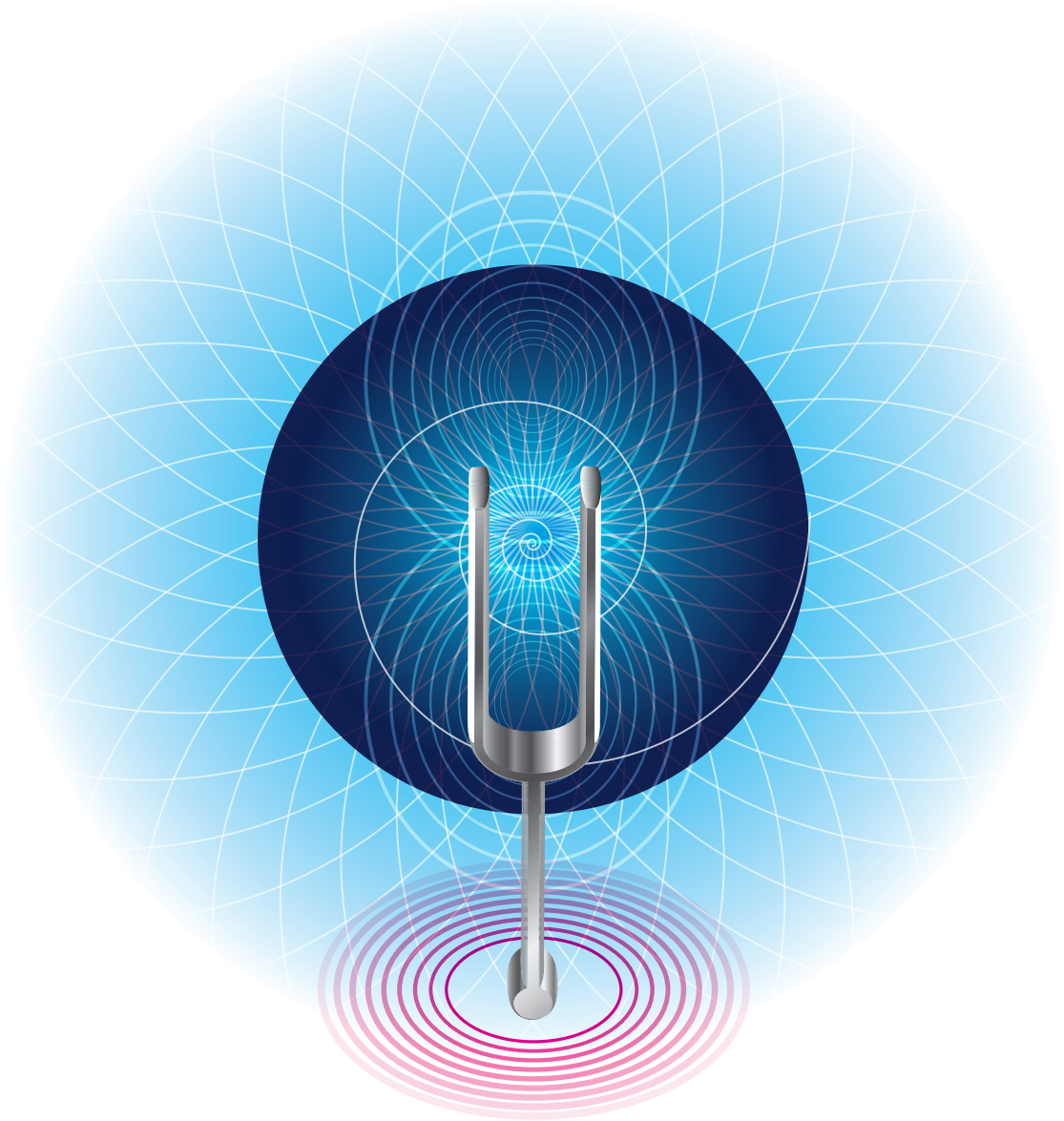
Sound Healing & Therapy

CERTIFICATE and ASSOCIATES DEGREE PROGRAMS

Recording Arts and Technology

CERTIFICATE PROGRAM



GLOBE INSTITUTE OF RECORDING AND PRODUCTION
351 9th Street #202 • San Francisco, California 94103
415 777-2HUM (2486)
www.GlobeRecording.com Info@GlobeRecording.com

Office Hours - 11:00 AM to 5:00 PM, Tuesday through Friday, but you might just catch us in the evenings or on the weekends.
This catalog is effective April 1, 2019 - April 1, 2020 The catalog is updated annually.

Approval Disclosure Statement

Location and Directions

SAN FRANCISCO BAY AREA

San Francisco Bay Area is noted for its access to a diverse mix of cultural, educational and recreational resources. The area offers easy access to protected state park habitats for coastal redwoods, miles of public beaches, a lush wine country, and numerous ski resorts. The sunny and temperate climate permits a variety of outdoor activities year-round. Students at the Institute also enjoy the benefits of living in a world-class city with a thriving international music scene.

351 9th Street San Francisco
(between Harrison and Folsom)
From the East Bay - Come across the Bay Bridge. Take the 9th Street exit. Go straight off the exit onto Harrison. Go one block and turn right onto 6th Street. It's halfway up the block on the right.

Globe Institute of Recording and Production is a Private Institution approved by the State of California Bureau for Private Postsecondary Education (which means compliance with standards set forth in the Ed. Code). The following Certificates and Degrees are approved:
Associate of Occupational Studies in Sound Healing and Therapy - 936 hours 60 credits - At the Institute and Online
Sound Healing and Therapy Certificate Program - 186 hours - At the Institute and Online
Recording Arts and Technology Certificate Program - 148 hours - At the Institute and Online

- All Instruction is held at 351 9th St. #202 San Francisco, California with facility occupancy level accommodating 90 students at any one time. Classes are on a Semester basis.
- California statute requires that a student, who successfully completes a course of study, be awarded an appropriate diploma, certificate, or degree verifying the fact.
- Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capital Oaks Dr. Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free number (888) 370-7589 or by fax (916) 263-1897.
- Persons seeking to resolve problems or complaints should first contact the instructor in charge. Requests for further action may be made to David Gibson, President. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet website: www.bppe.ca.gov. Or contact the Council on Occupational Education 7840 Roswell Road, Building 300, Suite 325 Atlanta, GA 30350. The toll-free number is 800-917-2081.
- None of the programs at Globe Institute are accredited by an accrediting agency recognized by the United States Department of Education. A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California, and is not eligible for federal financial aid programs to provide grants or to pay for portions of tuition and fees.
- All information in the content of this school catalog is current and correct and is so certified as true by David Gibson.

State of California Student Tuition Recovery Fund

"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program." "It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

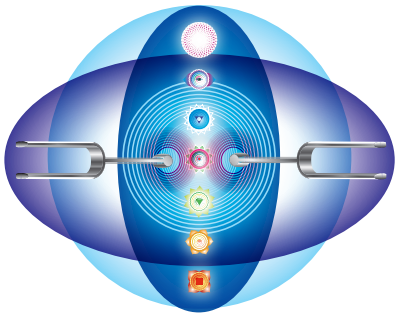
To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans. To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number."

GLOBE INSTITUTE OF RECORDING & PRODUCTION

MISSION

The Institute promotes inquiry, awareness of sound and music and builds community. The College maintains openness and enthusiasm for learning, including refinement of analytical and critical thinking. The Institute strives to create a learning environment ripe with challenge, openness, exploration and new ideas that helps lead students to employment in the fields of Sound Healing and Audio Recording. We support the sound communities by sponsoring events that bring together students, practitioners, educators and researchers in the field to share findings, resources and further the field as a whole. Through the dissemination of information, the school seeks to create increased awareness and acceptance of the powerful effects of sound and music - in all manifestations - and the impact they have upon individuals, alternative healing centers and the entire medical industry.



The Institute offers complete Certificate and Associates Degree Programs in Sound Healing and Sound Therapy, with a completely separate Recording Arts and Technology Program.

Sound Healing and Therapy Certificate
Associate of Occupational Studies in Sound Healing and Therapy

The Certificate and Degree programs are designed to learn how to help others as an occupation. They are designed to help you obtain the knowledge and skills to work in the field as a Sound Healer, Sound Therapist or Sound Bath performer. You will learn many skills and techniques for working with people with a wide range of physical, mental and emotional issues.

The Degree program adds to the knowledge and skills learned in the Certificate program. It is designed to help you become a master in the use of sound in session. You learn about different frameworks of consciousness and how to utilize this information in a session. The classes help students learn conceptual and experiential maps for balancing use of reason and intuition when working in a healing session.

The Sound Healing Programs at Globe Institute of Recording and Production were established in 2002. We are the only school on the planet that offers a Certificate and Associates Degree in Sound Healing and Therapy. Our entire staff are masters in the field, and have years of experience -- some as much as 40 years. They are some of the top researchers and educators in the field, and are full of heart-felt caring. The Director, David Gibson has also written the top book in Sound Healing: *The Complete Guide to Sound Healing*. Our intention is for each student to get what they need for their own highest good, and for the highest good of those they may help in the future.

Recording Arts and Technology Certificate

This Program prepares you for a job as a Recording or Mixing Engineer, Music Producer, Sound Engineering Technician, Audio Equipment Technician, and Media Communication and Equipment Worker. You will be able to run a wide range of equipment with confidence and creativity.

The Recording Arts and Technology Certificate Program has also been offered for 15 years. David's books, *The Art of Mixing* and *The Art of Producing* are also the top selling books in the field of audio. The Institute has 3 recording studios. The classes in audio recording teach the full spectrum of Recording, Mixing and Production with a focus on how to affect people in a much deeper way.

"The highest goal of music is to connect one's soul to their Divine Nature. - Pythagoras (569- 475 BC)

"Music is the mediator between the life of the senses and the life of Spirit." - Beethoven (1770-1827)

What Is Sound Healing?

"What makes us feel drawn to music is that our whole being is music: Our mind and body, the nature in which we live, the nature which has made us, all that is beneath and around us, it is all music."
Hazrat Inyat Khan (Sufi Master) (1882-1927)

Sound Healing, through various techniques and technologies, is the educated and conscious use of the energy of sound to reach identified goals and promote wellness in the human system – including the expansion of consciousness. Sound Healing is founded on the premise that all matter is vibrating at specific frequencies. Many ancient civilizations and modern indigenous cultures have used sound to heal and access higher levels of consciousness for thousands of years.

The Tools

There are many tools used for Sound Healing. The Voice is the most powerful (and least expensive). Crystal and Tibetan Bowls are used to induce states of peace, higher states of consciousness are often placed on the body for healing. Drums and other percussion help create trance states and entrain the brain into different brainwave states. Tuning forks are used on the body to get rid of pain and help create more flow in meridians. Other instruments include Didgeridoos, Tingshas, and Bells. Any instrument can be used for Sound Healing with the right intention -- including harps and guitars. There are many other vibrational tools that we also explore including Crystals, Color, Light, Sacred Geometry, Technologies. The vibrational tool of Intention is the most powerful of all.

The Techniques

There is a wide range of techniques that utilize sound as a tool for change. The most common and basic use of sound is for meditation and relaxation. Chanting, toning and overtone singing are powerful methods for resonating sound throughout the body. The use of nature sounds and natural instruments, such as crystal bowls and tuning forks, have specific healing frequencies and harmonics. Drumming and rhythm are now used by corporations to release stress and build team consciousness. Shamanic drumming takes people into altered states of consciousness. Sound is now being using by clinical psychologists to help children with certain learning disabilities. Binaural beat frequencies are used to entrain people into very specific states of consciousness. Sound is used to alter brainwave states to help people with sleep disorders and facilitate creative expression.
Listening to one's own root frequency enables an individual to create a more centered and grounded awareness within their life. Sound and music are also used to help with difficult life transitions, including birth and death. The medical community also uses sound and music in a variety of applications such as during surgery to minimize the use of anesthesia, and to break up kidney and gall stones. Doctors are now finding the resonant frequency of organs in order to help vibrate them back into a healthy state. More exciting is cutting-edge research that shows how sound might be used to disintegrate diseases such as cancer.
Perhaps most exciting is the use of sound and music to transform consciousness - First, to release deep emotional issues, then to more consistently resonate the vibrations of love and light -- including gratitude, compassion, joy and Universal Love. Ultimately, to use sound to bring us into a state of oneness with everyone and everything in the Universe.

Sound Healing Careers

You may setup your own practice or work within an established institution such as Integrative Therapy Centers or Complementary Medicine in Hospitals, Alternative Healing Centers, Chiropractic or Acupuncture Offices, Private Healing Centers, Drug Rehab Centers, Physical Therapy Offices, Health Spas, Yoga Centers, or Retreat Centers.

Here is a list of careers:
Sound Healer or Practitioner - Work on clients with a full range of issues or for simple relaxation and well-being using voice, crystal bowls, tuning forks, other instruments and CD's. This also might include a wide range of technologies such as sound tables, Cymatherapy, or voice analysis.
Sound Therapist - Working with clients for correction of learning disabilities including ADD and ADHD, correction of auditory tonal processing difficulties and abatement of hearing sensitivities. You may also work with Autism, Dementia, Alzheimer's and Parkinson's Sound and music are especially helpful for pain management and sleep issues
Corporate World - You will be prepared to work with corporations for relaxation, stress reduction, team building and creative inspiration. It also includes designing and setting up office and treatment room ambiances.
Sound Baths - You will be prepared to perform for groups with a wide range of sound healing instruments.
Sound Healing Music - There is a growing community of musicians dedicated to the creation of application-specific audio programs -- Including relaxation, stress relief, meditation, sleep, accelerated learning, pain control, neurodevelopmental remediation, enhanced productivity, and consciousness raising.
Researchers - There is a large number of funding resources including Government and Private grants. There is a wide range of research going on in the industry including: studies of the psychological and physiological effects of music and sound. There is work on how sound and music affect emotions, and how to use binaural beats to entrain a person's brain into particular brainwave states of consciousness.
Inventors - Many people are simply creating new technologies. Once you learn the wide range of information contained in the classes, the future is ripe with possibilities.
Educators - You will be prepared to off basic workshops in sound healing. There is an increasing number of people who are working in soundwork education. More hospitals are now open to classes for nurses.

United States Department of Labor Classifications

The skills that are learned in the classes may be used to do the following non-technical or professional jobs.

Sound Healing and Therapy programs

- 29-1199 Health Diagnosing and Treating Practitioners, All Other
Many students end up working as treating practitioners.
- 31-9099 Healthcare Support Workers, All Other
You could do work with sound alongside professional healthcare workers.
- 25-9099 Education, Training, and Library Workers, All Other
This would be for those who do Sound Workshops after graduating.
- 39-9099 Personal Care and Service Workers, All Other
This includes doing work for hospice, dementia or elderly centers.
- 27-2042 Musicians and Singers
These are the ones doing Sound Baths

Recording Arts and Technology Certificate

- 27-4011 Audio and Video Equipment Technicians
- 27-2041 Music Directors and Composers
- 27-4014 Sound Engineering Technicians
- 27-4099 Media Communication and Equipment Workers

Schedule / Costs

Schedule

At the Institute - Semesters start September, January and May

The Sound Healing and Therapy Certificate semester is 15 weeks and held every semester.
The certificate program is the first semester of the degree program.
The Associate of Occupational Studies in Sound Healing and Therapy is 4 semesters and is held at least every other semester -- normally every semester.
The Recording Arts and Technology Certificate is 15 weeks and is held at least every other semester - normally every semester.

The Recording Arts and Technology Certificate is normally 2 days per week (2:30-5:30PM) and one night per week (5-10 PM).
The sound healing programs are normally 3 nights per week (6:30-9:30 PM) with some weekends (10AM - 5:30 PM).

Online - Ongoing Registration

Classes with Live Instructors - Each semester is 4 - 5 months. The Sound Healing and Therapy Certificate classes are normally 6-8:30 PM Tuesdays and Thursdays and 10 AM - 1 PM Saturdays (Pacific Time). You can start about every two weeks when a new instructor starts a course. The 2nd, 3rd and 4th semester classes of the degree program are normally Monday and Wednesday nights from 6-8:30 PM (no weekends).
The Recording Arts and Technology Certificate is one 2-hour lecture class and a 5-hour lab per week.

Classes by Video - You can watch the videos at any time. We can set up a check-in with your primary instructor whenever you have watched 6 videos -- to answer questions and do any oral assignments.

Size

Each class is limited to 30 students. In the Audio Programs, the class is broken into smaller groups for Recording Sessions. Labs are normally in a mixing room by yourself.

Tuition and Costs

Classes at the Institute or Online (Distance Education)

	Fee	Total		2nd, 3rd, and 4th Semesters
Associate of Occupational Studies in Sound Healing and Therapy	$11,225	$11,600	*	$3000
Sound Healing and Therapy Certificate	$2450	$2600	*	
Recording Arts and Technology Certificate	$3650	$3800	*	

* Schedule of total charges for a period of attendance (same as estimated schedule of total charges for the entire educational program)

Schedule of Charges
Certificate Programs

For the Associates Degree Program all costs are the same except the "Books and Supplies" are $300

Instructional Fee	$(see above)
Books & Supplies	$ 75.00
Equipment Fee	$ 0.00
Registration Fee (Nonrefundable)	$ 75.00
Other Possible Fees	
Student Tuition Recovery Fund	$ 0.00
Other Institutional Charges	$ 0.00
Charges paid to an entity required for participation	$ 0.00
The following are only if required:	
Tutoring (per hour)	$ 50.00
Transcripts Fee	$ 5.00
Returned Check Fee	$ 25.00
Room and Board (estimate)	$1000.00 per month
Transportation (estimate)	$ 40.00 per month

There is no fee to assess or accept credit from another school, however there is no discount for classes accepted.

Payment Plan

We do not have Federal Funding but we do have financing.

Certificate Program Downpayment - $750
Degree Program Downpayment - $3000 or $750 per semester
Must be paid off by the end the program

(If payments are more than 2 weeks late the student may be put on probation.
If payments are more than one month late the student may be dismissed)

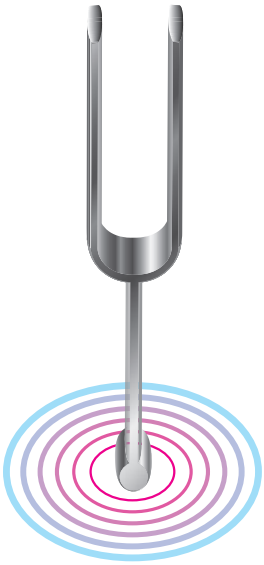
SOUND HEALING AND THERAPY CERTIFICATE PROGRAM

More details at www.Globe-Recording.com/certificate

The Certificate Program is the first Semester of the Associates Degree Program

The Sound Healing and Therapy Certificate Program is designed to help you obtain the knowledge and skills to work in the field as a Sound Healer, Sound Therapist or Sound Bath performer. You will learn many skills and techniques for working with people with a wide range of physical, mental and emotional issues. It is designed to learn how to help others as an occupation.

The Program covers the full range of how sound affects us physically, mentally, emotionally and spiritually. You will learn the detailed science behind sound, and you will learn many esoteric techniques from ancient times that still can't be explained. With 10 instructors you get a full perspective on the field. You will learn a large amount of information on how the Body, Nature and Universe work from a frequency perspective. You will learn how to express your voice with sound and song, and use it for healing and well being. You will also understand how the full range of sound healing instruments work in sessions including Tuning Forks, Crystal Bowls, Tibetan Bowls, and Drums. You will also come to know how various technologies can be incorporated into sessions. You will also understand how to use color, light, geometry, and intention in a session - It is all Vibration.



Student Outcomes

Skills - Students will be qualified to:

- Work as a Sound Healer, Sound Therapist, Sound Practitioner, Complementary, Alternative and Integrative Health Practitioner, Musician, or Singer in the field.
- Design a sound healing session for yourself and for others based on an assessment and desired outcomes.
- Perform a sound healing session on a person based on the issues the person is experiencing.
- Perform a sound healing session for a group of people.
- Students will also acquire the following Learning Objectives:

Learning Objectives

- Understand how frequencies, tonalities, and music and intention work in the body to create health.
- Understanding of your consciousness and including hidden beliefs in order focus on raising your own consciousness with sound – in order to be a better sound healer. • Understand how sound affects us physically, mentally, emotionally and spiritually, in order to create more effect treatments for yourself and others. • Perform a healing session on others with voice and sound healing instruments.
- Comprehend music theory as a way of understanding the way the body, nature and the universe works, in order to utilize this knowledge in sessions. • Understand different frameworks and modalities of consciousness and healing.
- Ability to use a wide range of techniques including sound, color and geometry for bringing someone into a relaxed state of being.
- Understand the human voice in healing practices, including a history of singing and self expression as used in ritual by many spiritual traditions and cultures. • Understand the relationship between all aspects of vibration (including sound, color, light, geometry and the quantum world) to become more connected to nature and Source and do your work in alignment. • Gain a wider understanding of the capabilities of all the Sound Healing instruments. • Develop the ability to successfully market a sound healing practice.

Completion Requirements

To get the Certificate at the Institute or Online you must complete 186 Hours. You must also complete each of the 5 courses within the Program with a "C" average. There is a 2 page research paper required and a final exam at the end of the semester. Attendance must be at 90% or better and no outstanding fees. There are no equipment or supplies that must be purchased.

The program at the Institute starts 3 times per year (January, June and September). The January and September starts take 3.5 months to complete and must be completed within 5.5 months. The June "summer intensive" version takes 3 months to complete (10 days in June and 9 days in August) and must be completed within 4.5 months. Online classes start about every two weeks and take 6 months to complete and must be completed within 9 months. The Institute takes a month off during May and from the middle of December until the middle of January.

Sound Healing & Therapy Certificate

		Hours	Credits
SH100	Sound Healing and Therapy Overview	63	4
SH110	Inner Awareness & Transformation	33	2
SH120	Inner Music	15	1
SH130	Toning, Chant, and Mantra	45	3
SH140	Sound, Consciousness and Spirituality	30	2
TOTAL		186	12

Classes at the Institute - You will be immersed in a beautiful sacred atmosphere that allows you to go deep into your work.

Online Classes - The classes work really well online with the live instructors. It's just like you are on a conference call, except on your computer (similar to Skype). You can see our computer screen and sometimes we turn on our webcams so we can see each other (If you have any fear of computers, let us know and we'll help you get set up). We tone, chant and do the full range of sound healings on each other so it is a comparable experience to classes at the Institute. You will also practice sound healings on friends and family. It's also nice having students from all over the world taking the classes. If you can't make the live classes you are welcome to watch the class videos on your own time. We will then do a check-in with you every few weeks to answer questions and make sure you did your homework.

You are not required to purchase any instruments for the Sound Healing and Therapy Certificate program… different people resonate with different instruments, and some only work with the voice. In the Degree program you are required to purchase two tuning forks. Retail is $65 each, however you are not required to buy them from us. As a student, you get a 10% discount on any of or sound healing tools in our store for life.

"Real music's intention is not for wealth, not for honors or even the joys of the mind…but it is a path for realization and salvation. "

--Ali Akbar Khan

SHORT COURSE DESCRIPTIONS

(More detail online at www.Globe-Recording.com/Certificate)

SH100 - SOUND HEALING AND THERAPY OVERVIEW - 63 hours 4 credits

SH100A - Overview - 60 hours - This course covers the full perspective of how sound affects us physically, mentally, emotionally and spiritually. We explore all the different instruments (including the voice) at five levels of vibration: frequency, timbre (sound), musical intervals and chords, musical flow, and energy (intention and consciousness). We look at how sound can be used for healing and for raising consciousness. We explore the frequency of every part of the human being and everything in the universe from a frequency perspective. We cover the science behind it all, and we also explore the esoteric use of sound that has been going on since the beginning of time.



SH100B - Sound Healing Marketing - 3 hours - This course helps students learn all the necessary business skills to successfully run a sound healing practice. It covers over 100 details on how to get your business up and running with very little money, how to attract clients and how to retain them. We also explain how to add sound healing to expand existing businesses.

SH110 - INNER AWARENESS AND TRANSFORMATION THROUGH SOUND - 33 hours 2 credits

SH110A - Inner Awareness (Deep Transformational Work with Voice & Crystal Bowls) - 15 hours



In this mostly experiential class you will practice sound meditations that will embrace techniques for increasing life force. Students express themselves sonically by exploring the relationship of sound to thought forms, feelings and emotions, transcending the mind, allowing us to take the practice to a much deeper place in consciousness. You will use sound, intention, movement and breathing exercises to charge and nourish organs and raise the vibratory levels of the endocrine system. Participants will learn how to use techniques to release physical pain and how to work with psycho-physical effects of breathing, chanting and vocal techniques to cleanse and tune the chakras, liberate the voice, and make contact with deeper levels of self. All of these techniques awaken the body's natural wisdom and access memories at the cellular level to free and transform ourselves, by uncovering and understanding our psyche.

SH110B Rhythm and Healing - 6 hours - This course uses healing tones and movements that cause healing and transformation in the individual and the client and liberate the wise voice within. A primary tool used is Addison's signature practice, Kinetic Voice (KiVo), which is a whole body approach to health and well-being. KiVo harnesses the power of singing, which raises serum concentrations of endorphins, boosts the immune system, increases respiration and activates the emotional center in the brain. It also harnesses the benefits of dance. Research has shown that when we use our bodies and voices together, more areas of the brain are firing helping to rewire the brain and form new neural connections, creating a cumulative effect of well-being.



SH110C - Sound of Love - 12 hours - A truly transformative workshop designed to bring more love into your work and your life. In this class we explore all of the ways to use sound for loving yourself, loving others, and connecting to Universal love. We explore love at all levels of vibration – frequency, pitch, timbre (sound), musical intervals, musical flow, and energy. We also go deep into the zone with many heart opening meditations with sound.

SH120 - INNER MUSIC - 15 hours 1 credit



Learning about the building blocks of music, as well as how they relate to health of human beings. This class covers the fundamentals of music theory with an emphasis on how each aspect affects human beings on all levels. The course uses the harmonic structure as the basis for the exploration of the underlying meaning and consciousness of musical intervals. With a basic grounding in the terminology and mechanics of music we explore how to apply emerging knowledge and ideas in psychoacoustics to actual pieces of music and live healing sessions. This course provides some fundamentals of concepts in music, the association of these concepts to developing healing music and a safe place to explore the various modalities of psychoacoustics through active listening and creative projects.

SH130 VOICE, TONING, CHANT AND MANTRA - 45 hours 3 credits



When used with intention, our own voice can be a miraculous healing tool. It is a primordial pathway into our body and soul. In this course we explore how sound vibrates our inner body. With toning techniques, we will experience where sound resonates and how to use that vibration to massage from the inside out, clearing the chakras, relaxing the body and releasing old outdated imprinting. We will learn chants from several ethnic traditions and feel the commonality and differences of rhythm. Through Vocal Meditation we will discover how to create our own sacred chant.

SH140 SOUND CONSCIOUSNESS AND SPIRITUALITY - 30 hours 2 credits

SH140A Resonant Connections: Sound, Light, Color, Geometry, Chemistry, Physics, and Consciousness Institute - 18 hours - An exploration of the connections between sound and healing from an esoteric perspective with an eye toward the current scientific research being conducted in the field. Coursework encompasses an investigation into the interconnectedness of the multidimensional levels of sound, vibration, music, sacred geometry, consciousness and spirituality. The class completely opens your world to unimaginable possibilities for using sound to raise your vibration, helping raise consciousness on the planet, and live more in tune with the natural patterns found in the music and geometric structures found in the natural world.



SH140B Sacred Geometry - 12 hours - In the ancient mystery schools, the study of the harmonics or proportions of Nature, the human body, architecture and music were considered to be a single subject. The intention of this course is to bring awareness of the proportions of spaces and natural forms to those studying the harmonics of sound, so you can see the harmonics you hear, and to explore how the knowledge of the symbolic meaning of geometrical shapes can support the art of healing with sound. "Geometry is the ultimate basis of harmony; it guides the growth of the human skeleton and all material forms."

Associate of Occupational Studies in Sound Healing and Therapy

The degree program is designed to help you obtain the knowledge and skills to work in the field as a Sound Healer, Sound Therapist or Sound Bath performer. It is designed to learn how to help others as an occupation. Adding on to the knowledge and skills learned in the Certificate program, it is designed to help you become a Master in the use of Sound in session. You learn about different frameworks of consciousness and how to utilize this information in a session. The classes help students learn conceptual and experiential maps for balancing use of reason and intuition when working in a healing session.

Student Outcomes

Skills - Students will be qualified to:

- Work as a Sound Healer, Sound Therapist, Sound Practitioner, Complementary, Alternative and Integrative Health Practitioner, Musician, or Singer in the field..
- Assess a person to see what type of sound treatment they might need.
- Design a sound healing session for yourself and for others based on an assessment and desired outcomes.
- Perform a sound healing session on a person based on the issues the person is experiencing.
- Perform a sound healing session for a group of people. • Perform workshops on Sound Healing.
- Students will also acquire the following Learning Objectives.

Learning Objectives - (Also see the objectives for the Certificate Program on Page 6, which is the first semester of the Degree)

- Develop an understanding of how vibration is the basis of everything in the Universe and how to work with the laws of physics that govern vibration to create a positive change in a person and the world. • The importance and ability to hold a consistent intention. • Skills for searching and obtaining work in the field.
- Understand the structure of sound, tonalities, music and intention in relation to health and healing physically, mentally, emotionally and spiritually.
- Ability to use sound, tonalities, music and intention for health and healing physically, mentally, emotionally and spiritually. • Understanding and ability to use sound, tonalities, music and intention for consistently accessing higher states of consciousness. • Ability to perform a session with tuning forks.
- Understanding and ability to use other vibrational modalities such as geometry and color for health, healing and accessing higher states of consciousness.
- Understand how sound, music and rhythm affect the brain and how to use this information for creating consistent brainwaves and full brain synchronization.
- Ability to perform a sound healing session with the voice. • Ability to create a physical space that is conducive to sound healing treatments.
- Ability to develop intake questions, treatment plans and homework assignments for potential clients. • To become proficient in the use of basic computer programs for advancing a career in Sound Healing and Therapy. • To increase awareness of the effects of the physical environment on human behavior, attitude and sense of place. • Understand the anatomy and physiology of resilience, stress and trauma and how these principles apply to health and disease states.
- Deepen understanding of relationship of musical components and techniques to subjective mental, emotional, and spiritual experiences.
- Understanding of how trauma lives in the body and how sound and singing can be used to heal trauma, both individually and collectively.

Completion Requirements

To get the Degree you must complete 60 Credits (1011 Hours). You must also complete each course with a "C" average. Attendance must be at 90% or better and no outstanding fees. You must also purchase 2 tuning forks ($60 each). There is a final exam at the end for each course. Must complete an 85 hour Externship.

Classes at the Institute start 3 times per year (January, June and September) and take 1.25 years to complete. You must complete within 2 years.

Online classes start about every two weeks and take 2 years to complete. You must complete within 3 years.

1st Semester - 12 Credits (186 hours)

		Hours	Credits
SH100	Sound Healing and Therapy Overview	63	4
SH110	Inner Awareness & Transformation	33	2
SH120	Inner Music	15	1
SH130	Voice, Toning, Chant and Mantra	45	3
SH140	Sound, Consciousness and Spirituality	30	2

2nd Semester - 16 Credits (240 hours)

		Hrs	Credits
SH200	Inter. Sound Healing & Therapy Overview 1	30	2
SH210	Inter. Inner Awareness & Transformation 1	15	1
SH220	Intermediate Inner Music 1	15	1
SH230	Intermediate Toning Chant and Mantra 1	30	2
SH240	Inter. Sound, Consciousness & Spirituality 1	30	2
SH250	Natural Sound Healing Instruments	30	2
SH260	Client Evaluation and Therapeutic Process	15	1
SH290	Sound Healing Research Projects	30	2
MA101	Geometry 101 (General Education - Math)	15	1
NS101	Physics of Sound 101 (GE - Natural Science)	15	1
HU101A	History of Music 101 (GE - Humanities)	15	1

3rd Semester - 17.2 Credits (258 hours)

		Hrs	Credits
SH300	Inter. Sound Healing & Therapy Overview 2	30	2
SH310	Inter. Inner Awareness & Transformation 2	15	1
SH320	Intermediate Inner Music 2	15	1
SH330	Intermediate Toning Chant and Mantra 2	30	2
SH340	Interm. Sound, Consciousness & Spirituality2	15	1
H350	Inter. Natural Sound Healing Instruments	15	1
SH399	Guest Lecturers	45	3
HU101B	History of Music 101 (GE - Humanities)	15	1
HU102A	English Composition101 (GE - Humanities)	24	1.6
MA102	Statistics 101 (GE - Math)	15	1
BS101A	Sociology 101 (GE - Behavioral Science)	24	1.6
NS102A	Anatomy & Physiology (GE -Natural Science)	15	1

4th Semester - 14.8 Credits (327 hours)

		Hrs	Crdits
SH400	Advanced Sound Healing & Therapy Overview	30	2
SH430	Advanced Toning Chant and Mantra	30	2
SH490	Computers, Software & Career Development	45	1
SH499	Guest Lecturers	50	3
SH500	Externship	85	1
HU101C	History of Music 101 (GE - Humanities)	15	1
HU102B	English Composition101 (GE - Humanities)	21	1.4
MA103	Business Math 101 (GE - Math)	15	1
BS101B	Sociology 101 (GE - Behavioral Science)	21	1.4
NS102B	Anatomy & Physiology (GE - Natural Science)	15	1

Short Course Descriptions

For more detailed descriptions go to www.Globe-Recording.com/shdegree

1st SEMESTER

The first semester is the Certificate Program. See course descriptions and start times on pages 6 - 7 of this catalog

SH200 Intermediate Sound Healing and Therapy Overview 1 - 2 credits 30 hours

SH200A - Intermediate Overview 1 - 24 hours - This class continues exploring the full perspective of everything going on in the field. Students are introduced to how to do sessions on clients that we bring in for healing sessions. Students also learn about more frameworks for the explanation of consciousness, and how sound, music and energy can be used within those systems for healing and expansion of consciousness and awareness. Students develop ideal treatment plans for people with various types of emotional and physical issues including depression, fear and anxiety.

SH200B - Intermediate Sound Healing Marketing - Institute and Online - 6 hours - This class provides students with the necessary business skills to successfully run or expand your sound healing practice. It also provides tools for overcoming emotional blocks with having a successful business. In addition, the course helps students learn how to incorporate guided imagery in a sound healing practice.

SH210 Intermediate Inner Awareness and Transformation 1 - 2 credits 30 hours

The class continues with the use of sound as a personal tool for your own creative development. We go further into exploring your sound landscape and consciousness with the voice and other sound healing instruments. Class includes work on the pineal gland and our shadow and sub personalities. We also practice distance healing on others -- projecting our intentions. We also do sound work at the cellular level.

SH220 Intermediate Inner Music 1 - 1 credit 15 hours

Learn the structure of music from a holonic perspective that covers the full perspective of vibration from atoms to music. Apply the holonic structure perspective to familiar and unfamiliar pieces of music. Increase listening (discerning) abilities of musical components. Explore song form concepts. Begin developing simple musical experiences (pieces, songs, or activities) from a holonic perspective.

SH230 Intermediate Voice, Toning, Chant and Mantra 1 - 2 credits 30 hours

The objective of this class is to further the education of the students, giving more usable sound techniques that they can take out into their own practices. In this second semester, we start learning about the sound work of Joseph Rael, a Ute Tiwa Indian. We start learning about "The Tao" and techniques from the Chinese system of sound work. We also learn how the ancient chants of India correspond with the sacred geometry forms called Yantras. The students are expected to practice some of the techniques that we learn from each class.

SH240 Intermediate Sound, Consciousness and Spirituality 1 - 2 credits 30 hours

SH240A - Intermediate Resonant Connections - 15 hours - This class continues with the exploration of the connections between sound and healing from an esoteric perspective with an eye toward the current scientific research being conducted in this field. We continue exploring the understanding of the interconnectedness of the multidimensional levels of sound, vibration, music, color, light and consciousness.

SH240B The Kaballah, Sound, Healing and Consciousness - 15 hours - Steven Fisdel is one the top scholars in the world on the Kaballah and the Tree of Life. Steven takes the students through the incredible width and depth of the ancient teachings of the Kaballah in relation to the structure of consciousness, and how sound and color enliven each of the components of the Tree of Life. He also explains the relationships of all the "Sefirot" of the Tree of Life and as a way of understanding how healing happens.

SH250 Natural Sound Healing Instruments - 2 credits 30 hours

SH250A - Intermediate Tuning Forks - 15 hours - Gain a full perspective on how to use tuning forks on and around the body for healing and consciousness expansion purposes. The class will study the different systems and techniques from the leaders in the field: Randy Masters and Hans Cousto. We will discuss how to use tuning forks on the etheric body for "field clearing," and on the physical body for spiritually proactive work. We will demonstrate all the different types of sets and students will get to practice with the wide array of tuning forks from our store.

SH250B - Acupuncture for Tuning Forks - 15 hours - This course provides a basic introduction into to the vast 3000+ year old medical system of Chinese Medicine, including an overview of the theory of Chinese Medicine. The objective of the course is to give students an understanding of the functions, locations and pathways of the 12 regular meridians and the 8 extraordinary meridians. All of the points that have been picked for study can be stimulated with tuning forks, vibration or simple acupressure techniques.

SH260 Client Evaluation and Therapeutic Process - 1 credit 15 hours

This course is about how to evaluate a client in a sound healing session. The class covers different frameworks for understanding the state of a client – physically, mentally and emotionally. The class prepares you for the real world, and the real business of conducting therapeutic sessions. This course will help you take all you have learned and pack it into a treatment session that you can deliver to a client. An effective treatment for a client requires an organized approach to understand the client's needs. The course covers practitioner preparation skills, client intake, and forms of evaluation.

SH290 Sound Healing Research Projects - 2 credits 30 hours

Conceptual and practical challenges involved with the collection, management and exploration of data for quantitative and qualitative analysis. Students will then use the research techniques to design and implement a research project of their own choice. The class is introduced to various types of research and each student embarks on creating a research project to prove the effectiveness of sound, music, energy, light, color and geometry. Each student then does the research project, collates the information, puts it into standard research data form, and presents it to the class.

MA101 Geometry 101 - 1 credit 15 hours (General Education - Math)

Pythagoras defined geometry as the study of the relationships between objects in space. Math gives a way to precisely describe those relationships. In this course, students will learn the mathematical ratios that define the geometrical relationships found in all aspects of the material world.

NS101 Physics of Sound 101 - 1 credit 15 hours (General Education - Natural Sciences)

A study of the physical properties and processes related to the production of sound. The structure and function of the human ear and how it detects and processes sounds. How the different types of musical instruments produce the sounds that they do and the similarities and differences among them. Aspects of room acoustics, including loudness, reflection and absorption. The mechanism that creates various sounds in the human voice.

HU101 History of Music 101 - 3 credits 45 hours over 3 semesters (General Education - Humanities) This sem is 15 hours

The course will include the study of both sacred and secular music in all genres, stressing the origin and evolution of musical forms and musical styles and the important composers from each of the time periods from Antiquity and the Middle Ages, through the Renaissance and the Baroque periods to present day. The students' critical perceptions and articulate responses to readings, and especially to music, will be eagerly sought.

3rd SEMESTER

SH300 Intermediate Sound Healing & Therapy Overview 2 - 2 credits 30 hours

This course continues exploring the full perspective of everything going on of the field of Sound Healing and Sound Therapy. Students learn about more frameworks for the explanation of consciousness, and how sound, music and energy can be used within those systems for healing and expansion of consciousness and awareness. We explore Native American traditions, and have students research information of various consciousness frameworks. Students develop ideal treatment plans for people with various types of emotional and physical issues including anger and grief.

SH310 Intermediate Inner Awareness & Transformation 2 - 1 credit 15 hours

The class continues with the use of sound as a personal tool for your own creative development. We go further into exploring your sound landscape and consciousness with the voice and other sound healing instruments. With sound we explore past life regression, pineal gland, shadow & sub personalities, body systems, Siddhi power centers, cranial sacral work, tantric breathing, and mudras (hand movements).

SH320 Intermediate Inner Music 2 - 1 credit 15 hours

This class provides for the continuation of developing awareness in regards to components of music, and our subjective (and shared) experiences of these components' qualities. Students learn from various class time interactivities, exercises, and sharing of individual projects. We also explore the intersection of music theory and wellness.

SH330 Intermediate Toning Chant and Mantra 2 - 2 credits 30 hours

This class gives students usable sound techniques that they can take out into their own practices. In this third semester, we are going deeper into the essence of sound by studying the Sanskrit alphabet and studying phonons, phonemes and the importance of grammar to a spiritual practice. We also are looking into the ancient mystery schools' maps of consciousness. The students are expected to practice some of the techniques that we learn from each class. There is interaction with them to share their experiences of these practices.

SH340 - Interm. Sound, Consciousness & Spirituality2: Application of Symbolic Geometry & Feng Shui for Sound Healers - 1 cr. 15 hrs

Students use feng shui to create sound healing treatment rooms that best support the desired changes in consciousness. Richard will share his translation of the often-enigmatic feng shui rules into a set of common-sense principles of good design, based on the laws of Nature. Students will understand how to optimize the flow of life energy into and through any space to make clients most receptive to treatments. In the second section of the course students will explore cosmological mandala images. Understand how these mandalas reveal the cosmic realities and archetypal forces of creation that lie behind the material world. Learn about the symbolic meaning of the patterns, shapes and colors used in sacred art.

SH350 Intermediate Natural Sound Healing Instruments: Intermediate Acupuncture for Tuning Forks - 1 credit 15 hours

It is said that good and proper assessment is the mark of a good practitioner, regardless of the medical discipline practiced. This courses objective is to teach simple Chinese Medicine diagnostic techniques so that a proper treatment plan can be put together for a patient, using the meridians and acu-points learned in the beginning class, incorporating not only acupressure, but also medical qi gong and any sound therapy techniques learned. Upon completion students will be able to assess and put together a treatment plan and execute a full treatment.

SH399 Guest Lecturers - 3 credits 45 hours

This class exposes students to a variety of conceptual frameworks, sound healing techniques, and unique personalities. A wide range of lecturers will join us. In the past we have had Judy Cole, Kelly Elliott, Vicki Dodd, Dr. Jeffrey Thompson, Don Estes, Dr. Fred Bell, Jill Purce, Manfred Clynes, and William A. Mathieu to name a few. This class sometimes includes presentations from our annual Sound Healing Conference.

HU101B - History of Music 101 - Continuation from previous semester - 15 hours this semester

HU102A - English Composition 101 - 3 credits over 2 semesters 45 hours (General Education - Humanities) This semester is 24 hours

This course is a general introduction to the principles of writing with emphasis on writing process, thesis, context, purpose and audience. It prepares students to produce clear, well-developed, well-organized, grammatically correct writing. Students will receive guided practice in drafting, revising, and editing. Students will develop the skills needed to interpret and analyze published texts. In addition to readings assigned in class, students will respond to texts they locate themselves through research and write at least one essay.

MA102 - Statistics 101 - 1 credit 15 hours (General Education - Math)

This course is an introduction to basic concepts of statistical analysis including organization and display of data. We focus on analysis of data as the mean or average, dispersion, and asymmetry. The relationship of probability to statistics is also discussed, providing students with the tools they need to understand how "chance" plays a role in statistical analysis.

BS101A - Sociology 101 - 3 credits over 2 semesters 45 hours (General Education - Behavioral Science) - This semester is 24 hours

This class will help students critically analyze the world from a sociological perspective. The major theories and methodologies used by sociologists to understand the social world will be examined and applied. Introduction to the sociological perspective, theory, research, methods of analysis, contemporary issues in historical and cross-cultural contexts. Covers social and cultural aspects of the emergence, maintenance, modification, and adjustment of human groups, deviance, inequality, family, gender, social change, and collective behavior.

NS102A - Anatomy and Physiology 101 - 2 credits over 2 semesters 30 hours (General Ed - Natural Science) - This sem. is 15 hours

This class teaches anatomy and physiology. The primary focus is on traditional Western Medical Science. One of the ten classes teaches distinct principles of anatomy and physiology from Integrated Health disciplines that are sanctioned by the United States Department of Education, specifically Naturopathy and Oriental Medicine. The class is also an introduction to basic concepts of biology and biochemistry (cell theory, cell structure, cell metabolism, and cell reproduction), detailed study of the gross anatomy, and physiology of each body system within the human organism. Emphasis is placed on homeostatic mechanisms as they relate to health and disease.

SH400 Advanced Sound Healing & Therapy Overview - 2 credits 30 hours

This course continues exploring the full perspective of everything going on in the field of Sound Healing and Sound Therapy. Students learn about even more frameworks for the explanation of consciousness, and how sound, music and energy can be used within those systems for healing and expansion of consciousness and awareness including childhood development. Students explore creating a curriculum outline for teaching children and adults sound healing. Students develop ideal treatment plans for people with various types of emotional and physical issues including autism, ADD/ADHD, schizophrenia, cancer, Parkinson's and PTSD.

SH430 Advanced Toning Chant and Mantra - 2 credits 30 hours

We continue with the objective of this class is to give the students usable sound techniques that they can take out into their own practices. In this fourth semester, we work with different scents and essential oils synchronized with the chants. We also explore more Native American traditions and chants. We also study the practices of Kundalini Yoga with sound. The students are expected to practice some of the techniques that we learn from each class. There is interaction with students to share their experiences of these practices.

GE490 Computers, Software and Career Development - 1 credit 45 hours

This class is to provide you with the knowledge and skills to be able to use basic computer programs such as Microsoft Excel, Microsoft Word, Computer Basics and Troubleshooting, Adobe Photoshop, Adobe Illustrator, Final Cut Pro Web design programs – in order to create marketing materials for your career, and to manage your finances and creative endeavors. The class covers how to create resumes, marketing flyers, websites and videos. The class also covers interviewing skills for obtaining a job.

SH499 Guest Lecturers - 3 credits 50 hours

This class exposes students to a variety of conceptual frameworks, sound healing techniques, and unique personalities. A wide range of lecturers will join us. In the past we have had Judy Cole, Kelly Elliott, Vicki Dodd, Dr. Jeffrey Thompson, Don Estes, Dr. Fred Bell, Jill Purce, Manfred Clynes, and William A. Mathieu to name a few. Students are required to write a paragraph on what they learned from each class. This class sometimes includes the presentations at our annual Sound Healing Conference.

SH500 Externship - 1 credit 85 hours

Real world experience in a facility assisting doing Sound Healing or Therapy. Practice various sound healing techniques in a real world business. Learn how a sound healing practice fits in or might fit into a therapeutic practice. Develop contacts in the field. Possibly obtain a job in the facility.

HU101C - History of Music 101 - Continuation from previous semesters - 15 hours this semester

The course includes the study of both sacred and secular music in all genres, stressing the origin and evolution of musical forms and musical styles and the important composers from each of the time periods from Antiquity and the Middle Ages, through the Renaissance and the Baroque periods to present day. Students will experience the music that led to the Classical, Romantic, and Modern eras. The course will place a strong emphasis on listening to and identifying various styles of music. The students' critical perceptions and articulate responses to readings, and especially to music, will be eagerly sought.

HU102B - English Composition 101 - Continuation from previous semester - 21 hours this semester

This course is a general introduction to the principles of writing with emphasis on writing process, thesis, context, purpose and audience. It prepares students to produce clear, well-developed, well-organized, grammatically correct writing. Students will receive guided practice in drafting, revising, and editing. Students will develop the skills needed to interpret and analyze published texts. In addition to readings assigned in class, students will respond to texts they locate themselves through research and write at least one essay.

MA103 - Business Math 101 - 1 credit 15 hours (General Education - Math)

This course takes students through an overview of the wonderful world of business mathematics. This course deals with the application of elementary mathematics to various areas of business and retail mathematics. Basic mathematics is applied to the problems of business. Topics studied include application of percentage, budgets, cash and trade discounts, markup, interest calculations, and business graphs.

BS101B - Sociology 101 - Continuation from previous semester - 21 hours this semester

This class will help students critically analyze the world from a sociological perspective. The major theories and methodologies used by sociologists to understand the social world will be examined and applied. Introduction to the sociological perspective, theory, research, methods of analysis, contemporary issues in historical and cross-cultural contexts. Covers social and cultural aspects of the emergence, maintenance, modification, and adjustment of human groups, deviance, inequality, family, gender, social change, and collective behavior.

NS102B - Anatomy and Physiology 101 - Continuation from previous semester - 15 hours this semester

This class teaches anatomy and physiology. The primary focus is on traditional Western Medical Science. One of the ten classes teaches distinct principles of anatomy and physiology from Integrated Health disciplines that are sanctioned by the United States Department of Education, specifically Naturopathy and Oriental Medicine. The class is also an introduction to basic concepts of biology and biochemistry (cell theory, cell structure, cell metabolism, and cell reproduction), detailed study of the gross anatomy, and physiology of each body system within the human organism. Emphasis is placed on homeostatic mechanisms as they relate to health and disease.

Notice to Prospective Degree Program Students - This institution is approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements: • Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program. • Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by July 1, 2017 (done), and full accreditation by July 1, 2020. If this institution stops pursuing accreditation, it must: • Stop all enrollment in its degree programs, and • Provide a teach-out to finish the educational program or provide a refund. An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

RECORDING ARTS AND TECHNOLOGY CERTIFICATE PROGRAM

This program is designed to prepare aspiring individuals for a career in the recording and media arts industries.

The Recording Arts and Technology classes are separate from the Sound Healing and Therapy Certificate Program. However, the two programs work well together and complement each other. We have set up the schedules so that you may take both at the same time. This Program prepares you for a job as a Recording or Mixing Engineer, Music Producer, Sound Engineering Technician, Audio Equipment Technician, and Media Communication and Equipment Worker. You will be able to run a wide range of equipment with confidence and creativity. The classes are not just about Audio Recording -- they are about how to make any type of music more effective physically, mentally, emotionally, and spiritually. Therefore it also prepares you to Record, Mix and Produce your own music for sale.
Most people in the field of audio don't really know how their music is affecting people physically, mentally, emotionally, and spiritually. They know when something feels right or is structurally sound, but have little information on how frequencies, timbres, melodies and rhythms affect the body, psyche, and Spirit. When you are informed as to how various parameters of sound affect us, you can now control the effect it has on people and you can make a recorded piece of music as effective as possible. You will receive a reader and David's book, The Art of Mixing.

At the Institute you will be working in one of our 3 recording studios. Online classes also work really well. You can see our screen and hear what we are mixing in real time. We can also look at your screen and see what you are doing.

Student Outcomes

Skills - Students will be qualified to:

- Work as a Recording Engineer, Mixer or Producer in the field.
- Record, Mix and Produce your own music for sale.
- Work as a musician or composer helping create effective recordings.
- Students will also acquire the following learning objectives:

Learning Objectives: • Obtain the fundamental knowledge and skills needed to use computers in music production. • Acquire skills in the operation of professional equipment used in recording studios and comprehend how the equipment is used to create a variety of mixes. • Gain a perspective on different production techniques and an understanding of the traditional aesthetics used in music recording. • Have an understanding of basic electronics theory and troubleshooting. • Learn the fundamentals of digital audio recording including the process and skills required to operate digital audio workstations. • Obtain the skills to record, mix and produce projects that are high quality through hands-on time on the equipment. • Understand the basics of musical nomenclature. • Learn to recognize, create, & utilize Notes, Intervals, Scales, Modes, Chords/ Harmonies, Rhythm, Dynamics, Time signature, & Basic Song Form/Structure. • Develop initial abilities for composition & arrangement.

Completion Requirements

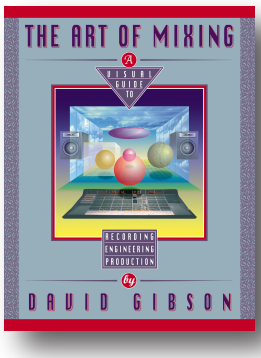
To get the Certificate at the Institute or Online you must complete 148 Hours. You must also complete the 3 courses within the Program with a "C" average. There is a final exam. Attendance must be at 90% or better and no outstanding fees. There are no equipment or supplies that must be purchased at the Institute. For Online classes you must have a recording program like Protools, Logic or Ableton, and a keyboard.

Classes at the Institute start 3 times per year (January, July and September). The programs starting January and September take 3.5 months to complete and must be completed within 5 months. The program that starts in July is 1 month long (same number of hours) and must be completed within 1.5 months. Online classes start about every two weeks and take 5 months to complete. You must complete the online program within 7.5 months.

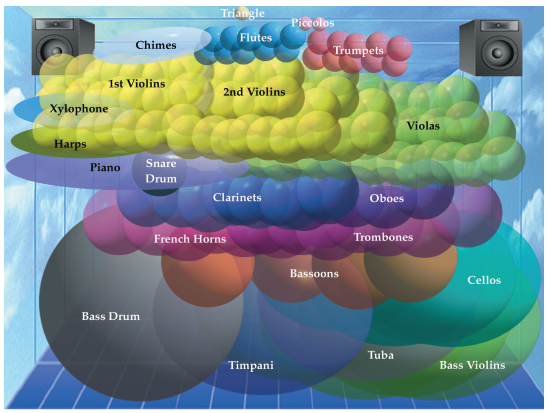
Recording Arts and Technology Certificate

		Hours
AP111	Art and Technology of Digital Audio Production	48
AP222	Music Theory for Engineers and Producers	30
AP111L	Audio Recording and Production Labs	70

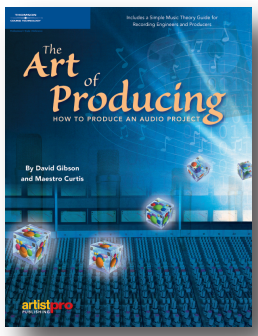
The classes use 3D Visuals as a tool for understanding sound, music, and mixing.



David Gibson's book, *The Art of Mixing*, uses visuals of sounds between the speakers as a tool to show and explain how to create every type of mix possible. The visuals provide a framework for understanding the physical, emotional, and spiritual dynamics that can be created in mixes. The book has been the #1 selling book in the field of audio for 15 years.



The Institute is the home of David Gibson's innovative 3D Virtual Mixing technology. This technology ultimately allows you to see sounds and mixes in 3D (also with 3D glasses). Gibson's well-known visual framework demystifies the mixing process making it simple to understand how to create mixes with a desired effect and specific intention. Currently the technology is in a prototype stage so we just use the visuals to show and explain how to create all the types of mixes possible.



David and Maestro Curtis' book, *The Art of Producing*, is the only book on the planet that provides a step by step process for Producing a Musical Project. The book also uses the visual framework to explain music theory.



RECORDING ARTS AND TECHNOLOGY CERTIFICATE PROGRAM

COURSE DESCRIPTIONS

AP 108 - AUDIO RECORDING AND PRODUCTION ART AND TECHNOLOGY - 48 hours

Function and operation of studio equipment with a perspective on how each piece of equipment contributes to a good recording, mix and production. First you learn the basis physics of sound in order to give you a basis for understanding what each piece of equipment in the studio is doing to a sound. Then you learn about all of the equipment (processing and effects). Then you learn how to record. You also learn how to create a song from scratch using MIDI keyboards, software sound modules and drum machines, and how to produce a project (your own or another's). Then using our 3D visual system for displaying mixes, you learn how to use all the equipment together to make a good mix.

- **Physics of Sound -** The Harmonic Structure of Sound (The mathematical structure of nature) - This class gives you an expansive perspective on how the harmonic structure connects to nature mathematically. Knowing this allows you to create music that is more in alignment with nature. We discuss how envelopes of sounds create emotions, and how the envelope of a sound is used in Voice Analysis to read what is going on with you Physically, Mentally, Emotionally, and Spiritually. We discuss how Phase Cancellation and Phasing is the basis of our aural spatial reality. And, how they can be used to take us out of our body, or get us out of a rut. And, how they can be used to open the crown chakra.
- **The ProTools Interface -** Editing, Shortening or Lengthening a song; Setting a song to the grid
- **Mixing, Bussing and Automation -** A simple proces for building and programming a mix
- **Frequencies and Using Equalizers -** Understanding frequencies based on the Chakras; Tuning to archetypal healing frequencies (such as 528 or 432) and ancient tuning systems (Just Intonation and Pythagorean tunings); Specific techniques for using and understanding how to use EQ
- **Signal Routing Theory -** You will learn signal flow so you can run any mixer or program out there.
- **Microphone Types and Miking** of instruments including Crystal Bowls, Tuning Forks, and Voice
- **The PsychoAcoustic world of Effects -** Delays, Flanging, Phase Shifters, Choruses, Reverb, Compression. The affect of the effects on heartrate, brainwave states, and consciousness; How Compression is used in Sound Healing Music to create a deeper state of peace
- **Analog and Digital Quality -** Best Sampling Rates and Bit Depth for sounds and music on the body
- **MIDI Production -** We create a Sound Healing production using MIDI keyboards and drum machines.
- **Binaural Beats, Creating a Sound Hologram -** We show you how to create binaural beats that are in tune with a person's resonant frequency, or the key of the song. Binaural beats entrain the brain into different brainwave states and can be embedded in the background of the song. You also learn how to create a sound and music hologram where the pitch of the song matches the tempo, the brainwaves, the heart, and the breath of an intention or person.
- **Mapping Song Structures -** You will learn how to map out, critique and refine a song structure flow based on an intention.
- **Song Production –** We cover each of the 13 aspects of a song and how to critique and creatively refine each in pre-production.
- **Structures of Mixes -** You will learn how to structure different types of mixes for different styles of music so you can conceptualize a mix before you start. You will also learn all of the emotional dynamics that can be created with the equipment. You will use the Virtual Mixer visual concept to create mixes based on Sacred Geometry.

AP 222 - MUSIC THEORY FOR RECORDING ENGINEERS - 30 hours

Learn how to create emotional landscapes that you are feeling in your head and heart. Extremely helpful for developing more complex and effective beats and arrangements when creating your music. Also, develop more respect from serious musicians, as you will be able to read a band's music, follow along, and communicate better with musicians. You will also learn basic of keyboard playing so you can create musical pieces on your own.

• Staffs, Clefs, Time Signatures, Note recognition • Key Signatures and Scales • Song Forms
• Intervals, Chord Structures and Harmonies • Texture and Density

AP 111L - AUDIO RECORDING AND PRODUCTION LABS - 70 hours

Enough hands-on time to run ProTools, do Recording, Mixing and Mastering from a PsychoAcoustic Perspective.

• Multitrack Mixing • Recording

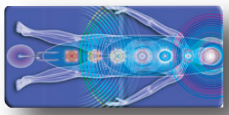
THE SOUND THERAPY CENTER

The Sound Therapy Center offers individual private sessions utilizing various sound techniques to achieve identified goals. With extensive training in the specialization of sound healing, our practitioners are comprised of instructors from our College, industry leaders and our top graduates.

Low cost treatments are also available with current students.

All of these treatments are taught at the Institute and students practice them in class labs and in the Therapy Center.

Based on your interest you may focus on and master any of these treatments.



Vibroacoustic Therapy - Healing frequencies fill your body as you relax on a special sound table equipped with low frequency transducers. Listen and feel a variety of Healing and Transformational Sounds and Music produced at Globe Institute pulsing through every cell of your body. It's like an internal massage!



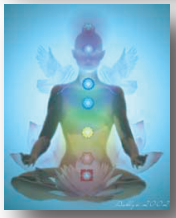
Massage on the Sound Table - Integrated massage on the sound table -- It's like getting a massage inside and out at the same time. There is nothing better.

Root/Soul Frequency Entrainment - It has become generally accepted and researched that each person vibrates at their own soul frequency, which is also your root chakra. Using a variety of techniques, we find this frequency. We then play a pre-programmed CD in your soul key through the sound table. And, you get to take the your root frequency CD home.



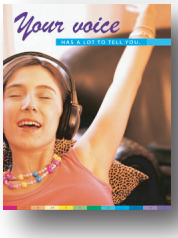
Voice Healing - The Sound Therapist uses the voice to do an assessment sound scan of the body. Using the information gathered from the assessment we then connect to Source and allow Spirit to transmit healing sounds throughout your body and psyche.

Tuning Fork Treatments - Precisely calibrated tuning forks are applied to specific points -- chakras, acupuncture and acupressure points on the body -- to balance the meridian and chakra energy systems.



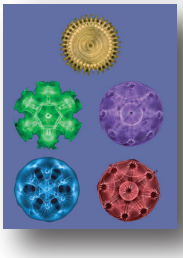
ADD/ADHD - We do an assessment to find what key (pitch) of binaural beats in Alpha or Beta will help you to focus more clearly and with ease. We then create a CD with these frequencies embedded in beautiful music so you can listen whenever you like.

Chakra Treatments - This treatment uses a combination of Tuning Forks, Crystal Bowls, Tibetan Bowls, Voice, Sound Table, and Guided Meditation to balance all of the chakras. When all of the chakras are in alignment your whole system functions more in tune with nature and Spirit.



Voice Bio Voice Analysis - Your voice is a holographic picture of your health. Through the technology of Voice Bio©™, the independent frequencies within your voice can be captured, translated and sorted onto a voice print chart, giving a highly accurate indication of physical function in your body. You then listen to the missing frequencies on the sound table to re-balance your system. You also get the CD to take home with you.

Cymatherapy - A non-invasive sound therapy that helps restore the body to optimal health, balance and function. It uses hand held speakers to transmit frequencies to the body's organs and tissues. The frequencies are based on the extensive and detailed research of Dr. Peter Guy Manners and several other scientists. We have frequencies for Asthma, Arthritis, Bones, Nerves, Tendons, Ligaments, Brain, Circulatory System, Respiratory System, Digestion, Endocrine Glands, and Chronic Fatigue.



Nutri-Energetics System - Nutri-Energetics Systems® (NES) is a pioneering approach to integrative, holistic health based on decades of research into morphogenetic or human body-fields. The human body-field is a structured web of information and energy that is present within the body and influences the state of our overall health and well-being. After the frequency based assessment, the client receives infoceuticals, which are bottles of mineral water infused with frequencies and sacred geometry using three lasers. The frequencies are designed to resonate the morphogenetic fields back into harmony.

Sound Design for the Soul - A unique treatment that combines psychology, spirituality and sound therapy to create highly personal CD's of music, custom crafted to address specific issues, or life experiences.



Treatments for Parkinson's and other Neurological issues - We did a research project with 12 Parkinson's patients and found that playing back certain music and frequencies on the sound table lower symptoms from an 8 to a 2 on average (on a scale of 1-10). This effects normally last 24 hours. Many of our clients are now able to get a good nights and sleep and reduce their medications dramatically.

Disclaimers

Of course, we can't claim that any of the treatments at the Therapy center will cure or help with any ailments or particular conditions. None of the treatment have been evaluated by the FDA. We can legally say the treatments do provide stress relief, which has been shown to be a contributor to most issues.

"If I were not a physicist, I would probably be a musician. I often think in music.

I live my daydreams in music. I see my life in terms of music." *- Albert Einstein (1879-1955)*

INSTRUCTORS

(Full-time)



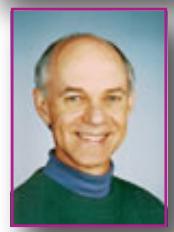
(Part-time)



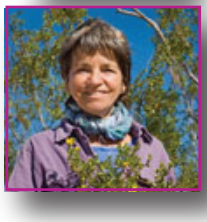












David Gibson is a leading scholar in the field of Sound Healing and Therapy. He is the founder and director of the Globe Institute of Recording and Production. His book, "The Complete Guide to Sound Healing," is the top selling book in the field. The book explains how to use sound for physical healing, brainwave entrainment, releasing stuck emotions, opening the heart, and connecting to Spirit. David is also one of the top selling producers of Sound Healing music with over 100 CD's, and runs the Sound Therapy Center at the Institute offering over 15 types of sound healing treatments. He has also created the non-profit Sound Healing Research Foundation to help bring Sound Healing into the mainstream. He is also the coordinator of the Globe Sound Healing Conference and has put on 7 International Conferences. David has a Bachelors Degree in Broadcast Communication Arts from San Francisco State University and studied Physics of Sound at U.C. Berkeley.

Steven Halpern is the world's leading composer and recording artist of music for relaxation, wellness and "sound health." For over 30 years, he has pioneered and promoted the healing powers of music through his recordings, books, appearances and workshops. In 1971, Halpern began his pioneering research exploring sound, consciousness and healing using brainwave biofeedback and Kirlian (aura) photography. He is the author of Sound Health (Harper & Row, 1985), numerous articles and a syndicated monthly newsletter. He has produced over 60 recordings in the Inner Peace® and Soundwave 2000 ™ Subliminal self-help series. Steven has a Bachelor of Arts Degree in Sociology from the University of Buffalo.

Suzanne Sterling is an ecstatic vocalist, innovative teacher and invoker of the sacred. Her devotional music has been commissioned for film, theatre and DVD. She has enjoyed mainstage billing at many major festivals. Suzanne's Sing Yourself Awake® workshops and circles offer a unique blend of yoga, music, sacred ceremony and activism to events and studios worldwide. Suzanne is also a cocreator of Off the Mat, Into the World®, a project offering nationwide training programs combining yoga and sustainable activism. She loves riding the edge where art and ritual meet and is committed to creating sacred community and empowering others to be their authentic, expressive selves. Suzanne studied Drama at San Francisco State University.

Randy Masters is an in-depth researcher on the pyramids, sacred sites, the mathematical language of light and the harmonics of sacred numbers. He teaches classes in Sacred Geometry, (phiometry),Tuning Forks, Sound and Music and Ancient Esoteric Studies. A professional composer, recording artist and performer, Randy has composed and performed with many world-renowned musicians and for feature films and plays. He has also taught piano and composition for the last 20 years. His company, Resonant Living/Universal Song manufactures and designs tuning forks, wind chimes and sacred geometry products. Randy has a Bachelor of Arts and Music and Film from University of California, Santa Cruz.

Silvina Vergara specializes in sound work and movement. She has completed training in Sahuka, a synthesis on Egyptian Alchemy, Taoism and Tibetan Buddhism. With more than 25 years of experience her classes utilize sound, breathing techniques, movement and shamanic work to help facilitate emotional, physical and mental release to reawaken the body's innate wisdom and deep sense of awareness. Her multidisciplinary background includes Hypnotherapy, Intuitive Development, Emotional Process, and Vibrational Healing body work. She also works as a facilitator in Sound Healing for San Francisco General Hospital in a program for cancer patients, and hosts her own Spanish radio show on consciousness. Silvina has an Associates Degree in Sound Healing & Therapy from Globe Institute of Recording & Production.

Richard Feather Anderson is one of the longest practicing geomancers in America, with over thirty years of experience. He has integrated his training in architecture, environmental psychology, feng shui, ecology, sacred geometry and ancient philosophies. Introduced to geomantic wisdom in childhood, he continued his studies in feng shui with Professor Lin Yun, in sacred architecture with Dr. Keith Critchlow and in earth mysteries with the world's leading experts. He employed sacred geometry to design the Chartres labyrinth replicas for San Francisco's Grace Cathedral. Richard has a Bachelor of Arts in Architecture from University of Cincinnati.

Anne Hege is a San Francisco based composer, conductor, independent researcher, and vocalist. She completed her PhD in Music Composition at Princeton University where she studied how embodied cognition theory can be applied to musical multimedia analysis. She has founded and directed various vocal ensembles. Hege performs as a vocalist, composer, improviser, and electronic musician in her performance duo New Prosthetics, the laptop ensemble Sideband, and in her own productions. She currently teaches voice at Mills College and directs Level IV of the San Francisco Girls Chorus.

Vickie Dodd, director of Sacred SoundWorks, is an internationally known pioneer in the field of Sound as a Bodywork for over 40 years. She is an Aston-Patterning Teacher, author, poet, nutritionist, herbalist, workshop leader and musician. Vickie's work is a multi-dimensional approach to using Sound as an evolutionary tool, emphasizing maturation of the emotional body. Vickie has the rare ability to "sense" the subtle rhythm, vibrations, and tones that all matter produces. She has designed a system, which integrates emotional memories within the physical body and facilitates the release of long held emotional distress. She is the author of "Tuning The Blues To Gold: Soundprints" and has several recordings available. Vickie has a Certificate from Aston Patterning, and Nutritional Therapy from the Nutritional Therapy Association.

" I'm into the sound. Sound is what heals people. That's how shamans cure, that's how Jesus cured, that's how Buddha or today's shamans and seers, that's how they cure, man -- with herbs and sound and colors, and they restore the cells and molecules." - Carlos Santana

INSTRUCTORS



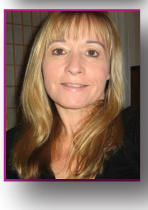
Lis Addison is an award winning composer, songwriter, vocalist, keyboardist, hand drummer and dancer. She specializes in innovative forms of music and movement that incorporate ancient wisdom and promote healing. Addison holds an MFA in electronic music and a BA in music composition and environmental science from Mills College. She has written music for film, video, bands, solo performance and the concert stage and has been a student of Nada Yoga (the Yoga of Sound Vibration) & Shamanism for 3 decades. She is a certified Yoga, Nia & Zumba Instructor and has a Bachelor of Arts in Music from Mills College.



Ryan Moore, Ryan has been studying drumming, dancing, and singing for the past 17 years. Originally beginning with body percussion, hiphop dance, and spoken word with Be The Groove, he went on to study Capoeira and learn berimbau in the Midwest. In 2011 he traveled to Australia to study TaKeTiNa. He has studied in-depth hand drum teaching geared toward psycho-spiritual leadership. Ryan has also spent many years studying the body, anatomy, movement, and dance, and so brings a well-cultivated somatic focus to all of his work. He currently trains and teaches at Athletic Playground, and also dabbles in Qi Gong, Contact Improvisation, Blues Dancing, and many other body-based movement modalities. Ryan has an AA in Liberal Arts from Oakton Community College in Des Plaines, Illinois.



Janis Arch has been a practitioner in Bodywork, Massage Therapy and the Healing Arts for over thirty years. She is a BioAcoustic Research Associate with Sharry Edwards using Vocal Analysis and Frequency Presentation to clear harmonic faults in the bodies processing and she holds two Certificates in Sound Healing. She is also Certified in Hypnotherapy and Bioenergy Balancing. Janis has led workshops on chant, and the healing power of trance drumming. Janis Arch has an Associates Degree in Sound Healing and Therapy from Globe Institute.



Susanne Runion has worked in the healing arts for 10 years and built two very successful practices in a very short amount of time with very little money, and is passionate about helping others. She worked as the hiring manager at the most prestigious day spa in San Francisco, has studied small business marketing for the last ten years, has a background in computer science, and studied internet marketing at the Internet Marketing Center in Seattle, WA. Susanne has an Asscociates Degree in Social Science, Humanities, Liberal Arts and Science from City College of Morris. She has also written the top selling book on Marketing Alternative Therapies.



Deb Follingstad retired from a long career in the music industry to start down her path in Chinese Medicine. For the last five years she has built a thriving Chinese Medicine practice, specializing in oncology, facial acupuncture and fertility. Deb takes great pride in being the acupuncturist and Chinese medicine specialist at Smith Integrative Oncology. Acupuncture and Chinese Medicine are her passion. She has studied the lost art of channel palpation and sports medicine. Deb has a Masters of Science Degree in Traditional Chinese Medicine from the American College of Traditional Chinese Medicine.



Rabbi Steven Fisdel is the founder of the Center for Jewish Mystical Studies in Albany, California. Rabbi Fisdel has first hand experience with both the esoteric and practical sides of Kabbalah, studying the original texts, clarifying the ideas and subsequently teaching the traditional doctrines to people of all spiritual backgrounds. He focuses as well on the relationship of Kabbalah to the nature of consciousness, to meditation, to healing and to the practical application of mysticism to the process of inner repair and soul development. He has been visiting scholar at the Esalen Institute in Big Sur. He is the author of two books, "The Practice of Kabbalah" and "The Dead Sea Scrolls: Understanding Their Spiritual Message". He has written and produced two CD sets, Meditations on the Tree of Life and The Katriel Deck: The Original Kabbalist Tarot. Steven has a Bachelors Degree in Judaic Studies from Spertus College of Judaica.



Daniel Lappin is a Certified Massage Therapist with training in trauma bodywork and somatic psychology. He incorporates aspects of Integrated Health, and Oriental Medicine well as Western neuroscience, immunology and child development. His clients include adults with complex medical, physical, psychological and emotional trauma that have an origin in early childhood trauma. His treatment protocols draw from a wide range of therapeutic interventions, including: touch therapies mind-body skills, movement, yoga, and voice. He integrates a wide range of consciousness and esoteric principles. The breath and depth of his skills have been cultivated from his own personal journey recovering from a complex childhood illness. Daniel has a Bachelor of Arts Degree in Economics from the University of Chicago.



Gerald Savage is a teacher/administrator and Department Chair of the Vocal Department at Pittsburgh CAPA (Creative and Performing Arts) 6-12. He is also a keyboardist, director/conductor, arranger/composer, trombonist, and ethnomusicologist. Utilizing the support of findings in neuroscience research, he is adamant in assuring that children are provided with arts, music, and sound as essential components of educating the whole child. He went to Brazil and Ethiopa on a Fulbright-Hays Scholarship. Gerald has studied ethnomusicology including how sound and music have been functional tools by ancient cultures in bringing frequencies to rituals, and for healing and well-being. He has Bachelors degree in music, Indiana University, Bloomington; Masters Degree in Ethnomusicology, Univ. of Pittsburgh. Doctoral degree studies in Admin and Policy Studies, Univ. of Pittsburgh.



Lakshmi DelSesto is an eclectic musician, singer, songwriter, Kirtan leader and voice and sound teacher. Since 2000 she has been performing her original folk rock music and leading Kirtans across the United States & Internationally, including Bali and Thailand. While she was performing at festivals and yoga studios she also began to follow up her performances with Vocal Sound Healing workshops and private lessons. She teaches her brand of Vocal Sound Yoga and Bhakti Yoga. Lakshmi as a Bachelors Degree in Humanities (Anthropology and Music) from New College of San Francisco.

Visit www.SoundHealingCenter.com/love/instructors for more details on our instructors

- Admission Policy and Process - A high school education or equivalent is required for admission to all programs. Prospective students must fill out the Application for Enrollment, obtain transcripts or high school diploma (or equivalent), and write a 100 to 200 word essay on why they would like to attend Globe Institute of Recording Production. Each applicant must also take and pass a basic entrance exam. This exam is to determine the student's ability to successfully be trained to perform the tasks associated with the particular occupation. The Institute does not participate in "Ability-to-Benefit" programs. The Admissions office phone number is (415) 777-2486. Prior to entry into the program, every student must produce proof that satisfies the following entry requirements: - Age 18 or older with a high school diploma or GED equivalent (or turning 18 within the year after HS),
  - Valid email and mailing addresses, and phone number, - A full and working knowledge of English.
  As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement. Prospective enrollees are also encouraged to visit the physical facilities of the school and to discuss personal, educational and occupational plans with school personnel prior to enrolling or signing enrollment agreements.

- Non-Discrimination Policy -- It is our policy to not discriminate on any basis including, but not limited to age, race, color, physical or mental disability, national or ethnic origin, religion, marital or parental status, sexual orientation and/or sex. Faculty should not discriminate on any basis unrelated to academic performance. It is important to balance sensitivity and the right to free opinions.

- English Language Proficiency - Classes are taught in English only. Students must be able to understand English at 10th grade level to enroll. A basic understanding of English is necessary -- especially since there are many new technical terms to learn. For those having difficulty, videos of classes may be accessed. The Institute is not currently approved by the Immigration and Naturalization Service to admit foreign students. If necessary, documentation from "Test of English as a Foreign Language" (TOEFL) with a score of 90 is required. The Institute does not provide "ESL" services or classes.

- Credit for Previous Education and Training - Students may be given credit for equivalent education or experience. If it is recent enough, sufficiently thorough and relevant, and can be demonstrated as to satisfactory proficiency, appropriate credit may be allowed at the discretion of the school. There is no fee to assess or accept credits from another school, however there is no discount for classes accepted. Because of the nature of our unique curriculum, it is highly recommended that students take the entire program. The institution will accept a maximum of 45 clock hours or 3 units of credit from another institution for the Certificate Program. Equivalency is based on the similarity of course content. If there is a question as to the exact equivalency then the Institute will obtain the course outline of instruction. The course outline must include at least 75% of the primary details found in the Institute's course outline. No credit is given for prior experiential learning. Students may appeal the decision on prior credits with the Director. The Institute has no agreement with another institution for the transfer of credits. The same policy applies for transferring credits from program to program within Globe Institute of Recording and Production.
  Course content: Transfer credits will only be accepted if the content of the transfer course is generally equivalent to the corresponding course at Globe Institute of Recording and Production or the transfer course fulfills a general education requirement.
  Documentation: Students must submit an official grade transcript and catalog course description and/or syllabus for each course they seek to transfer. Grade: The student must have earned at least a grade of "C-" in each course evaluated for transfer credit.
  Degree program: The Institute will accept a maximum of 300 clock hours or 20 units of credit from other institutions for the Degree Program (not including General Education Requirements).
  Certificate program: Students in the certificate program must take all but 45 hours or 3 credits at Globe Institute of Recording and Production.

- Academic Counseling and Career Planning - Globe Institute of Recording and Production provides individual Academic Advisors to all students upon their entrance to the school. Each student is provided with an Academic Advisor who teaches at the Institute and who has professional experience in the recording industry. Academic advisors work with students throughout their entire program of study and counsel students on graduation requirements, academic programs, educational and career goals and the skills necessary to succeed professionally. When meeting with students, advisors have access to the students grades, proficiency test results, and other progress data available to provide personalized counseling toward the students strengths and career objectives. Students are required to meet with their advisor at least once per semester, but it is recommended that students meet with their advisor at least twice per semester.

- Career Placement Assistance - The school has an active program to help students acquire jobs. The staff is in contact with studios all over the nation, particularly in Northern California. These studios often call us to hire our students. We also have an active Internship Program with local Recording Studios and Hospitals and Alternative Therapy Centers. This is the most common way that students get hired. Placement is not guaranteed.

- Student Conduct - Students are expected to behave in a professional manner. Use of drugs or alcohol is strictly prohibited. Any student caught using drugs or alcohol or acting in an unruly manner may be expelled from the school.

- Record Retention - Globe Institute of Recording and Production maintains current records and transcripts permanently.

- Student Grievances - Students are to take any grievances to the President. The President will make a full report of the grievance and will attempt to resolve the situation in a way that is agreeable to all parties involved. A copy of the written report will be given to the student and the student will be contacted, if necessary, to see if he or she is satisfied with the outcome. If the grievance is still not resolved, the President will require a formal written complaint from the student. An ad hoc committee of faculty, staff, and student representation will be formed. The committee will review the written complaint filed by the student and hear a verbal report from all parties involved. The committee will recommend action to resolve the matter. All students are notified that they may bring up any unresolved grievances with the Bureau for Private Postsecondary Education 2535 Capital Oaks Drive, Suite 400, Sacramento, CA 95833. The toll-free number is (888) 370-7589. Council on Occupational Education 7840 Roswell Road Building 300, Suite 325 Atlanta, GA 30350. The toll-free number is 800-917-2081.

- Attendance, Leave of Absence - Students must report to their first meeting of their scheduled classes. Prior to the end of the second week of each particular course, a faculty member may initiate a drop if: 1) a student has not attended the first two class meetings (or the first meeting of a course which meets only once per week); and 2) a student has not, by the end of the first week of a particular course, advised the faculty member that his/her absence is temporary. Continued absence from a course for which a student has not been dropped by the instructor may yield an unauthorized withdrawal ("U" grade) which is computed as an "F". It is the responsibility of the student to officially drop a course. A student may take a Leave of Absence of a maximum of one year. Any longer than that and the student must begin the Program again. Students are not permitted to miss more than 30% of the semester for a single course, or 30% of all classes in the certificate program. Instructors are recommended to automatically fail a student who has missed more than 30% of a class unless special arrangements are made. Also, unless special arrangements are made ahead of time, students missing more than two consecutive weeks of classes, regardless of total classes missed per class, may be automatically terminated from the Institute. Please note, the Institute does not permit excused absences. Labs and Recording Sessions may not be made up. However, certificate students may make up absences by watching videos of taped classes and turning in the Pre-Test questions for that class. If a student shows documentation as justification for missing a class, such as a jury duty notice or substantial medical documentation, the student will still be counted as absent but it won't affect the student's final grade.

- Accommodations - Globe Institute of Recording and Production has no responsibility to find or assist a student in finding housing, however we have collected a good deal of information to help you in your search for reasonable housing in the San Francisco Bay Area. Contact the Admissions Office at (415) 777-2486 anytime for a list of agencies, newspapers and other students looking for housing. Some web sites you might check are: sfgate.com, craigslist.com, renttech.com, or homefinders.com. The Institute has no dormitory facilities under its control. Rooms are around $700 per month while an apartment might average around $1500 per month.

- Library and other Learning Resources - The institute has approximately 100 books on recording and sound healing, and 40 educational video DVDs. Most of the classes in the Certificate Program have been recorded on video. Students can watch videos of classes to make up classes missed. The Institute also provides a large list of online videos and reading material relevant to each program. The Institute also has 5 computers throughout the building with access to the internet and world wide web. Library and computer access is available from 9:00 AM to 9:30 PM daily. We also have an information specialist to assist students with the computer access from 10:00 AM to 5:00 PM on weekdays. There are also numerous study areas throughout the facility to promote study groups.

- Grading - Certificate and Degree Program - Each student must pass each class with a minimum of a Xå average. For the Degree Program there is also an Externship required. Here is our grading system:

Letter	Number	GPA	Letter	Number	GPA
A (excellent) =	90 - 100	å4.00	D (poor) =	60 - 69	1.00
B (good) =	80 - 89	3.00	F (failure) =	0 - 59	0.00
C (satisfactory) =	70 - 79	2.00			

- CANCELLATION AND REFUND POLICIES: Cancellation: You have the right to cancel the enrollment agreement and obtain a refund. If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. If tuition and fees are collected in advance of the start date of classes and the student does not begin classes or withdraws on the first day of classes, the institution retains no more than $100 of the tuition and fees. The institution, for all students, without penalty or obligation, shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed one hundred dollars ($100), if the notice of cancellation is made prior to the first day or up to the seventh day after enrollment, whichever is later. Cancellation will occur when the student gives written notice of cancellation to the school at the address specified on the enrollment agreement. You can do this by mail, hand delivery, or telegram. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this agreement. You may withdraw from a course after instruction has started and receive a pro-rata refund for the unused portion of the tuition and other refundable charges if you have completed 60% or less of the instruction. Refunds will be paid within 45 days of cancellation or withdrawal.

  The amount of the refund shall be the amount the student paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction that the student has paid, less a $75.00 registration fee, and the documented cost of any equipment that the Institute provided the student, which was not returned in reusable condition within forty-five (45) days after the student's withdrawal. Example:

Tuition	$3,650	
Registration Fee	75	
Reader/Book Fees	75	
	$3,800	Tuition, plus all fees, all amounts paid for instruction
	- 75	Registration fee retained by school
	$3,725	Total amount paid for instruction / less registration cap

  $3,725 X $\frac{\text{Clock hours not attended but paid for}}{\text{Total \# of course clock hours paid for}}$ = Initial Refund $ (adjusted for books or equipment if applicable

  The school will also refund money collected for sending to a third party on student's behalf, such as a license or application fees. If the school cancels or discontinues a course or educational program, the school will make a full refund of all charges.
  CANCELLATION AFTER COMPLETING 60% OF THE COURSE WILL RESULT IN NO REFUND.
  If a student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from financial aid funds.
  Change in the day or time when the class is offered after the student has enrolled in the course - A full refund must be offered to a student who does not consent to a change of day, or any class that is offered on a day when the student is not scheduled to attend the institution, or to a time that is outside the range of time the student is scheduled to attend on the day for which the change in time is proposed.
  School Closure - The student has a right to a pro rata refund of the unused portion of tuition should the school close before the student completes his or her course of instruction. Students who have not visited the school prior to enrollment have the opportunity to withdraw without penalty within three days following either attendance at a regularly-scheduled orientation or following a tour of the facilities & inspection of the equipment.

- Refund Procedure - Refunds are issued through the Business Office when a student withdraws from all classes. The issuance of a refund is not contingent upon notification of withdrawal by the student. Students who officially withdraw from the college should contact the school Director to initiate the issuance of a refund. For students receiving funding from a third party, tuition refunds are first applied toward repayment of third party funding.

- Refund Policy for Professional Development classes - There is no refund for classes that are for Professional Development and Continuing Education classes. These classes are not accredited by the Council on Occupational Education and are not meant to lead to an occupation on their own.

- Academic Progress and Dismissal Policies - Students are evaluated on a timely basis through regular assignments and homework. There is a comprehensive final exam at the end of each semester for each class. A student must pass each class to retain good academic standing. A student who fails to maintain good academic standing for a semester will be placed on probation. A student on probation is expected to show the necessary improvement in academic performance by the end of the following semester in order to continue. The Institute offers free tutorial assistance for students who request it. Students may also be dismissed for not following school regulations, bad conduct, or if a student fails to make agreed payments.

- The Institute has no pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code 11 U.S.C. Sec. 1101 et seq).

- NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION
  The transferability of credits you earn at Globe Institute of Recording and Production is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate you earn in the Sound Healing and Therapy Certificate or Recording Arts and Technology program, or Associate of Occupational Studies in Sound Healing and Therapy program are also at the complete discretion of the institution to which you may seek to transfer. If the certificate or degree that you earn at this institution are not accepted at the institution you 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 his institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending the Institute to determine if your certificate or degree will transfer.

ONLINE CLASSES Policies and Procedures

- Admission Policy and Process
  A high school education or equivalent is required for admission to all programs. Prospective students must fill out the Application for Enrollment, obtain transcripts or high school diploma (or equivalent), and write a 100 to 200 word essay on why they would like to attend Globe Institute of Recording and Production. Each applicant must also take and pass a basic entrance exam. This exam is to determine the student's ability to successfully be trained to perform the tasks associated with the particular area of training. The Institute does not participate in "Ability-to-Benefit" programs.

  Prior to entry into the program, every student must produce proof that satisfies the following entry requirements:
  - 18 or older with a high school diploma or GED equivalent (or turning 18 within the year after HS),
  - Valid email and mailing addresses, and phone number,
  - A full and working knowledge of English; Students may be denied entry to the program if the Admissions staff determines that upon hearing and understanding spoken English at a conversational pace, the student will have difficulty grasping concepts and taking appropriate action.
  - A working capacity for computer operation. - A computer that runs at least Windows XP or Mac OS X (Intel processor),
  - A computer headset with mic built-in or equivalent. - A reliable high-speed Internet connection.

- Academic Progress and Dismissal Policies
  Students are evaluated on a timely basis through regular assignments and homework. There is a comprehensive midterm in the middle of the semester and a final exam at the end of each semester for each class. A student must pass each exam to retain good academic standing. A student who fails to maintain good academic standing for a semester will be placed on probation. A student on probation is expected to show the necessary improvement in academic performance by the end of the following semester in order to continue. Globe Institute of Recording and Production offers free tutorial assistance for students who request it. Students may also be dismissed for not following school regulations, bad conduct, or not making any agreed payments on time.
  To Graduate and obtain the Certificate or Degree students must have a 2.0 cumulative grade point average. Students must have 70% overall attendance . If a student fails a lecture class with an "F" they must retake the whole class. They can retake any lecture class once without having to pay for it again. The Certificate Program must be completed within 6 months. The Associate Degree Program must be completed within 3 years.

- Library Resources - We have a library of about 100 books that the students may order for a period of 2 months. Students must make a deposit to receive the books, and pay for shipping. Of course, if students can make it to the Institute they may access the CDs, books and videos. We will help students find local resources in libraries or institutions if necessary. Student may access the library by asking the Director of Education for a book or video within regular hours.

- The Institute will transmit the first lesson and any material to a student within seven days after the Institution accepts the student for admission and the student makes their first payment. The Institute shall transmit all of the lessons and other material to the student if they have paid in full for the educational program; or, after having received the first lesson and initial materials, requests in writing that all of the material be sent. If the Institute transmits the balance of the material as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comments on lessons submitted by the student, but shall not be obligated to pay any refund after all of the lessons and material are transmitted.

- CANCELLATION AND REFUND POLICIES
  If tuition and fees are collected in advance of the start date of a program and the institution cancels the class, the institution refunds 100% of the tuition and fees collected. You have the right to cancel the enrollment agreement and obtain a refund. The institution, for all students, without penalty or obligation, shall refund 100 percent of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed one hundred dollars ($100), if the notice of cancellation is made prior to receiving the class materials. Once a student has enrolled, a student may receive a full refund (minus the registration fee) if the student has not received any of the class materials. Cancellation will occur when the student gives written notice of cancellation to the school at the address specified on the enrollment agreement. You can do this by mail, hand delivery, or email. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with postage prepaid. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that you no longer wish to be bound by this agreement.

  The school will also refund money collected for sending to a third party on the student's behalf, such as a license or application fees. If the school cancels or discontinues a course or educational program, the school will make a full refund or all charges. If a student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from financial aid funds.

  Change in the day or time when the class is offered after the student has enrolled in the course - A full refund must be offered to a student who does not consent to a change of day, or any class that is offered on a day when the student is not scheduled to attend the institution, or to a time that is outside the range of time the student is scheduled to attend on the day for which the change in time is proposed.

  School closure - The student has a right to a pro rata refund of the unused portion of tuition should the school close before the student completes his or her course of instruction.

  A pro rata refund shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows: (1) The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal. All amounts paid by the student in excess of what is owed as calculated shall be refunded.

- REFUND PROCEDURE
  Refunds are issued through the Business Office when a student withdraws from all classes. Students who officially withdraw from the college should contact the school Director to initiate the issuance of a refund. For students receiving funding from a third party, tuition refunds are first applied toward repayment of third party funding. Refunds will be paid within 45 days of cancellation or withdrawal.

- TIMELY RESPONSE TIME - The institution ensures timeliness of its responses (synchronously or asynchronously) to students' requests by placing a requirement on response time of no more than 24 hours within the institution's published operational schedule of the program/course.

Office Hours - 11:00 AM to 5:00 PM, Tuesday through Friday, but you might just catch us in the evenings or on the weekends.

This catalog is effective April 2019 - April 2020

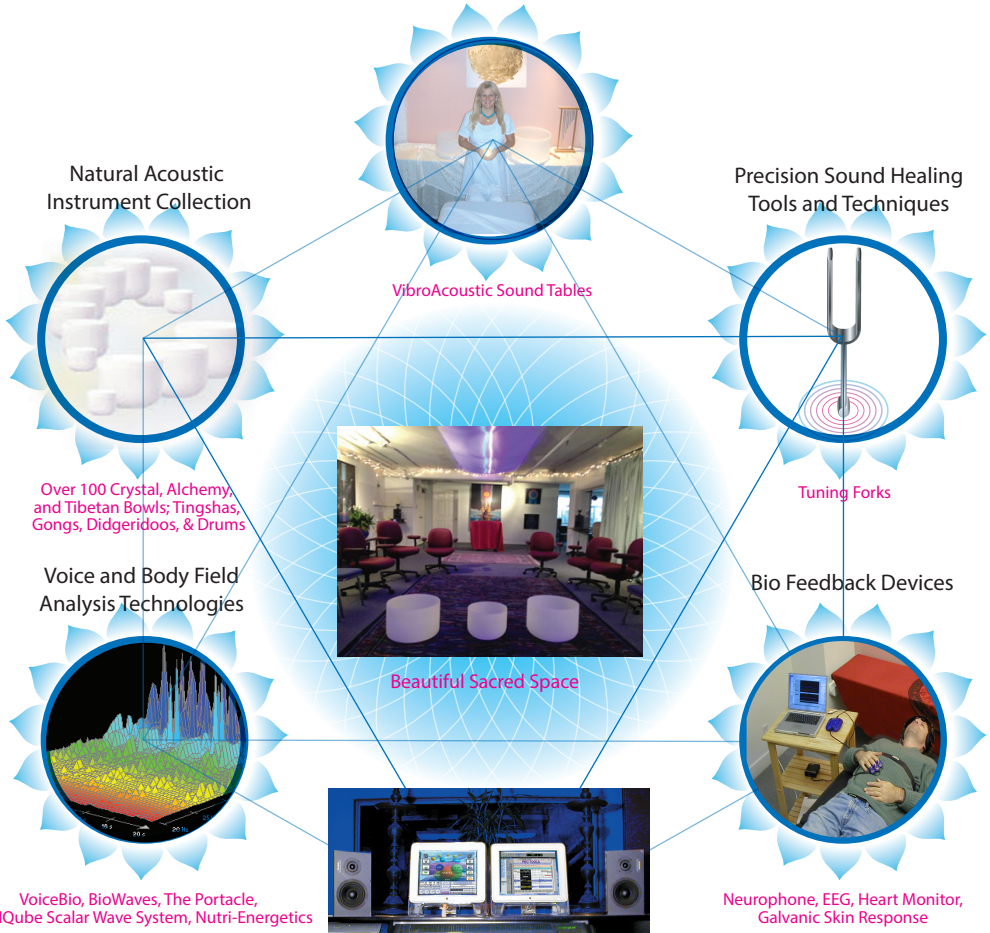
The catalog is updated annually.

Facilities

Students get to Choose from a Huge Selection of Natural Instruments and Sophisticated Technologies from our Store to work with in Classes at the Institute.



Sound Transmission Devices



For the Audio Classes there are
3 ProTools Recording Studios with all the best plugins,
microphones, preamps, outboard processors and monitor systems.

Sound Healing Equipment

- Crystal & Tibetan Bowls
- Tuning Forks
- Heart Monitor
- Galvanic Skin Response
- VoiceBio Voice Analysis
- IQube Voice Analysis
- The Portacle Software
- Visible Body 3D Body Imaging Software
- Nutri-Energetics
- Mac Pro Computers
- Raven Software for slowing down nature sounds

Studio A

- Digidesign Protools HD
- 16 Input D-A Interface
- Digidesign Control 24
- EV Sentry 100 Studio Monitors
- Macintosh Computer
- Kurzweil 2500 Keyboard/Sampler
- 2 Purple Audio Compressor Limiters
- Alesis Speakers

Studio C

- Digidesign ProTools
- Digidesign Mbox
- Macintosh Computer
- Rane Headphone Amp
- 15 Mic Stands
- Snake
- Lexicon MPX100

Studio Be (Main Classroom)

- Digidesign ProTools
- Digidesign Mbox
- 15 Microphones
- Soundcraft 800 24x8 Mixer
- Yamaha NS40M Speakers
- Yamaha NS20 Speakers
- Rane ME 30 Graphic EQ
- Event Speakers
- BGW Power Amp
- Urei 838 Studio Monitors
- Hafler Power Amp
- Macintosh Computer
- The Virtual Mixer 3D Visual Mixing Software (prototype)