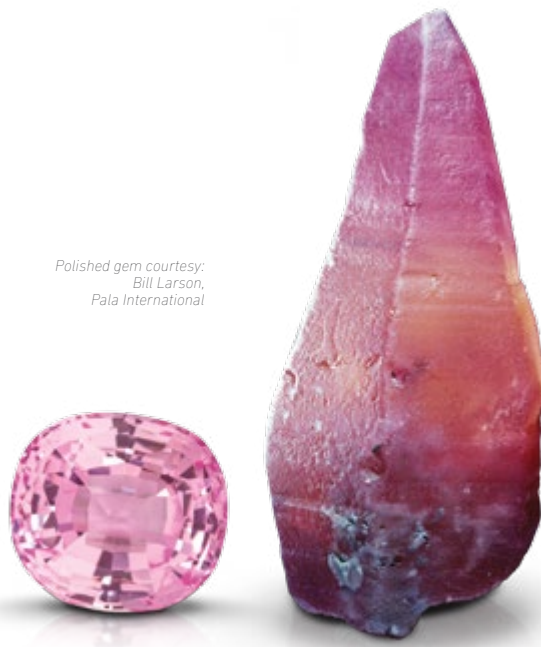
Excluding Gem Identification, a maximum of three examination attempts will be permitted for eLearning courses.

Students who do not achieve a passing grade on the third attempt, regardless of their course end date, are dismissed and a final grade of NP (No Pass) is entered on their official transcript. To continue, Distance Education students are required to re-enroll, paying current full tuition and fees, and complete all course assignments and exams with a passing score within the allowed completion time.

For the Gem Identification course, a maximum of ten 20-stone examination attempts are permitted. Distance Education students who fail the Gem Identification course 20-stone examination five times are required to complete additional practical work prior to attempting the exam again.

Distance Education students who do not achieve a passing grade on the 10th examination attempt, regardless of their course end date, receive a final grade of NP on their official transcript. To continue, Distance Education students are required to re-enroll, pay full tuition and fees, and complete all course assignments within the allowed completion time.

Polished gem courtesy:
Bill Larson,
Pala International



Academic Policies and Procedures (cont.)

Proctored Exams

A proctor is someone approved by GIA to supervise your exams when it's not possible to take them at a GIA campus.

Acceptable Proctors

- Certified librarians at a library, college/university, or school
- School Teacher
- College/university administrators, instructors, or academic advisors
- Learning/tutoring centers
- Educational officers of military installation, or correctional facility
- Notary Public
- Certified Public Accountant
- Attorney

To ensure proctor meets our designated criteria, please provide documentation evidencing qualifications (governmental issued ID, attestation, business card, licensure/certification as applicable, etc.). The proctor must be able to provide a computer with Internet access for up to 2 hours, and monitor the student during the exam – no wireless connections. All proctors must be approved by GIA. Approval can be revoked at any time.

Unacceptable Proctors

- Relatives or spouses/partners/significant others
- Friends and/or roommates
- Co-workers, supervisors or business associates
- Anyone in the gem and jewelry industry
- Anyone who cannot provide a computer with Internet access for up to 2 hours
- Anyone who cannot monitor the student during the exam

This list is not all inclusive and GIA may deny any proctor that appears unacceptable.

If you have questions about a prospective proctor's qualifications, contact Education Records at +1 800 421 7250 ext 7225 or proctor@gia.edu. Students are responsible for paying any proctoring fee.



Courtesy:
Mozambique Gems

Lost Stone Policy

Students are responsible for all gem materials, instruments, and tools loaned by GIA during the term of their enrollment. Students are obligated for the cost of lost stones and replacement value or repair of any instruments and tools that are lost or damaged beyond normal wear and tear.

Students will be charged the replacement value of any diamond or colored stone they lose. If the diamond or colored stone is found at a later date, the amount will be refunded to the student.

Students do not have the option of replacing the lost diamond or colored stone and must pay the replacement fee determined by GIA.

Satisfactory Academic Progress (SAP) Policy

Satisfactory academic progress is evaluated on both qualitative and quantitative metrics. Students must both meet minimum grading standards (qualitative) as well as successful completion of scheduled clock hours and pace of completion (quantitative) requirements. Students must progress through the course at a pace sufficient to satisfactorily complete the course or program within 150% of the scheduled program length. Student Academic Progress is evaluated at specified benchmarks as noted in the course syllabus. In addition, for students receiving Federal Financial Aid, Student Academic Progress is also evaluated at each Federal Financial Aid payment period. At a minimum, students receive academic progress reports when they complete 25% and 50% of the course or program. Students who do not meet satisfactory progress standards are placed on Academic Probation (students receiving federal financial aid are placed on an equivalent Financial Aid Warning status). A written probation notice will state the conditions and length of the probationary period. Students who do not meet the conditions of their probation are dismissed. Students can view their progress online through My GIA at my.GIA.edu. Students may request a conference with their instructor at any time to discuss their progress.

On Campus

Each student's class participation, homework, projects, quizzes, and examinations are evaluated. Students receiving federal student financial aid that fail to meet SAP standards are placed on an equivalent Financial Aid Warning Status and may lose eligibility for financial aid.

Distance Education

eLearning students receive progress reports at 25%, 50%, and 75% of their course completion time. Distance Education students who do not complete their course including assignments, practical work and the final exam within the allowed completion time will receive a final grade of No Pass (NP).

Clock Hours

Clock hours are the number of classroom hours scheduled for each course or program. One classroom clock hour equals a minimum of 50 instructional minutes within a 60-minute time period. The clock hours for each program, course, and class are included in the class descriptions.

Academic Policies and Procedures (cont.)

Night/Extended Lab

Participation in night/extended lab is limited to students who are not making satisfactory academic progress. Priority is given to students who are nearing the end of their program; discuss your eligibility with your instructor.

Make-Up Policy

The attendance policy allows for a limited number of absences and tardies, and there is no provision for making up missed class hours. Students are strongly advised not to miss scheduled quizzes or exams. Students who are not present for a scheduled quiz or examination receive a grade of zero.

For programs or courses that are scheduled over GIA-observed holidays, certain class days will be extended to 4:00 p.m. to accommodate the holiday breaks or special events. Makeup dates are listed on GIA.edu/class-duration-hours.

Leave of Absence

Students may request a leave of absence (LOA) at any time during their studies with proper cause and supporting documentation.

The leave of absence request must be submitted in writing, and usually in advance, by the student, unless an unforeseen circumstance prevents the student from submitting the request in writing and in advance. Students must pick a date to return within 180 days when filing for a leave of absence. Students are required to provide the expected date of return within 5 business days of submitting their leave of absence request, or they will be withdrawn from their program, course, or class. If approved, a Change of Status form is generated that must be signed by the student and by GIA. A leave of absence will be approved for a documented family emergency, serious illness, or for active military duty. Contact the Dean of Students or School Director if you have questions or for additional information.

Students enrolled in programs with course time of 40 hours or less shall not be granted a leave of absence.

For on-campus students, the maximum length of time for a leave of absence is 180 calendar days. A student can be granted more than one leave of absence, but the combined leaves of absence cannot exceed 180 calendar days within a 12-month period. Students requesting a second leave must request an extension in writing to the Dean and prior to the expiration of their original LOA. The student must choose a date to return to the program prior to the 180 day limit. Students who do not return as agreed following a leave of absence are dismissed from their course of study, a grade of SWD (Student Withdrawal) is posted, and the published refund policy is applied.

Any GIA student who is called to active military service will be promptly re-admitted and should contact the Dean of Students and/or School Director to discuss his or her individual situation.

If the student is a Title IV loan recipient, GIA must explain to the student, prior to the LOA, the effects that the student's failure to return from a LOA may have on their loan repayment terms, including the expiration of the student's grace period. Students receiving financial aid must meet with a representative from GIA's Office of Student Financial Assistance to evaluate their specific situation before requesting a leave of absence. A Leave of Absence may have a significant impact on eligibility for financial aid.

Completion Time

On-campus students must complete each course or program within a time frame not to exceed 1.5 times the published calendar duration. Students who do not meet this requirement are dismissed, and a final grade of SWD is posted. Students wishing to complete their studies must re-enroll and repeat the entire course or program from the beginning, again paying the current tuition and fees in full.

Distance Education course completion times are strictly enforced (see pages 39-40 for specific completion times for each course offering). Distance Education students who exceed the allowed completion time receive a final grade of No Pass (NP) on their official transcript. Students wishing to complete the course must re-enroll, pay full tuition and fees, and complete all course assignments and final exams within the allowed completion time.

Probation

Students can be placed on probation at any time for violation of academic, attendance, or behavioral policies. The purpose of probation is to notify students in writing that their performance is not meeting acceptable standards, to set goals for improvement, and to give students a reasonable amount of time to raise their performance to meet or exceed minimum requirements. Students who do not meet the terms of the probation are dismissed, and a final grade of SWD is recorded.

Academic Probation

Distance Education students whose academic work does not meet the minimum satisfactory academic progress policy at specified intervals are placed on Academic Probation. For on-campus Gemology and Jewelry Manufacturing Arts students whose progress does not meet satisfactory academic standards, the typical probation period is one to three weeks, depending on the length of the program. On-campus students receiving Federal Student Aid that do not meet SAP are placed on Financial Aid Warning status, which is equivalent to Academic Probation. See page 62 for the Satisfactory Academic Progress Policy.

Financial Aid Warning

FSA and VA benefit recipients who fail to meet the SAP standards defined on page 62 will be placed on Financial Aid Warning Status for the following payment period. Students in Financial Aid Warning Status remain eligible for federal student aid. If a student has not returned to "satisfactory" academic standing by the end of the Financial Aid Warning Status payment period, the student will lose eligibility for federal student aid from that point forward.

Students receiving financial aid are subject to the Federal Student Aid Refund Policy/Return to Title IV. Please see page 69.

Scholarship recipients who are dismissed due to failure of meeting SAP standards are liable for any outstanding tuition balance at the time of dismissal.

During probation, the student's progress is monitored by the instructor and the Dean of Students and/or School Director. At the end of the probation period, students who meet or exceed the minimum standards are removed from probation. Students who do not meet the minimum standards are dismissed, and a final grade of SWD is applied.

Academic Policies and Procedures (cont.)

Attendance Probation

On-campus students who accumulate one full day less than the maximum number of absences and/or tardies allowed for their course or program are placed on attendance probation. Students who exceed these limits are dismissed, and a final grade of SWD is applied.

Behavioral Probation

Students who do not comply with the Student Code of Conduct and Standards of Behavior will be placed on Behavioral Probation. Students who do not meet the terms of their Behavioral Probation are dismissed, and a final grade of SWD is applied.

Dismissal Policy

GIA may terminate a student's enrollment for academic, attendance, or behavioral reasons at any time. Reasons for dismissal include, but are not limited to:

- Failure to maintain satisfactory academic progress
- Cheating or any other form of academic dishonesty
- Failure to follow instructions and policies
- Failure to abide by the attendance policy
- Offensive, disruptive, threatening, harassing, bullying, or insubordinate behavior
- Stealing school property or the personal property of any individual
- Use, possession, or sale of alcohol, illegal drugs, or controlled substances anywhere on school premises
- Possession of firearms or other weapons on school premises
- Providing false information and/or willfully omitting information on any GIA document or form
- Conducting any activities that harm the name, reputation, or property of GIA
- Violation(s) of Student Code of Conduct and Standards of Behavior

Upon dismissal, a grade of SWD (Student Withdrawal) is posted to the student's permanent record. Refunds will be calculated according to the terms of the student's enrollment agreement and GIA's refund policy.

After dismissal, and at GIA's sole discretion, on-campus students who want to continue their studies may be given the option of repeating time in another class on a space-available basis, provided sufficient time is available to complete the program. The amount of time repeated is determined by the instructor, the Manager of On-Campus and Lab Gemology Instruction, the Manager of Jewelry Manufacturing Arts, and the Dean of Students and/or School Director. On-campus students repeating class time are required to participate fully in class assignments and to meet the minimum requirements as specified in the class syllabus or schedule. Additional fees are charged for the repeated time as stated on page 73. Final grades earned as a result of repeated time will not replace the grade of SWD, and will be shown as a separate grade.

International students dismissed from their course or program are in violation of their M-1 student status and are required to meet with the International Student Advisor to discuss their visa status.

Appeals and Readmission Following Dismissal

Students who are dismissed receive a written statement of the reason for their dismissal and any readmission terms and conditions. Students may appeal their dismissal by submitting a written letter to the Dean of Students or the School Director. GIA will respond in writing to the appeal within 10 working days of receipt. Submitting an appeal does not guarantee readmission. Readmission is at the sole discretion of GIA, and is subject to space availability. Current tuition and fees apply.

If a student's first appeal for readmission is denied, subsequent appeals will be considered following a two-year waiting period.

Notification of Student Privacy Rights

The Family Educational Rights and Privacy Act (FERPA) provides students with certain rights with respect to their education records.

All student records are kept in accordance with the provisions of FERPA. Education records include all files, records, and documents that contain information directly related to a student's academic and financial records, placement files, and financial aid documents. Transcript information is retained permanently, and other signed documents and specific records are retained according to applicable state and federal regulations.

GIA will not release any student specific financial aid information to a third party, without the student's permission. Students may authorize our office to provide their financial aid information to a third party by signing a Consent Form for Disclosure of Student Education Records at our offices.

It is GIA's policy to release the following directory information to a requesting party upon receipt of a completed Education Verification request form: student name, fields of study; dates of enrollment; degrees, diplomas, and certificates awarded and dates conferred; and academic honors and awards received unless the student has opted out of the release of their directory information. The Education Verification Request form can be [downloaded here](#) and submitted to the Education Records department at records@gia.edu.

Students have the right to request that their directory information not be released. Such requests must be submitted in writing to the Manager of Education Records within 30 days of enrollment or within 30 days of receiving notification of this policy. This request remains in place until rescinded in writing by the student.

GIA may disclose personally identifiable information from an education record to appropriate parties, including parents of an eligible student, in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

Students may examine their own records by submitting a written request to the Manager of Education Records, who will schedule an appointment with them to view their education records within 45 days of receiving the request.

Students who believe their records are inaccurate, misleading, or violate their privacy may submit a written request to the Manager of Education Records that their record be amended. If the record is not amended, the student may request a hearing to challenge the contents of the record. The student will be informed, in writing, of the decision resulting from the hearing. If the record is not amended as a result of the hearing, the student has the right to place a statement in his or her record commenting on the contested information in the record or stating why he or she disagrees with the decision of the hearing. The student may also submit a written complaint to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605 USA.

Academic Policies and Procedures (cont.)

Graduation Requirements

In order to graduate, all students must meet the Satisfactory Academic Progress Policy, meet the minimum attendance and behavioral standards, and meet the specific academic requirements shown on the following tables. A minimum final grade of Pass (P) is required to complete each program, course, or lab class. All tuition accounts and miscellaneous student fees must be paid in full, and all stones, equipment, library books, and materials must be returned in good condition prior to graduation. Certificates and diplomas are not awarded until all educational financial obligations are met.

Graduation Requirements – Gemology

Programs	Minimum Requirement	Maximum Number of Attempts During Program
Graduate Diamonds Diploma		
Course Assignments	100% completed	–
Stone Worksheets	100% completed	–
Week 1 Exam	75% score	3
Diamond Grading 5-Stone Practical Exam (on-campus students)	75% score	3
Diamond Grading 2-Stone Practical Exam in Lab Class (Distance Education students)	75% score	1*
Diamonds & Diamond Grading Written Final Exam	75% score	3
Graduate Colored Stones Diploma		
Course Assignments	100% completed	–
Stone Worksheets	100% completed	–
Week 9 Exam	75% score	3
Colored Stones Written Final Exam	75% score	3
Colored Stone Grading Lab Class	Passing grade	1
Gem Identification Lab Class	Passing grade	1
Gem Identification 20-Stone Practical Exam	100% score	5**
Graduate Pearls Diploma		
Pearls Written Final Exam	75% score	3
Pearl Grading Lab Class	Passing grade	1
Applied Jewelry Professional™ Diploma		
Diamond Essentials Final Exam	75% score	3
Colored Stone Essentials Final Exam	75% score	3
Jewelry Essentials Final Exam	75% score	3

* Students may take two additional attempts on the exam in a Student Workroom. Remedial work will be required after the second additional attempt. Upon completion of remedial work, students may take an additional two attempts on the exam in a Student Workroom.

** Distance Education students who fail the Gem Identification course 20-stone examination five times will be required to complete additional remedial work prior to attempting the exam again. Distance Education students are allowed a maximum of 10 attempts. Exam attempts must be taken within the course completion time.



BRAZIL

"If I could attend GIA 100 times over, I would. It was that much of an incredible experience. It was an investment in myself and in my business that paid off. I have tremendous respect for the institution."

Karina Sena, GIA GG, AJP
CEO-Founder & Creative Director
Karyna Sena

Academic Policies and Procedures (cont.)

Graduation Requirements – Jewelry Manufacturing Arts

Programs	Minimum Requirement	Maximum Number of Attempts Allowed
Jewelry Design & Technology Diploma		
Scheduled Assignments and Projects	75% completed	Unlimited*
Written Quizzes	75% score average	2
Practical Quizzes	75% score each	2
Practical Tests	75% score each, including all required criteria	3
Final Written Exam	75% score	3
Final Practical Test	75% score, including all required criteria	3
Final Design Portfolio	Submission required, including all required components	Unlimited*
Final Design Exhibition	Participation required, including all required components	1
Graduate Jeweler Diploma		
Scheduled Assignments and Projects	75% completed	Unlimited*
Written Quizzes	75% score average	2
Bench Tests	75% score each, including all required criteria	3
Final Bench Tests	75% score each, including all required criteria	3
Final Written Exam	75% score	3
Comprehensive CAD/CAM for Jewelry Certificate		
Scheduled Assignments	75% completed	Unlimited*
Practical Quizzes	75% score each	2
Written Quiz	75% score	2
Final Written Exam	75% score	3
Final Practical Test	75% score	2
Final CAD Exhibition	Participation required, including all required components	1
Jewelry Design Certificate		
Unit I Design Assignments	100% completed with passing score	Unlimited*
Unit II Design Assignments	75% completed with passing score	Unlimited*
Written Quizzes	75% score average	1
Practical Tests	Pass each	2
Final Practical Exam	Pass each	2
Final Written Exam	75% score	3
Final Design Exhibition	Participation required, including all required components	1

* Unlimited attempts are allowed up to the project/assignment due date.

Academic Policies and Procedures (cont.)

Academic Records

Student records are retained in accordance with federal, state, and accreditation requirements. The care and protection of student data is of utmost importance. GIA maintains a comprehensive global personal data protection policy that may be found on our website at GIA.edu

Letters of Good Standing

On request, Education Records will issue letters of good standing, typically needed by insurance companies or other agencies as evidence of student status. GIA does not issue letters of recommendation. Contact Education Records at +1 800 421 7250 ext 7312, +1 760 603 4000 ext 7312, or records@gia.edu

Transcripts

Transcripts are available for \$10 each. Students who enrolled prior to 2013 should contact Education Records to order a transcript. Students who enrolled in 2013 or later may order a transcript at my.GIA.edu.

Diploma/Transcript Holds

Please note that diplomas will be presented or mailed only if you have satisfied all your academic and financial obligations. If you have any unmet obligations to GIA, you will not receive a diploma or transcript until the obligation is fulfilled.

Replacement Diplomas

If your diploma was permanently lost or destroyed, a replacement diploma may be ordered from the Education Records department. Each replacement diploma follows the current diploma format and includes the reissue date. All replacement diplomas bear the signatures of GIA's current Chair of the Board of Governors, and President and CEO.

Change of Name

GIA requires official documentation and written authorization to make changes or corrections to the name listed in your student account. You must submit one item of documentation that shows the current/old name that is in our records, and one item of documentation that shows your new/updated name. The following documentation is acceptable:

- Valid Government issued photo ID
- Marriage certificate
- Divorce decree
- Naturalization documents

Graduation Announcements

Graduation announcements are available upon request. Contact Education Records at +1 760 603 4000 ext.7312.

Academic Credentials Usage Policy

Applicability

Usage guidelines apply to all current and former students of the Gemological Institute of America, Inc. and its related entities (collectively referred to as GIA).

Usage Guidelines for Academic Credentials

Academic credentials earned at GIA are respected by gem and jewelry professionals around the world. They are the internationally recognized symbol of the highest standard of education in the fields of gemology, jewelry manufacturing arts, and jewelry business.

It is appropriate and customary for recipients of GIA diplomas to signal their achievement by appending the relevant academic designation to the end of their name. It should be noted, however, that GIA alumni are required to abide by specific standards of usage.

Although the following examples do not reference every diploma offered by the Institute, they should help you determine how GIA's Usage Guidelines for Academic Credentials apply to you.

General Usage

You may reproduce and display your GIA diploma, certificate, or letter of completion in its entirety. Note that when a credential is advertised, it must be used in association with the recipient's name, and the advertisement must not in any way state or imply an affiliation with, or endorsement by GIA.

Only the acknowledgement of a diploma or degree from GIA should be placed on business cards. Individual coursework that is completed but does not result in a diploma is best listed on résumés and curriculum vitae.

Diplomas

The following examples refer to the Graduate Gemologist (GG), Accredited Jewelry Professional or Applied Jewelry Professional™ (AJP™), Gemologist, Jewelry Design & Technology (JDT), and Graduate Jeweler (GJ) diplomas:

- John Doe, GIA Graduate Gemologist, or John Doe, GIA GG
- Jane Doe, GIA Applied Jewelry Professional, or Jane Doe, GIA AJP
- John Doe, GIA Gemologist
- Jane Doe, GIA Jewelry Design & Technology, or Jane Doe, GIA JDT
- John Doe, GIA Graduate Jeweler, or John Doe, GIA GJ
- Jane Doe, GIA GG, GJ

The following examples refer to the Graduate Diamonds, Graduate Colored Stones, and Graduate Pearls diplomas:

- Jane Doe, GIA Diamonds Graduate
- John Doe, GIA Colored Stones Graduate
- Jane Doe, GIA Pearls Graduate

The following examples refer to the Applied Jewelry Arts (AJA) diploma, the Jewelry Business Management (JBM) diploma and the Bachelor of Business Administration (BBA) degree:

- John Doe, GIA Applied Jewelry Arts, or John Doe, GIA AJA
- Jane Doe, GIA Jewelry Business Management, or Jane Doe, GIA JBM
- John Doe, Bachelor of Business Administration, or John Doe, BBA

Academic Policies and Procedures (cont.)

Employment Citations

Companies may state that they have GIA Graduate Gemologists, Applied Jewelry Professional™ (AJP™), Accredited Jewelry Professionals, Gemologists, Graduate Jewelers, or Jewelry Design & Technology graduates on staff, provided that such statements are accurate and companies agree to cooperate with any verification that may be requested by GIA or others.

Names, Trademarks, and Copyrights

GIA's names and logos, like those of most organizations, are valid trademarks and as such may not be used in your advertising except as described herein. The same is true for GIA's copyrighted materials (including all GIA publications, course materials, and certain printed forms used by GIA), which may be used only by obtaining prior written consent from GIA. Some specific examples of GIA's trademarks and copyrighted material that may NOT be used in your advertising without prior consent are:

- GIA (Gemological Institute of America) and its logo
- GIA Grading and Identification Reports, including but not limited to GIA Diamond Grading Report, GIA Diamond Dossier®, GIA Diamond Focus™ Report, GIA Identification Report, and GIA Colored Diamond Identification and Origin Report. Use is acceptable if the report is for a product that the client/seller owns.
- GIA Facetware™ logo
- GIA educational materials and publications in any medium including but not limited to print, web, video, or audio
- Gems & Gemology quarterly journal and its logo

Unauthorized Usage

It is an unauthorized use of GIA's name to imply that GIA and/or its subsidiaries directly or indirectly certify, sponsor, or approve any individual or private business including its employees, products, services, and pricing. It is incorrect to state that students, graduates, their businesses, or particular gemstones are "certified" by GIA. The Gemological Institute of America does not certify anyone or anything. Neither a student nor a graduate who has been awarded a certificate or diploma, nor a gem that has been graded or identified by GIA has been "certified" by GIA.

Examples of unacceptable usage include: GIA Certified; GIA Certified Diamond Appraiser; GIA Certified Diamonds; GIA Diamond; Certified GIA Appraisals; Certified Graduate Gemologist; Member, Gemological Institute of America; Member, GIA Laboratory.

Because GIA is an educational and research institution, it is not allowed to participate in, or endorse, private business. GIA must also avoid the appearance of doing so, or its standing with the regulating and accrediting authorities could be jeopardized.

GIA does not permit the use of any of its trademarks in third-party domain names. Any use of GIA in a website domain name in the fields of diamonds, jewelry, education and related fields would constitute infringement of the GIA marks.

The use of the Facetware™ logo is not permitted. Those who wish to reference the use of GIA Facetware™ in estimating a cut grade may reference it by stating the following: "Cut grade was estimated using the GIA Facetware™ Cut Estimator."

For intellectual property usage requests that are not covered here, please email guidelines@gia.edu

Academic Policies and Procedures (cont.)

Complaint Policy and Procedure

To submit a formal complaint, please follow the procedure described below. GIA reviews all complaints in a timely, fair, and equitable manner. GIA gives all individuals named in a complaint, including students, instructors, or other school employees, the opportunity to respond to the complaint. Students are required to cooperate with all GIA representatives during an investigation in which GIA believes the student(s) may provide relevant information. GIA considers all of the information collected during the investigation in the decision-making process. Additionally, concerns related to sexual harassment or assault can be directed to GIA's Title IX Coordinator, at titleixcoordinator@gia.edu

Complaint Procedure

A complaint must be submitted to the Dean of Students in writing at deanstudent@gia.edu. If the Dean is unavailable, it can be submitted to the Assistant Dean or School Director, who will forward it to the Dean of Students. A complaint must contain, at a minimum, the basis of the allegation, all relevant names and dates, and a brief description of the actions forming the basis of the complaint. Copies of available documents, materials, or additional reasonable and credible information that supports the allegation should also be included.

Within 10 working days of receiving a complaint, the Dean of Students will respond to the complainant with a written summary of GIA's investigation and the disposition of the complaint. If the investigation is not complete at the end of 10 working days, the complainant will be notified in writing that additional time is needed.

Complaint Disclosures

Schools accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC) must have a procedure and operational plan for handling student complaints. If a student does not feel the school has adequately addressed a complaint or concern, the student can contact the Accrediting Commission at 2101 Wilson Blvd., Suite 302, Arlington, VA 22201 USA, by phone at +1 703 247 4212, or online at accsc.org. A copy of the Commission's Complaint Form is available from the GIA Student Services Office. All complaints considered by the Commission must be in written form, with permission from the complainant(s) for the Commission to forward a copy of the complaint to the school for a response. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission.

Schools accredited by the Distance Education Accrediting Commission (DEAC) must have a written complaint policy and procedure for the purpose of receiving, responding to, addressing, and resolving as appropriate, complaints made by students, faculty, administrators, or any other person who has good reason to believe the school is not in compliance with DEAC standards and policies. Complaints may be submitted to the DEAC using the complaint form found on its website (deac.org), and must include authorization for the Commission to forward a copy of the complaint, including the complainant's identity, to the school. Where issues of educational services, student services, or tuition are concerned, a student must have exhausted all efforts to resolve the complaint with the school before filing a complaint with the DEAC. Students can contact the Distance Education Accrediting Commission (DEAC) at 1101 17th Street NW, Suite 808, Washington, DC 20036 USA, phone +1 202 234 5100, fax +1 202 332 1386, or online at deac.org

A student or any member of the public may file a complaint about this institution with the California Bureau for Private Postsecondary Education by calling +1 888 370 7589 toll free, or by completing a complaint form, which can be obtained on the Bureau's website at bppe.ca.gov

Residents of Alabama can submit a complaint by contacting the Alabama Department of Postsecondary Education, PO Box 302130, Montgomery, AL 36130-2130 USA, accs.cc/index.cfm/school-licensure/complaints

Residents of Georgia who wish to file a complaint should begin by making every attempt to achieve a fair and reasonable solution via GIA's published complaint procedure. If this effort is not satisfactory, residents may contact The Georgia Nonpublic Postsecondary Education Commission, 2082 East Exchange Place, Suite 220, Tucker, Georgia 30084-5305, phone +1 770 414 3300, fax +1 770 414 3309, or online at www.gnpec.org/consumer-resources

Residents of Nebraska may submit a complaint by contacting the Program Director of Private Postsecondary Career Schools, Nebraska Department of Education, 301 Centennial Mall South, Lincoln, NE 68509 USA.

New York students can submit complaints and claims to the New York State Education Department, Bureau of Proprietary School Supervision, Investigations and Audit Unit, New York State Education Department, Bureau of Proprietary School Supervision, 116 West 32nd Street, 5th Floor, New York, N.Y. 10001, phone +1 212 643 4760, acces.nysed.gov/bpss. The New York State Education Department regulates the operation of Licensed Private Schools and Registered Business Schools in New York.

Residents of Texas can submit a complaint by contacting the The Texas Workforce Commission, Career Schools and Colleges, Room 226T, 101 East 15th Street, Austin, TX 78778-0001 USA, phone +1 512 463 2222, or online at twc.state.tx.us

Residents of Utah can submit a complaint by contacting the Utah Division of Consumer Protection, 160 East 300 South, 2nd Floor, P.O. Box 146704, Salt Lake City, Utah 84114-6704 USA, phone +1 801 530 6601, fax +1 801 530 6001, or online at consumerprotection.utah.gov/complaints

Residents of Wyoming can submit a complaint by contacting the Wyoming Department of Education, 2300 Capitol Avenue, 2nd Floor, Cheyenne, WY 82002 USA, +1 307 777 7675, or online at edu.wyoming.gov

Courtesy:
Andrew Geoghegan



Cancellation and Refund Policies

GIA's cancellation and refund policies are explained in detail in this section and in your Enrollment Agreement. If you have questions, please contact GIA Admissions at +1 800 421 7250 ext 4001 or email admissions@gia.edu

Students enrolled in Carlsbad on campus and Lab classes and all eLearning students should submit their notice of cancellation in writing to GIA, Manager of Admissions, The Robert Mouawad Campus, Mailstop #3, 5345 Armada Drive, Carlsbad, California 92008, fax +1 760 603 4003, or email admissions@gia.edu

Students enrolled in New York on campus and Lab classes should submit their notice of cancellation to the GIA School Director in person, by phone +1-212-944-5900 ext 3528, by fax +1-212-719-9563, by email nyedudirector@gia.edu or via mail at GIA Education, 50 West 47th Street, 8th floor, New York, NY 10036.

Students who reserve time in the Student Workroom must notify GIA of their cancellation either verbally or in writing at least 24 hours prior to the first day of the reserved period of time. Students who fail to comply with this policy will be charged for the first day, and any reservation for additional days will be cancelled.

Students who obtain a loan to pay for an educational program have the responsibility to repay the full amount of the loan, plus interest, less the amount of any refund returned to the lender. If students have received federal student financial aid funds, any refund is calculated according to the Federal Student Aid Refund Policy as described below. Students receiving federal student aid are entitled to a refund of the monies not paid from federal financial aid funds. Students who have received a scholarship are subject to the refund policy described in their scholarship acceptance letter.

If a refund is due, it will be processed back to the original remitter in the same manner payment was received. (Cash payments will be refunded by check.) Refunds are processed within 30 days after your date of determination or your last day of attendance, whichever is later.

Books and materials that are used or not returned in salable condition are not subject to refund. Unused books and materials, that are undamaged, are eligible for full refund upon inspection by GIA.

Students who purchase Gem Instruments may return them for a full refund within 15 days of receipt provided they are in the original package, complete, and in new and unused condition. A restocking fee may apply. Please visit store.gia.edu for additional information.



Mohican Pearl and Diamond ring
courtesy: Andrew Geoghegan

Definition of Cancellation and Refund Policy Terms

These terms have the following meanings as applied within GIA's cancellation and refund policies.

- Cancellation or Withdrawal Date for on-campus and lab class students means the date GIA receives your official notice of withdrawal or cancellation, or your last day of attendance.
- Cancellation or Withdrawal Date for Distance Education (eLearning) students means the date you sent your written withdrawal or cancellation notice to GIA.
- Class means any course of study, including classes, courses, or programs.
- Date of Determination (DOD) means the date on which your notice of cancellation or withdrawal is received by GIA, or if you have not notified GIA of your intent to cancel and you have stopped attending, the Date of Determination is the date on which GIA determines that your unapproved absence means you are no longer enrolled. The 30-day time period for issuing refunds begins on the Date of Determination.
- Days means calendar days, unless otherwise stated.
- End date for Distance Education (eLearning) students means the date by which you must complete all course requirements, including the final exam.
- First class session for Lab students means the instructional period prior to the first break.
- First class session for On Campus students means the first full day of instruction.
- Instructional Days or Weeks means the days or weeks during which clock hours are scheduled.
- Last Day of Attendance (LDA) means the last day you attended your scheduled on-campus or Lab class.
- Program Length means the total calendar time between the scheduled start and end dates of a program, and includes scheduled instructional days, breaks, and holidays. Program length may be as much as five weeks longer than the instructional length.
- Quarters are defined in New York as no more than 14 weeks of instruction.
- Start Date for Distance Education (eLearning) students means the first day the course is available online, not the day you choose to access your course.
- Start Date for on-campus and lab class students means the first scheduled day of instruction.

Cancellation and Refund Policies (cont.)

Federal Student Aid Refund Policy / Return to Title IV

The law specifies how GIA must determine the amount of Title IV program assistance a student earns if he or she withdraws from school. The Title IV programs that are covered by this law are Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOGs), Federal Perkins Loans, Direct Loans, and Direct PLUS Loans. Although a student's aid is posted to his or her student account at the start of each payment period, a student earns the funds as he or she completes the period. If a student withdraws during a payment period or period of enrollment, the amount of Title IV program assistance the student has earned up to that point is determined by a specific formula. If a student received (or GIA or a parent received on the student's behalf) less assistance than the amount the student earned, the student may be able to receive those additional funds. If the student received more assistance than he or she earned, the excess funds must be returned by GIA and/or the student. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completed 30% of his or her payment period or period of enrollment, the student earned 30% of the assistance he or she was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student has earned all the assistance he or she was scheduled to receive for that period.

Title IV refunds are allocated in the following order as applicable:

1. Unsubsidized Federal Direct Stafford Loan Program
2. Subsidized Federal Direct Stafford Loan Program
3. Federal Perkins Loan Program
4. Federal PLUS Loan Program
5. Federal Pell Grant Program
6. Federal Supplemental Educational Opportunity Grant (FSEOG) Program
7. Any other Title IV program
8. Other federal, state, private, or institutional student financial aid programs

If a student did not receive all of the funds that he or she earned, the student may be due a post-withdrawal disbursement. If a student's post-withdrawal disbursement includes loan funds, GIA must get the student's permission before it can disburse them. The student may choose to decline some or all of the loan funds so that he or she doesn't incur additional debt. GIA may automatically use all or a portion of the student's post-withdrawal disbursement of grant funds for tuition and fees. GIA needs the student's permission to use the post-withdrawal grant disbursement for all other school charges. If a student does not give his or her permission, the student will be offered the funds. It may be in the student's best interest to allow GIA to keep the funds to reduce the student's debt to GIA.

First-time, first-year undergraduate students who have not completed the first 30 days of their program before they withdraw will not receive any Direct Loan funds they would have received had they remained enrolled past the 30th day.

If the student receives (or GIA or the student's parent receives on the student's behalf) excess Title IV program funds that must be returned, GIA must return a portion of the excess equal to the lesser of:

1. The student's institutional charges multiplied by the unearned percentage of his or her funds, or
2. The entire amount of excess funds.

GIA must return this amount even if it didn't keep this amount of the student's Title IV program funds. If GIA is not required to return all of the excess funds, the student must return the remaining amount.

For any loan funds that the student must return, he or she (or parent for a Direct PLUS Loan) repays in accordance with the terms of the promissory note.

Any amount of unearned grant funds that the student must return is called an overpayment. The maximum amount of a grant overpayment that the student must repay is half of the grant funds the student received or was scheduled to receive. A student does not have to repay a grant overpayment if the original amount of the overpayment is \$50 or less. A student must make arrangements with GIA or the Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when a student withdraws are separate from any refund policy that GIA may have. A student may still owe funds to GIA to cover unpaid institutional charges. GIA may also charge a student for any Title IV program funds that GIA was required to return.

If your aid has been utilized for living expenses rather than tuition, we will pro-rate the amount of aid you are entitled to keep based on the percentage of your program that you have completed. If the aid you received exceeds your cost of living for prorated amount of class time completed, you will be billed for the excess. GIA academic services will be refused until your account is brought current.

Note: Funds provided from the Department of Defense or the Veterans Administration received by service members, reservists and family members who stop attending due to service obligations are refunded in the same manner as Title IV federal funds.

For additional information on GIA refunds as they apply to financial aid funds, contact Student Financial Assistance at +1 800 421 7250 ext 4005 or email financialaid@gia.edu

For general questions about Title IV program funds, call the Federal Student Aid Information Center at +1 800 4 FEDAID (+1 800 433 3243). TTY users may call +1 800 730 8913. Information is also available on Student Aid at studentaid.ed.gov

Cancellation and Refund Policies (cont.)

Carlsbad On-Campus and eLearning Student Cancellation & Refund Policies

The California Bureau of Private Postsecondary Education requires GIA to publish the statements appearing in this paragraph. The institution shall also provide a pro rata refund of nonfederal student financial aid program moneys paid for institutional charges to students who have completed 60% or less of the period of attendance. Institutions shall refund 100% of the amount paid for institutional charges less a reasonable deposit or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later.

Distance Education (eLearning) Students

Refunds for eLearning courses are based on a pro-rata percentage of the number of assignments submitted for grading prior to the end date of the course. All charges associated with the purchase of optional books and materials are nonrefundable. Students who purchase Gem Instruments may return them for a full refund within 15 days of receipt provided they are in the original package, complete, and in new and unused condition. A restocking fee may apply. Please see store.gia.edu for additional information.

If Enrollment Cancellation Date Is	You Pay
Within 7 days of your acceptance of the Enrollment Agreement OR before submitting your first course assignment, whichever is later	No tuition
After submitting your first course assignment and before submitting more than 60% of the required course assignments	A pro rata portion of the tuition
After submitting more than 60% of the required course assignments OR after exceeding the course completion time limit	100% of tuition

Example of a refund calculation for a Distance Education (eLearning) course

A student paid the total price of \$500 for a course with a total of ten (10) required assignments, submitted four (4) assignments for grading, and then withdrew prior to the end date of the course. GIA retains \$200 (Tuition Used), calculated as follows:

Total Price = \$500

Per Assignment Charge = \$50 (Total Price ÷ Total Number of Required Assignments)

Number of Assignments Submitted for Grading = Four (4)

Tuition Used = \$200 (\$50 x 4 assignments)

Refund = \$300 (Total Price – Tuition Used)

Carlsbad Lab Class Students

Books, materials, and applicable sales tax are nonrefundable after books and materials have been received by the student.

Lab Classes 5 Days in Length:

If Your Cancellation Date Is	You Pay
Before the end of the first day of instruction	No tuition
After the first day of instruction and before 60% of the class has been taught	A pro rata portion of the tuition
After 60% of the class has been taught	100% of tuition

Lab Classes 1-3 Days in Length:

If Your Cancellation Date Is	You Pay
Before 12:00pm of the first day of instruction	No tuition
After 12:00pm of the first day of instruction and before 60% of the class has been taught	A pro rata portion of the tuition
After 60% of the instructional class hours	100% of tuition

Carlsbad On-Campus Students

Applicable sales taxes are nonrefundable. Books and materials that are used or not returned in salable condition are not subject to refund. Unused books and materials, that are undamaged, are eligible for full refund upon inspection by GIA.

If Your Cancellation Date Is	You Pay
Within 7 days of your acceptance of the Enrollment Agreement; within 3 days of taking your first tour of GIA's education facilities or of attending orientation; before the end of the first class day, whichever is later	No tuition
After the first scheduled class day and before 60% of the instructional class hours	A pro rata portion of the tuition
After 60% of the instructional class hours	100% of tuition

New York Student Refund Policies

Students receive a refund of all monies paid if they cancel before instruction begins AND within seven days of enrollment or of receiving notice of a fee increase OR within three days of signing the enrollment agreement or of taking a campus tour or attending orientation. Thereafter, a student will be responsible for the cost of any accepted textbooks or supplies, the application fee (if applicable), and the tuition liability as of the student's last date of physical attendance or the date GIA receives the student's official notice of cancellation, whichever is to the student's benefit, as set forth in the following tables.

The failure of a student to immediately notify the school director in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to Section 5002(3) of the Education Law.

Tuition liability is calculated on the basis of the last day of attendance, and refunds are processed within 30 days of the date of determination.

GIA will refund to you, within 30 days of the date of determination, either all or part of your tuition payments according to the following refund schedules for the respective programs, courses, and lab classes.

Programs of Seven Weeks or Greater in Duration (New York Campus)

Tuition liability is divided by the number of quarters in the program, and is limited to the quarter during which the student withdrew or was terminated, plus any previous quarter completed. Quarters are defined as no more than 14 weeks of instruction.

Cancellation and Refund Policies (cont.)

Graduate Gemologist			
Instructional Days	Instructional Week(s)	% of Tuition Liability per Quarter	Actual Tuition Refund
First Quarter			
1-5	1	0	\$ 21,000.00
6-10	2	25	\$ 18,375.00
11-15	3	50	\$ 15,750.00
16-20	4	75	\$ 13,125.00
21-25	5	100	\$ 10,500.00
26-30	6	100	\$ 10,500.00
31-35	7	100	\$ 10,500.00
36-65	8-13	100	\$ 10,500.00
Second Quarter			
66-70	14	25	\$ 7,875.00
71-75	15	50	\$ 5,250.00
76-80	16	75	\$ 2,625.00
81-130	17-26	100	\$ 0.00

Graduate Colored Stones			
Instructional Days	Instructional Week(s)	% of Tuition Liability per Quarter	Actual Tuition Refund
First Quarter			
1-5	1	0	\$ 14,400.00
6-10	2	25	\$ 12,600.00
11-15	3	50	\$ 10,800.00
16-20	4	75	\$ 9,000.00
21-50	5-10	100	\$ 7,200.00
Second Quarter			
51-55	11	25	\$ 5,400.00
56-60	12	50	\$ 3,600.00
61-65	13	75	\$ 1,800.00
66-95	14-19	100	\$ 0.00

Graduate Diamonds			
Instructional Days	Instructional Week(s)	% of Tuition Liability	Actual Tuition Refund
1-5	1	0	\$ 6,600.00
6-10	2	25	\$ 4,950.00
11-15	3	50	\$ 3,300.00
16-20	4	75	\$ 1,650.00
21-35	5-7	100	\$ 0.00

Comprehensive CAD/CAM for Jewelry			
Instructional Days	Instructional Week(s)	% of Tuition Liability	Actual Tuition Refund
1-5	1	0	\$ 5,750.00
6-10	2	25	\$ 4,312.50
11-15	3	50	\$ 2,875.00
16-20	4	75	\$ 1,437.50
21-35	5-7	100	\$ 0.00

Jewelry Design			
Instructional Days	Instructional Week(s)	% of Tuition Liability	Actual Tuition Refund
1-5	1	0	\$ 6,000.00
6-10	2	25	\$ 4,500.00
11-15	3	50	\$ 3,000.00
16-20	4	75	\$ 1,500.00
21-45	5-9	100	\$ 0.00

Jewelry Design & Technology			
Instructional Days	Instructional Week(s)	% of Tuition Liability per Quarter	Actual Tuition Refund
First Quarter			
1-5	1	0	\$ 19,900.00
6-10	2	25	\$ 17,412.50
11-15	3	50	\$ 14,925.00
16-20	4	75	\$ 12,437.50
21-25	5	100	\$ 9,950.00
26-30	6	100	\$ 9,950.00
31-35	7	100	\$ 9,950.00
36-65	8-13	100	\$ 9,950.00
Second Quarter			
66-70	14	25	\$ 7,462.50
71-75	15	50	\$ 4,975.00
76-80	16	75	\$ 2,487.50
81-130	17-26	100	\$ 0.00

Programs of 35 Hours or Less in Duration (New York Campus)

If Cancellation Date Is	Your Tuition Liability Is
0-15% of the program	0%
16-30% of the program	25%
31-45% of the program	50%
46-60% of the program	75%
After 60% of the program	100%

New York Occupational Education Data Survey

GIA calculates student and graduate outcomes data as required by a variety of federal, state and accreditor requirements. This information is available on GIA's website at GIA.edu/student-consumer-information or you may request a copy at studentconsumerinfo@gia.edu. As required by New York state law, the following outcomes data for New York campus students for the 2013-2014 and 2014-2015 reporting periods are provided below.

Start Dates	Graduate Gemologist		Jewelry Design		Graduate Diamonds		Graduate Colored Stones		Comprehensive CAD/CAM for Jewelry	
	07/13 - 06/14	07/14 - 06/15	07/13 - 06/14	07/14 - 06/15	07/13 - 06/14	07/14 - 06/15	07/13 - 06/14	07/14 - 06/15	07/13 - 06/14	07/14 - 06/15
New Program Enrollments (starts)										
Full time	118	125	49	69	99	114	15	10	38	87
Part time	0	0	0	0	0	0	0	0	0	0
Total	118	125	49	69	99	114	15	10	38	87
Applications Accepted	116	125	49	69	99	114	15	10	38	87
Applications Denied	2	0	0	0	0	0	0	0	0	0
Total Starts	116	125	49	69	99	114	15	10	38	87
Program Graduation Rate										
Total Students Enrolled	184	176	49	69	99	133	15	12	38	105
Graduates ¹	107	89	47	53	73	100	11	4	19	92
Non-completers ²	29	29	2	2	7	14	2	0	1	3
Still Enrolled/ Continuing Students ³	44	58	0	14	19	19	2	8	18	10
Employment of Program Graduates										
Number of Graduates	107	89	47	53	73	100	11	4	19	92
Number of Graduates Available for (Seeking) Employment ⁴	40	41	12	15	33	42	3	3	8	55
Number of Graduates Employed in the Field ⁵	30	35	7	10	25	35	3	2	5	46

The above information reflects data reported to New York State Education Department, Occupational Education Data Survey (OEDS) for the 2013-2014 and 2014-2015 reporting periods.

¹ Graduates means the number of students who completed the program within the reporting period.

² Non-completers means the number of students who have dropped, been terminated by the school, or have ceased instruction in the program by any other manner within the reporting period.

³ Still Enrolled/Continuing Students means the number of students who were still enrolled in a program of instruction on the last day of the reporting period.

⁴ Number of Graduates Available for (Seeking) Employment (available for employment) means the Number of Graduates minus the Number of Graduates unavailable for employment. Graduates unavailable for employment are those individuals who, after graduation, die, become incarcerated, are international students who leave the United States or do not have a visa allowing employment in the United States, or are pursuing additional education at GIA or any other school.

⁵ Number of Graduates Employed in the Field means Graduates who found employment in a field related to the training provided where the skills obtained through the curricular training are either essential and necessary or are beneficial and useful for the employment obtained.



FLORIDA

"My advice for anyone considering courses with GIA is to go for it. It is the ultimate way to learn, whether on campus or through Distance Education while you work. It is worth it. Getting my GG has been one of the best professional investments I have ever made."

Shivan Sarna, GIA GG, AJP
Show Host
HSN

Tuition and Fees Schedule of Student Charges

Total Charges Do Not Include:

- Housing, food, insurance, transportation, entertainment and other living expenses
- Shipping and handling fees
- Customs fees and duties on course materials shipped outside the United States
- Proctor fees for Distance Education exams
- Fees for remedial work
- Optional purchase of projects made in Graduate Jeweler course
- Replacement burs, abrasives, brushes, buffs or other consumable tools and materials in the Graduate Jeweler course
- Fees for lost or damaged equipment, precious metals and stones
- Refundable deposit for stones loaned to international students enrolled in the Gem Identification course
- Students are responsible for any wire transfer fees that they incur
- All required instruments are provided to on-campus students, excluding purchase of replacement or additional refractive index (RI) liquid 1.81
- Required equipment for Distance Education students enrolled in the GEM 240 Gem Identification course. See next column for a listing of the required equipment
- For homework purposes, Jewelry Design & Technology students must have full access to a computer that meets the minimum requirements described on page 33. The estimated average cost to purchase this computer is approximately \$1,500. Estimates reflect current prices at the time of publication, and are subject to change
- Comprehensive CAD/CAM for Jewelry students are not required to do work at home. However, students may find it helpful to have a computer that meets the minimum requirements described on page 33. The estimated average cost to purchase this computer is approximately \$1,500. Estimates reflect current prices at the time of publication, and are subject to change
- Optional books plus applicable tax
- Students are responsible for Gem Identification stone set shipping and handling charges when that stone set has been previously shipped and now requires reshipping

Additional Student Fees May Include:

- \$35 half day or \$70 full day for the use of Student Workroom
- \$750 per week for repeating on-campus class time
- \$40 certificate replacement fee
- \$45 diploma replacement fee
- \$10 for each transcript
- \$15 for replacement ID or badge
- \$10 for replacement keys
- \$10 for replacement parking permits
- \$15 returned check fee

Total charges are valid for programs, courses, and classes taking place in the United States from January 1, 2017 through December 31, 2017, and are subject to change.

Distance Education Students

Gem Identification 240

To complete this course, you must have access to the following instruments which are not included with the course materials. These materials may be purchased at store.GIA.edu at an estimated retail price of \$2,500:

- Gem tweezers (non-locking)
- Daylight-equivalent light source
- Monochromatic light source
- Mini Maglite (incandescent) or equivalent
- Gemological binocular microscope minimum 10x and 30x (darkfield illumination)
- Gem cloth
- Refractometer with removable magnification piece, white light source, and polarizing filter
- Refractive index (RI) liquid 1.81
- Optic figure sphere
- Dichroscope (calcite preferred)
- Polariscope
- Spectroscope

Tuition and Fees Schedule of Student Charges (cont.)

Distance Education Students Outside the United States

Students who apply for the Gem Identification course who live outside the United States and who will not be using a GIA Student Workroom for practical assignments must submit an \$800 deposit for the stone sets that will be loaned to them, along with an initial course payment. Upon return of the stone sets in their original condition, GIA will refund the \$800 deposit to the original remitter of the funds via the same method of payment by which it was submitted.

GIA will pay for the initial international Gem Identification stone set shipment to a student. If the student requires the same stone set to be reshipped to them again, they will be responsible for all shipping and handling charges, duties, taxes, and fees.

Payment Methods/Student Accounts

Make payments online anytime via your Student Center, available at my.GIA.edu. Our Office of Student Accounts staff members are available Monday through Friday to accept payments and to discuss your account. Visit the Student Services office to arrange an appointment. For Carlsbad contact us at +1 800 421 7250 ext 4470, +1 760 603 4470, or acctsrc@gia.edu from 7:00 a.m. to 4:00 p.m. Pacific Time, and in New York contact us at +1 800 366 8519 ext 3527, +1 212 944 5900 ext 3527, or nyacctsrc@gia.edu from 8:00 a.m. to 4:30 p.m. Eastern Time.

Please note the following information regarding payment methods:

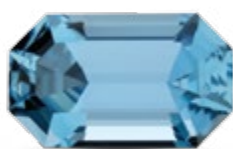
Students who owe GIA past due monies, and/or have not returned student stone sets, may not enroll in future courses or programs until they have reimbursed GIA.

Credit Card: You can charge confirmation deposits, tuition, books and materials, and other fees to your VISA, MasterCard, Discover, or American Express account.

Check or Money Order: You can pay by cashier's check or personal check. Make checks payable to GIA. Payment must be in U.S. dollars and drawn on a U.S. bank.

Wire Transfer: please contact us at +1 800 421 7250 ext 4001 or +1 760 603 4001, or admissions@gia.edu for details. Students are responsible for any wire transfer fees that they incur.

*Cut gem courtesy: Glenn Preus
Rough crystal courtesy: Neal Litman Company*



Tuition and Fees Schedule of Student Charges (cont.)

eLearning Courses – Gemology Distance Education

Course Number	Course Title	Tuition	Monthly Payment Plan Option (no-interest plan)	Instrument Cost	Optional Books*	Catalog Page
GEM 110	Jewelry Essentials	\$185.00	N/A	N/A	\$65.00	39
GEM 120	Colored Stone Essentials	\$185.00	N/A	N/A	\$80.00	39
GEM 130	Diamond Essentials	\$185.00	N/A	N/A	\$65.00	39
GEM 230	Diamonds & Diamond Grading (Prerequisite: GEM 130)	\$1,670.00	\$167.00 x 10 months	N/A	\$160.00	39
GEM 220	Colored Stones ** (Prerequisite: GEM 120)	\$1,670.00	\$167.00 x 10 months	N/A	\$250.00	39
GEM 240	Gem Identification ** (Prerequisite: GEM 120, GEM 220)	\$2,040.00	\$204.00 x 10 months	\$2,500.00***	\$250.00	40
GEM 149	Pearls	\$600.00	\$150.00 x 4 months	N/A	\$125.00	40

Amounts shown are in U.S. dollars

* Books are available for your Gemology Distance Education eLearning courses, but are not required for successful completion. Upon confirmation of your enrollment (when you receive your user name and password), books may be purchased online by logging on to my.GIA.edu. Various S&H options are available. Additional S&H charges apply to Distance Education students outside the United States and Canada.

** Due to continuously changing customs regulations beyond GIA's control, it may not be possible to ship Gem Identification stone sets to various international locations. Customs regulations may also extend the time it takes GIA to deliver international stone sets to students.

*** If you don't have access to the instruments needed to complete this course, listed on page 73, you can purchase them through store.GIA.edu for an estimated retail price of \$2,500.00 (S&H and tax are not included.) Various S&H options are available. Additional S&H charges apply to Distance Education students outside the United States and Canada.



Above - Students can enjoy on-campus activities like volleyball, basketball and table tennis, or relax on the grassy areas for a break (Carlsbad).



Above - Join in on the social activities throughout the campus to get better acquainted with your peers (Carlsbad).

Tuition Recovery and Reimbursement Funds

California Student Tuition Recovery Fund (STRF)

The California Student Tuition Recovery Fund assessment is a variable rate as determined under California law. The Current STRF assessment is \$0, and is subject to change pursuant to California Education Code section 94923 and implementing regulations.

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

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

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

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

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

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

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

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

"Residency Program" means an educational course or program offered by an institution that has approval to operate in California, when the instruction occurs in California directly (face-to-face) between the student and the faculty member(s). Example: An individual who resides outside of California and enrolls in a course that requires him or her to be physically present in California to complete the course is required to pay STRF.

New York Tuition Reimbursement Fund

The Tuition Reimbursement Fund is designed to protect the financial interest of students attending non-degree proprietary schools. If a school closes while you are in attendance, prior to the completion of your educational program, then you may be eligible for a refund of all tuition expenses which you have paid. If you drop out of school prior to completion and you file a complaint against the school with the State Education Department, you may be eligible to receive a tuition refund if the State Education Department is able to provide factual support that your complaint is valid and to determine that there was a violation of Education Law or the Commissioner's Regulations as specified in Section 126.17 of the Commissioner's Regulations. To file a claim to the Tuition Reimbursement Fund, you must first file a complaint with the State Education Department at the address included below. The staff of the State Education Department will assist you in the preparation of a tuition reimbursement form (a sample of this form should have been provided to you upon enrollment).

Contact the New York State Education Department at:

New York State Education Department 116 West 32nd Street, 5th Floor
New York, New York 10001 Attention: Bureau of Proprietary School
Supervision +1 212 643 4760



Above - Student table tennis championships in the Rosy Blue Student Commons area (Carlsbad).

Tuition and Fees Schedule of Student Charges (cont.)

Carlsbad On-Campus Programs and Courses – Gemology and Jewelry Manufacturing Arts

Program Number	Program Title	Tuition	Fees	Total Charges*	First Payment (Due with Application (refundable deposit))	Second Payment (Due by Orientation Day)	Final Payment (Due Date Varies)****
GEM 2500	Graduate Gemologist	\$21,000.00	\$1,160.00 (Books) \$1,125.00 (Materials) \$182.80 (CA Sales Tax)	\$23,467.80	\$2,100.00	\$14,017.80	\$7,350.00
GEM 2200	Graduate Diamonds	\$6,600.00	\$375.00 (Books) \$85.00 (Materials) \$36.80 (CA Sales Tax)	\$7,096.80	\$660.00	\$6,436.80	N/A
GEM 2300	Graduate Colored Stones	\$14,400.00	\$785.00 (Books) \$1,040.00 (Materials) \$146.00 (CA Sales Tax)	\$16,371.00	\$1,440.00	\$9,891.00	\$5,040.00
JMA 3300	Graduate Jeweler	\$21,400.00	\$1,020.00 (Books) \$975.00 (Materials) \$159.60 (CA Sales Tax)	\$23,554.60	\$2,140.00	\$13,924.60	\$7,490.00
JMA 3400	Jewelry Design & Technology	\$19,900.00	\$980.00 (Books) \$90.00 (Materials) \$85.60 (CA Sales Tax)	\$21,055.60	\$1,990.00	\$12,100.60	\$6,965.00
JMA 370	Jewelry Design	\$6,000.00	\$100.00 (Books) \$260.00 (Materials) \$28.80 (CA Sales Tax)	\$6,388.80	\$600.00	\$5,788.80	N/A
JMA 400	Comprehensive CAD/CAM for Jewelry	\$5,750.00	\$600.00 (Books) \$15.00 (Materials) \$49.20 (CA Sales Tax)	\$6,414.20	\$575.00	\$5,839.20	N/A

New York On-Campus Programs and Courses – Gemology and Jewelry Manufacturing Arts

Program Number	Program Title	Tuition	Fees	Total Charges***	First Payment (Due with Application (refundable deposit))	Final Payment (Due on Orientation Day)
GEM 2500	Graduate Gemologist	\$21,000.00	\$1,160.00 (Books) \$1,125.00 (Materials)	\$23,285.00	\$2,100.00	\$21,185.00
GEM 2200	Graduate Diamonds	\$6,600.00	\$375.00 (Books) \$85.00 (Materials)	\$7,060.00	\$660.00	\$6,400.00
GEM 2300	Graduate Colored Stones	\$14,400.00	\$785.00 (Books) \$1,040.00 (Materials)	\$16,225.00	\$1,440.00	\$14,785.00
JMA 3400	Jewelry Design and Technology	\$19,900.00	\$980.00 (Books) \$90.00 (Materials)	\$20,970.00	\$1,990.00	\$18,980.00
JMA 370	Jewelry Design	\$6,000.00	\$100.00 (Books) \$260.00 (Materials)	\$6,360.00	\$600.00	\$5,760.00
JMA 400	Comprehensive CAD/CAM for Jewelry	\$5,750.00	\$600.00 (Books) \$15.00 (Materials)	\$6,365.00	\$575.00	\$5,790.00

Amounts shown are in U.S. dollars;

B&M = Books & Materials

- * Total charges shown include tuition, books and materials and applicable sales tax.
- ** Amount = Refundable deposit + books, materials, fees, sales tax + partial tuition.
- *** Total charges include tuition, books and materials.
- **** Final payment is due when 51% of the program lasting longer than 17 weeks is complete; the due date is specified in the enrollment agreement.

CLASS DURATION

Please note class schedules may vary depending on holidays and breaks; please review the schedule carefully and plan accordingly.

Tuition and Fees

Schedule of Student Charges (cont.)

Carlsbad Lab Classes – Gemology and Jewelry Manufacturing Arts

Class Number	Class Title	Tuition	Fees	Total Charges*	First Payment (Refundable Deposit due with Application)	Final Payment (Balance Due 30 Days Prior to Start of Class* = Total Charges – Refundable Deposit)
GEM 230L	Diamond Grading Lab	\$1,500.00	\$150.00 (Books) \$25.00 (Materials) \$14.00 (CA Sales Tax)	\$1,689.00	\$150.00	\$1,539.00
GEM 220L	Colored Stone Grading Lab	\$1,000.00	\$80.00 (Books) \$25.00 (Materials) \$8.40 (CA Sales Tax)	\$1,113.40	\$100.00	\$1,013.40
GEM 240L	Gem Identification Lab	\$1,500.00	\$125.00 (Books) \$25.00 (Materials) \$12.00 (CA Sales Tax)	\$1,662.00	\$150.00	\$1,512.00
GEM 149L	Pearl Grading Lab	\$300.00	\$30.00 (Books) \$4.00 (Materials) \$2.72 (CA Sales Tax)	\$336.72	\$30.00	\$306.72
JMA 320L	Basic Repair and Setting Lab	\$1,450.00	\$100.00 (Books) \$15.00 (Materials) \$9.20 (CA Sales Tax)	\$1,574.20	\$145.00	\$1,429.20
JMA 340L	Intermediate Repair and Setting Lab	\$1,450.00	\$100.00 (Books) \$15.00 (Materials) \$9.20 (CA Sales Tax)	\$1,574.20	\$145.00	\$1,429.20

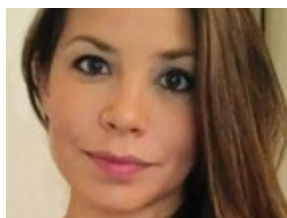
New York and Tucson Lab Classes – Gemology

Class Number	Class Title	Tuition	Fees	Total Charges*	First Payment (Refundable Deposit due with Application)	Final Payment (Balance Due 30 Days Prior to Start of Class* = Total Charges – Refundable Deposit)
GEM 230L	Diamond Grading Lab	\$1,500.00 (NY) \$1,600.00 (TUC)	\$150.00 (Books NY, TUC) \$25.00 (Materials NY, TUC) \$14.18 (Sales Tax TUC)	\$1,675.00 (NY) \$1,789.18 (TUC)	\$150.00 (NY) \$160.00 (TUC)	\$1,525.00 (NY) \$1,629.18 (TUC)
GEM 220L	Colored Stone Grading Lab	\$1,000.00 (NY) \$1,100.00 (TUC)	\$80.00 (Books NY) \$25.00 (Materials NY) \$8.51 (Sales Tax TUC)	\$1,105.00 (NY) \$1,213.51 (TUC)	\$100.00 (NY) \$110.00 (TUC)	\$1,005.00 (NY) \$1,103.51 (TUC)
GEM 240L	Gem Identification Lab	\$1,500.00 (NY) \$1,600.00 (TUC)	\$125.00 (Books NY, TUC) \$25.00 (Materials NY, TUC) \$12.14 (Sales Tax TUC)	\$1,650.00 (NY) \$1,762.14 (TUC)	\$150.00 (NY) \$160.00 (TUC)	\$1,500.00 (NY) \$1,602.14 (TUC)
GEM 149L	Pearl Grading Lab	\$300.00 (NY)	\$30.00 (Books NY) \$4.00 (Materials NY)	\$334.00 (NY)	\$30.00 (NY)	\$304.00 (NY)

Amounts shown are in U.S. dollars:

CB = Carlsbad; NY = New York; TUC = Tucson

* Total charges shown include tuition, books and materials, and applicable sales tax. See the most current version of the GIA Education Catalog for a complete description. The balance is due 30 days prior to start of class. **Failure to pay balance will result in lost seat in class.**



NEW JERSEY

"I recommend GIA to everyone interested in a career in the industry. The programs provide a strong foundation whether you go into gemology or design. There is not a day that goes by that I don't use something I learned while at GIA."

Lauren Noelle Fiabane, GIA GG, AJA
Owner and Designer
Noelle Leone

2017 U.S. Class Schedules

ON-CAMPUS PROGRAMS

Tuition, books and materials fees for 2017 programs, courses and classes may be different from 2016. Please refer to GIA.edu for the most up-to-date schedules, tuition and fees.

Unless otherwise noted, all classes are held at GIA facilities at the address shown on the back cover of the most current version of the GIA Education Catalog at GIA.edu/education-catalog

The start date shown for on-campus courses and programs is the mandatory orientation date.

GIA reserves the right to reschedule or cancel classes.

CARLSBAD, CA

GEMOLOGY

GEM2500 Graduate Gemologist

Jan 12-Jul 28
Feb 9-Aug 25
Apr 6-Oct 20
Apr 27-Nov 10
May 25-Dec 15
July 27, 2017-Mar 2, 2018
Aug 31, 2017-Apr 6, 2018
Oct 12, 2017-May 18, 2018

GEM 2200 Graduate Diamonds

Jan 12-Mar 10*
Feb 9-Apr 7*
Apr 6-Jun 2*
Apr 27-Jun 23*
May 25-Jul 21*
Jul 27-Sep 22
Aug 31-Oct 27*
Oct 12-Dec 15*

GEM 2300 Graduate Colored Stones

Jan 3-May 19*
Mar 13-Jul 28*
Apr 10-Aug 25*
Jun 5-Oct 20*
Jun 26-Nov 10*
Jul 24-Dec 15*
Sep 25, 2017-Mar 2, 2018
Oct 30, 2017-Apr 6, 2018*

JEWELRY MANUFACTURING ARTS

JMA 3400 Jewelry Design & Technology

Feb 23-Sep 1
Jul 13, 2017-Feb 9, 2018
Sep 28, 2017-Apr 27, 2018

JMA 3300 Graduate Jeweler

Jan 5-Jul 14
Apr 6-Oct 13
Jun 1-Dec 15
Sep 21, 2017-Apr 20, 2018

JMA 370 Jewelry Design

Feb 16-Apr 21
Jul 6-Sep 8

JMA 400 Comprehensive CAD/CAM for Jewelry

May 4-Jun 23
Sep 28-Nov 17

NEW YORK, NY

GEMOLOGY

GEM 2500 Graduate Gemologist

Jan 5-Jul 21
Mar 2-Sep 15
Apr 13-Oct 27
Apr 27-Nov 10
Jun 22, 2017-Jan 26, 2018
Aug 17, 2017-Mar 23, 2018
Oct 12, 2017-May 18, 2018

GEM 2200 Graduate Diamonds

Jan 5-Mar 3*
Jan 12-Mar 10
Mar 2-Apr 28*
Mar 23-May 19
Apr 13-Jun 9*
Apr 27-Jun 23*
Jun 1-Jul 28
Jun 22-Aug 18*
Aug 17-Oct 13*
Sep 21-Nov 17
Oct 12-Dec 15*

GEM 2300 Graduate Colored Stones

Mar 6-Jul 21*
May 1-Sep 15*
Jan 2-May 19*
Jun 12-Oct 27*
Jun 26-Nov 10*
Aug 21, 2017-Jan 26, 2018*
Oct 16, 2017-Mar 23, 2018*

JEWELRY MANUFACTURING ARTS

JMA 3400 Jewelry Design & Technology

Jun 1-Dec 15

JMA 370 Jewelry Design

Jan 5-Mar 10
Sep 28-Dec 8

JMA 400 Comprehensive CAD/CAM for Jewelry

Mar 30-May 19
May 25-Jul 14
Aug 3-Sep 22

CLASS DURATION AND HOURS

Monday to Friday Day Classes

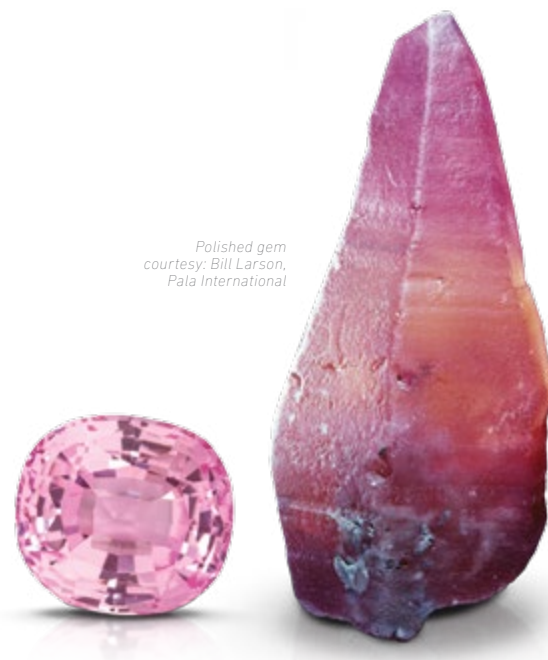
Carlsbad and New York:

Schedules may vary depending on holidays, breaks or other events. Please visit GIA.edu/class-duration-hours or contact admissions@gia.edu for details.

Weekend and Night Classes

New York:

Monday-Thursday:
On-campus: 6:00 – 9:30 p.m.
Saturday: 8:00 a.m. – 4:00 p.m.*



(N) = Nighttime; (S) = Saturday; (H) = Course includes both on-campus and self-paced study.

Class Duration: Please note class schedules may vary depending on holidays and breaks; please review the schedule carefully and plan accordingly.

* Dates offered on a standby basis. Call for availability. You will be placed on a waiting list until 30 days prior to the start of your program or class when GIA can confirm your space availability. Schedules are subject to change without notice. For a current schedule, visit GIA.edu/schedules. Contact GIA Admissions in Carlsbad or New York to confirm availability and for additional information and details.

2017 U.S. Class Schedules

LAB CLASSES AND STUDENT WORKROOMS

CARLSBAD, CA

GEMOLOGY

GEM 220L Colored Stone Grading

Jan 23-25
Mar 13-15
May 22-24
Aug 21-23
Nov 6-8

GEM 230L Diamond Grading

Jan 9-13
Feb 27-Mar 3
Mar 20-24
May 8-12
Aug 7-11
Aug 28-Sep 1
Oct 23-27
Nov 13-17

GEM 240L Gem Identification

Jan 16-20
Mar 6-10
May 15-19
Aug 14-18
Oct 30-Nov 3

GEM 149L Pearl Grading

Jan 26
Mar 16
May 25
Aug 24
Nov 9

STUDENT WORKROOM

Available daily, Monday – Friday, 9:00 a.m. – 12:00 p.m. and 1:00 – 4:00 p.m., on a first-come, first-served basis for up to eight students.

Fees are \$35 for half day and \$70 for full day. No fees for exams.

For a complete list of Student Workroom prerequisites, services, and additional details, visit GIA.edu.

To reserve a seat, call +1 800 421 7250 ext 4404, or outside the U.S. call +1 760 603 4404 or email lessons@gia.edu

JEWELRY MANUFACTURING ARTS

JMA 320L Basic Repair and Setting

Aug 14-18

JMA 340L Intermediate Repair and Setting

Aug 21-25

NEW YORK, NY

GEMOLOGY

GEM 220L Colored Stone Grading

Feb 6-8
Feb 21-23
Mar 13-15
Apr 3-5
Jun 12-14
Jun 12-20 (N)
Aug 21-23
Sep 23-Oct 7 (S)
Oct 2-10 (N)
Nov 13-15

GEM 230L Diamond Grading

Jan 23-27
Feb 6-10
Feb 27-Mar 3
Mar 20-24
Mar 20-Apr 4 (N)
Apr 15-May 13 (S)
May 22-26
Aug 7-11
Aug 14-29 (N)
Sep 11-15
Dec 4-8

GEM 240L Gem Identification

Jan 30-Feb 3
Feb 13-17
Mar 6-10
Mar 27-31
May 8-23 (N)
Jun 5-9
Jul 15-Aug 12 (S)
Aug 14-18
Oct 23-Nov 7 (N)
Nov 6-10

GEM 149L Pearl Grading

Feb 9
Feb 24
Mar 16
Apr 6
Jun 15
Aug 24
Nov 16

STUDENT WORKROOM

Monday – Friday, 9:00 a.m. – 12:00 p.m. and 1:00 – 4:00 p.m.

Fees are \$35 for half day and \$70 for full day. No fees for exams.

For a complete list of Student Workroom prerequisites, services, and additional details, visit GIA.edu.

To reserve a seat, call +1 800 366 8519, or outside the U.S. call +1 212 944 5900, or email nyworkroom@gia.edu

Jan 9-13
Jan 16-20
Feb 13-17
Feb 21-24
Apr 3-7
Apr 10-14
Apr 17-21
May 30-Jun 2
Jul 31-Aug 4
Sep 25-29
Oct 2-6
Dec 4-8
Dec 11-15

LAS VEGAS, NV

To register, and for class location, call American Gem Society at +1 702 255 6500 ext 1034 or email hcorbett@ags.org. Fees and enrollment details vary.

GEMOLOGY

GEM 220L Colored Stone Grading

Sep 6-8

GEM 230L Diamond Grading

Mar 13-17
Sep 11-15

GEM 240L Gem Identification

Mar 20-24

LAS VEGAS, NV

Seminar offerings during JCK shows to be announced.

GEMOLOGY

GEM 275L Gemology Seminars

Dates to come

TUCSON, AZ

Fees and enrollment details vary. Tucson classes are held at the Tucson Convention Center, 260 South Church, Tucson, AZ 86701.

GEMOLOGY

240L Gem Identification

Jan 30-Feb 3

GEM 275L Identifying Inclusions in Corundum and Emerald

Feb 4

GEM 275L Identifying Synthetic and Imitation Colored Stones

Feb 4

LAB CLASS HOURS

Day Classes

Carlsbad and New York: Schedules may vary depending on holidays, breaks or other events. Please visit GIA.edu/class-duration-hours or contact admissions@gia.edu for details.

Night Classes

New York: Monday – Thursday 6:00 p.m. – 9:30 p.m.

(N) = Nighttime; (S) = Saturday; (H) = Course includes both on-campus and self-paced study.

Class Duration: Please note class schedules may vary depending on holidays and breaks; please review the schedule carefully and plan accordingly.

* Dates offered on a standby basis. Call for availability. You will be placed on a waiting list until 30 days prior to the start of your program or class when GIA can confirm your space availability. Schedules are subject to change without notice. For a current schedule, visit GIA.edu/schedules. Contact GIA Admissions in Carlsbad or New York to confirm availability and for additional information and details.

2017 International Class Schedules

ON-CAMPUS PROGRAMS

Tuition, books and materials fees for 2017 programs, courses and classes may be different from 2016. Please refer to GIA.edu for the most up-to-date schedules, tuition and fees.

Unless otherwise noted, all classes are held at GIA facilities at the address shown on the back cover of the most current version of the GIA Education Catalog at GIA.edu/education-catalog

The start date shown for on-campus courses and programs is the mandatory orientation date.

GIA reserves the right to reschedule or cancel classes.

BANGALORE GIAIndia.in

GEMOLOGY

GEM 2200 Graduate Diamonds

May 25-Jul 21

BANGKOK GIAthai.net

GEMOLOGY

GEM 2500 Graduate Gemologist

Jun 8-Dec 22

GEM 2200 Graduate Diamonds

Feb 9-Apr 7
Jun 8-Aug 4*
Oct 26-Dec 22

GEM 2300 Graduate Colored Stones

Jan 12-Jun 9*
Aug 3-Dec 22*

Applied Jewelry Professional (Intensive)

Jan 23-27
May 29-Jun 2
Sep 18-22

JEWELRY MANUFACTURING ARTS

JMA 370 Jewelry Design

Feb 2-Apr 7
Jun 29-Sep 1

CHENNAI GIAIndia.in

GEMOLOGY

GEM 2200 Graduate Diamonds

Apr 6-Jun 2

DELHI GIAIndia.in

GEMOLOGY

GEM 2500 Graduate Gemologist

May 11-Dec 1

GEM 2200 Graduate Diamonds

May 11-Jul 7

GEM2300 Graduate Colored Stone

Jul 6-Dec 1

DUBAI GIAmeast.com

Classes will be held at Gold Tower, JLT Premises, unless otherwise mentioned.

GEMOLOGY

GEM 2200 Graduate Diamonds

Jan 12-Mar 9
Mar 30-May 25
Jul 20-Sep 14
Oct 19-Dec 14

Applied Jewelry Professional (Intensive)

Jan 22-26
Mar 5-9
Apr 30-May 4
Jul 30-Aug 3
Sep 17-21
Nov 12-16

HONG KONG GIAhongkong.com

GEMOLOGY

GEM 2500 Graduate Gemologist

Jan 5-Aug 25
Jul 6, 2017-Mar 9, 2018

GEM 2200 Graduate Diamonds

Jan 5-Mar 17*
Jul 6-Sep 1*
Oct 12-Dec 8
Jan 3-Mar 20 (Cantonese) (M, Tu, Th) (H)
Feb 17-Jun 16 (Cantonese) (M, F) (H)
Mar 7-May 18 (Cantonese) (M, Tu, Th) (H)
Apr 18-Jun 29 (Cantonese) (M, Tu, Th) (H)
Jul 6-Sep 4 (Cantonese) (M, Tu, Th) (H)
Aug 29-Dec 12 (Cantonese) (M, F) (H)
Oct 9-Dec 5 (Cantonese) (M, Tu, Th) (H)

GEM 2300 Graduate Colored Stones

Jan 5-Jun 23
Mar 23-Aug 25*
Oct 6, 2017-Mar 9, 2018*
Jan 3-Jul 3 (Cantonese) (M, Tu, Th) (H)
Mar 14-Nov 28 (Cantonese) (Tu, Th) (H)
Jul 4-Dec 14 (Cantonese) (M, Tu, Th) (H)

JEWELRY MANUFACTURING ARTS

JMA 370 Jewelry Design

Mar 13-May 26
Jul 3-Sep 1
Oct 16-Dec 15

HYDERABAD GIAIndia.in

GEMOLOGY

GEM 2200 Graduate Diamonds

Aug 3-Sep 29

LONDON London.GIA.edu

GEMOLOGY

GEM 2500 Graduate Gemologist

Jan 12-Jul 28
Feb 23-Sep 8
Aug 3, 2017-Mar 9, 2018
Sep 14, 2017-Apr 13, 2018

GEM 2200 Graduate Diamonds

Jan 12-Mar 10*
Feb 23-Apr 21*
May 4-Jun 30
Aug 3-Sep 29*
Sep 14-Nov 10*
Oct 12-Dec 8

GEM 2300 Graduate Colored Stones

Mar 9-Jul 28*
Apr 20-Sep 8*
Sep 28, 2017-Mar 9, 2018*
Nov 9, 2017-Apr 13, 2018*

Applied Jewelry Professional (Intensive)

Jul 17-21
Aug 7-11

JEWELRY MANUFACTURING ARTS

JMA 370 Jewelry Design

Mar 9-May 12
Aug 10-Oct 13

JMA 400 Comprehensive CAD/CAM for Jewelry

Jan 5-Feb 24
Jun 1-Jul 21
Oct 26-Dec 15

(N) = Nighttime; (S) = Saturday; (H) = Course includes both on-campus and self-paced study.

Class Duration: Please note class schedules may vary depending on holidays and breaks; please review the schedule carefully and plan accordingly.

* Dates offered on a standby basis. Call for availability. You will be placed on a waiting list until 30 days prior to the start of your program or class when GIA can confirm your space availability. Schedules are subject to change without notice. For a current schedule, visit GIA.edu/schedules. Contact the campus to confirm availability and for additional information and details.

2017 International Class Schedules

ON CAMPUS PROGRAMS (cont.)

MUMBAI GIAIndia.in

GEMOLOGY

GEM 2500 Graduate Gemologist

Feb 2-Aug 18
Mar 16-Sep 29
Jun 22, 2017-Jan 12, 2018
Aug 31, 2017-Mar 23, 2018

GEM 2200 Graduate Diamonds

Dec 8, 2016-Feb 3, 2017
Dec 22, 2016-Feb 17, 2017
Jan 5-Mar 3
Feb 2-Mar 31
Feb 23-Apr 21
Mar 16-May 12
Apr 6-Jun 2
Apr 27-Jun 23
Jun 22-Aug 18
Jul 6-Sep 1
Aug 31-Nov 3
Sep 21-Nov 24
Oct 26-Dec 22
Dec 7, 2017-Feb 2, 2018

GEM 2300 Graduate Colored Stones

Mar 30-Aug 18
May 11-Sep 29
Aug 17, 2017-Jan 12, 2018
Nov 2, 2017-Mar 23, 2018

JEWELRY MANUFACTURING ARTS

JMA 370 Jewelry Design

Dec 1, 2016-Feb 3, 2017
Feb 16-Apr 21
May 4-Jul 7
Oct 26-Dec 29

RAMAT GAN crisrael@gia.edu

For a current schedule of lab classes email crisrael@gia.edu or call +972 3522 6749

SHANGHAI GIAtaiwan.com.tw

GEMOLOGY

GEM 2500 Graduate Gemologist

Feb 10-Aug 25 (Chinese)
July 21, 2017-Feb 9, 2018 (Chinese)

GEM 2200 Graduate Diamonds

Feb 10-Apr 7 (Chinese)*
Mar 11-May 20 (Chinese)(S) (H)
May 12-Jul 7 (Chinese)
July 21-Sep 15 (Chinese)*
Nov 10, 2017-Jan 5, 2018 (Chinese)

GEM 2300 Graduate Colored Stones

Apr 7-Aug 25 (Chinese)*
Jun 10-Dec 30 (Chinese)(S) (H)
Sep 15, 2017-Feb 09, 2018* (Chinese)

JEWELRY MANUFACTURING ARTS

JMA 370 Jewelry Design

Mar 6-May 5 (Chinese)
Aug 28-Nov 3 (Chinese)

SURAT GIAIndia.in

GEMOLOGY

GEM 2200 Graduate Diamonds

Nov 24, 2016-Jan 20, 2017
Mar 23-May 19
Jul 20-Sep 15
Dec 7, 2017-Feb 2, 2018

TAIWAN GIAtaiwan.com.tw

GEMOLOGY

GEM 2500 Graduate Gemologist

Nov 4, 2016-Jun 2, 2017 (Chinese)
March 24-Oct 6 (Chinese)
Jul 7, 2017-Jan 19, 2018 (Chinese)
Nov 3, 2017-Jun 1, 2018 (Chinese)

GEM 2200 Graduate Diamonds

Mar 6-May 5 (Chinese) (N) (M, W, F) (H)
Mar 24-May 19 (Chinese)*
May 27-Jul 29 (Chinese) (S) (H)
Jul 7-Sep 1 (Chinese)*
Aug 14-Oct 6 (Chinese) (N) (M, W, F) (H)
Nov 3-Dec 39 (Chinese)*
Oct 21-Dec 23 (Chinese) (S) (H)

GEM 2300 Graduate Colored Stones

Dec 30, 2016-Jun 2, 2017 (Chinese)*
May 19-Oct 6 (Chinese)*
Sep 1, 2017-Jan 19, 2018 (Chinese)*

Advanced Jewelry Professional (Intensive)

Mar 6-17 (Chinese)
Aug 14-25 (Chinese)

JEWELRY MANUFACTURING ARTS

JMA 370 Jewelry Design

Jun 5-Aug 4 (Chinese)
Nov 13, 2017-Jan 12, 2018 (Chinese)

LAB CLASSES AND STUDENT WORKROOMS

BANGKOK GIAthai.net

GEMOLOGY

GEM 220L Colored Stone Grading

Jan 30-Feb 1
Jun 19-21
Oct 16-18

GEM 230L Diamond Grading

Jan 16-20
Jun 5-9
Oct 2-6

GEM 240L Gem Identification

Jan 23-27
Jun 12-16
Oct 9-13

GEM 149L Pearl Grading

Feb 2
Jun 22
Oct 19

JEWELRY MANUFACTURING ARTS

JMA 330L Quick Design

May 15-19

BOTSWANA URL?

GEMOLOGY

GEM 230L Diamond Grading

Jun 6-10
Jun 13-17

BEIJING GIAtaiwan.com.tw

GEMOLOGY

GEM 220L Colored Stone Grading

Mar 18-20 (Chinese)

GEM 230L Diamond Grading

Mar 6-10 (Chinese)
Sep 10-14 (Chinese)

GEM 240L Gem Identification

Mar 12-16 (Chinese)

DUBAI GIAmideast.com

GEMOLOGY

GEM220L Colored Stone Grading

Mar 26-28
Jul 16-18
Oct 8-10

GEM230L Diamond Grading

Jan 8-12
Mar 12-16
Jul 2-6
Sep 24-28
Dec 17-21

GEM240L Gem Identification

Mar 19-23
Jul 9-13
Oct 1-5

GEM140L Pearl Grading

Mar 29
Jul 19
Oct 11

HONG KONG GIAhongkong.com

GEMOLOGY

GEM 220L Colored Stone Grading

Aug 28-30

GEM 230L Diamond Grading

Jan 3-26 (Cantonese) (N) (M, Tu, Th)
Mar 6-10
May 13-Jun 10 (S)
May 22-Jun 20 (Cantonese) (N) (M, Tu, Th)
Sep 25-29
Nov 4-Dec 2 (Cantonese) (S)

GEM 240L Gem Identification

Sep 4-8

GEM 149L Pearl Grading

Feb 22-24 (Cantonese) (N) (W, F)
Feb 27
Jun 26
Jul 5-7 (Cantonese) (N) (W, F)
Sep 20
Oct 18-20 (Cantonese) (N) (W, F)

JEWELRY MANUFACTURING ARTS

JMA 330L Quick Design

Jun 1-29 (Cantonese) (N) (M, Tu, Th)
Oct 9-13

JOHANNESBURG

To register, call the Harry Oppenheimer Diamond Training School at +27 11 334 9003 or +27 11 334 8420, or email info@diamondtrainingschool.co.za
Fees and enrollment details vary.

(N) = Nighttime; (S) = Saturday; (H) = Course includes both on-campus and self-paced study.

Class Duration: Please note class schedules may vary depending on holidays and breaks; please review the schedule carefully and plan accordingly.

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2017 International Class Schedules

LAB CLASSES AND STUDENT WORKROOMS (cont.)

LONDON London.GIA.edu

GEMOLOGY

GEM 220L Colored Stone Grading

Jan 3-5
Jul 3-5
Aug 14-16

GEM 230L Diamond Grading

Jan 9-13
Apr 3-7
Jul 10-14
Jul 24-28

GEM 240L Gem Identification

Jan 16-20
Aug 21-25
Sep 25-29

GEM 149L Pearl Grading

Jan 6
Jul 6
Aug 17

STUDENT WORKROOM

9:30 a.m.-4:30 p.m.
Please call for availability.
Jan 23-Feb 17
Aug 29-Sep 22

MUMBAI GIAindia.in

GEMOLOGY

GEM 220L Colored Stone Grading

Mar 20-22
Jun 26-28
Oct 9-11

GEM230L Diamond Grading

Jan 2-6
Feb 27-Mar3
Mar 27-31
Apr 24-28
Jun 5-9
Jul 3-7
Aug 21-25
Sep 11-15
Oct 23-27
Dec 4-8

GEM240L Gem Identification

Mar 13-17
Jun 19-23
Oct 2-6

GEM140L Pearl Grading

Mar 23
Jun 29
Oct 12

STUDENT WORKROOM

10 a.m.-5 p.m.
Please call for availability
Mar 6-17

SHANGHAI GIAtaiwan.com.tw

GEMOLOGY

GEM 220L Colored Stone Grading

May 16-18 (Chinese)
Nov 14-16 (Chinese)

GEM 230L Diamond Grading

May 4-8 (Chinese)
Nov 2-6 (Chinese)

GEM 240L Gem Identification

May 10-14 (Chinese)
Nov 8-12 (Chinese)

SHENZHEN GIAtaiwan.com.tw

GEMOLOGY

GEM 220L Colored Stone Grading

Oct 21-23 (Chinese)

GEM 230L Diamond Grading

Apr 16-20 (Chinese)
Oct 9-13 (Chinese)

GEM 240L Gem Identification

Oct 15-19 (Chinese)

SINGAPORE GIAhongkong.com

GEMOLOGY

GEM 220L Colored Stone Grading

Dec 6-8

GEM 230L Diamond Grading

Dec 18-22

GEM 240L Gem Identification

Dec 11-15

GEM 149L Pearl Grading

Dec 5

TAIWAN GIAtaiwan.com.tw

GEMOLOGY

GEM 220L Colored Stone Grading

Feb 20-22 (Chinese)
Oct 30-Nov 1 (Chinese)

GEM 230L Diamond Grading

Feb 6-10 (Chinese)
Mar 6-31 (Chinese) (N) (M, W, F)
May 27-Jun 24 (Chinese) (S)
Jun 12-16 (Chinese)
Aug 14-Sep 8 (Chinese) (N) (M,W,F)
Oct 16-20 (Chinese)
Oct 21-Nov 18 (Chinese) (S)

GEM 240L Gem Identification

Feb 13-17 (Chinese)
Jun 19-23 (Chinese)
Oct 23-27 (Chinese)

GEM 149L Pearl Grading

Apr 22 (Chinese) (S)
Oct 21 (Chinese) (S)

STUDENT WORKROOM

Please call for availability.

Jan 16-20
Feb 20-24
Mar 20-24
Apr 17-21
May 22-26
Jun 26-30
Aug 7-11
Sep 4-8
Oct 9-13
Nov 6-10
Dec 11-15

ATTENDING A GIA CAMPUS OUTSIDE THE UNITED STATES

To register in a program or lab class at a GIA location outside the United States, contact the respective campus directly.

GIA program and lab class curricula are standard worldwide, but schedules and specific offerings may vary by location.

To enroll in Distance Education courses where materials are written in English, submit your application to GIA in Carlsbad. To enroll in a Distance Education course where materials are written in any other language, please contact the respective GIA campus.

Contact information for GIA campuses can be found at GIA.edu/locations

(N) = Nighttime; (S) = Saturday; (H) = Course includes both on-campus and self-paced study.

Class Duration: Please note class schedules may vary depending on holidays and breaks; please review the schedule carefully and plan accordingly.

* Dates offered on a standby basis. Call for availability. You will be placed on a waiting list until 30 days prior to the start of your program or class when GIA can confirm your space availability. Schedules are subject to change without notice. For a current schedule, visit GIA.edu/schedules. Contact the campus to confirm availability and for additional information and details.

Governance and Executive Management

Board of Governors

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Retired Financial Services Executive
Past President, The Jewelers Board of Trade

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Dhamani Jewels Group

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Department of Geology & Geophysics
Louisiana State University

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Thomas H. Insley
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Intrepid Therapeutics, Inc.

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GIA

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Atlantic Financial Advisory Partners

Elliot Tannenbaum
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Leo Schachter Diamond Group

Dr. John W. Valley
Charles R. Van Hise Professor
Department of Geoscience
University of Wisconsin

Thomas T. Yang
Partner
PrimeGenesis

Ephraim Zion
Managing Director
Dehres Ltd.

Executive Management

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Senior Vice President of Global Development

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Senior Vice President and Chief Financial Officer

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Vice President of Corporate Compliance

Nirupa Bhatt
Managing Director for India and Middle East

Lisa Biggs
Vice President and Corporate Controller

Matt Crimmin
Vice President of Laboratory Operations

John King
Chief Quality Officer

Theresa Mogavero
Vice President of Global Education Operations

Pritesh Patel
Chief Information Officer

Seung-Hae Moon
Managing Director for Asia Pacific

Susan Schindelar
Vice President of Global Marketing

Rohit Tandon
Chief Human Resources Officer

Jennifer Wilson
Vice President, Corporate Counsel and Corporate Secretary

Lucy Xia
Vice President of Global Laboratory Planning

Phillip M. Yantzer
Vice President of Laboratory Services

Chairman Emeritus

Ralph Destino

Education Administration

Education Management

Bev Hori

Senior Vice President of Education and Chief Learning Officer

Brenda Harwick

Manager, On-Campus & Lab Gemology Instruction

Christine Galdston

Assistant Vice President, Education Accreditation and Regulatory Affairs

Dona Dirlam

Director, Richard T. Liddicoat Gemological Library and Information Center

Duncan Pay

Senior Director Gemology Content Strategy and Editor in Chief of G&G

Jennifer Kim

Campus Manager, New York

Kelly Yantzer

Director Global Education Standards

Kimberly Overlin

Dean of Students

Elizabeth "Liz" Brehmer

Director of JMA Operations

Mark Mann

Senior Director, Global Jewelry Manufacturing Arts

Michael Magee

Global CAD/CAM Product Manager

Renada Koebel

Senior Manager Admissions and Records

Sam Kong

Director, New York Education

Susan Elliott

Director, Education Resources

Susan Johnson

Director, Education Accreditation and Regulatory Affairs

Theresa Mogavero

Vice President of Global Education Operations

Wendy Wang

Manager, Office of Student Financial Assistance

Faculty

Instructor Qualifications

GIA instructors meet or exceed the accreditation standards and state requirements for experience and education (as they pertain to the specific students they serve).

All New York instructors possess a Teacher Permit, a Provisional License, or a Permanent License issued by the state of New York.

See qualifications for Carlsbad and New York instructors on GIA.edu

Carlsbad: GIA.edu/gem-education/carlsbad#faculty

New York: GIA.edu/gem-education/new-york#faculty

All information is correct as of November 2016.

United States Faculty

Carlsbad Faculty

Darla Alvarez
Manuel Basmajian
Kelly Borrello
John Cason
John Fisher
Jerry Golech
Doug Hall
Don Hughes
Carson Lee
Paul Mattlin
Heather Pantel
Shaun Peterson
Tim Richardson
Michele Schwien
Joanna Shattuck
Abba Steinfeld
Nina Switzer-Spano
Kate Trunnell

Lea Turano
Michael Turinetti
Shelly Verwymeren
Glenn Wargo
Kate Waterman
Danielle Yamamoto
Javier Zavala

New York Faculty

Brian Driscoll
Cristiano Brigida
Fran Greder
Richard Greene
Antar Hall
Lisa Kennedy
Steven Lester
John Mastoloni
Samira Mazloom
Craig Nass
Kathleen Trocine
Maria Tsangaropoulos

International Management

Nirupa Bhatt

Managing Director
India and Middle East

Elizabeth Bokaba

Manager, Alumni and Client Relations
South Africa

Christine Chen

Manager, Administration
Taiwan

Margaret Chen

Business Development Manager
China

Alan Chiu

Campus Manager
Hong Kong

Grace Cho

Manager, Education
Taiwan

Claudia D'Andrea

Director, Education
Bangkok

Stella Lee

Director, Education
Hong Kong

Seung-Hae Moon

Managing Director
Asia Pacific

Mehdi Saadian

Director, Education
London

Manoj Singhania

Director, Education
India & Middle East

Vivian Wang

Director, Education
Taiwan

International Faculty

Bangkok

Pitchaya Lopiti
Ninnate Plumkratoke
Panissara Navasamakkarn
Piyapratch Poonsilp

Dubai

Ziad Khaled
Ghaith Obeid

Hong Kong

Stiff Chan
Carmen Leung
Jennifer Lam
Annie Ng

London

Anu Manchanda
Paula Carter Andrews
Francesca Lawley
Miriam Moscicki
Ana Lucia Tres

Mumbai

Amar Agarwal
Mohit Agrawal
Sajiri Barve
Jamsheed Dastoor
Nitu Joshi
Rahul Ladiwal
Karan Kundra
Vijay Parmar
Falak Rachh
Deepa Srinivasa
Kashish Sachdeva

Taipei

David Tsao
Sharon Tang
Sharon Liu
Mark Mai
Albee Yen
Jason Kao
I-Ting Wu
Joyce Lee

Contacts

Carlsbad Contacts	Telephone	Toll-Free Telephone (in the U.S. and Canada)	Fax	Web and Email Address
CARLSBAD (Main School)	+1 760 603 4000	+1 800 421 7250	+1 760 603 4003	GIA.edu admissions@gia.edu
Admissions and Enrollments – Distance Education	+1 760 603 4001	+1 800 421 7250 ext 4001	+1 760 603 4003	admissions@gia.edu
Admissions and Enrollments – On Campus	+1 760 603 4400	+1 800 421 7250 ext 4400	+1 760 603 4003	admissions@gia.edu
Alumni Association	+1 760 603 4145	+1 800 421 7250 ext 4145	+1 760 603 4199	alumni@gia.edu
Career Fair	+1 760 603 4100	+1 800 421 7250 ext 4100	+1 760 603 4080	careerfair@gia.edu
Career Services	+1 760 603 4000 ext 4378	+1 800 421 7250 ext 4378	+1 760 603 4153	careerservices@gia.edu
Certificates and Diplomas	+1 760 603 4000 ext 7312	+1 800 421 7250 ext 7312	+1 760 603 4418	records@gia.edu
Dean of Students	+1 760 603 4093	+1 800 421 7250 ext 4093	+1 760 603 4153	deanstudents@gia.edu
Distance Education Student Support	+1 760 603 4404	+1 800 421 7250 ext 4404	+1 760 603 4091	lessons@gia.edu
Financial Assistance	+1 760 603 4005 +1 760 603 4175	+1 800 421 7250 ext 4005 or ext 4175	+1 760 603 4421	financialaid@gia.edu
Gems & Gemology Subscriptions	+1 760 603 4200	+1 800 421 8161	+1 760 603 4262	GIA.edu/gems-gemology gandg@gia.edu
Housing Assistance	+1 760 603 4000 ext 7304	+1 800 421 7250 ext 7304	+1 760 603 4153	housing@gia.edu
Instruments and Books	+1 760 603 4200	+1 800 421 8161	+1 760 603 4262	store.GIA.edu giastore@gia.edu giastoreorders@gia.edu
International Student Advisor	+1 760 603 4195	+1 800 421 7250 ext 4195	+1 760 603 4153	intladvisor@gia.edu
Library – Richard T. Liddicoat Gemological Library and Information Center	+1 760 603 4046 +1 760 603 4068	+1 800 421 7250 ext 4046 or 4068	+1 760 603 4256	library@gia.edu
My GIA and Online Support	+1 760 603 4000 ext 7459	+1 800 421 7250 ext 7459	+1 760 603 4003	onlinesupport@gia.edu
Records and Transcripts	+1 760 603 4000 ext 7312	+1 800 421 7250 ext 7312	+1 760 603 4418	records@gia.edu
Scholarships	+1 760 603 4131	+1 800 421 7250 ext 4131	+1 760 603 4153	scholarship@gia.edu
Student Accounts	+1 760 603 4470	+1 800 421 7250 ext 4470	+1 760 603 4153	acctsrc@gia.edu
Student Services	+1 760 603 4000 ext 7300	+1 800 421 7250 ext 7304	+1 760 603 4153	studentservices@gia.edu
Student Workroom	+1 760 603 4404	+1 800 421 7250 ext 4404	+1 760 603 4091	lessons@gia.edu
Title IX Coordinator	+1 760 603 4587	+1 800 421 7250 ext 4587	+1 760 603 4153	titleixcoordinator@gia.edu
New York Contacts	Telephone	Toll-Free Telephone (in the U.S. and Canada)	Fax	Web and Email Address
NEW YORK (Branch School)	+1 212 944 5900	+1 800 366 8519	+1 212 719 9563	GIA.edu nyedu@gia.edu
Admissions and Enrollments – Lab Classes	+1 212 944 5900	+1 800 366 8519	+1 212 719 9563	nyadmissions@gia.edu
Admissions and Enrollments – On Campus	+1 212 944 5900	+1 800 366 8519	+1 212 719 9563	nyadmissions@gia.edu
Campus Manager	+1 917 286 3662	+1 800 366 8519 ext 3662	+1 212 719 9563	nycampusmanager@gia.edu
Career Services	+1 212 944 5900 ext 3529	+1 800 366 8519 ext 3529	+1 212 719 9563	nycareerservices@gia.edu
Housing Assistance	+1 212 944 5900	+1 800 366 8519	+1 212 719 9563	nyhousing@gia.edu
International Student Advisor	+1 917 286 3663	+1 800 366 8519 ext 3663	+1 212 719 9563	nyintladvisor@gia.edu
Library – Richard T. Liddicoat Library	+1 212 944 5900 ext: 3533	+1 800 366 8519 ext: 3533	+1 212 719 9563	nylibrary@gia.edu
Records and Transcripts	+1 212-944-5900 ext. 3533	+1 800 366 8519 ext 3533	+1 212 719 9563	nyrecords@gia.edu
School Director	+1 917 286 3528	+1 800 366 8519 ext 3528	+1 212 719 9563	nyedudirector@gia.edu
Student Accounts	+1 917 286 3527	+1 800 366 8519 ext 3527	+1 212 719 9563	nyacctsrc@gia.edu
Student Workroom	+1 212 944 5900	+1 800 366 8519	+1 212 719 9563	nyworkroom@gia.edu
Title IX Coordinator	+1 760 603 4587	+1 800 421 7250 ext 4587	+1 760 603 4153	titleixcoordinator@gia.edu

Accreditation and Licensing

GIA is a nonprofit, private, postsecondary educational institution incorporated for the purpose of promoting education and research in gemology, jewelry manufacturing arts, and related subjects.

GIA's mission is to ensure the public's trust in gems and jewelry by upholding the highest standards of integrity, academics, science, and professionalism through education, research, laboratory services, and instrument development.

The following information is applicable to GIA's educational offerings in the United States only. For information on accreditation, licensing and approvals of international campuses and programs, please contact the relevant specific campus for more information.

GIA's campus in Carlsbad is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). GIA's campus in New York is accredited by the ACCSC as a branch of GIA's campus in Carlsbad. ACCSC's accreditation is institutional in nature and includes GIA's U.S. on-campus education only. GIA's Distance Education courses and lab classes do not fall within the purview of GIA's institutional accreditation by the ACCSC.

GIA's eLearning courses are accredited by the Accrediting Commission of the Distance Education Accrediting Commission (DEAC). GIA's lab classes do not fall within the purview of DEAC or ACCSC accreditation.

ACCSC and DEAC are listed by the U.S. Department of Education as nationally recognized accrediting agencies.

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ACCSC

Accrediting Commission of Career Schools and Colleges

ACCSC
2101 Wilson Blvd. Ste. 302
Arlington, VA 22201 USA
+1 703 247 4212

accsc.org

DEAC

DISTANCE EDUCATION
ACCREDITING COMMISSION

DEAC
1101 17th Street NW, Ste. 808
Washington, DC 20036 USA
+1 202 234 5100

deac.org

BPPE

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Ste. 400
Sacramento, CA 95833 USA
+1 916 431 6959
+1 888 370 7589

bppe.ca.gov



New York State Education Department
Bureau of Proprietary School Supervision
89 Washington Avenue
Albany, NY 12234 USA
+1 518 474 3969

acces.nysed.gov/bpss

The Classification of Instructional Programs (CIP) code for all of GIA's classes, courses, and programs is 50.0713

The Standard Occupational Classification code for all of GIA's classes, courses, and programs is 51.9071

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Carlsbad, CA Campus
admissions@gia.edu
+1 800 421 7250 ext 4001
+1 760 603 4001

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nyedu@gia.edu
+1 800 366 8519
+1 212 944 5900

GIA.edu



GIA®

Campuses

CARLSBAD

World Headquarters
The Robert Mouawad Campus
5345 Armada Drive
Carlsbad, California 92008 USA
T +1 800 421 7250
T +1 760 603 4000, F +1 760 603 4003
admissions@gia.edu
GIA.edu

NEW YORK - BRANCH OF CARLSBAD

50 W 47th Street, 8th Floor
New York, New York 10036 USA
T +1 800 366 8519
T +1 212 944 5900, F +1 212 719 9563
nyedu@gia.edu
GIA.edu

LONDON

104 Great Russell Street
London, WC1B 3LA
UK
T +44 20 7813 4321, F +44 20 7813 4331
gialondon@gia.edu
London.GIA.edu

DUBAI

Office 02 G, Floor 02, AU Tower (Gold)
Cluster I, Jumeirah Lakes Towers
Dubai, 625786
T +971 4 2754500, F +971 4 4473410
edume@gia.edu
GIAmideast.com

GABORONE

Suites 301 and 201, GIA Centre
Diamond Technology Park
Plot 67782, Block 8, Gaborone, Botswana
T +267 318 0361
F +267 318 0398
giaeducationafrica@gia.edu
GIA.edu

MUMBAI

10th Floor, Trade Centre
Bandra Kurla Complex
Bandra (East)
Mumbai 400 051 India
T +91 22 408 51599, F +91 22 408 51554
eduindia@gia.edu
GIAindia.in

BANGKOK

U Chu Liang Building, 2nd Floor
968 Rama IV Road
Silom, Bangrak
Bangkok, 10500 Thailand
T +662 632 4590, F +662 632 4595
giabkkedu@gia.edu
GIAthai.net

HONG KONG

3rd Floor, China Building
29 Queen's Road, Central
Hong Kong
T +852 3166 7000, F +852 2334 0567
giahongkong@gia.edu
GIAhongkong.com

TOKYO

GIA Tokyo Godo Kaisha
Yamaguchi Building 7
4-19-9 Taito
Taito-ku
Tokyo, 110-0016
giaeducationjapan@gia.edu
GIA.com

TAIPEI

3F, 270 Nanjing E. Road, Sec. 3
Taipei 10551, Taiwan ROC
T +886 2 2771 9391, F +886 2 2771 9921
giataiwan@gia.edu
GIAtaiwan.com.tw

SEOUL

Keuk Dong Building, 5th Floor
Kangnamku, Apgujeongro 320
Seoul 135-896 Korea
T 82 2 540 7637, F 82 2 549 9173
info@giakorea.co.kr
GIAkorea.co.kr

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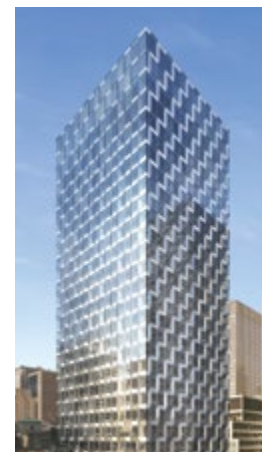
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