

# Digital Media Arts College

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Email: [admissions@dmac.edu](mailto:admissions@dmac.edu) Website: [www.dmac.edu](http://www.dmac.edu)

## NON-DEGREE PROGRAM APPLICATION

Students of all levels of skill and experience are encouraged to apply for admission. Applicants will be reviewed on an individual basis, taking into consideration prior knowledge, achievement, and creative potential. Applicants who do not demonstrate adequate preparation for or potential to benefit from DMAC's college-level non-degree programs may be denied admission. DMAC does not discriminate on the basis of race, gender, age, religion, or disability. The Application for Admission is required for the following non-degree programs at DMAC:

### Professional Certificates

DMAC has created professional certificates in the Advertising Design arena in order to provide stepping stones for students working toward a degree and resume-enhancing skill-builders for professionals working in an advertising-related industry.

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|--------------------------|--|------------|
| <input type="checkbox"/> | Strategic Marketing Professional Certificate   | 12 credits |
| <input type="checkbox"/> | Interactive Media Professional Certificate     | 12 credits |
| <input type="checkbox"/> | Advertising Design Professional Certificate    | 12 credits |
| <input type="checkbox"/> | Graphic Design Basics Professional Certificate | 9 credits  |
| <input type="checkbox"/> | Prepress Professional Certificate              | 9 credits  |

### Individual Courses/Jump Start Program

Students may sign up for one or more courses on a space-available basis, given he/she has the prerequisite knowledge for the course and other admissions requirements are met. Fill in the course or courses for which you intend to complete. High School students of junior or senior status may apply to take certain courses while attending high school.

Course ID	Course Title	Credits
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

(Attach a page if more room is required to list courses.)

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### OFFICIAL USE ONLY

Requirements:  Drawing Portfolio

(check if required)  Accuplacer Exam

Prerequisites: LIST \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Department Chair: \_\_\_\_\_

SIGNATURE

## **Non-Degree Requirements**

\*For Non-Degree seeking students the requirements are the same as the BFA except for the Portfolio and Accuplacer Test are only required if the student is taking Freshman Composition or Basic Drawing.

**High School Diploma:** DMAC requires all degree-seeking students to have a high school diploma or equivalent credential. A certificate of General Educational Development from the Department of Education is considered equivalent to a diploma from a U.S. high school. With the applicant's written approval, DMAC will order an official or certified copy of the applicant's high school transcript or equivalent credential.

**Drawing Portfolio:** The portfolio for admission should include 4-5 life drawings. These drawings must demonstrate a proper understanding of line, mass, value, and form. Acceptable subject matter includes still life's, figures, portraits, and landscapes. Do not submit abstract, surrealistic, cartoon, or digitally enhanced drawings. Acceptance of the portfolio assumes the student has the understanding and skills necessary to begin a non-degree program at Digital Media Arts College. Students submitting portfolios deemed to be lacking sufficient knowledge and skill will be required to take FA0900 Introduction to Drawing.

**Essay:** This personal statement, better than any other document we require, tells us about your aims and aspirations, your previous experience, interests, and career goals. In a one-page, typed essay, tell us why you want to attend DMAC and become a media artist.

**Assessment:** DMAC requires all incoming freshmen students to demonstrate the ability to be successful in required communication components of the curriculum. Students must submit one of the following:

1. Advanced Placement High School English courses with a grade of B or better, as demonstrated on the applicant's high school transcript; or
2. Accuplacer Online Writeplacer ; or  
(Scores on the Writeplacer will be used for scheduling.)  
Developmental English: <80  
Freshman Composition: ≥80
3. Verifiable written/published work by the applicant, such as an article or essay in a journal, magazine, newspaper or a submission in a competition; or
4. Successful completion of English Composition from an Accredited University.

*\*\* If a student shows an inability to provide efficiency in at least one of the ways listed above, the student will be automatically placed in GE0100 Developmental English I.*

## **How to apply for Non-Degree Seeking: College Credit Certificates and Individual Courses**

Admissions application process to DMAC Non-Degree programs consists of the following:

- **Application for Admission Form** can be submitted either online or by sending a hard copy of the Application Form. After filling out the Application Form, please send it to the DMAC Admissions Department along with the following:
- **Non-Refundable Application Fee of \$50.00**
- **Drawing Portfolio (as described above)**
- **Essay (as described above)**
- **Signed Transcript Request Forms** must be filled out for all previous secondary and post-secondary schools attended, whether or not a degree was earned at the institution. With the applicant's written approval, the DMAC Admissions Coordinator will order an official or certified copy of the applicant's high school transcript or equivalent credential. Official, sealed transcripts are also accepted. Transcripts must be in English or must be official translations to English.
- **Signed Information Release Form** must be filled out and included with the application package

## Application for Admission

Last Name	First Name	Middle Name	Primary Phone
Permanent Address (All correspondence will be mailed to this address)			Cell Phone
City	State	Zip Code	Country
E-Mail address			
Social Security Number	Country of Citizenship	Gender	Birth Date MM/DD/YY
		M <input type="checkbox"/> F <input type="checkbox"/>	
<b>Marital Status</b> <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed			

Start	TERM 1	TERM 2	TERM 3	TERM 4	TERM 5	TERM 6
YEAR:	JAN <input type="checkbox"/>	FEB <input type="checkbox"/>	MAY <input type="checkbox"/>	JULY <input type="checkbox"/>	AUG <input type="checkbox"/>	OCT <input type="checkbox"/>

### Enrollment Type

<input type="checkbox"/> Individual Course	<input type="checkbox"/> Certificate	<input type="checkbox"/> Jumpstart
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### Previous Education

High School	City & State	Years Attended	Graduation Date
College	City & State	Years Attended	Degree Received
College	City & State	Years Attended	Degree Received
G.E.D	Testing Center City & State	Year Taken	Degree Received

*If your transcripts, test scores, or other documentation list another name other than listed above, enter here:*

**Current High School Students:** Please list art, technology, English, and math courses you are currently taking or plan to take before entering DMAC. Use a separate sheet if necessary.

**If you have taken or plan to take any of the following tests, enter month and year:**

<input type="checkbox"/> ACT (MM/YYYY) ____/____	<input type="checkbox"/> SAT (MM/YYYY) ____/____
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**Person to notify in case of an emergency**

Name		Relationship	
Address	City	State	Zip
Residence Phone	Mobile Phone	Work Phone	

**If you wish to request special admission based upon a disability, check here**

**Diversity inspires artistic creativity, and DMAC encourages a variety of perspectives. If you feel so inclined, please let us know your race or national origin:**

<input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White	<input type="checkbox"/> Native American <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Other _____
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**Are you a veteran of the US Military?**  Yes  No

**Failure to answer the following questions may delay or revoke your admission to DMAC:**

Are you currently or have you ever been charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?  Yes  No

Have you ever been convicted with a violation of the law which resulted in, or, if still pending, could result in probation, community service, a jail sentence, the revocation or suspension of your driver's license (including traffic violations which resulted in a fine of \$300 or more)? If your records have been expunged pursuant to applicable law, you are not required to answer yes to this question.  Yes  No

## ACKNOWLEDGMENT OF THE TERMS OF THIS AGREEMENT

The student designated in this agreement is not a degree-seeking student. If subsequent to this application the student wishes to pursue a degree program, a new application is required. No specific claims or promises of job placement are stated or implied. The student acknowledges this application and the DMAC Course Catalog as a binding contract between DMAC and the student.

As DMAC reserves the right to impose and enforce rules and regulations as the officers of the college deem appropriate. DMAC may suspend or expel a student at any time because of unsatisfactory spirit, conduct, or scholarship without having to make specific charges.

I agree to all of the above terms and, if this application is accepted by the Admissions Committee, agree to pay the tuition, fees and other charges that may accrue. I have accessed the Course Catalog and agree to abide by the policies contained therein.

## MARKETING OF STUDENT WORK

DMAC is justly proud of the artwork its student artists produce for coursework, competitions, campus events, and internships. DMAC reserves the right to display, advertise, duplicate, distribute or use in promotional pieces any artwork the artist creates and any image of the artist, whether captured in film, photography or caricature while he/she is a student at DMAC. **The artist's image, whether captured in video, film, photography, or caricature will not be used without an additional release.** In support of our student artists' professional development, DMAC will provide the artist with a copy of the promotional piece for inclusion in his/her portfolio.

I understand that DMAC reserves the right to use, duplicate and distribute the artwork I produce during my undergraduate program in its promotional materials. I also understand that the DMAC may select my work and/or my image to be displayed on campus or in an art-related event off campus for the purpose of displaying the talent of the student body to employers, accreditation representatives, regulators, and the public at large in perpetuity. I understand that I own the rights to the artwork I have represented as my own and will indemnify and hold DMAC and its representatives harmless from and against any and all claims, damages, liabilities, costs, and expenses arising out of a breach of the foregoing warranty. I understand that my artwork may be used for the aforementioned purposes.

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Date \_\_\_\_\_ Student Signature \_\_\_\_\_

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Date \_\_\_\_\_ Parent/Guardian (Required for applicants under 18 years of age) \_\_\_\_\_

I have ensured to the best of my ability that the applicant (and his/her parent/guardian) understands the terms of this agreement, and I accept this application on behalf of Digital Media Arts College, LLC.

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Date \_\_\_\_\_ Admissions Representative \_\_\_\_\_