

CATALOG ADDENDUM
Effective May 2019

MUSIC PRODUCTION, ASSOCIATE OF SCIENCE – ONLINE

PROGRAM REQUIREMENTS

Starting in April 2019, the Associate of Science in Music Production program will be 60 credit hours and 20 months in length. Students must successfully complete all required courses (listed below) with a minimum cumulative grade point average of 2.0.

CHRONOLOGICAL COURSE ORDER BY MONTH

Month	Course	Credits
1	DGL 101 Digital Literacy	3
2	MPR 101 Introduction to the Music Industry	3
3	SBS 113 Behavioral Science	3
4	MPR 120 Music Production Technology	3
5	MPR 132 Sequencing Technologies	3
6	MPR 100 Music Listening and Identification	3
7	MPR 123 Music Theory	3
8	MPR 130 Music Composition Programming	3
9	MPR 261 Music Production for Media	3
10	MPR 250 Music Copyright and Business	3
11	MPR 222 Genre-Based Production	3
12	MPR 231 Advanced Music Composition Programming	3
13	MAT 121 College Mathematics	3
14	MPR 240 Digital Recording Principles	3
15	MPR 236 Mixing Concepts and Techniques	3
16	ENG 101 Creative Writing	3
17	MPR 201 Songwriting and Development	3
18	SPC 214 Creative Presentation	3
19	MPR 255 Music Business Management	3
20	MPR 270 Advanced Production and Industry Skills	3

STUDENT COMPLAINTS/QUESTIONS

In the event of a concern, grievance or complaint that is not satisfactorily addressed in a meeting with the appropriate staff/faculty member, a student may acquire a complaint form from the Student Advising Department, 6353 Sunset Blvd, 1st Floor, Hollywood, CA 90028 or advising@lafilm.edu and submit in writing the concern to the Director of Education Administration, 6353 Sunset Blvd, Hollywood, CA 90028. The Director of Education Administration will serve as an impartial representative of the institution who is not directly involved in the area of the complaint, however if the Director of Education Administration must be recused due to involvement in the area of the complaint, another institution staff member shall be assigned for assurance of the involvement of a person who will serve as an impartial representative of the institution but not directly involved in the area of the complaint. The Director will review each complaint with all appropriate staff members and provide a written response to the student within 15 days of receiving the grievance.

Schools accredited by the Accrediting Commission of Career Schools and Colleges must have a procedure and operational plan for handling student complaints. If a student does not feel that the institution has adequately addressed a complaint or concern, the student may consider contacting the Accrediting Commission. All complaints reviewed by the Commission must be in written form and should grant permission for the Commission to forward a copy of the complaint to the institution for a response. This can be accomplished by filing the ACCSC Complaint Form. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission. Please direct all inquiries to: Accrediting Commission of Career Schools and Colleges 2101 Wilson Boulevard, Suite 302 Arlington, VA 22201 (703) 247-4212 www.accsc.org.

A copy of the ACCSC Complaint Form is available at the institution and may be obtained by contacting Yacine Ndao, yndao@lafilm.edu or 323-960-3860 or online at www.accsc.org.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 or P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, (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 or by completing a complaint form, which can be obtained on the bureau's internet web site (www.bppe.ca.gov).

Residents of Georgia enrolled in a Los Angeles Film School Online Program, may appeal to the Georgia Non-Public Postsecondary Education Commission (GNPEC) in relation to any compliance or grievance such a student may have that is not resolved to such a student's satisfaction. The GNPEC may be reached at:

2082 East Exchange Place, Suite 220
Tucker GA 30084-5305
770-414-3300
<https://gnpec.georgia.gov/>

Wisconsin Residents

The Educational Approval Board (EAB) has the authority, under EAB 4.08(2), to investigate a student complaint, negotiate a settlement, or dismiss a complaint if it is found to be inappropriate. The following information is intended to help students file a complaint about a school that the EAB regulates.

Before you file a complaint with the EAB, state law requires that you try to resolve the matter with the school. Every EAB approved school has a process to resolve student complaints. If the matter is not resolved, you may file a complaint with the EAB using the EAB Student Complaint form, published on the EAB website.

Complaints must be filed within one year after the student's last recorded date of attendance. Upon receiving a student complaint, EAB investigates it. If preliminary findings indicate a violation by a school, the EAB shall attempt, through mediation, to resolve the complaint. If no agreement is reached, the EAB may dismiss the complaint or conduct a hearing. Under Wisconsin's Open Records Law (Wis. Stats., Ch. 19), complaints will generally be available for review on request from a member of the public after the EAB has acted.

For more information visit the EAB webpage on this topic. <http://eab.state.wi.us/resources/complaint.asp>

You may contact the EAB at the below specifics if you have any questions about the complaint process.

Wisconsin Educational Approval Board
431 Charmany Drive, Suite 102
Madison WI 53719
608-266-1996

New Mexico Residents

New Mexico Residents enrolled in a Los Angeles Film School Online Program who are unable to resolve a complaint with the School, may contact the New Mexico Higher Education Department at the below specifics.

New Mexico Higher Education Department
2044 Galestio Street, Suite 4
Santa Fe NM 87505
PHONE NUMBER: 505-476-8400
<http://www.hed.state.nm.us/>