

# Bachelor of Arts in Communications

January 1 – December 31, 2025



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## ANAHEIM UNIVERSITY MISSION

Anaheim University was established as a unique, innovative and sustainable institution of higher learning to meet the educational needs of a diverse and global student body through academic programs of the highest quality. Dedicated to a student-centered philosophy, Anaheim University makes higher education accessible to qualified students worldwide through both online and on-campus study.

## ANAHEIM UNIVERSITY OBJECTIVES

Taking advantage of the newest technological innovations, Anaheim University is designed to be a sustainable global institution with a multicultural perspective, with programs designed to meet the needs of its diverse student population. To accomplish this, Anaheim University has the following objectives:

- Meeting the educational needs of our students by offering instructional programs otherwise unavailable because of access, cost, or work schedule
- Excellence of academic instruction through the guidance and expertise of dedicated faculty
- Provision of an instructional environment where students can take an active role in their own learning
- Utilization of the newest technologies
- Deployment of technology-based learning resources
- Development of interactive learning environments in both synchronous and asynchronous settings
- Support of an academic environment where professors are able to deliver the highest quality educational programs and take advantage of the University's learning resources
- Regular course and program assessments and evaluation to improve our offerings
- Development and maintenance of a University alumni support system to advance alumni professional skills, knowledge, and expertise and help them realize their lifelong educational goals
- Development of University culture and programs promoting sustainability

## ABOUT US

Anaheim University is a private institution of higher learning that was founded in Orange County, California in 1996. The University is accredited by the Distance Education Accrediting Commission (DEAC). The DEAC is listed by the U.S. Department of Education as a recognized accrediting agency and recognized by the Council for Higher Education Accreditation (CHEA). Anaheim University is also approved to operate by the California Bureau for Private Post- Secondary Education. "Approval to operate" means that Anaheim University operates in compliance with state standards as set forth in the California Education Code and the California Code of Regulations. For more information about the BPPE, please visit [www.bppe.ca.gov](http://www.bppe.ca.gov)

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ABOUT CARRIE HAMILTON

Carrie Hamilton (1963 - 2002) made a deep impression on the entertainment industry during her short and beautiful life. She was a striking, charismatic performer on stage, and both her acting experience and her powerful voice led to starring roles in the television show "Fame," the Broadway play "Rent," and the major motion picture "Tokyo Pop." The daughter of famed comedian Carol Burnett and producer Joe Hamilton, and an established actress and singer in her own right, Carrie Hamilton also gained recognition as a screenplay writer, director and playwright.

Born on December 5th, 1963 in New York City, Ms. Hamilton was a student of music and acting at Pepperdine University in Malibu, California before becoming an entertainer and filmmaker. Known for her optimism, Carrie embraced and loved the field of entertainment so much that she ran acting and creativity workshops for friends in her own home. Hollywood watched Carrie as one of the up and coming stars of her time, with many entertainment experts predicting that she was on her way to becoming one of the next big names on screen and television.

In 2001, Hamilton made her mark as a filmmaker when she won the "Women in Film" Award at the Latino Film Festival, and in 2002, Carrie collaborated with her legendary mom on the play "Hollywood Arms," a stage version of Carol Burnett's best-selling memoir "One More Time." The production premiered shortly after Carrie's life was cut short by cancer at the age of 38.

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ABOUT THE INSTITUTE

On March 23, 2010, as a tribute to her beloved daughter, Emmy-Award winning actress and legendary comedian Carol Burnett joined Anaheim University Vice-President of Academic Affairs Dr. David Nunan in Los Angeles for the establishment of the Anaheim University Carrie Hamilton Entertainment Institute.

The Carrie Hamilton Entertainment Institute was established to honor the memory and spirit of Carrie Hamilton, with the hope of inspiring young entertainers to reach for the stars and make the most out of and be grateful for every day, every experience and every opportunity. Carrie Hamilton touched the hearts of many throughout her life, and this institute was created so that her contributions to society and her giving spirit would continue to radiate for generations to come.

Every day, I wake up and decide... Today, I'm going to love my life." -- Carrie Hamilton

"About Art. . . The legacy is really the lives we touch, the inspiration we give, altering someone's plan -- if even for a moment, and getting them to think, rage, cry, laugh, argue . . . walk around the block, dazed . . . (I do that a lot after seeing powerful theater!). More than anything, we are remembered for our smiles; the ones we share with our closest and dearest, and the ones we bestow on a total stranger who needed it then, and God put you there to deliver." -- Carrie Hamilton

## BA IN COMMUNICATIONS DEGREE WITH A CONCENTRATION IN FILM AND ENTERTAINMENT

The Bachelor of Arts in Communications Completion Program with a concentration in Film and Entertainment is for individuals living around the world who have already earned some college credit and wish to specialize and earn a BA degree in film and entertainment without having to relocate to do so. Anaheim University will accept up to 90 credits from other sources out of the 120 required for the degree; students who receive the full 90 credits may complete the BA degree in less than one year. The target market includes those who have already earned an AA degree, as well as those who have completed a sufficient number of undergraduate courses and have a deep interest in pursuing a career in film and entertainment.

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### WORK FULL TIME & STUDY ONLINE

The Anaheim University Bachelor of Arts in Communications Completion Program with a concentration in Film and Entertainment allows you to study online while working full time and fulfilling your personal responsibilities. All courses are taught online.

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### CORE PILLARS

Students program outcomes were developed in line with the Core Pillars of the Carrie Hamilton Entertainment Institute:

**CREATIVITY:** Students develop their own voice, creating across a variety of forms and media.

**CONNECTION:** Students are given the chance to recognize the integral nature of different disciplines and are encouraged to collaborate and create diverse, creative networks.

**COMPASSION:** Students are invited to let a deep sense of connection to others drive their curiosity to learn more about the world we share.

**COMMUNICATION:** Students develop their craft and communicate to different audiences in engaging and compelling ways.

**CONTRIBUTION:** Students are invited to find practical ways to create something lasting and kind, making the world a little better because of their presence and sharing their unique, creative voice.

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### EDUCATIONAL OBJECTIVES

Upon completion of the Bachelor of Arts in Communications program, students will be able to:

- Students demonstrate proficiency in creative expression in a variety of expressive media forms, evidencing clear understanding (and ability to articulate in writing) the unique formal properties, history and influences of particular media.
- Students demonstrate a clear understanding of the integral nature of diversity and collaboration in creative enterprise and the associated professional and ethical responsibilities that entails.
- Students develop the capacity to effectively communicate their emerging practices informed by the context of global and historical trends, in the forms associated with professional practice (including



- crafting compelling pitches, treatments and scripts, and representing their professional identity and body of work in a variety of digital platforms and social media forms).
- Students demonstrate an understanding of some of the trends (including economic and technological ones) shaping film and entertainment as global industries and the practical implications for storytelling and entrance into a sustainable professional practice.

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FROM THE DIRECTOR OF THE CARRIE HAMILTON ENTERTAINMENT INSTITUTE

*Hello and welcome to the Carrie Hamilton Entertainment Institute at Anaheim University, which was inspired by the unique, visionary artist and philanthropist Carrie Hamilton. Like its namesake, this innovative BA in Communications program develops artists who are prepared to make an impact in an ever-evolving industry.*

*The Carrie Hamilton Entertainment Institute gives students the opportunity to learn by doing as they develop their own creative voice across a variety of forms and media. Students in this exciting new program develop their crafts through practical coursework, interfacing with industry professionals through the “Live from Hollywood” series, and trying new things.*

*As an interdisciplinary artist, Carrie Hamilton served as an important artistic hub, bringing together diverse, creative people to collaborate and grow. It is our hope that this program designed in her honor will likewise provide curious students of diverse interests and backgrounds a safe place to build their own craft and network as they develop engaged practices as creative professionals and artists.*

*We are delighted you are taking this first step in developing your own unique voice to make a contribution and impact.*

*Raphael Raphael, Ph.D.*

*Director, Carrie Hamilton Entertainment Institute*

## BA IN COMMUNICATIONS COMPLETION PROGRAM OVERVIEW

The BA in Communications Completion Program with a concentration in Film and Entertainment allows working professionals to obtain a BA degree, no matter where they reside. Anaheim University's cutting-edge online infrastructure provides an interactive and intercultural learning environment matched by no other. During each course, students interact with one another and their professor through the Online Discussion Forum, sharing and debating responses to questions about that week's readings and projects. Students also achieve academic and practical skills by submitting assignments based on the weekly topics.

### *Interactive*

Students study in a highly collaborative online program, interacting daily on the Online Discussion Forum to discuss topics with their fellow students.

### *Networking Opportunities*

Students from around the world interact with each other and their professors through the online Forum.

### *Experienced Faculty*

Students have the opportunity to learn from highly qualified professors who have extensive experience in various fields of film.

### *Culturally Diverse Program*

AU students have the opportunity to come into contact with individuals from different cultures around the world, providing a rich and diverse environment in which to study.

### *Achieve Success*

Anaheim University faculty and staff are committed to helping every student succeed. Students benefit from small class sizes and direct access to professors.

### *Online Resources*

Students have access to digital resources including journals, articles, video interviews, lectures and seminars.

### *For Working Professionals*

The online system allows working professionals to obtain a BA degree without having to put their lives on hold to advance their careers.

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## METHOD OF INSTRUCTION

**Online Learning:** Reading of textbooks, analysis of films, submission of written and video assignments, and discussion forums with professor and students

**Course Duration:** Each course is nine weeks long. Students take two courses at a time, and courses begin every ten weeks.

**Degree Program Duration:** The BA in Communications Completion Program with a concentration in Film and Entertainment takes approximately two years to complete, but students who receive the full 90 possible transfer credits may complete the BA degree in less than one year. The maximum time allotted to complete the program is five years from the date of matriculation. Students may be granted an extension to their program at the discretion of the Program Director.

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## FACILITIES, EQUIPMENT, AND TECHNOLOGICAL REQUIREMENTS

Anaheim University is an online institution, and all instructional equipment and materials must be provided by the student.

The course management system used by Anaheim University is Moodle. Moodle 3.5 is compatible with any standards-compliant web browser, including Google Chrome, Mozilla Firefox, Safari, Microsoft Edge, and Internet Explorer. Moodle is also available on mobile device browsers through MobileSafari and Google Chrome. Please note that older “legacy” browsers have compatibility issues with Moodle 3.5. These older browsers include Internet Explorer 10 and below, and Safari 7 and below. For the best experience and optimum security, we recommend that you keep your browser up-to-date.

The Carrie Hamilton Entertainment Institute takes into account the fact that our students are living and working in various settings around the world, and their equipment needs may vary greatly.

Equipment Requirements:

- Access to a computer and internet
- Smartphone, other video camera, DSLR, and lighting accessories or equipment. Other expenses may be incurred when producing your projects and costs vary depending on the equipment you choose.

# TUITION

BA in Communications Completion Program Fees		BA in Communications Completion Program Fees	
Itemized Program Costs			
<b>Application and Registration Fees</b>			
Application Fee (Non-refundable)		\$ 75*	
Registration Fee (Non-refundable)		\$100*	
STRF Fee <sup>1</sup> (Non-refundable, CA residents only)		\$ 0*	
<i>THE NON-REFUNDABLE FEES ARE DUE UPON SUBMISSION OF THIS ENROLLMENT AGREEMENT</i>			
<b>Per Course Fees</b>			
Tuition Fee (\$350 per credit x 3 credits)		\$1,050 per course	
20 courses X \$1,050 per course		\$21,000*	
Records Fee		\$50 / course	
20 courses X \$50 per course		\$1,000*	
Estimated Textbook Fees, Software Subscriptions, and Film Viewing Fees Per Course	\$125 / course		
20 courses X \$125 per course		\$2500*	
<b>Additional Fees</b>			
Reserve Fund		\$500*	
Cost of Equipment <sup>2</sup>		\$ 800*	
Cost of Optional Equipment <sup>2</sup>	(optional)	\$ 3,400	
Transfer Credit Fee	(optional)	\$ 75 / course	
Original Transcript		No cost	
Each Additional Transcript Copy	(optional)	\$ 25	
<b>End of Program Fees</b>			
Diploma		No cost	
Replacement Diploma	(optional)	\$ 200	
Replacement Cover	(optional)	\$ 100	
Official Completion Letter	(optional)	\$ 35	
<b>Total Program Cost</b>		<b>\$25,975**</b>	

\* Costs included in the Total Program Cost of the BA in Communications Program  
 \*\*Assumes program completion in 20 enrolled terms and successful completion of each course on the first attempt .

<sup>1</sup>The Student Tuition Recovery Fund (STRF) is administered by the California BPPE and applies only to California residents. The STRF fee is currently zero (\$0) per one thousand dollars (\$1,000) of institutional charges 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.

<sup>2</sup> Cost of Equipment will vary depending on individual choices. The costs listed assumes the student has an I-phone and a computer. The required cost estimate is for a video card for a smart phone and movie making software for a computer. The optional equipment cost estimate is an estimated cost of the optional equipment listed in Section 2 of this Agreement and is the result of an internet search for the cost of low end to mid-level new equipment. Used equipment is available for a much lower cost and new high-end equipment costs much more. Minimum cost for the optional equipment would likely be between \$1,000 and \$2,000.

**Affordable Pay-As-You-Learn System:** You only need to pay for one course at a time. Payment may be made by credit card (Visa, Mastercard, Discover, or American Express), check or money order, or bank transfer. (Please note that the student is responsible for any transaction fees incurred from the financial institution).

**Monthly Payment Plans:** Students who choose to pay for their programs with an approved monthly payment plan arrangement must complete and sign Attachment D of the Enrollment Agreement. All monthly payment plans are offered in compliance with the requirements of the Federal Truth in Lending Act pursuant to Title 15 of the United States Code.

## BACHELOR OF ARTS IN COMMUNICATIONS COURSE SCHEDULE - TBD

Real-time online classes are 90 minutes; the first hour is led by the professor and the final half hour is for student-led discussion. All times are California/Pacific Time. Please note the schedule is subject to change.

### BA IN COMMUNICATIONS COMPLETION PROGRAM CURRICULUM

Anaheim University's Online Bachelor of Arts in Communications Completion Program with a concentration in Film and Entertainment consists of 20 courses (9 weeks each). Each course is 3 units, for a total of 60 required units in four Areas of Competence that are designed to meet the four program objectives. The Areas of Competence are: History & Theory; Pre-Production & Development; Production A to Z; and What's New.

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#### HISTORY & THEORY (12 UNITS)

Students examine the unique formal properties, history, and influences of particular media.

BACF 310 "History & Theory: Introduction to Film Theory"

BACF 311 "History & Theory: Storytelling Structure"

BACF 330 "History & Theory: History of Film and Television"

BACF 341 "History & Theory: Film Genre"

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#### PRE-PRODUCTION & DEVELOPMENT (12 UNITS)

Students delve into the collaborative and creative processes of new projects while navigating the professional and ethical responsibilities that they entail.

BACF 320 "Pre-Production & Development: On-Screen Diversity and Representation"

BACF 342 "Pre-Production & Development: Screenwriting -- Writing a Short Film"

BACF 411 "Pre-Production & Development: Storyboarding for Animation and Film"

BACF 440 "Pre-Production & Development: Business Communication -- Effectively Communicating Creative Ideas"

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## PRODUCTION A TO Z (21 UNITS)

Students explore how to effectively communicate ideas and emotions through the lens of professional practice.

BACF 331 "Production A to Z: Introduction to Animation"

BACF 332 "Production A to Z: Introduction to Digital Filmmaking"

BACF 412 "Production A to Z: Editing"

BACF 421 "Production A to Z: Directing for the Screen"

BACF 431 "Production A to Z: Advanced Digital Filmmaking -- Cinematography and Lighting"

BACF 432 "Production A to Z: Documentary Film Production"

BACF 441 "Production A to Z: Sound Production"

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## WHAT'S NEW (15 UNITS)

Students examine emerging industry trends and the practical means for cultivating a sustainable, adaptive professional career.

BACF 312 "What's New: Between Real and Virtual -- New Directions in Storytelling"

BACF 340 "What's New: Introduction to Transnational Cinema and Culture"

BACF 410 "What's New: Entertainment -- Learning from the Practitioners"

BACF 430 "What's New: Digital Marketing Communication"

BACF 442 "What's New: Producing for the Web"

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## PROGRAM REQUIREMENTS AND SATISFACTORY ACADEMIC PROGRESS

The BA in Communications Completion Program with a concentration in Film and Entertainment is a 60 unit program (30 units/year over two years). Students transfer the other 60 units to earn a 120 unit BA degree. Students who are approved to transfer an additional 30 units (90 transfer units total) may earn their BA degree in less than one year. Students must maintain a 2.0 grade point average (GPA) throughout the BA in Communications program in order to graduate from the program. Any student whose GPA falls below a 2.0 will be put on Academic Probation and given two terms to bring his/her GPA back to a 2.0 level. Students who earn a grade lower than 70% (a "D" or "F") on any given course must repeat the course.

The BA schedule is set each year and typically announced in the Fall. Failure to take an available course when one is offered may prevent a student from completing his/her program in the allotted time. The maximum time allotted for completion of the BA program is four years. Students who have not completed their program within the maximum allotted time are subject to academic dismissal. Students who need additional time must receive permission from the Program Director.

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## PROGRAM STUDY SUGGESTIONS

Students are responsible for the information contained in the course syllabi and course grading rubrics. Each course is worth 3 units, or 135 hours of study (approximately 15 hours a week). To help you allocate your time, each course guide contains a weekly program break-down. The course guides are meant as a suggestion only, but one that students are advised to adhere to as closely as possible to keep up with the demanding schedule of the courses. Below is a sample of program study suggestions:

- Complete the required readings, webinars, podcasts and/or film viewings and take notes (4 hours)
- Discuss the weekly assigned topic with other students via online Discussion Forum and respond to questions/ tasks (3 hours)
- On-going work on required Critical Responses (2 hours)
- Journal entries throughout the week (2 hours)
- On-going work on final culminating project (4 hours, depending on production stage)

Total: 15 hours average per wee

## COURSE DESCRIPTIONS

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### BACF 310 HISTORY & THEORY: "INTRODUCTION TO FILM THEORY"

This introductory course introduces some of the major theories that have been used to understand film as a social, cultural, and artistic form. Topics considered include feminism, genre, the auteur, spectatorship, cultural studies, and transnational cinema

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### BACF 311 HISTORY & THEORY: "STORYTELLING STRUCTURE"

This course introduces students to a story development system to provide an extremely precise map of their entire plot, enhancing and moving beyond the traditional "three-act" technique.

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### BACF 312 WHAT'S NEW: "BETWEEN REAL AND VIRTUAL: NEW DIRECTIONS IN STORYTELLING"

This introductory course surveys new directions and emerging trends in entertainment and storytelling. In addition to considering augmented reality, virtual reality and Transmedia storytelling, and the building of storyworlds, students will also be guided through the design of a simple, fully functional, prototype interactive game. (No previous experience or programming is required.)

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### BACF 320 PRE-PRODUCTION & DEVELOPMENT: "ON-SCREEN DIVERSITY AND REPRESENTATION"

This course gives the creative artist/beginning filmmaker a fundamental understanding of the importance of diversity of representation in film and other media. Through readings and screenings, students explore ways in which on-screen images may dialogue with larger issues of social equity and justice, including representations of gender, ability/ableism, class, sexual orientation, race and ethnicity. Students will develop a broad historical understanding of representations of identity and will be invited to think about ways in which onscreen representation may dialogue with real-life equity.

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### BACF 330 HISTORY & THEORY: "HISTORY OF FILM AND TELEVISION"

Students in this course will study the history of film and television as a cultural phenomenon from a decades approach, exploring the cultural, social, and aesthetic evolution of both film and television over time. Students will look at national versus international trends, as well as the influence of politics and network structures. This course will also ask students to consider the role of audiences, trends, and preferences in the development of these platforms, as well as examining questions of on-screen representation, race and gender in dialog with emerging norms and values.

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### BACF 331 PRODUCTION A TO Z: "INTRODUCTION TO ANIMATION"

All animators must know "Disney's 12-Basic Principles of Animation" in order to create successful animated sequences. Good 3D animation looks terrific, but is very complicated, very time consuming, and needs very expensive software to produce. So, this class is designed as a simple 2D class, where you use paper/pencil to quickly create the drawings needed to get a firm hold on 12-Basic Animation Principles before you tackle the world of 3D or stop motion animation. Understanding the fundamentals of animation in 2D is so important that all major studios demand that 2D animation appear on Demo Reels... some even say up to 50% should be 2D (the rest of the reel demonstrates the knowledge of CG animation).

The emphasis in the course is on performance character animation (acting). You will be given a simple character to use for the various assigned scenes. Through a combination of lecture and lab, students will create several 2D projects taken from the 12-Principles list. Topics covered include: Key Pose Animation; Squash and Stretch; Anticipation; Staging; Arcs; Lines-of-Action, etc. (NOTE: Knowing that many students do not consider themselves to be artists who want to become 3D Animators, please understand that for this class, it is not necessary to produce fantastic art... the projects just need to demonstrate the principle(s) that are being discussed.)

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### BACF 332 PRODUCTION A TO Z: "INTRODUCTION TO DIGITAL FILMMAKING"

This course gives the beginning filmmaker a fundamental understanding of the digital filmmaking process, starting from preproduction and going through production to post-production and delivery. Through lectures, screenings and hands-on practical learning, the students will learn the fundamentals of film production, including screenwriting, casting, working with actors, camera techniques, directing, editing and post-production finishing. Over the course of the class, each student will take a film project from inception to completion by applying the techniques learned throughout the course. This course will combine practical with theoretical learning in helping students gain a solid foundation in digital filmmaking.

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### BACF 340 WHAT'S NEW: "INTRODUCTION TO TRANSNATIONAL CINEMA AND CULTURE"

In an increasingly interconnected global marketplace, understanding the transnational nature of the construction and reception of film and media is essential. Through surveying a selection of transnational media, this introductory course provides frameworks for thinking about the transnational nature of film, media and culture.

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### BACF 341 HISTORY & THEORY: "FILM GENRE"

This course provides students with a deepened understanding of genre in the following ways: 1) its industrial function as a category used for marketing purposes; 2) as a system of narrative and audio visual codes; and 3) as an implied contract of expectation between filmmakers and audience to deliver a certain emotional experience.



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### **BACF 342 PRE-PRODUCTION & DEVELOPMENT: “SCREENWRITING - WRITING A SHORT FILM”**

In this project-based introductory course, students gain a comprehensive understanding of the effective screenwriting process, including outlining, writing a first draft, and the process of effective revision.

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### **BACF 410 WHAT’S NEW: “ENTERTAINMENT - LEARNING FROM THE PRACTITIONERS”**

Entertainment is big business and multifaceted. From film production to the variety of television programming—series, reality, game shows—to videogames, web design, music producing, franchising and packaging, each segment of the industry requires both a general understanding of “entertainment” and specific dimensions of what various aspects entail. This course will provide a macro and micro view of the industry, from the global to the local, to enable students to understand the interconnectedness and possibilities of the field.

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### **BACF 411 PRE-PRODUCTION & DEVELOPMENT: “STORYBOARDING FOR ANIMATION AND FILM”**

Storyboards are not comic books. They are “visual Scripts,” usually based on a written script, to help visualize scenes, flag potential production problems, estimate the production costs for a film project, and—especially for live-action— save time in shooting. Because animation is a complicated medium to produce, creating storyboards is a must!

Using instructor supplied scripts, audio tracks, character model sheets, and storyboard templates, the students will receive a basic understanding of camera storytelling, including how to break-down a script; scrubbing an audio track; camera shot selection; staging; and types of opening and closing shots. Through a combination of lecture and lab, students will create several types of Storyboards: Thumbnail, Rough, and full-color Presentation. Each finished Storyboard will be combined with a sound track to produce a PowerPoint-like movie, called an Animatic. An Animatic movie is a low-cost tool used in the industry to show how a story will come together.

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### **BACF 412 PRODUCTION A TO Z: “EDITING”**

This course introduces the basic concepts of video editing. Students will learn how to get the right kind of footage on set, how to organize their footage, how to communicate with the director or editor, how to create rough cuts, and how to make final editing decisions based on the goals for the film. The basics of sound editing are also discussed. In addition to shooting their own footage, students will edit other students’ footage and complete editing exercises.

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### **BACF 421 PRODUCTION A TO Z: “DIRECTING FOR THE SCREEN”**

This course gives the beginning filmmaker an intensive, foundational overview of the process of directing a film or media project from its initial concept to the expression of a unified, compelling vision. Through lectures, screenings, and practical exercises, students will develop an understanding of the key responsibilities of the director, with an emphasis on strategies for working with actors, effective script analysis, and visual design. In the process, students will develop an original or adapted scene to deepen their knowledge of the craft of directing and their own directorial skills.

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### **BACF 430 WHAT’S NEW: “DIGITAL MARKETING COMMUNICATION”**

This introductory course surveys new directions and emerging trends in digital marketing, with a focus on entertainment and storytelling and its impact on the entertainment business. Digital technology is profoundly changing the way businesses and not-for-profits operate. This course will provide key skills for learners looking to better understand the field of digital marketing, develop meaningful content, conduct analytics to evaluate campaigns, and learn how to make the most of organic and paid tactics to best reach their target audience.

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**BACF 431 PRODUCTION A TO Z: “ADVANCED DIGITAL FILMMAKING - CINEMATOGRAPHY AND LIGHTING”**

This course gives the beginning filmmaker a more in-depth and intensive overview of advanced filmmaking, with a focus on understanding the principles and techniques of digital cinematography. Through screenings, readings, and practical exercises, students will develop an understanding of the key responsibilities of the cinematographer, with an emphasis on understanding cinematic lighting, composition, camera and lens functions, and movement. In the process of the course, students will apply the skills and learnings to properly light and compose an original scene

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**BACF 432 PRODUCTION A TO Z: “DOCUMENTARY FILM PRODUCTION”**

Through lectures, screenings, readings, discussions and hands-on practical learning, the students will learn the fundamentals of documentary production and then apply these techniques to their own short documentaries. The students will be required to research, develop, produce, shoot, edit and deliver a short documentary project by the end of the class.

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**BACF 440 PRE-PRODUCTION & DEVELOPMENT: “BUSINESS COMMUNICATION - EFFECTIVELY COMMUNICATING CREATIVE IDEAS”**

In this project-based introductory course, students begin to think about and practice effective communication of their creative ideas. Topics covered include the ‘art of pitching’ and the design of an effective creative project business plan. Coursework is supplemented by expert industry professionals.

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**BACF 441 PRODUCTION A TO Z: “SOUND PRODUCTION”**

This course provides the creative artist/beginning filmmaker with a foundational understanding of how music can be used to tell stories and impact emotions. Through lectures, examples drawn from a range of creative work, and “hands-on” applied activities, students will learn the structures of creating and using musical accompaniment in film and other creative works.

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**BACF 442 WHAT’S NEW: “PRODUCING FOR THE WEB”**

This course gives students a comprehensive understanding on how to properly use and navigate the developments in web technology to create videos for online distribution. Through lectures, screenings, assigned readings and practical work, students will learn web video production techniques, creating proper aesthetics, editing for the web, compression and technical considerations for uploading, and social media and online marketing. Students will take the concepts discussed in class and apply them to create their online video projects.

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**ONLINE LEARNING RESOURCES**

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**AU ONLINE DISCUSSION FORUM**

The Online Discussion Forum is an electronic bulletin board and e-mail list facilitating lively communication and interaction among students and their professor. When a student posts a message to the Forum, the message is automatically redistributed to the professor and all other students in the course, allowing students to discuss the week’s readings on their own time. The Online Discussion Forum plays an integral part in AU’s online programs by facilitating the out-of-class interaction between students necessary for an effective exchange of ideas.

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## ONLINE BOOKSTORE

The Online Bookstore is the one-stop source for textbook and course material needs. Designed for students to buy textbooks based on their course schedule, track their textbook orders, and sell their textbooks back from a previous semester, the Online Bookstore offers money-saving used books, multiple shipping options, and access to hundreds of academic items related to your studies. In an effort to provide additional savings, textbooks or course materials may be available for purchase in an electronic format. Purchases will be subject to the refund policy of the bookstore.

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## LIBRARY

Anaheim University requires all of its students to make extensive use of library facilities and resources during their program. The University's online resources provide a major boost in assisting and supporting a student's academic work. The login ID and password provided by the University to the student upon enrollment will give the student access to the online resources. Anaheim University makes certain provisions in order to provide access to library resources and library services for all students enrolled directly through Anaheim University.

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## AU ALUMNI ASSOCIATION

Upon completion of their chosen programs of study, AU graduates have the privilege of becoming part of the University's Alumni Association. The AU Alumni Association is a highly regarded online network established to ensure that an AU graduate's learning never ends. The Alumni Association is an excellent way to network with other professionals in your field and keep abreast of recent developments. Members have access to the most recent updates regarding the latest news from the field, important events, suggested readings, and more.

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## STUDENT SERVICES AND TECHSUPPORT

The policy of Anaheim University is "Students First, Always," and Anaheim University's Student Services staff is committed to providing students with the administrative services they need for course registration, textbook ordering, graduation, etc. Technical issues are addressed by the TechSupport Division of the University.

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## GRADUATION STORE

Alumni of Anaheim University have the opportunity to show Anaheim pride by ordering Anaheim University graduation rings and diploma frames online.

RAPHAEL RAPHAEL, PH.D.

CARRIE HAMILTON ENTERTAINMENT INSTITUTE DIRECTOR AND PROFESSOR

Raphael Raphael (Ph.D., University of Oregon; MFA, Plymouth University; Master's, Teachers College, Columbia University) is a film and media scholar who also lectures at the University of Hawai'i at Mānoa. His work frequently looks at making connections between genre, culture and disability. His most recent book, *Transnational Horror Cinema: Bodies of Excess and the Global Grotesque* (2017), with Sophia Siddique, looks at intersections of the horror genre, disability and trauma across borders. Other writing includes *Transnational Stardom: International Celebrity in Film and Popular Culture* (2013) with Russell Meeuf and contributions to the *Encyclopedia of American Disability History*. He currently serves as Associate Editor of *Creative Works and Multimedia* for the *Review of Disability Studies*. Raphael's work on pedagogy also includes writing on teaching film and disability studies in *Modern Language Association's Teaching Film* (2012) and social media learning in *Let's Get Social: The Educator's Guide to Edmodo*, with Ginger Carlson (2015). He has coordinated and directed educational technology programs with institutions in Asia, Europe and the United States. His scholarship in film, technology and media is also informed by his own practice as transmedia artist, and he has exhibited his work, including augmented reality and found footage installations as well as short films, in the United States and Europe. He is currently working on a book making connections between disability studies and film studies. Dr. Raphael tweets on issues in film and technology @raphaelspeak.

**Courses taught:** MFA 598 Transnational Film Genre, MFA 560 Film Theory, MFA 570 The International Film Business, MFA 520 Intro to Digital Filmmaking, MFA 560 Film Theory, MFA 593 Producing for the Web, MFA 600 Thesis

DAVID DESSER, PH.D.

AKIRA KUROSAWA SCHOOL OF FILM DEAN AND PROFESSOR

Dr. David Desser has taught at the University of Southern California (USC), University of California Los Angeles (UCLA), University of Pennsylvania, University of Michigan, Kansai University in Japan, Hong Kong Baptist University and the University of Illinois where he is Professor Emeritus of Cinema Studies. He received his Ph.D. from USC in the Cinema program with a minor in Japanese. As Founding Dean of the Anaheim University Akira Kurosawa School of Film, Dr. Desser oversaw the Master of Fine Arts (MFA) in Digital Filmmaking.

- He is the author of *The Samurai Films of Akira Kurosawa* and *Eros Plus Massacre: An Introduction to the Japanese New Wave Cinema*
- Co-author of *American Jewish Filmmakers*
- Editor of *Ozu's Tokyo Story* (Cambridge Film Handbooks)
- Co-editor of *The Cinema of Hong Kong: History, Arts, Identity*; *Reframing Japanese Cinema: Authorship, Genre, History*; *Cinematic Landscapes: Observations on the Visual Arts of China and Japan*; *Hollywood Goes Shopping*; and *Reflections in a Male Eye: John Huston and the American Experience*.
- Published more than fifty essays in scholarly collections and journals
- Created DVD commentary for the Criterion Edition of *Tokyo Story* and *Seven Samurai*.
- Former editor of *Cinema Journal*, and the co-editor of *The Journal of Japanese and Korean Cinema*.

**Courses taught:** MFA 500 The Cinema of Akira Kurosawa in Global Context , MFA 550 History of World Cinema , MFA 510 Film Aesthetics , MFA 520 Intro to Digital Filmmaking

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#### VIKRAM CHANNA, PROFESSOR

Discovery Networks Asia-Pacific Vice President of Production and Development, Vikram Channa serves as Associate Dean of the Anaheim University Akira Kurosawa School of Film. Vikram, who in addition to having a Master's in Film and Television Production and a Master's in History, earned his MBA from the University of Chicago and brings strategic thinking to the film set and innovation to the classroom. At Discovery Networks Asia-Pacific, he is responsible for the production of all original Discovery content out of Asia-Pacific. Based in Singapore, he works closely with Discovery Networks Asia-Pacific's (DNAP) senior management and country heads to provide editorial direction. Vikram and his team produce approximately 100 hours of programming every year across DNAP's portfolio of eight channel brands. Vikram first joined Discovery in 1995. He has taken on various roles within the company from on-air promotions to programming and production. Together with his team, he executive produced over 500 documentaries, several of which garnered accolades at events such as the Asia Television Awards, New York Festival, Omni Intermedia, and the Academy Awards. Vikram began his working career in India as an independent producer of short films.

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#### ALISON MAREK, PROFESSOR

Alison Marek (MFA, New York University) started telling stories with words and images on paper: She wrote and illustrated a graphic novel called "Desert Streams," which was published by Piranha Press, an imprint of DC Comics. A second book, "Sparrow," followed the next year. She wrote and illustrated a comic strip, "Fido Kaplan," that was published by Fairchild Publications in "Travel Today!" At Hunter College in New York City, Alison studied writing with the playwright Tina Howe and memoirist Louise DeSalvo, and was her class Valedictorian. She then went on to New York University's prestigious film directing program. Alison's short films, web series and PSAs have been broadcast, become festival favorites and have won grants and awards, including a Showtime Networks Inc. production grant, Sloan Foundation grant, a local Emmy nomination, and a Gold Aurora. Alison has worked as an associate field producer at Magical Elves and PivotTV, where she helped shape stories during development and post-production.

**Courses taught:** MFA 540 Screenwriting, MFA 580 Concepts of Post Production, MFA 600 Thesis

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#### RYAN DANIEL MCKINNEY, PROFESSOR

Ryan Daniel McKinney is an award-winning director and producer based out of Los Angeles, CA. His narrative films have screened at festivals in New York, Los Angeles, Houston, Kansas City, Orlando and Melbourne. He has directed numerous music videos in multiple genres and languages, as well as fashion lifestyle and brand videos and product commercials. Ryan graduated with distinction from National University's Master of Fine Arts in Digital Cinema program.

**Courses taught:** MFA 520 Intro to Digital Filmmaking, MFA 530 Advanced Digital Filmmaking, MFA 591 Documentary Film Production, MFA 600 Thesis

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#### DOUGLAS MONTGOMERY, PROFESSOR

Douglas Montgomery has over 20 years of experience as a leading entertainment business developer. He served for 13 years as the Vice President for Category Management at Warner Bros. in Burbank, where he worked with key Warner Bros. retailer partners around the world as a strategic advisor. Clients included Amazon, Walmart, Microsoft, Sony and others. Mr. Montgomery currently works as CEO for the media consultancy firm, Global Connects. He has an International MBA from the University of Southern California. He also lived in Japan for 12 years and remains active in the Japanese community in Los Angeles as a Board of Director for the Japan-America Society of Southern California.

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## ERIC VAN HAMERSVELD, PROFESSOR

For over 30 years, Eric Van Hamersveld has been involved in all creative, technical and business phases of the entertainment industry. He has been an animator for Warner Bros. Studios, J. Ward Productions, and Hanna Barbara Studios. His credits include: “The Pink Panther,” “Road Runner,” “Speedy Gonzalez,” “George of the Jungle,” and numerous TV series and commercials. As an Imagineer for the Walt Disney Company, he produced visual special effects for EPCOT, Disneyland, and Tokyo Disneyland theme park projects. He has created children’s games and direct-to-videos for Mattel Toys, Fisher-Price Toys, and McGraw/Hill Publishers, and he has both written and illustrated several children’s books. Mr. Van Hamersveld has a BFA Degree in Television & Film Production from Texas Christian University, and he is a member of the ASIFA Educators Forum (the International Animation Film Society). For 10 years, he taught animation for the Art Institute of California, and he is now a Senior Animation Instructor for the University of California San Diego and the John Paul the Great University. He also conducts intensive Video Production Workshops for the Ronald Reagan Presidential Library.

## MESSAGE FROM THE PRESIDENT

As President, it is my pleasure to welcome you to the Anaheim University global online learning community.

At Anaheim University, we offer relevant, application-based programs designed to help you, the student, make an immediate difference in your current employment or future career. If you want an affordable, high quality experience in a globally connected setting, and a diverse faculty deeply engaged in their fields and with lifetime connections to invigorate your drive for success, you are at the right place.

With our experienced faculty and staff, interactive learning environment, and the integration of traditional and innovative learning methods, Anaheim University’s mission is to provide exceptional learning opportunities to students who wish to benefit from a proven learning process. Upon completion of your academic program, you will join the worldwide Anaheim University Alumni Association with the many benefits it has to offer.

On behalf of the faculty and staff of Anaheim University, I wish you success in your chosen program of study. Welcome to Anaheim University.

Andrew Honeycutt, DBA

President

## President

### **Andrew Honeycutt, DBA**

Dr. Andrew E. Honeycutt, President of Anaheim University and former Dean of the Anaheim University Akio Morita School of Business, received a Doctor of Business Administration degree in Marketing from Harvard University and a Masters in Business Administration degree in Organizational Behavior from Boston University. Dr. Honeycutt has served as Dean of the College of Business and Technology of Argosy University Atlanta, Vice Chairman of Edgenics, Inc. and Senior Partner of the Center for Collaborative Learning and Coaching. As a business professor and school of business administrator, he has been instrumental in the development of cooperative relationships with major companies - Colgate Palmolive, Dupont, Gulfstream Corporation, Savannah Foods, Simmons First National Bank, SC Johnson Wax, and others. His much-utilized business expertise is evidenced by his service on business and governmental advisory boards and boards of directors. He has also served on the advisory boards of the Winthrop Rockefeller Foundation (Small Business Strategic Planning), the Ewing Marion Kauffman Foundation (Entrepreneurship Education) and the National Board of Directors of SCORE.

## Chancellor

### **Peter Langenberg, J.D.**

Peter Langenberg, J.D. serves as the Chancellor and Government Affairs Liaison for Anaheim University. He graduated from Princeton University summa cum laude with an A.B., and the University of California, Hastings College of Law with a Juris Doctorate. Peter Langenberg lived in Japan for a number of years, speaks Japanese fluently, and is former Chair of the Los Angeles Nagoya Sister City Affiliation. Mr. Langenberg was admitted to the California Bar in 1977 and serves as Hughes, Hubbard & Reed Senior Counsel. His areas of concentration include General Commercial and Business Law; Corporate Law; Intellectual Property (Trademarks, Copyrights, Licensing); and Employment Law.

## Vice-President of Academic Affairs

### **Rod Ellis, Ph.D.**

Dr. Rod Ellis is a distinguished professor in the field of Second Language Acquisition. Prof. Ellis received his Doctorate from the University of London and his Master of Education from the University of Bristol. A former professor at Temple University both in Japan and the US, Prof. Ellis has served as the Director of the Institute of Language Teaching and Learning at the University of Auckland and has taught in numerous positions in England, Japan, the US, Zambia and New Zealand. Dr. Ellis, who is known as a Second Language Acquisition specialist, is author of the Oxford University Press Duke of Edinburgh Award-Winning Classic "The Study of Second Language Acquisition", as well as numerous student and teacher-training textbooks for Prentice Hall and Oxford University Press. Prof. Ellis's textbooks on Second Language Acquisition and Grammar are core textbooks in TESOL and Linguistics programs around the world.

## Provost

### **Tex Boggs, Ph.D.**

Dr. Tex Boggs, Provost of Anaheim University, is the recipient of a Doctor of Philosophy (Ph.D.) degree from Cornell University and a Doctor of Humane Letters degree from the University of Maine Fort Kent. Dr. Boggs served as a faculty member, Director of Research, Dean, and Interim Vice President of Academic Affairs at Kentucky State University, as a Dean at the University of Kentucky, and as President of Western Wyoming Community College for twenty years. He has also served as Interim President of Antioch university Los Angeles for five years, Interim Vice President of Academic Affairs at Antioch University Los Angeles for two years, Interim President of the University of Maine at Fort Kent for one year, and Interim Vice President of the University of Maine at Fort Kent for one year. Outside of Higher Education, Dr. Boggs served two terms as a Senator in the Wyoming State Legislature, served for two years on the Western Interstate Commission for Higher Education, worked for the U.S. Agency for Economic Development in Vietnam as an economic development officer for six years, and served as a Peace Corps Volunteer in Thailand. Dr. Boggs and his wife Huong Lien have been married for fifty-six years and have three children and three grandchildren.

## Dean of the Graduate School of Business

### **Robert Robertson, DBA**

Dr. Robert Robertson has more than 15 years of experience in academia as a Vice President of Academic Affairs, Dean of Business and MBA program director. He holds a Ph.D. in Management and Organization (Stirling University, Scotland); Master of Studies in Law (Vermont Law School); Master of Public Administration (Dalhousie University, Canada); a Master of Arts (Eastern Kentucky University) and a Bachelor of Science (East Tennessee State University). Dr. Robertson was selected by the United States Department of State Bureau of Educational and Cultural Affairs to the Fulbright Specialist Program. He has served as the Chief Academic Officer and Research Fellow at the University of Phoenix's Center for Workforce Diversity, Central Florida campus in Orlando, Florida. He is an invited speaker on international business, strategy, online education and workforce training; and he regularly lectures in China, Taiwan, Vietnam, Kazakhstan, Europe, Brazil and the United States. In the public sector, he has more than 20 years of management experience including serving as the City Manager for the City of Hamilton, Ontario in Canada with more than 8,500 employees and a budget in excess of one billion dollars.

## MA in TESOL Designer, Sr. TESOL Professor, Grad. School of Education

### **David Nunan, Ph.D.**

David Nunan, President Emeritus, has been with the California-based institution since its founding in 1996, when he played a central part in the development of the University's ground-breaking interactive online learning system. Dr. Nunan is a distinguished linguist and author of English Language Teaching textbooks for Cambridge University Press, Oxford University Press, and Thomson Learning. In 2000, David Nunan served as President of TESOL, the world's largest language teaching association. David Nunan has served as Chair and Professor of Applied Linguistics at the University of Hong Kong since 1994 and has been involved in the teaching of graduate programs for such prestigious institutions as Columbia University, the University of Hawaii, Monterey Institute for International Studies, and many more. In 2002 Dr. Nunan received a congressional citation from the United States House of Representatives for his services to English language education through his pioneering work in online education at Anaheim University, and in 2003 he was ranked the 7th most influential Australian in Asia by Business Review Weekly.



## Graduate School of Education Chair of Research TESOL Professor, Graduate School of Education

### **Hayo Reinders, Ph.D.**

Holding a Ph.D. in Language Teaching and Learning from the University of Auckland, Dr. Hayo Reinders is also Professor of Education and Head of Department at Unitec in Auckland, New Zealand. His previous positions include Head of Learner Development at Middlesex University in London, Director of the English Language Self Access Centre at the University of Auckland in New Zealand and associate professor at RELC in Singapore. He has worked with teachers from a large number of countries worldwide and has been visiting professor in Japan, Thailand, Mexico and the Netherlands. Dr. Reinders edits the journal 'Innovation in Language Learning and Teaching' as well as a book series on 'New Language Learning and Teaching Environments' for Palgrave Macmillan. He is Editor of Innovation in Language Learning and Teaching, and Convenor of the AILA Research Network for CALL and the Learner. Dr. Reinders' interests are in technology in education, learner autonomy, and out-of-class learning, and he is a speaker on these subjects for the Royal Society of New Zealand. His most recent books are on teacher autonomy, teaching methodologies, and second language acquisition.

## Graduate TESOL Director

### **Luke Plonsky, Ph.D.**

Luke Plonsky (Ph.D., Michigan State University) specializes in three main areas of applied linguistics and TESOL: second language acquisition, language pedagogy, and research methods. Recent and forthcoming work in these and other areas can be found in virtually all major journals in the field including Annual Review of Applied Linguistics, Applied Linguistics, Language Learning, Modern Language Journal, Second Language Research, and Studies in Second Language Acquisition and in book chapters published by Cambridge, De Gruyter, Routledge, and Wiley-Blackwell. Luke has also co-authored or edited four books including the 4th edition of Second Language Acquisition: An Introductory Course. In addition to an accomplished scholarly record, Luke has taught courses in applied linguistics/TESOL as well as English and Spanish as a second language in Spain, The Netherlands (National Graduate School of Linguistics), Puerto Rico (Caribbean University), and in the US at Michigan State University, Arizona State University, and Northern Arizona University.

## CCO

### **David Bracey**

David Bracey works to develop and promote the University's programs worldwide and to ensure that students of Anaheim University receive quality care and attention. A major in International Communications and Psychology, Mr. Bracey has over 18 years of experience working in Japan.

## Student Services Director

### **Yasue Kawamorita, MA**

Yasue Kawamorita is the Student Services Director at Anaheim University and has over 15 years of teaching experience in the U.S. and Japan. She graduated from Tamagawa University in Japan with a bachelor's degree in American literature and a

certified teaching license for English secondary education. After working at high schools in Aomori, Japan, she enrolled at San Francisco State University, where she earned a Master of Arts in TESOL. After graduating from SFSU, she taught English to immigrants and young adults both in San Francisco and Tokyo. After living in Tokyo for 13 years, she moved to Orange County and started her career at Anaheim University.

# Policies

## POLICIES AND PROCEDURES

All administrative policies and procedures are contained in the Policies and Procedures Catalog. Click here to download the university's policies and procedures.

[https://anaheim.edu/images/2024\\_Catalogs/AU-policiesandprocedures.pdf](https://anaheim.edu/images/2024_Catalogs/AU-policiesandprocedures.pdf)

### Disclosures

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.

### Facilities, Equipment, and Technological Requirements

Anaheim University is an online institution, and all instructional equipment and materials must be provided by the student. Equipment includes: access to a computer and internet.

The course management system used by Anaheim University is Moodle. Moodle 4.05 is compatible with any standards-compliant web browser, including Google Chrome, Mozilla Firefox, Safari, and Microsoft Edge. Moodle is also available on mobile device browsers through MobileSafari and Google Chrome.

Please note that older "legacy" browsers have compatibility issues with Moodle 4.05. These older browsers include Internet Explorer 10 and below, and Safari 7 and below. For the best experience and optimum security, we recommend that you keep your browser up-to-date. <https://whatbrowser.org>

Graduate-level students attend their live classes using the software Zoom. To attend the Zoom live sessions, students will need access to the following:

- Computer or mobile device. To find out the system requirement to operate Zoom, please follow the link below:

<https://support.zoom.us/hc/en-us/articles/201362023-Zoom-system-requirements-Windows-macOS-Linux>

- An internet connection – broadband wired or wireless (3G or 4G/LTE)
- Speakers and a microphone – built-in, USB plug-in, or wireless Bluetooth
- A webcam or HD webcam - built-in, USB plug-in, or:
- An HD cam or HD camcorder with a video-capture card
- Virtual camera software for use with broadcasting software like OBS or IP cameras.

## English Proficiency Requirements

English language services are not provided. Non-native English speakers must demonstrate college-level proficiency in one of the following ways.

- Degree from an accredited institution where English is the primary language of instruction.
- Transcript from an accredited institution indicating completion of at least 30 semester hours of credit where the language of instruction was English (“B” average for Ed.D, Masters, Graduate Programs & Graduate Certificates; “C” average for TESOL Certificate, Teaching English to Young Learners Program or TESOL Undergrad).
- Transcript from an accredited institution indicating a “B” or higher in an English composition class (Ed.D, Masters, Graduate Programs & Graduate Certificates); “C” or higher for TESOL Certificate, Teaching English to Young Learners Program or TESOL Undergrad.
- A minimum TOEFL score of 550 PBT / 213 CBT/ 80 iBT (Ed.D); 530 PTB / 197 CBT / 71 iBT (Masters, Graduate Programs & Graduate Certificates); 500 PBT / 173 CBT / 61 iBT (TESOL Certificate, Teaching English to Young Learners Program or TESOL Undergrad).
- A minimum TOEIC score of 800 (Ed.D, Masters, Graduate Programs & Graduate Certificates); 625 (TESOL Certificate, Teaching English to Young Learners Program or TESOL Undergrad).
- A minimum IELTS score of 6.5 (Ed.D, Masters, Graduate Programs & Graduate Certificates); 6.0 (TESOL Certificate, Teaching English to Young Learners Program or TESOL Undergrad).
- A minimum PTE (Pearson Test of English Academic Score Report) of 58 (Ed.D); 50 (Masters, Graduate Programs & Graduate Certificates); 44 (TESOL Certificate, Teaching English to Young Learners Program or TESOL Undergrad).
- A minimum BULATS Level 3 (60), accepted only for Cultura Inglesia in Brazil.
- A minimum grade of Level 3 on the ACT COMPASS’s English as a Second Language Placement Test.
- A minimum grade of Pre-1 on the Eiken English Proficiency Exam.
- A minimum B1 English proficiency level identified within the Common European Framework of Reference (CEFR) Standards and assessed through various ESOL examinations, including the University of Cambridge.

The language of instruction at Anaheim University is exclusively English.

## Notice Concerning Transferability of Credits and Credentials Earned at our Institution

The transferability of credits you earn at Anaheim University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Doctor of Education degree you earn in the Anaheim University Graduate School of Education is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree 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 Anaheim University to determine if your credits or degree will transfer.

## Acceptance of Credits Earned at Other Institutions

Anaheim University will accept up to two (or three, for a DBA) graduate semester classes or the equivalent in units (6 units for an MBA or ME, 8 units for MA TESOL, MFA or Ed.D, 9 units for a DBA) awarded by another institution toward a Masters or Doctoral degree at Anaheim University. The entering student will be required to clearly demonstrate the equivalency of a transfer course through relevant documents (syllabus, catalog, course outline) and justify its acceptance through petition. No course will be considered for transfer with a grade lower than a “B” or its equivalent. Petitions are directed to the specific Dean or Director for the affected program. There is a fee of \$75 per graduate course, and the overall program cost will be adjusted to reflect credit for the approved class(es). All petitions for transfer credit must be submitted as part of the student’s initial application to the University. Credits awarded as part of another degree will not be accepted for transfer. Anaheim University has not entered into an articulation or transfer agreement with any other college or university.

## Experiential Credit

Anaheim University will not extend credit for prior experiential learning to any student.

## Continuous Enrollment

All degree, diploma, and certificate students are required to keep active status from the date of commencement of their first course through the final course in their program by being enrolled and meeting all academic requirements, and financial obligations. Students are required to enroll in a course every time a course that is needed for their program completion is offered. Students completing theses, research portfolios, final capstone projects, or dissertations must remain enrolled each term until their program requirements have been completed in their entirety and they have received final written approval on the completion of their thesis, research portfolio, final capstone project, or dissertation. Any student who discontinues their studies with the University when a course that is needed for their program completion is offered will be dismissed from their program. Students who are dismissed from their program may have the opportunity to re-enroll (See Re-enrollment policy below). The University provides two exceptions to the requirement for continuous enrollment. Specifically, this policy does not apply to (1) students who are on active military duty, or (2) students who are on an approved Medical Leave of Absence.

Students on active military duty who have to temporarily suspend their studies due to service requirements will not incur any financial penalties during their leave or upon their return. Students who are deployed during their program will need to provide Student Services with a confirmation of their deployment and their planned return date. If students need to take a short-term leave due to service requirements during a course, they should contact their course professor and Student Services for appropriate accommodations.

## Re-enrollment

Former students who withdrew, or who were dismissed from a program due to failure to maintain Continuous Enrollment, and wish to resume their studies must re-apply for admission to the program. Prior enrollment does not guarantee acceptance to any program and re-enrollment will require approval from the Provost, the Registrar’s Office, and the Business Affairs Division. Students re-enrolling must go through the entire application and enrollment process again and may be subject to new entrance, financial, and academic requirements as well as a review of their progress to date. Enrollment limitations as well as new policies and procedures could result in the student not being accepted, or affect the length and cost of the program.

## Attendance

Anaheim University students participate in a weekly discussion forum in which they must contribute regular substantive posts to the discussion questions. In addition to the assigned course assessments, students are graded on participation in the discussion forum and online classes. A student is considered to have dropped a course if s/he fails to attend classes for a three-week period or fails to submit three consecutive lessons.

## Final Grades

Final Grades are submitted two weeks after the final day of the course. Students are notified of their final grades by email once the grades have been submitted. Students who have been approved for an extension will be notified of their final grades once all terms of the extension have been met.

## Visa Status

Anaheim University does not provide visa services but can provide a letter verifying a student's active status upon request.

## Housing

As Anaheim University programs are conducted online, regardless of where the student resides, the University does not have dormitory facilities under its control and does not provide housing or dormitory facilities.

## State Licensure

The programs at Anaheim University are not designed to lead to positions requiring licensure in this state.

## Placement Services

Anaheim University does not offer placement services.

## Graduate Employment Data

Anaheim University undergraduate certificate and diploma graduates self-report that they are employed in the following fields: Academic Director, Bilingual Training Specialist, Wall Street English Foreign Trainer, English Teacher, Adjunct Professor, Cram School Teacher, Linguist/Translator, Private English teacher, Language Technician, Academic Advisor, Business English Instructor, ESL Professor, TOEFL Instructor, Online ESL Teacher, Professional Proctor, Language School Team Leader, English Tutor.

## Financial Aid

Anaheim University does not participate in federal or state financial aid programs.

## Student Tuition Recovery Fund

It is a state requirement that a student who pays his or her tuition is required to pay a state-imposed assessment for the Student Tuition Recovery Fund (STRF). 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 30

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 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:

- 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.
- 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.
- 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.
- The institution has been ordered to pay a refund by the Bureau but has failed to do so.
- 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.
- 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.
- 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.

## Medical Leave of Absence

The Petition for Medical Leave form must be submitted within 30 days from the start of the course for which the medical leave is being applied. The maximum period of a leave of absence is one (1) term per leave. Students may apply for a maximum of four (4) leaves of absence for medical reasons throughout their degree program, and students in non-degree programs may apply for a maximum of one (1) leave of absence for medical reasons. Each leave of absence equals one (1) term and requires a separate petition which must be approved by the University's administration. Only students in good academic and financial standing will be considered for approval of leave. Medical issues requiring more than four (4) leaves of absence must be approved in writing by the university's administration. Students taking a medical leave of absence during the dissertation, thesis, research portfolio, or capstone project phase, will not have access to advisor/professor resources until they resume their studies. Program structure and requirements for completion are subject to change during the period of medical leave. The [Petition for Special Medical Leave of Absence Form](#) can be downloaded from the University website and requires a licensed physician's signature.

## Student Cancellation, Withdrawal, and Refund Rights

The student has the right to cancel an enrollment agreement in any manner through the first day of the course, or the seventh day after signing the enrollment agreement, whichever is later (the "Cancellation Period"), and obtain a full refund of all monies paid. Students canceling after the seven-day Cancellation Period will receive a refund of all amounts paid, less the non-refundable registration fee of \$100 and the non-refundable application fee of \$75 (for graduate programs) or \$50 (for undergraduate programs).

The written notice of cancellation may be given by e-mail, fax, or postal service (in which case, the effective date begins when the letter is deposited in the mail properly addressed with postage prepaid). The "Official Notice of Withdrawal" form can be downloaded from the University website.

For the purposes of determining the student's obligation for the time attended, the student will be considered to have withdrawn from the program when any of the following occurs, unless the Dean or Program Director determines a different course of action:

- The student notifies the school of the withdrawal.
- The school terminates the student's enrollment.
- The student fails to attend classes for a three-week period. In this case, the date of withdrawal will be the last date of attendance.
- The student fails to submit three consecutive lessons or fails to submit a completed lesson required for home study or correspondence within 60 days of its due date.
- The student has not responded to communication in any form from the University for four months.

Students who have been withdrawn from their program for any of the above reasons may be required to submit a new application (and all applicable fees) if they wish to continue. Tuition for all courses is refunded based on the number of weeks completed.

<b>For Courses Lasting 6 Weeks</b>	<b>Percentage of Refundable Tuition</b>	<b>Sample Calculation Based on \$1,700 tuition &amp; records fee for a 6 Week course</b>
<b>Week 1 (days 0 -7)</b>	100% of tuition refunded	Refund: \$1,700 (100% of \$1,700)
<b>Week 2 (days 8 – 14)</b>	70% of tuition refunded	Refund: \$1,190 (70% of \$1,700)
<b>Week 3 (days 15 – 21)</b>	40% of tuition refunded	Refund: \$. 680 (40% of \$1,700)
<b>Week 4 (days 22 – 28)</b>	20% of tuition refunded	Refund: \$. 340 (20% of \$1,700)
<b>Weeks 5 - 6</b>	0% of tuition refunded	Refund: \$0

If a student obtains a loan to pay for an educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund, and if the student receives federal student financial aid funds, the student is entitled to a refund of the monies not paid from the federal financial aid funds. All monies due the student will be refunded within 30 days of the notice of cancellation.

If the student has been approved for a monthly payment plan, Anaheim University will calculate the total amount of tuition and fees owed to the University based on the number of courses taken, and compare this amount with the total amount the student has paid up to the date of their withdrawal. Any amount paid over the total amount of tuition and fees will be refunded to the student. If there is a balance due, the student will be responsible for the remaining amount.

For the Residential portion of the MFA program, students are entitled to a refund of the 40-hour Residential session as follows:

<b>Hours Completed for the 40-hour MFA Residential</b>	<b>Percentage of Refundable Tuition</b>	<b>Sample Calculation Based on \$2,200 for 40 hours of instruction</b>
Up to 4 hours (10% of total hours)	90% of residential fee	Refund: \$1,980 (90% of \$2,200)
5 – 10 hours (25% of total hours)	75% of residential fee	Refund: \$1,650 (75% of \$2,200)
11 – 20 hours (50% of total hours)	50% of residential fee	Refund: \$1,100 (50% of \$2,200)
More than 20 hours	0% of residential fee	Refund: \$0

## Student Privacy

Anaheim University makes every effort to protect student privacy. Student records are stored in secure, locked, fire-proof facilities which have restricted access and a motion sensor alarm security system. The university's online course management system maintains strict data security protection in addition to user authentication and virus scanning. Cloud storage of back-up records is protected by a two-step verification process in addition to the highest standards in SSL browser encryption.

All transcripts are issued in compliance with the Family, Educational Rights and Privacy Act of 1974 (section 438 of Public Law 93-380), and information contained in the transcript is not released to a third party without the written consent of the student. If a student requests the release of any information from his/her file, the student must submit the request in writing to the Registrar.



## Retention of Student Records

Student records are stored in secure, locked, fire-proof facilities which have restricted access and a motion sensor alarm security system. The university's online course management system maintains strict data security protection in addition to user authentication and virus scanning.

Cloud storage of back-up records is protected by a two-step verification process in addition to the highest standards in SSL browser encryption. Anaheim University retains all student records and transcripts indefinitely. A student or graduate can request information by contacting the University at its offices.

## Student Grievance Procedures

Anaheim University places great emphasis on putting the educational experience of its student body as the first priority of its administration, faculty, and staff. In line with this "Students First, Always" policy, the University seeks to continuously improve the educational experience of its students, including the quality of academics, learning resources, online learning system, and Student Services. Students may always provide feedback, seek assistance, and express grievances in person, in writing, by phone, by email, or by live chat/Skype

sessions. Formal grievances/complaints must be submitted in writing, either by mail or email, to Student Services. Written complaints may be sent by email to [support@anaheim.edu](mailto:support@anaheim.edu) or mailed to Anaheim University Admissions Office, 1240 S. State College Blvd Rm 110, Anaheim, CA 92806, USA.

Anaheim University defines a complaint as a formal statement made in writing that outlines a specific grievance which is interfering with the student's perceived ability to succeed in their chosen program of study. Once a complaint is received, it will be directed to the appropriate department and the individual responsible for overseeing that department. Grievances that cannot be resolved by the department will be referred to the Vice President of Administrative Affairs or the Office of the President. All formal grievances/complaints will receive a response within 10 days of the University receiving the complaint.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-370-7589, or by completing a complaint form, which can be obtained on the Bureau's internet Web site: [www.bppe.ca.gov](http://www.bppe.ca.gov).

Any questions or problems concerning this school which have not been satisfactorily answered or resolved by the school should be directed to the Bureau for Private Postsecondary Education at P.O. Box 980818, West Sacramento, CA 95798-0818. Phone: (888) 370-7589. Fax: (916) 263-1897, or the Distance Education Accrediting Commission (DEAC) at <https://www.deac.org/Student-Center/Complaint-Process.aspx>

## Bankruptcy Code Disclosure

Anaheim University does not have a pending petition in bankruptcy, nor has it filed a petition within the preceding five years. Anaheim University is also not operating as a debtor in possession, and it 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

# Contact Us

## HOW TO CONTACT ANAHEIM UNIVERSITY

Dr. Andrew Honeycutt, President [president@anaheim.edu](mailto:president@anaheim.edu)

Chief Communications Officer [online@anaheim.edu](mailto:online@anaheim.edu)

Vice President of Administrative Affairs [vpadmin@anaheim.edu](mailto:vpadmin@anaheim.edu)

Provost [provost@anaheim.edu](mailto:provost@anaheim.edu)

Administrative Director [admissions@anaheim.edu](mailto:admissions@anaheim.edu)

Student Services [ausupport@anaheim.edu](mailto:ausupport@anaheim.edu)

Registrar [registrar@anaheim.edu](mailto:registrar@anaheim.edu)

Technical Support [techsupport@anaheim.edu](mailto:techsupport@anaheim.edu)

## ANAHEIM UNIVERSITY OFFICE OF ADMISSIONS

**Toll-Free:** 1-800-955-6040

**Tel:** 714-772-3330

**Fax:** 714-772-3331

**E-mail** [ausupport@anaheim.edu](mailto:ausupport@anaheim.edu)

Hours of operation: Monday - Friday 9 a.m. to 6 p.m. (Closed major U.S. holidays)

1240 S. State College Blvd., Room 110 Anaheim, CA 92806-5150 USA

### OFFICERS: ANAHEIM UNIVERSITY, INC.

<b>Andrew E. Honeycutt, DBA</b>	CEO, Director
<b>Elaine Parker-Gills, Ed.D.</b>	Secretary, Director
<b>David Bracey</b>	CFO, Director

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### BUSINESS ADVISORY COUNCIL

<b>Jim Kelly</b>	Former VP Business Development. H.I.S. Int'l Tours
<b>Shin Koyamada</b>	"Last Samurai" Actor, Shinca Entertainment Founder, Japan-United States Sister City Association & Koyamada International Foundation Chairman
<b>David Bracey</b>	Anaheim University Managing Director of Development/Chief Communications Officer

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<b>Andrew E. Honeycutt, DBA</b>	Voting Member
<b>Robert E. Garrity, M.S.</b>	Voting Member

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 P.O. Box 980818, West Sacramento, CA 95798-0818. Phone: (916) 431-6959. Fax: (916) 263-1897, Website: [www.bppe.ca.gov](http://www.bppe.ca.gov). Questions may also be directed to the Distance Education Accrediting Commission (DEAC) at [www.deac.org](http://www.deac.org).

Anaheim University Office of Admissions 1240 South State College Blvd. Room 110 Anaheim, CA 92806 USA Tel: 714-772-3330 Fax: 714-772-3331

E-mail: [admissions@anaheim.edu](mailto:admissions@anaheim.edu)

[www.anaheim.edu](http://www.anaheim.edu)

Anaheim University is accredited by the Distance Education Accrediting Commission (DEAC) 1601 18th St. NW, Suite 2, Washington D.C. 20009 USA (202) 234-5100 <http://www.deac.org>

**AUBACAT 12/24**