

Opus119

College-Conservatory

Fall 2019-Spring 2020
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Table of Contents

Advisory Board of OCCM	2
Greeting from the President	3
Our Mission and Purpose	4
Program at OCCM	5
<i>Graduation Requirements for the Performance Diploma Program</i>	5
Course Descriptions	8
Artistic Guidance at OCCM	10
Resident Faculty	12
Admissions	13
Application Prerequisite	13
Required Application Material for Performance Diploma Program	13
Enrollment Decision	15
International Student Admission	15
Policies at Opus119 College-Conservatory of Music	17
Academic Policies	17
Financial Policies	22
Administrative Policies	24
Cost of Attendance	26
Student Services	29
Housing	30
Location	30
Legal Notices	31
Contact	35

Advisory Board of OCCM

OCCM is proud to have the following esteemed members on board to oversee and guide our endeavor.

Paul Cummins

Chairman Emeritus; founder, New Visions
Co-Founder, Crossroads School, *Santa Monica CA*
Founder, President and CEO, Coalition for Engaged Education (CEE)

William Grant Naboré

Founder, President and Artistic Director, Lake Como International Piano
Academy, *Dongo Italy*

Howie Hoi Chu

President, ZyXEL Communications Inc.
Advisory board member, UC Riverside Electrical Engineering

Hsu Li

Chairman and CEO, 3DiJoy Cooperation
Chairman and CEO, Beacool Cooperation

Greeting from the president

The idea of establishing Opus119 College-Conservatory of Music arose from my passion for educating and training of the next-generation musicians. I firmly believe that artistic individuality in each student is at the foremost importance, and that individuality must be nurtured without marring the framework defined in the performance practice. Thus, it is not our intention to ‘farm’ musicians. Individuality of each student will be developed and supported by our faculty, and it is that personal attention that OCCM differs from other schools. OCCM is a small school. It is that smallness that we feel is ideal to allow the opportunity to give each and every student a time he or she deserves from our faculty. Close work with each faculty we have here will provide the best opportunity for students to further their study at graduate schools. Music tutelage is not just what we provide here at OCCM. A life-long relationship with their mentors is what each student acquires through their study. College attending ages are crucial moments in one’s life. Built upon a trusting relationship, our faculty will become a confidant to students, guiding them through the difficult years. Furthermore, diversity in our faculty’s background will be the best means to assist and guide students from overseas and also to students who want to further their academic study overseas. I hope every prospective students and their parents are as thrilled as I am in what OCCM can offer!



Yi Dong, President and CEO

Our Mission and Purpose

Opus119 College Conservatory of Music's commitment is to value the highest artistic creativity in music education and to prepare our students for challenges of the 21st century music career. In today's world, becoming a successful musician requires skills beyond conventional musical study. In the music industry where a value of one's achievement is subjective, a successful career is often attained through ceaseless discipline and humility in one's artistry. At OCCM, students are expected to develop networking and communication skills as well as musicianship at the highest quality. We believe peer and teacher-student relationships to be the core infrastructure in music career making. Our mission as a music institution is two-fold: Through the education students receives at our institution, OCCM aims to become a positive influence in the greater community of music education as well as in the community we reside, to instill higher appreciation of performance aspect of classical music. At the same time, we strives to prepare students not only to become better musicians, but also to have them realize infinite possibilities in their future career through vast varieties of artistry they witness in the course of study with numerous successful professionals at our school.

To achieve its mission, Opus119 College-Conservatory of Music aims for the following:

1. Provide practical and structural learning through courses in lecture-discussion format with faculties of the highest caliber.
2. By having students exposed to diverse career professionals, the institution supports students to build professional relationships with the most distinguished musicians of today to stimulate their potentialities.
3. Providing each student skills and knowledge beyond music performance to cope with life after music school.
4. By inviting numerous visiting professors annually, the institution provides opportunities for students to have diversity and frequent stimuli in their learning.
5. Mentorship through working with professionals.
6. Low student-faculty ratio. It creates opportunities for direct contact with professors, allowing more personal attention to each student.
7. Progressive learning environment where students expand their creativity.
8. Help students build a professional career path.
9. Emphasize the importance of connecting to the community both local and global for the purpose of disseminating the performing arts.

Program at OCCM

Opus119 College-Conservatory of Music (OCCM) strives to nurture music students to become professional musicians of today who not only excel at their own performances but also become effective teachers and keen entrepreneurs. At OCCM we offer **Performance Diploma** program.

Performance Diploma is a non-degree program completed at pre-undergraduate level. It is designed to be completed through 2 semesters of full-time studies. The program is designed for two types of students; 1) amateur musicians who wish to take their skills and knowledge to the next level, and 2) students who wish to prepare for their undergraduate music study auditions. As it is a non-degree program, academic courses are limited to the basic musicianship courses with no general studies/liberal arts requirements. All courses will be taught in English, and translation service will not be provided.

Types and Format of Courses

Performance Diploma program have courses in 3 different format; classroom, performance, and applied instrumental studies. Regardless of the format, all courses must be taught in accordance with syllabi given by instructors.

Classroom courses:

Music theory, music history, and solfège are classroom courses. These courses will be taught in a classroom in a conventional lecture-discussion format. Semester paper, project, or presentation may be assigned by the discretion of each faculty. These classroom courses will have a final exam at the end of semester. OCCM proposes for all courses to be taught with no more than 15 students per classroom to develop mentorship rather than conventional teacher-student relationship.

Performance courses:

Any ensemble course, repertoire course, or instrumental literature courses are considered performance courses. All performance courses require musical instrument owned by students. The only exception to this requirement is piano and marimba. These instruments will be available for student use. These courses are performance oriented thus require more student preparation outside or their class time. Depending on the size

of ensemble, faculty may be present to direct the rehearsals. All repertoire and instrumental literature courses require non-performance preparation and class study in addition to the performance preparation. Please see detailed course description for more information. There is no written final exam for all performance courses. Grade will be based on weekly progress and projects student submits for evaluation, if any.

Applied instrumental studies courses:

Applied instrumental studies, or individual lessons, will be scheduled weekly with their primary instructor of the instrument. Students will have a one hour lesson every week in a faculty's studio, with no examination at the end of the semester. Students are evaluated on a weekly basis on their musical development. Grading will be at a discretion of each instrumental instructors, however, the grading system must be clearly stated on the syllabus given at the beginning of each semester.

Graduation Requirements for the Performance Diploma Program

For Performance Diploma program at OCCM, students must complete all courses listed below. The program is designed to be completed in 2 consecutive semesters as a full-time student, however, student who wishes to complete the program as part-time status may do so over the course of 2 years. Regardless of the status as full-time or part-time student, student enrolled for PD program must be registered for Applied Studies until the completion of the program. Required courses are listed below;

- Applied Studies: To be registered for every semester while in the program
- Music Theory I & II: Offered in sequence
- Solfège I & II: Offered in sequence
- Diploma recital: To be completed during the last semester before the completion
- Ensemble or Chamber Music: Completion of 2 semesters required
- Collaborative Piano or Orchestra Repertoire: Completion of 2 semesters required
- Instrumental Literature Baroque/Classical, Romantic/Early 20th century, and/or Piano Seminar: Completion of 2 out of 3 courses required (no duplicate enrollment allowed)

In order to graduate the PD program, a student must complete all required courses and awarded 29 semester credits (13.5 clock hours* per week x 30 weeks =405 clock hours total), and have fulfilled the following:

- All required course works must be completed with passing grade.
- An application for a program completion must be completed prior to the semester which the diploma is to be received.

- All fees must be paid in full before the graduation.

**Courses that are 45, 50, and 55 minutes have been rounded up to 1 hour*

Course Descriptions

Required Core Courses:

Music Theory I: MT101(2 cr): Music theory is a study of musical language on various level. Music Theory I covers topics that are most fundamental and basic in nature to provide solid foundation for entering students. As the first of a series of four consecutive courses required of all music majors, it is designed to obtain essential syntax of music structure. Students are to acquire written music theory fundamentals and apply such fundamentals for the construction of two-part species counterpoint and four-part tonal writing and analysis, and analysis of modulation and phrase structure. Introduction to formal analysis will be the concluding topic of the course.

Music Theory II: MT102 (2 cr): Further study in more complex language of harmonies and phrase structures exemplified in diatonic and chromatic chord progressions. Shifting from the basic fundamentals, application of of the learned fundamentals in analysis will be the main goal. *Prerequisite: MT101*

Solfège I: MT103 (2 cr): The basic necessity in becoming matured musician is that one must be proficient in being able to read, write, and sing musical notes. Solfège is a method of reading and singing music notes to heighten our senses in aural comprehension of sounds, and this course if the first of a series of four consecutive courses required of all music majors to acquire such skills. Students will learn to develop their inner hearing by practicing interval relations and chord progressions and will be able to dictate music notes that are being heard. Topics are: major and minor intervals and scales, root position triads, and simple melodic patterns.

Solfège II: MT104 (2 cr): Further study in developing aural skills. Topics are: major and minor intervals, all qualities of triads in root and inversions, simple to moderate melodic patterns. *Prerequisite: MT103*

Applied Instrumental Studies: MPA100 (4 cr): Individual private lesson in each student's performance medium. Students must strive to develop musical, technical, and analytical skills, musical memory, mental discipline, and public performance skills. One hour private instruction with one studio class and two warm-up/technique class sessions per week. The course number denotes the year of study at OCCM.

Diploma Recital (1 cr): Required of all graduating students. Recital program must be approved by the faculty. Students must pass a recital jury 3 weeks prior to event date. The recital will be adjudicated by 3 faculties.

Performance Courses:

Chamber Music: MP106 (2 cr): Chamber music is a study and performance of music for multiple instrument medium; duet, trio, quartet, quintet and small mixed ensemble. Students will receive weekly coaching by the assigned instructor on works selected for the semester, preparing for the recital at the end of the semester.

Ensemble: MP308 (2 cr): Study of canonical masterworks from the Western art music tradition through rehearsal and performance. Emphasis is put upon the development of good ensemble playing techniques, nurturing performance of exceptional quality. Musical expressivity is the fundamental of all coursework. Seating placement will be determined by audition. Class rehearsals will be lead by a conductor. Performance at the end of a semester.

Collaborative Piano: MP200 (1 cr): Designed to strengthen pianist's skills in accompanying and collaborative musicianship. Skill set required of accompanist and collaborative musician differs from that of a soloist; aural comprehension and full understanding of collaborating musical parts are crucial. Attaining instrumental knowledge of collaborating partner as well as his/her performance style must take priority over pianist's urge for self expression.

Instrumental Literature: MP103, MP203 (3 cr): Exploration of many of the major instrumental works considered 'standard' in the world of music instrumentalist. Standard repertoire from Baroque to 20th century and beyond will be reviewed through listening recorded works with various interpretation of composers' intent; studying and analyzing of the musical scores; researching the historical values and backgrounds; and the actual performances by students enrolled for the course. MP103 focuses on Baroque-Classical period, and MP203 focuses on Romantic-early 20th century, offered alternately every Fall. MP103 is not a prerequisite for MP203.

Piano Seminar: MP304 (3 cr): Presentations and masterclasses by guest artist and OCCM faculty, as well as discussion for seminar members. Focus on various aspects of performances including concert/performance etiquette, stage presence, interpretation and artistry, performance anxiety, and managing recital details in addition to masterclasses.

Orchestra Repertoire: Classical to Mid-Romantic: MP105 (1 cr): Study of orchestral repertoire is a lifelong undertaking for instrumental musicians. The precise tempo, the pitch, the speed, and the impeccable technique must always be upheld. The course is a study and practice of orchestral music with intention of preparation for various orchestral position auditions. We will study standard excerpts with thorough understanding of the full orchestral score, focusing on repertoire ranging from Classical to -Romantic period. Mock audition will conclude the course at the end of the semester.

Orchestra Repertoire: Mid-Romantic to Early-20th Century: MP205 (1 cr): Further study of orchestral excerpts, focusing on repertoire ranging from mid-Romantic to early 20th century period. Mock audition will conclude the course at the end of the semester. MP105 is not a prerequisite for this course.

Artistic Guidance at OCCM

Founded with a concept and belief in small classroom learning, OCCM prides itself in having a student-to-teacher ratio of 10:1, sometimes even lower, for the benefit of students to absorb and maximize the learning at the institution. OCCM students study with the resident faculty throughout the academic year, and they also study intensively with visiting artists for a week at a time.

William Grant Naboré, *Piano*



William Grant Naboré, a native of Roanoke, Virginia (USA), began his formal piano studies at the age of 8 with Kathleen Kelly Coxe, and two years later was accepted at the exclusive Hollins College as a special student of the noted musicologist Anne McClenney. At 17 he won a scholarship from the Italian government and continued his piano studies with Carlo Zecchi (a pupil of Busoni and Schnabel) at the Accademia di Santa Cecilia in Rome. He also studied with the eminent pianist and pedagogue Renata Borgatti. Later he was coached privately by Rudolf Serkin, George Szell and Alicia de Larrocha. He studied chamber music with Pierre Fournier in Geneva and won the Premier Prix de la Virtuosit  and the Prix Paderewski from the Geneva Conservatory. For more than 20 years, in collaboration with the City of Geneva, he performed the

complete chamber works of Brahms, Schumann, Dvorak, Beethoven and Schubert, plus the essential works of the French and Russian repertoire, with ensembles including the Amadeus, the Talich, the Gabrieli and the Brindisi Quartets. He was also active as a member of the Studio de Musique Contemporaine where he performed European premieres of several important American works. In 1988 he founded the Amadeus Festival on the outskirts of Geneva. Mr. Naboré has received critical recognition on the international concert circuit as Cultural Ambassador for the United States, and has appeared as soloist with the Orchestra di Santa Cecilia, Orchestre de la Suisse Romande and the Munich Chamber Orchestra. His distinguished discography is broad and eclectic. An outstanding teacher of his instrument, William Grant Naboré has formed some of the finest and most finished artists of the young generation. In 1993 he became founding director of the International Piano Foundation "Theo Lieven", and with Martha Argerich created the International Piano Academy Lake Como in 2002.

Resident Faculty

- Yi Dong *Applied Instrumental Studies, Piano Seminar, Career Study*
New England Conservatory of Music, B.M.
Yale University, M.A.
- Yoichiro Etsuki *Applied Instrumental Studies, Chamber Music*
Vanderbilt University, B.M.
North Carolina School of the Arts, M.A.
University of Oregon, D.M.A.
- Kanae Komugi *Applied Instrumental Studies, Chamber Music, Music Theory*
North Carolina School of the Arts, B.M.
University of Miami, M.M.
University of Oregon, D.M.A.
- Mizuki Noda *Applied Instrumental Studies, Chamber Music*
Keio University, B.S.
Columbia University, M.A.
- Hui-Hsin Tseng *Applied Instrumental Studies, Instrumental Literature,
Collaborative Piano, Music History*
National Taiwan University of Arts, B.F.A.
State University of New York at Purchase, M.M.
University of Southern California, D.M.A.
- Fang Fang Xu *Applied Instrumental Studies, Chamber Music, Orchestra Rep.*
University of Southern California, B.M.
University of Southern California, M.M.
University of Southern California, D.M.A.
- Tzu-I Yang *Applied Instrumental Studies, Chamber Music*
New England Conservatory of Music, B.M.
California Institute of the Arts, M.M.

Admission

Although Opus119 College-Conservatory of Music does not have age limit for applying to the program, applicant must meet the minimum requirement of secondary education and other relevant learning described below.

Application Prerequisite

Applicant must graduate from high school or complete equivalent secondary education prior to the Fall Semester enrollment. GED also qualifies for admission consideration. OCCM does not accept Ability-to-Benefit (ATB) test scores for the application prerequisite fulfillment.

Due to priority in student's performance ability rather than academic ability, OCCM does not set requirement on types and amount of general education acquired prior to enrolling OCCM. We believe general education provided by secondary education or the certification of equivalent education to be sufficient general education prior to enrolling OCCM.

Ability to converse, read, and understand English with modest ease is necessary in successful completion of the program. Applicant whose native language is not English regardless of citizenship must submit the official score of the Test of English as a Foreign Language (TOEFL). Please see the *Required Application Materials for Performance Diploma Program* below for required scores.

Applicant must demonstrate music performance abilities appropriate for incoming collegiate level.

Required Application Material for Performance Diploma Program

- a) Completed Application form
- b) Resume
- c) List of repertoire learned
- d) Official high school transcript or equivalent certification for the completion of the secondary education.

If the document is not in English, the original document with certified translation must be submitted.

e) Short essay

Applicant must submit a short statement (under 250 words) briefly describing one's goal after the completion of the program.

f) Non-refundable application fee of \$80.00

g) Letters of recommendation

PD applicants must submit two letters of recommendation, one from a primary instrumental teacher, and one letter from a professional musician other than their primary instrumental teacher.

h) TOEFL/IELTS score for non-native speakers

Modest ease in ability to converse, read, and understand in English is prerequisite in studying at OCCM as all courses are taught in English. OCCM does not set minimum score requirement for applicants, however, students scoring lower than **52** (TOEFL)/**5.5** (IELTS) is less likely to be competitive applicants.

i) Audition

All applicants for OCCM must audition in either recorded (digital video only) or live format. Acceptance into the OCCM's program will be based on availability number in the studio of each of the applied studies faculty and applicant's performance level. Applicant must first contact OCCM through its website to see if there's opening within the studio.

Audition Requirements:

1. One etude of applicant's choice, demonstrating technical ability
2. Three contrasting pieces or movements from each of the following periods; Baroque, Romantic, and Contemporary

All material must be submitted to:

**Opus119 College-Conservatory of Music
Office of Admissions and Registrar**

**16 Truman Street
Irvine, CA 92620**

OCCM operates under rolling admissions system. Applicant may submit the application anytime of the year for enrollment based on studio availability.

Enrollment Decision

Acceptance decision on all applicant is based on the result of audition.

Applicant's audition will be evaluated for its 1) technicality, 2) artistry, and 3) execution level. OCCM requires all of its enrolling student to be at the collegiate level of performance execution. If an applicant does not meet the standard set by the faculties and department chairs, the applicant will be denied for the enrollment regardless of the opening in the applied studies studios.

Once an applicant's performance ability is deemed fit for the applied instrumental studies studio, the remaining application material will be reviewed. Each applicant will be ranked for the enrollment priority. Applicant will be accepted into the program at OCCM based on the availability in each of the applied studies studio.

Accepted student who wishes to enroll must submit the final official transcript from the secondary education institution or the copy of GED, along with the Enrollment Agreement Form.

International Student Admission

Opus119 College-Conservatory of Music does not discriminate on the basis of national origin. International applicant must follow the same admission process as the U.S. citizen.

OCCM does not provide English language services such as translators or ESL classes. Ability to converse, read, and understand English with modest ease is necessary in successful completion of the program. All applicant must submit a TOEFL score meeting the minimum requirement. Please see *application prerequisite*, and *Required Application Material for Performance Diploma Program*.

A student visa (F-1) service for the study of Performance Diploma program at OCCM is provided through the Office of Admissions and Registrar only after the applicant has been accepted and has paid the enrollment agreement deposit. Upon the receipt of the acceptance letter, an applicant who wishes to attend OCCM must provide a document stating that the student has the means to cover all expenses arising from the study at OCCM in a form of bank statement. Once the submission of the enrollment agreement and the deposit and the financial document is received, OCCM will send I-20 to the

applicant by mail. Upon receipt of this document, the student must contact the nearest U.S. Embassy or Consulate to obtain the visa. While OCCM does not charge for the visa service, applicant must be aware and be responsible for the payment of \$200 or more for the SEVIS I-901 fee required by U.S. Immigration and Customs Enforcement (ICE). Additional fee may apply. Please refer to information provided by U.S. Department of State (<http://travel.state.gov>).

Important notice: OCCM is **not yet** SEVP approved for international student enrollment. Contact the Office of Admissions and Registrar for updates on the approval.

Policies at OCCM

It is the responsibility of the individual students to familiarize himself or herself with the announcements and regulations of OCCM. Students are expected to abide by the rules of OCCM and its faculties and to conduct themselves in accordance with accepted standards of good citizenship, professionalism, honesty, and propriety and with proper regard for the rights of others. OCCM is committed to equal opportunity for persons regardless of age, color, disability, ethnicity, gender identity or expression, genetic information, marital status, military/veteran status, national origin, race, religion/creed, sex, sexual orientation or any other status protected by law. Further, OCCM complies with all applicable non-discrimination laws in the administration of its policies, admissions, employment, and access to and treatment in OCCM programs and activities.

Academic Policies

An academic year at OCCM consists of 2 semesters, 15 weeks each, for a total of 30 weeks of instructional time. Full-time students are required to fulfill 12 or more credit hours per semester.

Attendance:

Students enrolled at OCCM are required to attend and be punctual for all courses of study. Inappropriate absences and repeated tardiness will result in a failing grade. It is a student's responsibility to notify faculty well in advance of any planned absences. In such cases, students must discuss the impact of absence on the successful completion of the course of study with faculty. Attendance policy for all types of courses (private lessons, ensembles, and academic courses) are determined and maintained by the faculty. Students must refer to individual course syllabi for further information. Late arrival at the start of the semester or early departure at the end of the semester are considered absences. If such absences are of personal, medical, or professional nature, a student must receive an approval from the director. Failure to do so may result in failing grade or serious academic discipline. New students are not allowed to arrive late for their first semester at OCCM.

Leave of Absence:

Students planning an extended leave of absence for professional, medical, or personal reasons must apply in writing to the director of OCCM, submitted to the Office of Admissions and Registrar. Leave of absence may not exceed two consecutive semesters.

Any student not returning after an approved leave will be withdrawn from OCCM. In such cases, a student who wish to continue the study at the institution must apply for readmission. A student may not enroll as a degree candidate at another institution while on 'leave of absence' status at OCCM. Such student must withdraw from OCCM before enrolling at another institution. Should a student begin a leave of absence during the academic year, tuition reimbursement will be made on the same basis as that of withdrawing student.

Academic Integrity and Disciplinary Information:

All students and faculty at OCCM are expected to respect one another's work, and take responsibility for their own ideas and performances while acknowledging the importance of other's idea and performances. Violation of such integrity is a serious offense, and will be disciplined accordingly at OCCM. Examples of breach of such academic integrity are listed as follows:

- Plagiarism Use of someone else's work without giving credit. Taking idea, phrases, papers, and data, whether copied directly or paraphrased, and using them as your own is a theft.
- Falsification Forging signature on official documents, changing or attempting to change official records, and providing false information in any forms is a fraud.
- Cheating Use of any unauthorized material or information in any academic work is considered cheating. Providing such unauthorized information as well as receiving is subject to academic discipline at OCCM.

Upon the first violation of academic integrity, a student will be put on **academic probation**. A failing grade may be given with the discretion of a faculty, and both probation and failing grade will be reflected on student's transcript. If a second violation does not occur, the record of academic integrity violation will be removed upon graduation. Upon the second violation of academic integrity, a student will be **dismissed** from the OCCM program entirely. For detailed description for these discipline, see *academic progress* section.

Academic Progress:

Students at OCCM are expected to maintain their study at their highest capacity. If a student receives a semester GPA of 2.00 or lower, but cumulative GPA of 2.00 or higher, a student will receive a letter of **warning**. Student with unprofessional attitude and attendance will also be issued a letter of warning. A warning letter will indicate a severe negligence in academic study and nearly warranting probationary status. In such cases, a student's record will be reviewed again at the end of subsequent semester.

A student may be placed on **probation** at any time for serious problem in meeting OCCM academic standards. Warning may not be issued before a student is put on probation. Repeated and multiple failures in courses, as well as unprofessional attitude and attendance will be subjected to probation. A student who failed to complete a course with passing grade must pass the course the second time. Failure to do so will result in automatic probation. A student who received a warning letter must have cumulative GPA of 2.00 or higher by the end of the subsequent semester. A student who failed to do so will be put on probation automatically. If a student receives a probation letter, a student's record will be reviewed again at the midpoint to the end of subsequent semester.

Students who do not meet the terms of their probation will be subjected to **dismissal** from OCCM program.

Credit Transfer:

OCCM does not have transfer of credit agreement with any other institution and does not accept credit transfer for the Performance Diploma program. However, student may take challenge examination to evaluate their current standing in music theory and solfege requirements. Depending on the examination result, student will be placed at appropriate course level to complete the requirement or given credits for fulfilling the partial or entire requirement. \$50 challenge examination fee will be assessed in place of transferability evaluation fee.

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

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

Challenge Examination:

Students enrolled at OCCM may fulfill music theory and solfege courses by passing Challenge Examination. When passed, the subject and the credit requirement will be granted and counted toward course requirements for PD program. However, semester credits granted through examination does not count toward fulfillment of full-time status as a student.

Courses qualifying for challenge examination are as follows:

- Music Theory I-II
- Solfège I-II

Student who wishes to take challenge examination must submit the request to the office of Admissions and Registrar before the 2nd day of the class to be challenged. Student must receive 87% or higher to pass the examination. The challenge exam may be a written, oral, performance-based, or any combination of the above. A fee of \$50 per course is charged for each examination, regardless of the passing or failing.

AP Course credits:

Students who have earned AP course credits from the secondary education institution who wish to apply the earned credits toward the completion of Performance Diploma Program must go through the process of challenge examination to determine the applicability.

Grading System and Credit Hours:

OCCM uses semester hours to award credits. In classroom courses, 1 semester credit hour is awarded for 1 period of 50 minute class, plus 2 hours of preparation each week. For performance courses, 1 semester credit hour is awarded for 1 period of 2 hour rehearsals plus necessary preparation for it every week.

<u>Grade</u>	<u>Percentage</u>	<u>Point GPA</u>	<u>Not Calculated in GPA</u>
A	94-100%	4.0	I=incomplete
A-	90-93%	3.7	P=pass
B+	87-89%	3.3	W=withdrawal
B	83-86%	3.0	AU=audit (no credit, no grade)
B-	80-82%	2.7	
C+	77-79%	2.3	
C	73-76%	2.0	
C-	70-72%	1.7	
D+	67-69%	1.3	
D	63-66%	1.0	
D-	60-62%	0.7	

Grade of Incomplete:

A grade of incomplete will be noted when a student is unable to complete all the requirements for the course due to incapacitating circumstances. A student must confer with the faculty for the method and amount of work needed to complete the course to remove an incomplete grade. Such requirements must be filled by the deadline set by the grading faculty. Failure to do so will result in a failing grade.

Recital and Accompaniment:

All students are assigned an accompanist for their juries and recitals if needed. Repertoire must be submitted to an accompanist at least 10 days prior to the first rehearsal, and rehearsal duration is to not exceed 1 hour per week.

Juries:

At OCCM, students must go through 2 types of performance juries; 1) end of the year evaluation, and 2) diploma recital. The end of the year jury serves not only as a part of studio grade, but also as a progress evaluation. These juries take place near the end of Spring semester. If a student's jury performance is deemed subpar, a student may receive a considerably lower grade or a letter of warning, and any scholarship received may be jeopardized for the succeeding academic year. If a student's progress is deemed inadequate, additional assessing jury may be required of a student at anytime during the academic year.

Students are allowed to have optional recitals, separate from the required degree recital. In case of optional recital, students are responsible for providing his/her own accompanist. While optional recitals are not adjudicated, required diploma recital is. Students must 'pass' the standard set by their instrumental department. Failure to 'pass' the diploma recital may result in additional work assigned by the discretion of their studio faculty and the department.

Registration and Withdrawal:

Tuition must be paid before students can register. Those who are not registered may not attend lessons, classes, or ensemble rehearsals. Late fee will be applied accordingly to the registration calendar. Courses may be registered freely until the 'last day to register' on the academic calendar. Students who wish to register after the deadline must request so to the dean of academics and to the faculty in writing and receive approval from both. Students may withdraw from courses freely until the 'last day to withdraw' on the academic calendar. However, a student must withdraw prior to 'the last day to withdraw without W on transcript', otherwise the withdrawal from the course will be noted on the

transcript. For applicable fees and refunds regarding registration and withdrawal, see *refund and reimbursement* under financial policies section. Students who wish to withdraw from OCCM entirely must request so in writing to the dean of the academics. The withdrawal will not be made official without the written request. If a student withdraws during the academic year, the official withdrawal date will be used to base any tuition reimbursement.

Release of Transcript:

A transcript is an official copy of the student's academic record, listing credit hours and grades given. Request for both unofficial and official transcript must be made to the Office of Registrar and Admissions. The first official transcript is free of charge. There will be a fee of \$5 incurred for every transcript request thenceforth.

Make-up Works:

Students who are absent from courses are required to make up their missed works. However, make ups will not be given for tests and exams unless a student has the dean of academics or faculty's approval.

Facility Use:

Students are to use facility of OCCM for the sole purpose of their academic learning. Use of the facility for the purpose unrelated to their study is strictly prohibited. Furthermore, students are not allowed to use OCCM facility to teach their own private students. All OCCM related activities requiring the facility use must be done within the operational hour of the institution.

Financial Policies

Although OCCM's curriculum strictly follows the guidelines set up by National Association of Schools of Music (NASM), a national accreditation agency, OCCM is not accredited as we are an institution offering non-degree program. Please note that a student enrolled in unaccredited institution is **not eligible for federal financial aid programs**. OCCM does not have financial aid assistance of its own. If a student obtains a loan to pay for an educational program, the student will have the responsibility 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 moneys not paid from federal financial aid funds.

Tuition and Fees:

In order to register for courses at OCCM, students must submit their payment of tuition and fees in full for the semester before the orientation date for the enrollment semester, and before the first day of classes for the subsequent semesters. Failure to do so

prohibits students from attending all courses and usage of facilities. See *cost of attendance* for itemized detail.

All fees incurred during the semester of study (library late fee, library replacement fee, and official transcript fee) will be applied to the following semester billing. If such fees incurred on the last semester of the study at OCCM, all fees must be paid in full **before the graduation date**.

Refund and Reimbursement:

Student has a right to cancel the enrollment agreement and withdrawal from the program and obtain a full refund of all charges paid, less a nonrefundable registration fee and withdrawal process fee in sum of \$230, under any of the following circumstances;

- before starting classes
- after attending only one day in their program of study, or
- within seven calendar days after enrolling in the program of study, whichever is later.

In accordance with California law, OCCM will either pay or credit refunds within 45 days of a student's cancellation or withdrawal.

Notice of cancellation made through attendance at the first class session, or the seventh day after enrollment, whichever is later;

Student may cancel or withdraw from the program with full refund of all tuition and fees paid, except for the registration fee and withdrawal process fee in sum of \$230. The request for cancellation or withdrawal must be made in writing and submitted to the Office of Admissions and Registrar. If the cancellation or the withdrawal is made before the commencement of classes, the written request alone will suffice; if the request is made by mail, it must be postmarked before the first date of classes. If the request is made after the attendance of the classes on the first day, the written request and the completed student withdrawal form must be submitted to the Office of Admissions and Registrar in person during the business hour.

After the second day of classes, or from the eighth day of enrollment;

Student must submit written request for the withdrawal to the Office of Admissions and Registrar along with completed student withdrawal form in person to the office during the business hour. The withdrawal will not be made official without the receipt of request and the form. Online submission will not be accepted. The date the both withdrawal form and the written request received by the office will be used as the official date of withdrawal to base any tuition and fee refund. Processing fee of \$80.00 will be withheld from the refund. The refund schedule is as follows; (6.66% per week, decimal dropped)

Withdrawal submitted before the 7th day of enrollment	100%
Withdrawal submitted on the first day of classes	100%
Withdrawal submitted after the 7th day of enrollment	93%
Withdrawal submitted by the end of week 1	93 %
Withdrawal submitted by the end of week 2	86%
Withdrawal submitted by the end of week 3	80%
Withdrawal submitted by the end of week 4	73%
Withdrawal submitted by the end of week 5	66%
Withdrawal submitted by the end of week 6	60%
Withdrawal submitted by the end of week 7	53%
Withdrawal submitted by the end of week 8	46%
Withdrawal submitted by the end of week 9	0%

Administrative Policies

Student rights and responsibilities:

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. Students have 1) the right to have access to his or her education records, 2) the right to seek to have the records amended, 3) the right to have control over the disclosure of personally identifiable information from the records (except in certain circumstances specified in the FERPA regulations, some of which are discussed below), and 4) the right to file a complaint with the Department. The term "education records" is defined as those records that contain information directly related to a student and which are maintained by an educational agency or institution or by a party acting for the agency or institution.

Complaint and Grievance Process:

As stated in the beginning of *Policies at Opus119 College-Conservatory of Music*, OCCM does not tolerate any forms discrimination. Students who have a concern that they have been unfairly treated or discriminated against on the basis of disability, ethnicity, gender identity or expression, genetic information, marital status, military/veteran status, national origin, race, religion/creed, sex, sexual orientation or any other status protected by law may file an informal and formal complaint to the director of student services. Students may file the complaint in writing, by email, and verbally. Appointment with the director of Student Services may be made through the front desk administration staff. Students must indicate whether the complaint is formal or informal. Both formal and informal complaint must be filed within 30 days of the initial

date of an incident, and the grievance process must be resolved or finalized within 60 days.

Informal Resolution

Prior to initiating the formal complaint procedure, a student should attempt to resolve the matter informally with the individual(s) most directly responsible, or with the head of the department, orally or in writing. If direct contact is inappropriate under the circumstances, or if the matter is not resolved, the student should consult the director of student services. The director will assist the student in taking the matter to the higher administrative officers who will facilitate a resolution.

Formal Complaint

If the informal resolution does not yield a successful resolution, the student may file a formal complaint. A formal student grievance must be in writing and signed by the student and must be submitted to the director of student services. Grievances must contain the student's address, phone number, a detailed statement of the specific action being grieved, the approximate date when the action took place, the resulting injury or harm, a description of the evidence supporting the grievance, and whether informal procedures were available and completed.

In the initial review, the director of student services will determine whether the grievance complaint is complete. If the grievance complaint is incomplete, the director will notify the student to complete the complaint by submitting missed information. Upon the completion, the grievance will be brought to the grievance committee, consisting of the president, vice-president, and the dean of academics, for a formal investigation. The committee will investigate and deliberate on the outcome of the grievance complaint, including the dismissal of the case, proposed corrective actions, or a recommendation for disciplinary action to be taken against any OCCM employee or student.

Student Record Retention:

Students who wish to see their own academic record must request so to the office of Registrar and Admissions.

OCCM retains the following information while students are enrolled in the program:

- Student's name
- Student's address
- E-mail address
- Telephone number

- Parental/guardian contact information
- Emergency contact
- Initial application for enrollment including all supplemental materials required
- Copies of all documents signed by the student
- Enrolled program with following dates:
 - date of enrollment
 - date of completion of the program (graduation)
 - date of withdrawal, if any
 - date of leaves of absence
- Registered courses and grades
- Challenge examination result, if any
- Any academic progress information including disciplinary action
- Any complaints received from the student
- Any other personal information such as age, gender, and ethnicity, if disclosed voluntarily
- Official transcript containing the following:
 - Courses that are completed with completion date
 - Courses that were not completed with withdrawal date
 - Credit based on any examination of academic ability or educational achievement used for admission or college placement purposes, if any
 - The name, address, website address, and telephone number of the OCCM

Upon graduation, OCCM will retain the following information on graduates permanently:

- Graduate's name
- Program completed, including the date
- Official transcript

All other personal information will be maintained for five years after the graduation or withdrawal from the program.

Cost of Attendance:

One academic year consists of two 15-week semesters, for a total of 30 weeks of instructional time. Full-time students are required to fulfill 12 or more credit hours per semester. Student who registers for credits exceeding 15 must pay additional tuition per credit.

(Tuition and Fee chart on the following page)

***Fees with the asterisk** are refundable only when cancellation for the enrollment or the withdrawal from the program is made through attendance at the first class session, or the seventh day after enrollment whichever is later.

Tuition per credit is charged when student registers for semester credits exceeding 15.

Guest Lecturer fee applies only for the semester when the guest lecturer is in residence. For the 2019-2020 academic year, the fee will be applied to the Spring 2020 semester.

Student service fee collected from students go toward various activities such as seminars by the office of Career Services, wellness class, and music library maintenance.

General fee collected from students covers various cost arising from facility maintenance, computer services, recording services, and organization of community performance.

Enrollment agreement deposit will be credited to the billing account after the enrollment.

Tuition and Fees for the Entering Student (PD Program):

FALL 2019-SPRING 2020	AMOUNT
*TUITION for full-time student	\$25,000.00
TUITION PER CREDIT for part time student	\$893.00
REGISTRATION FEE non-refundable, \$150 per semester	\$300.00
GUEST LECTURER FEE applies only for the semester guest artist is invited	\$1200.00
STUDENT SERVICE FEE \$250 per semester	\$500.00
*ORIENTATION FEE non-refundable, applies to the first semester of enrollment only	\$250.00
ENROLLMENT AGREEMENT DEPOSIT paid at the submission of enrollment agreement form	\$250.00
*GENERAL FEE non-refundable, \$500 per semester	\$1000.00
STUDENT TUITION RECOVERY FUND non-refundable: see <i>legal notices</i>	\$0.00

Total cost of attendance for
the PD program:
\$28,325

Total cost of attendance for
the Fall semester:
\$13,650

Total cost of attendance for
the Spring semester:
\$14,600

Miscellaneous Fees (**Non-refundable**):

ONE TIME FEE	AMOUNT	ONE TIME FEE	AMOUNT
ADMISSION APPLICATION FEE Paid at the time of application submission for the admission to the program	\$80.00	OFFICIAL TRANSCRIPT FEE Per transcript	\$5.00
GRADUATION APPLICATION FEE Applies to the last semester of the program	\$75.00	LIBRARY LATE FEE Assessed per day, per item	\$1.00
CREDIT TRANSFERABILITY EVALUATION FEE assessed per course	\$50.00	LIBRARY REPLACEMENT FEE Assessed for lost/damaged item	\$50.00-100.00
WITHDRAWAL PROCESS FEE	\$80.00	CHALLENGE EXAMINATION FEE assessed per course	\$50.00

In addition to the tuition and fees shown above, student must be aware of costs incurring from acquiring books and music for their study. Estimated cost for books and music supplies range from \$600 up to \$1200.

Student Services

Health/Physical Maintenance

All students enrolled at OCCM must have a health insurance. Students are to submit the name and contact information for their primary doctor prior to the first day of classes. OCCM provides opportunities for activities to all full-time students. Contact the main administration office for information.

Library

OCCM's Music Library content consists of sheet music and recording ranging from solo to ensemble repertoire. The library provides supplemental music material students may need during their study. Students may seek guidance on how to find music to the Music Library Manager, or consult the catalog list of the library. Items on Reference/Reserve shelf are not for circulation, but for in-library use only. Students must leave their student ID card to receive the material. The library also contains computers with access to the online music information site such as Grove Music Online and JSTOR, a music journal database containing more than 5 million articles. Students at OCCM will also have an access to the library at Irvine Valley College as a community user. Located at less than 2 miles from OCCM campus, the library can be easily accessed by students. Both the library and the OCCM are conveniently located near bus stops where Bus Transit of OCTA has a direct route.

Office of Career Service

Office of Career Service provides students with performance audition information nationally and internationally. Information received and compiled at the office will be disseminated among appropriate faculties who are responsible for passing the information onto appropriate students. However, students may obtain these information by directly contacting the office. Career path students decide to take is formed during the course of study at OCCM from its curriculum and close mentoring and consulting between students and their applied instrumental faculties. Various seminars on audition preparation maybe offered. Students may make an appointment to see an advisor for consultation on the following list (but not limited to):

- Evaluation of résumés for each job application
- Job application procedure walkthrough
- Undergraduate school information and audition/application procedure

Housing

OCCM does not have dormitory facilities. However, have a limited list of housing partners. OCCM housing partners are individuals who offer a house for students enrolled for full time study at OCCM. The rent for each rooms range from \$700 to \$1000 a month depending on the size, location, and individual housing partner. Students will share a communal kitchen, and they are responsible for cleaning both communal and private rooms.

OCCM is not responsible for finding or assisting students in finding housing. Due to the limited number of rooms available through housing partners, some students will be responsible for finding and paying for housing at full cost of Irvine rental market standard. Living cost varies depending upon number of roommates, location of the apartment, and student's lifestyle. One bedroom apartment in the area range from \$1500 up to \$2000. An estimated cost of living (room and board)for a student sharing an apartment through housing partner is \$13,000. Transportation cost varies depending on the location. All of our assisted housing through housing partners are located within walking and biking distance.

Location

Founded with a concept and belief in small classroom learning, Opus119 CCM prides itself in having a student-to-teacher ratio of 10:1, sometimes even lower, for the benefit of students to absorb and maximize the learning at the institution. OCCM campus houses 19 rooms including administration offices with performance and ensemble hall in the center.

City of Irvine

Originally planned and built around the University of California Irvine, the city is one of the richest in terms of colleges and academic learning. Within Irvine, there are more than 100 institutions of higher education and specialty schools, public and private, attracting not only those starting family life but also technology corporations. Like most of the coastal Southern California, Irvine has a Mediterranean climate. Fall and winter are cool-to-warm, making the city an ideal getaway from the chilly months in winter. Irvine packs metropolitan shopping, whale watching, and world-class golf among many other activities all within 45 square miles.

Legal Notices

From the Bureau for Private Postsecondary Education

Opus119 College-Conservatory of Music is a private institution approved to operate by Bureau for Private Postsecondary Education to operate.

Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

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 1747 North Market, Suite 225, Sacramento, CA 95834, or P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

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 web site www.bppe.ca.gov.

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.

Notice of Non-Bankruptcy

Per California Education Code, Opus119 College-Conservatory of Music hereby reports that the institution does not have a 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.).

Location and Facility Equipment

All courses as well as administrative duties of Opus119 College-Conservatory of Music are held at:

16 Truman Street
Irvine, CA 92620

The school is located within Northwood community of the city, consisting mostly of residential area with convenient access to the public transportation and community park.

As a facility sufficient for a music school in the post-secondary education, the building consists of 1 administrative office, 1 computer lab/recording studio, 2 classrooms, 1 music library, 15 studios total for the use of faculty teaching studio and student practice/rehearsal room. Center Concert hall seats 60 for student and faculty recitals. All rooms except for the administrative office and the computer lab/recording studio are equipped with piano for various learning purposes necessary for the educational programs offered.

Licensing and Employment

Program at Opus119 College-Conservatory of Music is intended for preparing its student for the field of music performance, therefore does not lead to any licensing or to be eligible to sit for the applicable licensure exam considered beneficial in the conventional employment field in California and other states upon completion. As the Performance Diploma program is a vocational, pre-undergraduate study, the completion of the program will not qualify for any employment requirement with undergraduate degree.

Language Assistance

OCCM does not provide language translation services of any form in its dissemination of information in recruitment. All prospective students are expected to have English proficiency adequate to understand information provided.

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 not 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 non collection 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.

Contact

For all inquiries, please contact:
Opus119 College-Conservatory of Music
Admissions Office
16 Truman St. Irvine, Ca 92620
(949) 264-9627
email: OCCM@opus119.org, CollegeAdmissions@opus119.org

Visit us at:
<https://www.opus119.org/college-division>