



ATLANTIC  
UNIVERSITY



INSTITUTIONAL CATALOG

2024  
2026



*¡Somos  
Gladiadores!*

## ATLANTIC UNIVERSITY

is a private institution of higher education, operated by Atlantic University, Inc., a non-profit corporation established under the laws of the Commonwealth of Puerto Rico and properly registered in the Department of State under the number 14026.

Atlantic University does not discriminate on the basis of race, color, national origin, gender, age, disability, religion, sexual orientation, or other protected class in any of educational programs or activities.

Atlantic University  
Institutional Catalog 2024-2026  
Revised: August 2024

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This Catalog is for informational purposes only and it's not intended as a promotional item.



# ATLANTIC UNIVERSITY

INSTITUTIONAL CATALOG

2024-2026

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Official site: [www.atlanticu.edu](http://www.atlanticu.edu)

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Bachelor of Science in Digital Cinematography

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140 | Master of Art in Digital Photography

144 | Master of Arts in Digital Photography - DE

148 | Master of Science in Programming of Interactive Technologies - DE



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Emeritus President

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### CHIEF OFFICER OF TECHNOLOGY, INNOVATION AND BUSINESS DEVELOPMENT

Fernando Montilla

### DEAN OF ACADEMIC AFFAIRS

Dr. Norma Ortiz Rodríguez

### DIRECTOR OF ADMINISTRATION AND OPERATIONS

Viviana Santiago

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Executive Committee

Academic Committee

Finance Committee

Infrastructure Committee

Nominations Committee

## ACADEMIC DIRECTORS BY DEPARTMENT

**BUSINESS ADMINISTRATION**  
Susan Irizarry

**DIGITAL ANIMATION**  
Yamel Figueroa Sotomayor

**DIGITAL CINEMATOGRAPHY**  
Yasmin Valentín

**DIGITAL GRAPHIC DESIGN**  
Ángeles Marrero Díaz

**GENERAL EDUCATION**  
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**VIDEO GAME DEVELOPMENT**  
Rodrigo Barasorda

**GRADUATE PROGRAMS**  
Dr. Rosalie Morales Cuadrado

## ADMINISTRATIVE OFFICES

**ADMINISTRATION AND OPERATIONS**  
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Yolanda Sánchez - Accounting Assistant  
Marilyn Reyes - Coordinator  
Mirelis Candelario - Adm. Assistant

**HUMAN RESOURCES**  
Carmen Vega - Director

**PHYSICAL FACILITIES**  
Dr. Maria Villalonga - Manager  
Amanda Velázquez - Officer  
Loyda Rivera - Buyer

**TITTLE IX COMMUNITY RELATIONS**  
Maritza Mercado - Coordinator

**INSTITUTIONAL EFFECTIVENESS**  
Lourdes Vázquez - Assessment Director

**PRESIDENT'S OFFICE**  
Maritza Mercado - Adm. Assistant

**TECHNOLOGY AND INNOVATION**  
Marilyn Adorno - Director

**IT - INFORMATION TECHNOLOGY**  
Rafael García - Director

## STUDENT SERVICES OFFICES

**DEPARTMENT OF STUDENT AFFAIRS  
AND SERVICES**  
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**ACADEMIC ADVISOR**  
Esther Medina - Academic Advisor

**ACTIVITIES**  
Jennifer Pabón - Officer

**ADMISSIONS**  
Margarita Figueroa - Officer

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Yahaira Castro - Officer

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**FINANCIAL AID**  
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Elizabeth González - Officer  
Gloria Santuchi - Officer

**RECRUITMENT**  
Marilyn Torres - Officer

**ENROLLMENT**  
Ivette Carbonell - Manager

**PLACEMENT**  
Ivette Gaud - Director

**REGISTRAR**  
Edna I. Gutiérrez - Registrar  
Angel Negrón - Officer  
Edelmira Ortiz - Officer  
Yadira Colón - Officer

**RESOURCE CENTER FOR  
INFORMATION**  
Verónica Guevara - Director  
Eduardo Romero - Assistant  
Melody De Dios - Assistant  
María E. Rivera - Secretary

**DISTANCE EDUCATION DE-  
PARTMENT**  
Dr. Fernando Román - Director

## PERMANENT COMMITTEES OF THE INSTITUTION

Academic Committe

Academic Progress

Student Committe

Accrediting Committe

Administrative Committe

Creative Team

Curriculum Committe

Discipline Committe

Institutional Review Board

Program Advisory Committe

Research Committe

Resource Center Committe

Students Affairs Committe

## ACCREDITATIONS AND LICENSES

Atlantic University is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC), and has a Renewal License from the Board of Postsecondary Institutions of Puerto Rico. The school is approved by the Puerto Rico State Approving Agency to provide academic training to the students under the various GI Bill® programs.

Atlantic University is eligible for Federal Title IV Funds and State Funds from the Board of Postsecondary Institutions of Puerto Rico.

GI Bill® is a registered trademark of the US Department of Veterans Affairs (VA).



## MEMBERSHIPS

**The Institution is a member of the following associations:**

- AAHHE - American Association of Hispanics in Higher Education
- AEP - Association of Private Education of Puerto Rico
- ASCD - Association for Supervision and Curriculum Development
- APII - Association of Institutional Research of Puerto Rico
- CHEA - Council of Higher Education Accreditation
- CITI Program - Collaborative Institutional Training Initiative
- HACU - Hispanic Association of Colleges and Universities
- IGDA - International Game Developers Association
- PIA - Printing Industries of America
- PRMA - Puerto Rico Manufacturer Association
- Puerto Rico Chamber of Commerce
- CAHSI - Computer Alliance for Hispanic Serving Institutions

## CONTACT INFORMATION

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INSTITUTIONAL EFFECTIVENESS AND PLANNING	1016	assessment@atlanticu.edu
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<b>STUDENT SERVICE OFFICES</b>		
STUDENTS AFFAIRS AND SERVICES	1024	studentservices@atlanticu.edu
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ACTIVITIES	1121	activities@atlanticu.edu
ADMISSIONS	1027 / 1028	admissions@atlanticu.edu
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COUNSELING	1110	counseling@atlanticu.edu
FINANCIAL AID	1008	financialaid@atlanticu.edu
PLACEMENT	1030	placement@atlanticu.edu
REGISTRAR	1123 / 1007	registrar@atlanticu.edu
TITLE IX	1114	titleix@atlanticu.edu
DISTANCE EDUCATION	1126	ppoha@atlanticu.edu

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

# ABOUT US



## HISTORICAL BACKGROUND

Atlantic University is a non-profit higher education institution, located in the heart of Old Town Guaynabo. It is located in a lovely and relaxing area surrounded by historic memorials and the architectural influence of Spanish culture.

Atlantic University was created in response to the need for a higher education institution in the community and the growing demand for specialized business personnel in digital arts, innovation, and technology.

While educational opportunities increase, Atlantic University offers its students an effective environment that allows them to develop integrally as individuals, all with the commitment to offer an education that fosters excellence.

The Institution began its academic programs in 1983. These include up to Master's Degree level programs and are in accordance with the philosophy of the Institution, which is founded on the principles of accessibility to all persons and adaptability to the needs of the Community.

Atlantic University (AU), faculty and students have won six prestigious Suncoast Emmy® Awards in the categories of Commercials and Photographer in 2020, Technical Achievement and Commercials in 2015, Children / Youth Program in 2012, and Technical Achievement in 2007. AU has also accomplished eight Suncoast Emmy® Award nominations. In addition, the Institution won five Telly Awards in 2015, and our students have won 29 Student Production Awards from the Academy of Television Sciences and Arts. AU projects in animation, video games, and films have also won awards in many other national and international competitions and festivals.

## PHILOSOPHICAL PRINCIPLES

ATLANTIC UNIVERSITY IS FOUNDED ON TWO PRINCIPLES UPON WHICH OUR INSTITUTIONAL PHILOSOPHY RESTS:

### ACCESSIBILITY AND ADAPTABILITY

**ADAPTABILITY** of each academic program to respond to the needs of the community, which is fundamental in the institutional decision making processes of the management and administration.

It considers that the principle of higher education is not an intellectual or economic privilege. It understands that every person has the inalienable right to develop his or her academic potential.

It accepts the responsibility to promote respect for human dignity through the intellectual development of each student, and encourages them to improve the community they are a part of.

It holds that it is necessary to help students attain self-realization through self-discipline and develop the ability to think critically and independently.

It strives to develop the student's self-sufficiency and prepare them to put in practice their creative abilities.





## OUR MISSION

IN COMPLIANCE WITH ITS PHILOSOPHICAL PRINCIPLES,  
ATLANTIC UNIVERSITY 'S MISSION IS TO:

Provide an excellent higher-level education, as leaders in the Sciences and Digital Arts, with a commitment to continuous assessment and institutional improvement, and contributing to the integral development of our students, in a democratic environment that enables them to perform successfully and to collaborate with the economic, political and social development of their country, all while maintaining a commitment to the continuous evaluation and betterment of the Institution.

## OUR VISION

To be a proactive and leading institution with an avant-garde higher education offer, excellence and high technology in sciences and digital arts and other emerging markets, within and outside our insular boundaries.

## GOALS

To provide an excellent higher-level education that includes comprehensive components in the integral development of student values, skills, and knowledge that will allow them to contribute to the country's economic, political and social environment to perform successfully in the labor market.

Develop opportunities for students to maximize their creative and intellectual potential, self-esteem, and communication skills in English and Spanish.

To benefit the student community through the process of teaching and learning; including research, projects, and participation, in order to achieve their educational goals.

To develop teaching strategies and support services based on an individualized approach, that maximizes students' participation in curricular and extracurricular activities inside and outside the Institution.

To develop student activities that provide the appreciation of cultural heritage, democratic values, talent, creativity, and performance of our students and alumni.

To expand and strengthen the academic offering at the graduate and undergraduate levels, to respond to the demanding technological necessities of the industry, government, and national/international businesses.

To dedicate financial and human resources to deliver a quality curricular and extra-curricular offer with state-of-the-art technology in an environment that stimulates the student retention and motivation of the community.



Provide, endorse and support research activities components and their dissemination inside and outside of Puerto Rico.

To expose all students to the most efficient teaching methods in a high technology environment within the sciences, digital arts, and other emerging markets.

Improve strategies and teaching-learning modalities, using technology to respond to the changing needs of a non-traditional student population and the working adult.

To encourage and develop personal improvement and professional growth of faculty and administrative members in accordance with the necessities of the Institution.

To maintain an ongoing evaluation system that identifies the results of student progress and the quality of work performed at all institutional levels to maximize efficiency.

To maintain a link to the external community and industries, using different strategies that allow an effective interaction in the development of ideas.



## PHYSICAL FACILITIES



## ATLANTIC UNIVERSITY



Is located in downtown Guaynabo, with multiple buildings around the Town Square and near the new City Hall. The facilities consist of a total of six buildings and three plazas: the Gladiator's Square, Sculpture Plaza, and Museum Plaza, and six parking lots with private security, all with wi-fi access.



The main building, the E-1 Building, encloses the Resource Center for Information, seven computer labs, a Pre-Press and Digital Printing Lab, the Technological Incubator, the Information Office, various administrative offices and a conference room. In the center of the main building, there is the Sculpture Plaza, a recreational area with a beautiful sculpture of "The Gladiator", our symbol that represents our perseverance, strength, and high technology, as a tribute to the future. The sculpture is an art piece made by Luis Torruella, a locally recognized artist.

The E-2 Building is annexed to the main building and consists of 18 classrooms, 10 computer labs, including the Virtual Gallery Lab, a Media Lab, a Sound Recording and Post-production Studio, a Commercial Art Lab, an Amphitheater, Student Services Offices, the Offices of the Dean of Academic Affairs and Dean of Student, and a conference room.

The E-3 Building consists of two administrative areas, while the E-4 Building consists of two computer labs, one classroom, two Photography Studios, a Digital Fabrication Laboratory, best known as Fab Lab, and the annex to Gladiator's Square, another recreational and events area.



The E-5 Building is the former City Hall building, which has been remodeled to accommodate the History Museum of the City of Guaynabo, an exhibition hall, five classrooms, a Post-Production and Colorization Lab with an integrated screening room, a Spatial Computing Lab, an Animation Lab, a student center and the Museum Plaza.

The E-6 Building consists of two Study Centers with up to 30 seats each, a Commercial Silk Screen Printing Lab and four classrooms. Atlantic University has 30 specialized laboratories, workshops, and studios, with up to 20 seats each, classrooms with up to 28 seats each, two Study Centers, a library, and two event venues, all dedicated to our Academic Programs in the Digital Arts and Science fields.

# OUR TRADITIONS

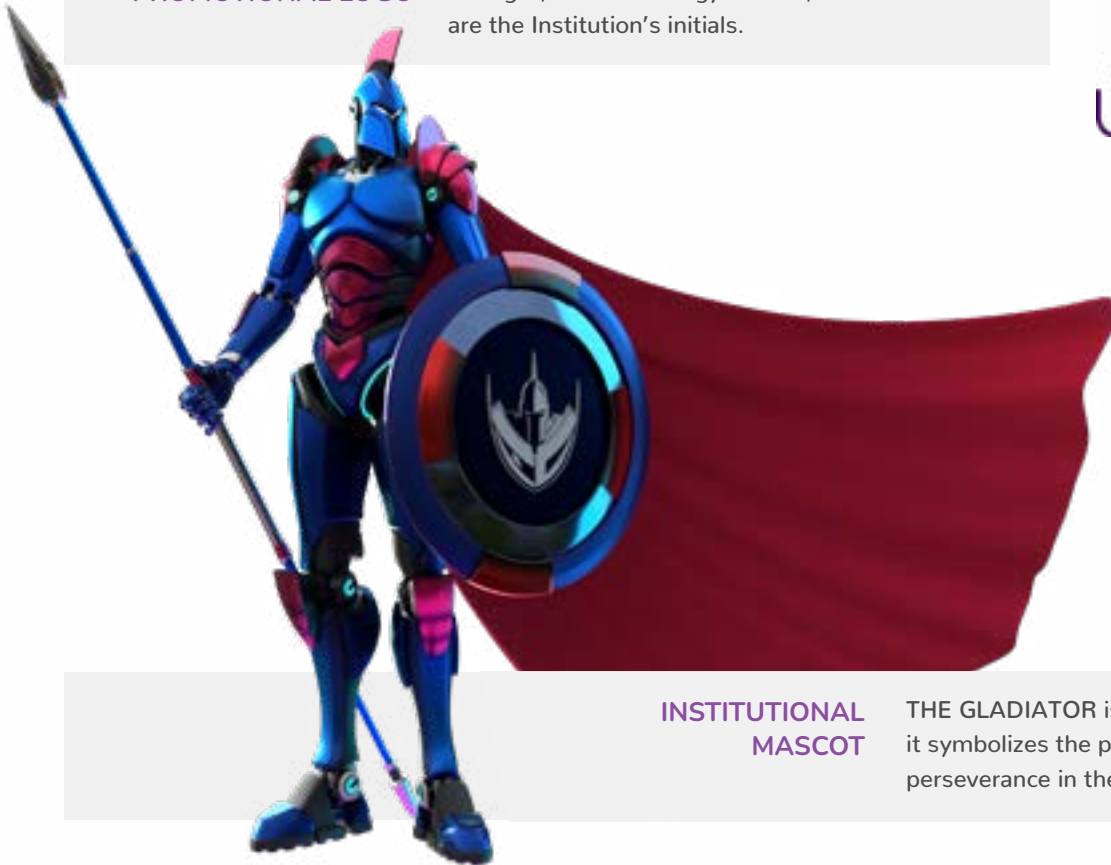


## INSTITUTIONAL SEAL

The Institutional Seal of Atlantic University is reserved for use in official documents, communications, and diplomas.

## CORPORATE AND PROMOTIONAL LOGO

The Gladiator, our symbol, represents perseverance, strength, and technology. The A, and the U are the Institution's initials.



## INSTITUTIONAL MASCOT

THE GLADIATOR is the Institutional Mascot and it symbolizes the possession of strength and perseverance in the achievement of its goals.



**ATLANTIC  
UNIVERSITY**

## INSTITUTIONAL AWARDS

### EMMY® WINNER 2020

El Poder de Contar Historias  
{Commercials}

### EMMY® WINNER 2020

El Poder de Contar Historias  
{Photographer-Short Form}

### EUROPEAN PRODUCT DESIGN AWARD™ 2019

El patito feo - Bronze Prize  
{Design for Society}

### INDIGO AWARD 2019

El patito feo - Gold Winner  
{Integrated Graphic Design}

### INDIGO AWARD 2019

El patito feo - Gold Winner  
{3D CAD}

### INDIGO AWARD 2019

El patito feo - Bronze Winner  
{Illustration}

### INDIGO AWARD 2019

El patito feo - Bronze Winner  
{Book Design}

### INTERNATIONAL DESIGN AWARD™ 2019

El patito feo - Gold Prize  
{Education - Toys for  
Pre-School Learning}

### CÚSPIDE ADVERTISING FESTIVAL 2017

First Place - Silver  
{Advertising Creativity}

### CINE CAMPUS FESTIVAL 2016

Gold Cup Winner

### EMMY® WINNER 2015

El Gladiador en Ti 2015  
{Technical Achievement}

### EMMY® WINNER 2015

El Gladiador en Ti 2015  
{Commercials}

### CINE CAMPUS FESTIVAL 2014

Gold Cup Winner

### EMMY® WINNER 2012

Floxy & Julio: Episode 1  
{Children / Youth Program}

### EMMY® WINNER 2007

Proto Gojin goes to  
Atlantic College  
{Technical Achievement}

### EMMY® NOMINEE 2016

Gladiadores de la Innovación  
{Technical Achievement}

### EMMY® NOMINEE 2016

Gladiadores de la Innovación  
{Commercials}

### EMMY® NOMINEE 2015

El Gladiador en Ti 2015  
{Graphic Arts - Animation}

### EMMY® NOMINEE 2012

Floxy & Julio: Episode 1  
{Director - Live or Live to Tape}

### EMMY® NOMINEE 2012

Floxy & Julio: Episode 1  
{Technical Achievement}

### EMMY® NOMINEE 2011

El Gladiador en tí  
{Commercial}

### EMMY® NOMINEE 2011

El Gladiador en tí  
{Graphic Arts & Animation}

### EMMY® NOMINEE 2011

El Gladiador en tí  
{Technical Achievement}

## OUR LABS

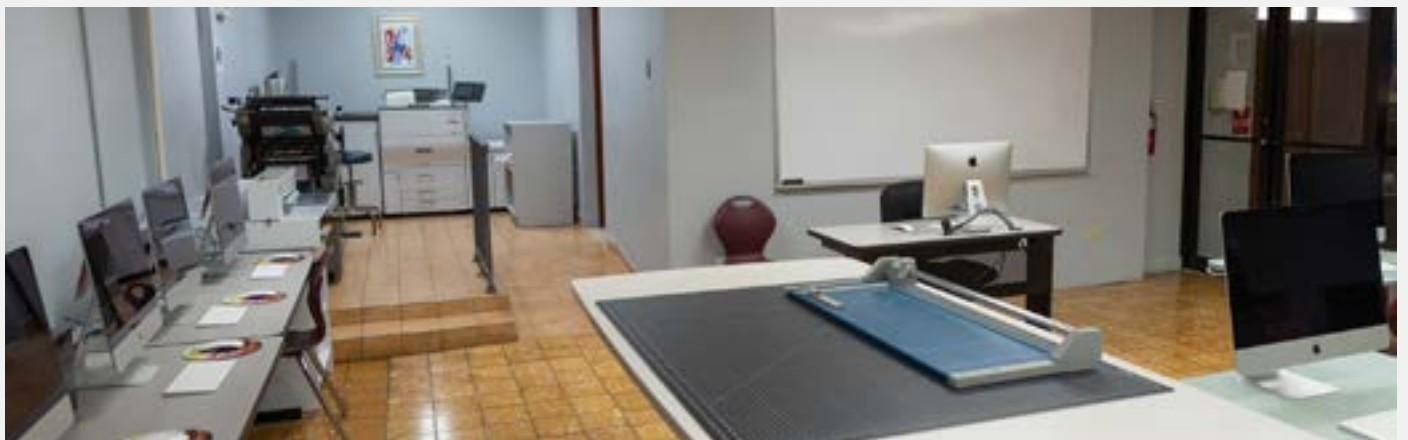
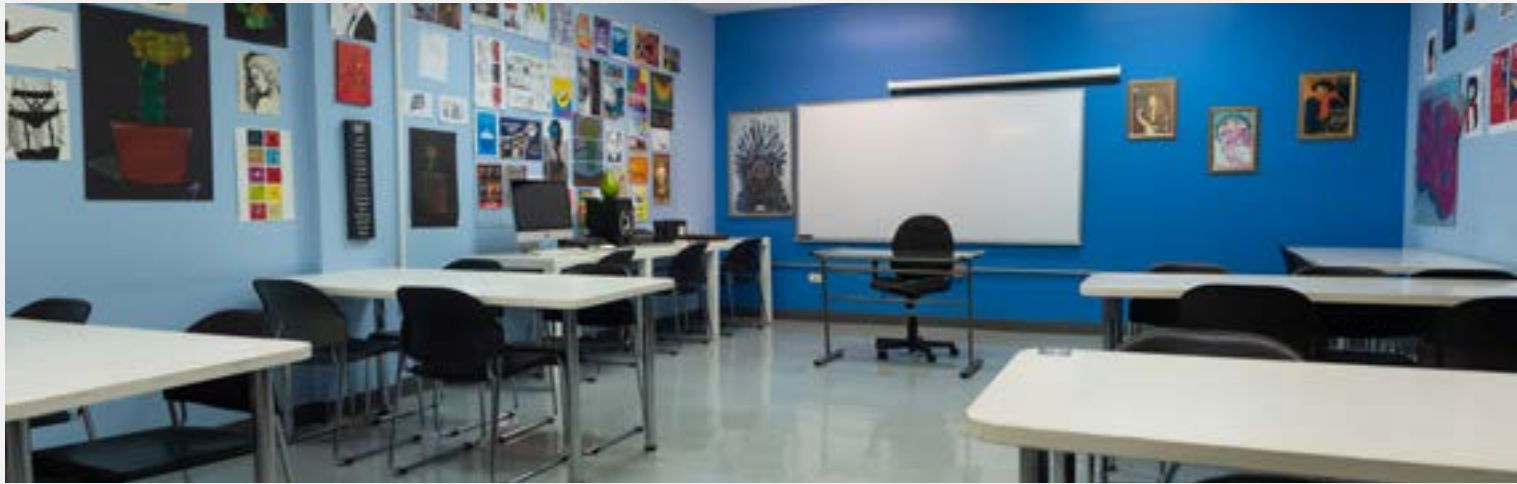
















# INSTITUTIONAL POLICIES



## Non-Discrimination Policy

Atlantic University does not discriminate on the basis of age, race, color, sex, sexual orientation, gender identity, social or national origin, social status, political affiliation, political or religious ideas, or for being a victim or being perceived as a victim of domestic violence, sexual assault or stalking, for being military, ex-military, serving or having served in the United States Armed Forces or for holding veteran status and any other class of individual protected from discrimination to participate in educational programs, activities, and employment opportunities available in the institution.

## Non-Discrimination by Gender Policy

Atlantic University supports the policy of non-discrimination by gender in accordance with the provisions of Title IX of 1972. These arrangements establish that gender discrimination can not exist inside the institution, in its programs, or in its academic activities. This includes employees of the institution and admitted students.

## No Discrimination Based on Disability

Atlantic University complies with Section 504 of the Rehabilitation Act of 1973 (and the regulations established on June 3, 1977), which prohibits discrimination based on disability against anyone who wants to participate in educational programs and activities. This policy, and the requirements of non-discrimination, extend to the admissions area, access, and employability in the institution.

## Student Right-To-Know and Campus Security Act

Atlantic University's policy regarding the right-to-know and security on campus, establishes that the institution is responsible for ensuring maximum security for its students and employees. Students and employees should report any act involving theft, rape, and/or any matter of criminal nature that happens on campus or in related areas. The policy also states that the institution must meet federal regulations, requiring it to submit an annual report on the matter.

## Policy Against Sexual Harassment

The Board of Trustees of Atlantic University has adopted a policy stating that sexual harassment is strictly prohibited within the institutional community. This policy includes administrative staff, faculty members, and students. In the event that any person has a complaint, question, or request clarification regarding this policy, said person can contact the President's office, Institutional Deans, or Title IX Director.

## Anti-Drug and Alcohol Policy

Atlantic University wishes to inform faculty members and students that the institution has established the policy "Free of Drugs and Alcohol Companies", according to the requirements of the DRUG-FREE WORKPLACE ACT OF 1988 (PL100-690) and the applicable federal regulations (34 CFR Part 86 Drug and Alcohol Abuse Prevention:34 CFR668.14(c)). The Federal Government makes this a requirement for institutions eligible for federal aid programs and educational activities. Therefore, as part of the institutional policy, the institution must comply with the following:

1. The use of drugs that create habits like drugs and alcohol is strictly prohibited in classrooms, adjacent service areas, and the Atlantic University Campus.

2. Any individual who is involved in the manufacturing, distribution, and use of drugs; causes another to be under the influence of narcotics; or proves to be under the influence of any drug within the institutional boundaries, will be offered guidance on this policy and received sanctions, which can result in the suspension of classes and entrance to the institution.

3. Atlantic University notifies all staff and students of the establishment of this policy and its incorporation into the rules, regulations, and institutional statutes, such as: the Faculty Handbook, the Student Bylaws, and this Catalog.

4. Any employee or student who knowingly conceals information about any individual or co-worker who has a drug-related habit becomes an accomplice and may be penalized or even suspended from his or her job, salary, and/or the institution.

## Institutional Policy Against Violence and Domestic Violence

Atlantic University will not tolerate violence, or behaviors identified as domestic violence, as it is prohibited by the laws of the Commonwealth of Puerto Rico; they occur between people of the opposite sex or the same sex, or between students, faculty members, and staff.

## Institutional Security Policy

Atlantic University follows the policy established by the Commonwealth in Law # 30, which states that no stranger to the institution may enter or remain on the premises without the prior approval of an official representative.

## Confidentiality of Records Act (Privacy Rights for Parents and Students Act of 1974)

All educational records of students enrolled in the institution are held under confidentiality, according to the law of "Family Educational Rights and Privacy Act" (FERPA) of 1974, Public Law 93-380 as amended. The student may inspect his or her record him or herself whenever requested, not other people. To view a student's record his or her authorization must be requested. Agencies under the Act, such as: institutional officers, federal education officers, auditors, and any case in which the information is needed to apply and receive financial aid, are exempted from everything mentioned above. No student consent is required for information related to the directory, such as: name, address, phone, study program, date of study, awarded degree, and the institutions they attended.

Questions concerning student rights under this law may be taken to the Registrar's Office.

## Use and Disclosure of Social Security Number “SSN”

Atlantic University affirms and expresses that it complies with Act. 186 of September 1, 2006, which prohibits the use of SSN for routine identification purposes at public and private educational institutions. In order to protect and safeguard the identity of our students, AU has created a personal identification number for each student. The provision does not apply to the use of SSN in cases where it is required or authorized by the student, parents, or any federal regulation.

## Institutional Policy for Possession of Firearms

Atlantic University prohibits the use or possession of weapons of any kind within the premises of the institution by visitors, students, faculty members, and staff. This information appears in the Student Bylaws.

## Intellectual Property Policy

The student must warrant that all of the work material presented during any course of the program, for or as part of the student’s research, will be original in nature or to a minor extent in the public domain, and that none of the work or material shall infringe upon the copyright, trademark or intellectual property rights of any third party; nor defame, violate the privacy or publicity

rights, or any other neighboring rights of another party. Works or material, as defined by these regulations, include but are not limited to: papers, research, artwork, designs, software, audio, and/ or any discipline, field, or medium with which or in which this institution practices, instructs or performs. The detailed policy can be found at the Resource Center for Information.

## Privacy Policy and Information Security

Atlantic University, aware of its responsibility to protect the information handled in different areas, has established a policy to protect the confidentiality of the information that we collect, store, process, share, and exchange with our staff and any other person authorized to receive it, as well as the safety and use of institutional equipment. We follow formal policies and procedures for confidentiality and security in order to maintain a high level of confidence for our students. A copy of this policy is kept in the Resource Center for Information.

## Students’ Rules of Ethics and Academic Honesty

Atlantic University requires all its students to act professionally and comply with the Rules of Ethics and Academic Honesty. In accordance with this policy, all work submitted for credit, as part of an assignment, research, project, or for any other related purpose,

must be original in nature; and created specifically for each course by each student, unless otherwise instructed or approved by the professor. The professor is responsible for guiding students in compliance with copyright laws. Full detail of this policy can be found at the Resource Center for Information.

## Protection Measures for Students Active in The United States Armed Forces or The National Guard

The Act no. 109 of April 11, 2003, established the regulations between higher education centers and part time working students in the United States Armed Forces Reserves and the National Guard of the Commonwealth of Puerto Rico.

Atlantic University is governed by this Act in order to guarantee the education of our students taking part in any of the United States Armed Forces Reserves and the National Guard of the Commonwealth of Puerto Rico.

## Policy for Fraternities, Sororities, and Student Associations in Atlantic University

1. Any student organization that wishes to formalize itself as a fraternity, sorority, or association within Atlantic University must submit a proposal to its academic program directors, who in turn will submit it to the Atlantic University Administration and Accreditation Committee.

2. The Accreditation Committee will be responsible for accrediting student organizations; monitoring their compliance with the philosophy, rules, and regulations of the institution; and revoking the accreditation of organizations that do not comply with what is established. This committee will consist of the Vice President, the Academic Dean, two instructors, and the Activities Officer.

3. Once approved, the fraternity, sorority, or student association must submit the following information to the Activities Officer with the approval of a faculty member acting as Advisor:

- a. Name of the fraternity, sorority, or association, which responds to their academic programs..
- b. Their goals and objectives.
- c. Names of the presiding committees with their positions.
- d. A brief description of how to become a member in accordance with the Institution's policies.
- e. The names of all members and the advisors in charge.

4. Meetings are not to coincide with class schedules already established by Atlantic University.

5. The goals and objectives of the organization should be promoted as a group.

6. Every proposed activity should be presented to the Counseling Coordinator, who will in turn submit it for approval. All publicity for these activities is to be

presented two (2) weeks before the date of the activity.

7. All members should be regular full-time students at Atlantic University, who do not have any disciplinary cases or probationary status. They should also be up to date with administrative obligations and participate regularly in their meetings.

8. In accordance with the philosophy of the institution, none of the organizations can discriminate and should be focused on the programs offered by Atlantic University, as well as the institutional mission.

### Institutional Policy for Students with Veterans Benefits

In compliance with Section 103 of PL 115-407 "Veteran Benefits and Transaction Act of 2018" the University allows any Covered Individual, who is entitled to educational assistance under Chapter 31, Veteran Readiness and Employment, or Chapter 33, Post-9/11 GI Bill® Benefits, to attend or participate in the course of education for the period beginning on the date the individual provides the educational institution with a certificate of eligibility for educational assistance under chapter 31 or 33 (a "certificate of eligibility" may also include a "Statement of Benefits" obtained from the Department of Veterans Affairs (VA) website-eBenefits, or a VAF form 28-1905 for chapter 31 authorization purposes) and ends on the

earlier of the following dates:

1. The date the VA payment is made to the institution.
2. 90 days after the date the institution certified the tuition and fees after receipt of the certificate of eligibility.

The University will not impose any sanctions, including assessment of late fees, denial of access to classes, libraries, or other institutional facilities, or the requirement that a Covered Individual borrow additional funds, on any Covered Individual because the individual's inability to meet their financial obligation to the institution due to the delay in the disbursement of VA funds under chapter 31 or 33.

### RULES OF CONDUCT

The students admitted to the institution accept the Basic Principles and Rules of Conduct of Atlantic University. The students are informed of the rules by Admissions Office when they are admitted to the institution. Any violation of the rules is subject to a penalty that could include suspension or expulsion and will be referred to the Discipline Committee.

Details of the policies and procedures regarding Student Conduct may be found in the Student By-Laws.

# ACADEMIC NORMS

ATLANTIC UNIVERSITY IS A HIGHER EDUCATION INSTITUTION OFFERING GRADUATE AND UNDERGRADUATE PROGRAMS.

It is the student responsibility to be aware of and comply with all regulations and procedures that apply to the academic program to which they belong.



## ACADEMIC YEAR

First Academic Term	August to November
Second Academic Term	November to February
Third Academic Term	February to May
Summer Period	May to August

## CREDIT UNIT AND ACADEMIC TERM

The unit of measurement used is the Semester Credit Hour.

ONE (1) Credit is equivalent to:	15	Fifteen hours of classroom lecture periods
	30	Thirty laboratory hours, or
	45	Forty-five hours of external discipline

### Full Time Student

**Undergraduate Programs** - A full time student is one who carries an academic load of twelve (12) or more credits in an academic term.

**Graduate Programs** - A full-time student is one who carries an academic load of six (6) or more credits in an academic term.

### Student classification

Refers to the familiar names for the four undergraduate years: freshman, sophomore, junior, and senior. Your classification is not determined by the number of years of college coursework you have taken but by the number of academic credits you have earned.

## STUDENT CLASSIFICATION SUMMARY

IF YOU HAVE REAINED...	THEN YOU ARE A...
0-33 CREDITS	FRESHMAN
34-66 CREDITS	SOPHMORE
67-99 CREDITS	JUNIOR
99 CREDITS OR MORE	SENIOR

### Elimination of Program Courses

The institution will make every reasonable effort to offer courses that have been announced but reserves the right to eliminate program courses as needed. In some cases the university could offer course under the independents study policy.

## Independent Study Policy

Independent Study is designed to provide students with learning experiences outside the traditional classroom environment with peers. The student is expected, and required, to work “independently” through the course to achieve the course learning objectives, identified in the course syllabus. Because independent study requires self direction and motivation, the approval of independent study will be on a case-by-case basis. The proposed independent study must be presented by the academic director to the Dean for approval.

## Academic Policies

### **Policies and procedures to ensure that students can complete their degree in case of a moratorium, the closing of a study program, or the closing of the institution/unit**

Atlantic University will provide the means for students to complete their studies if their program of study has been discontinued. The institution will continue offering courses to the students who, at the time of closing of a program, remain outstanding or are missing courses in order to complete their academic program. Whenever Atlantic University determines to discontinue the offering of an academic program, we will gradually protect the interests of the parties involved. Once the decision to discontinue a program is taken, no more students will be admitted to it.

### **Policy for the Validation of Credits for Transferees**

This policy is developed with the purpose of establishing uniform norms and procedures in the process of validating credits of transfer students, thus ensuring quality in academic matters. It establishes the criteria for determining courses to be validated.

## Make-up work policy

Atlantic University recognizes that there are legitimate circumstances in which students could miss classwork. Accommodations for Make-up work are available during the academic term, upon request. This policy applies to all course requirements, excluding final examination. Students are responsible for planning and concluding the make-up work in the established time period. Detail of this policy and the legitimate circumstances that may apply can be found in the Resource Center for Information.

### **Continuity of course offering in accordance with the curricular sequence and the established time to complete a program**

The continuity of the courses offered at Atlantic University contemplates the academic needs of each student and provides guidance in order to complete an academic program in accordance with the curricular sequence and the established time.

## Attendance Policy

Class attendance is mandatory. If a student misses two (2) consecutive academic activities, faculty will refer the student to the Professional Counselor for immediate intervention and assistance.

Academic activities are defined as: practical exercises, exams, individual or group presentations, short tests, assignments, out of class activities, panel discussions, development of projects in areas related to the course, case studies and active participation in the classroom. The frequency of academic activities will be at least once a week.

The student who fails to comply with the academic activities of the course and with the intervention plan of the Professional Counselor will be at risk of being issued a partial or total administrative withdrawal at any time during the academic term. This could lead to non-compliance with the academic progress policy and loss of financial aid.

## Program Reclassification Policy

The Registrar’s Office has adopted this policy to ensure that students meet the requirements of the academic programs and the Academic Progress Policy established by the Institution whenever a student requests to change from one program to another.

1. Any student who requests a program change will be considered for such if one of the following requirements are met:
  - a. The student is on active status in a Bachelor’s Degree program with a GPA of 2.50 or higher and has less than 81 credits approved.
  - b. The student requests re-admission to the Institution for a program different from their previous enrollment. At the moment of re-admission, the student must have a GPA of 2.50 or higher and less than 81 credits approved.
2. Active students must complete a “Program Reclassification Form”. This form must be completed in its entirety.
3. The Registrar’s staff will provide guidance on the process to be followed at the time of the request.
4. The petition will be evaluated during the academic term in which the program reclassification is requested.
5. The student will receive a notification of the request by email and their Student Portal account. If notification is not received in the established time, the student must visit the Registrar’s Office to determine the status of the application.
6. If approved, the program change will be effective the following academic term.







# RESOURCE CENTER FOR INFORMATION

**The goal of the Resource Center for Information is to collect, classify, process and, deliver print and electronic information, and attend to the needs of the institution and the community in accordance with the technologies of the global market.**

Our mission is to facilitate and enhance learning by providing essential resources and services, access to innovative technology, instruction in library usage, and access to adequate facilities and personnel. The Center is located on the first level of the main building, with access to the central courtyard of the Institution. In an attractive and welcoming space, the Center has an updated variety of collections such as Circulation, Reference, Text Reserve, Faculty Reserve, Special Collections, Thesis, Ebooks, Puerto Rican Collection, Serials, and Audiovisual Equipment and Resources. The collections are designed to complement the education programs and meet the needs of all users in a pleasant physical environment where students can study and conduct research.

It also has electronic systems for finding information that can be accessed remotely. These are the Online Catalog (Mandarin Web-OPAC), Blog, Virtual Library, and Web page which also contains a description of each campus Learning Resource Center, hours of operation, and maps to assist with locating the facilities.

In recognizing the critical importance of support services and resources to the success of the education programs offered by Atlantic University, the Resource Center for Information is staffed by a specialist and other personnel to provide assistance in the use of information resources and information literacy instruction. It has MAC and PC computers with a wide range of modern digital design, animation, and programming software. Also available are drawing tablets, a scanner, and copier services. Its additional focus is on multimedia resources and information technology.

Understanding the value of partnering with cooperative libraries, the director reviews the holdings of prospective libraries to ensure relevance to our academic programs. This process is completed prior to the director formulating an agreement with the agency. The Learning Resource Centers also provide inter-library loan services as requested.

The library provides space for the use of personal computers with internet access. For our graduate students and our faculty members, we offer the use of the Research Room in a separate area for independent study, and using computers for their research. All well-organized collections and well-equipped facilities are available for students, faculty members and the administration, and any member of the community and visitors that request them. To ensure convenient, timely, and user-friendly access, service hours are structured to provide accessibility for students, faculty, and staff.



### RESOURCE CENTER FOR INFORMATION SCHEDULE

Monday - Thursday

7:30 a.m. - 9:00 p.m.

Fridays

7:30 a.m. - 1:00 p.m.



# ADMISSIONS

Atlantic University strongly believes that each individual has the right to obtain an education and develop personal and professional skills.

In accordance with the stated principles, the Institution has designed and established criteria to determine a candidate's potential to benefit from the opportunity of studying in any of our programs. Based on the candidate's previous educational experiences, the documents that the candidate presented, and the personal information provided, the Institution determines the applicant's eligibility.



## Admission Requirements and Procedures

All students requesting admission to the Institution must submit or comply with the following requirements:

- Complete Admissions Forms
- Pay the Admission Fee (\$30.00)
- Official High School Transcript or its equivalent
- Certificate of Immunization as required by the State, if younger than 21 years old
- Minimum GPA of 2.0 (Students enrolling in the Bachelor's Degree in Science of Art and Design of Video Games and Bachelor of Science Degree in Art and Design of Video Games with a major in Programming must have a minimum GPA of 2.25 and pass a Portfolio Review. Students that do not present a portfolio will require to complete an interview or admissions test)

## Official High School Transcript Equivalents

Students who are unable to obtain their official high school transcript due to issues beyond their control must submit one of the following:

- Official High School Diploma
- GED or diploma-equivalency certificate given by the state
- In addition, if the student who presents any of these documents, and such document does not evidence an academic G.P.A., the student must pass an admissions exam with no less than 70%.

## Homeschoolers

Students who have completed a homeschool program may apply for admission using one of the following options:

- Presenting evidence of completing a high school graduate equivalency program in Puerto Rico
- The student's parent must submit an Academic Transcript accompanied by an affidavit declaring that the student completed their studies via homeschooling.

## Readmission

Students who have withdrawn by their own initiative or by administrative decision, for one or more academic terms, may request readmission to the Institution no later than the previous workday from the expected start date.

Candidates for readmission must complete the required forms and pay the corresponding fees. Students who have involuntarily withdrawn because of disciplinary, academic or administrative reasons must comply with the terms for suspension, as stated before being considered for readmission.

Those students suspended permanently from the Institution will not be considered for readmission.

## Transfer Students

Students who have taken courses at other accredited colleges or universities must apply as transfer students.

Transferring credits will be considered depending on the student's completed academic work, only when the awarded grade has not been lower than a "C" and if the content, duration, and description of the class taken at the other institution is similar to those offered at Atlantic University.

The maximum allowable amount of credits to be transferred cannot exceed 50% of the incoming program curriculum total credits.

Transfer students must submit

or comply with the following requirements:

- All established admission requirements
- Official transcript or official test results of all previous academic work, sent directly from the originating institution to the Admissions Office
- Complete all credit transfer requirements by the end of their first term

## Document Validity

All official documents must be received directly from the institution of origin or the evaluating agency.

Admission will be denied to any student who presents false documents or deliberately excludes information on the Admissions Form, or documents concerning approval of Financial Aid. Enrolled students who are found to have submitted false information will be expelled without reimbursement and their enrollment will be invalidated. Actions of this nature, due to the failure to comply with regulations, will be decided by the Discipline Committee established by the Institution.

All documents submitted for admission will be considered property of the Institution and will not be returned to the student. For those applicants who do not enroll in a program, the documents will be maintained on file for a period of one year.



## IDENTIFICATION CARD (FIRST TERM)

The identification card is given to students during their first academic term in the Institution.

This card identifies students allowing them to participate in different activities and giving them access to the Institutional facilities. This card includes the student's name, a picture, and the student's number.



# REGISTRAR'S OFFICE

The Registrar's Office is responsible for the enrollment of students, the filing of all official student academic records, the issuance of transcripts and of certifying that the student has met graduation requirements. It will also issue enrollment certificates if requested by a student.



## Enrollment

After evaluating all the admission requirements, the applicant will be notified if he/she has been accepted and is able to enroll; but cannot participate in classes until the enrollment process has been completed. The dates corresponding will be notified to him or her and published in the academic calendar and information boards of the Institution.

After completing the registration process, students can make changes to their programs only within the period of time designated by the Registrar's Office.

## Student Records

The academic record and any other information related to the student will be treated as confidential, and its disclosure will be processed only by written consent of the student. All requested transcripts and enrollment certifications must be paid, as provided in the financial rules set by the Institution.

## Change of Address

The student is required to submit their mailing address to the Admission Office at the moment of application. Any changes must be reported to the Registrar's Office. If the address is not up to date, Atlantic University will not be held responsible for any lost notification letters. All official or unofficial notifications mailed to the student's address on file will be considered sufficient notice.

## Leave of Absence

Atlantic University is aware that at any time, due to extreme circumstances, a student may require a period of absence. Students with authorized absences are not required to process readmission and they will return to Campus on the date agreed upon. In these cases, the Registrar can authorize the absence period for a given academic

term until the next academic term begins according to the calendar, and this period may not exceed 180 days within any 12 month period. Under no circumstance can the absence period extend the authorized date.

Reasons for periods of absence include:

- Medical Advice
- Military duties  
(including National Guard)
- Death of a close family member
- Care for children when this constitutes a serious problem for the student
- Conflict with work schedule when no alternative is available
- Transportation problems
- Maternity

Procedure for Request:

1. To request a leave of absence a student must complete the application form that is provided by the Registrar's Office.
2. All situations must present evidence for approval of the period on leave of absence.
3. The student may be absent after the leave of absence has been approved and must return within the term and date indicated.
4. If you are a student with a student loan, you must obtain orientation from the Financial Aid Office to receive orientation before being approved for the leave of absence.

## Never Attended "No Show" Policy

The Institution is not bound to take attendance. However, a census is taken during the first two weeks of each academic term to determine whether the student attended during the period of registration. Online students must evidence an academic activity in the first two weeks on each academic term. This academic activity could include presenting or delivering a task, assignment or participating in a synchronous meeting. With this process, the Institution identifies students who never attend the courses. The students are notified by mail that the faculty members have identified them as no show.

The Registrar's Office proceeds to cancel their enrollment and sends a list of these students to the services offices. These cancellations are posted to the system. The Financial Aid Office submits to the Bursar's Office the batch list with the adjustments of federal funds disbursed to these students and returned to the Federal Government. A cancellation fee is calculated and posted by the Bursar's Office.

## Graduation Requirements and Recognition

The following criteria will be considered to apply and receive recognition as a candidate for student graduation:

1. Complete all required credits for the particular program of study.

2. Having paid all debts and financial obligations to the Institution.

3. Have an overall academic GPA of no less than 2.00. For the Master's Degree Program, the overall academic GPA must be no less than 3.00.

A student will be a potential graduate only after it has been determined that they have met all graduation requirements. Subsequently, the Academic Dean will present the degree candidates to the President of the University and the Board of Trustees.

## Graduation With Honors

The distinction levels of Cum Laude, Magna Cum Laude, and Summa Cum Laude are awarded only to students with an excellent level of academic achievement. In order to be eligible for these honors, students must have earned a minimum overall grade point average of:

HONORS / AVERAGE	
Summa Cum Laude (with the highest honors)	3.95 - 4.00
Magna Cum Laude (with high honors)	3.71 - 3.94
Cum Laude (with honors)	3.50 - 3.70

## Diplomas

Students who have graduated may claim their diplomas at the Registrar's Office, no later than the year following their graduation. The institution is not responsible for diplomas or awards not picked up after this term.

## Grading System

Atlantic University grading system is designed to facilitate the determination of academic progress in the Institution. The system used includes credits and points.

The following symbols are used in certain cases but are not used in determining the academic grade point

GRADES AND SCORES		
A	excellent	4 points
B	good	3 points
C	average	2 points
D	passing	1 point
F	failing	0 points
I	incomplete	varies
W	withdrawal	
WA	administrative withdrawal	
AP	approved	
NP	not approved	
R	retaken	
*	no information	

## Grades Definitions

### Official Withdrawal (W)

1. An Official Withdrawal is the way for the student to voluntarily discontinue their studies partially or totally.
2. For this purpose, the student will complete the Official Withdrawal Application .
3. The Registrar's Office will assign a W to each course and if it is a total withdrawal it will inactivate the student in the system. The student status will be withdrawn.
4. Last day to request an Official Withdrawal is indicated in the student calendar.

Official Withdrawals (W) will be reported on a weekly basis to the Financial Aid and Bursar's Offices, with a copy to the Academic Dean.

### Administrative Withdrawal (AW)

1. An Administrative Withdrawal is adjudicated by the Institution for disciplinary reasons, upon death of an active student or any other reason set forth in the Student By-Laws.
2. This will be registered as an AW.
3. The Registrar's Office will process any administrative withdrawal and send the information to the Financial

Aid Office, Bursar Office, and Academic Dean on a weekly basis.

### Unofficial Withdrawal (UW)

1. An Unofficial Withdrawal refers to a student who stops attending one or more courses without completing an Official Withdrawal. An Unofficial Withdrawal (UW) will be adjudicated to any student who has stopped attending a course for three consecutive weeks and there is no evidence of academic activity before the final Exam Period. If the student has stopped attending all of their courses, the Registrar's Office will deactivate them in the system with "Withdrawn" status.
2. Upon completion of this process, the Registration Officer will send an official list to the Financial Aid and Bursar's Offices, with a copy to the Academic Dean.

### I-Incomplete

An Incomplete is awarded to students who are unable to complete all course requirements for reasons not associated with the academic rigor of the curriculum, and is given at the discretion of the instructor. In these cases, the instructor reports the grade with an I, followed by a grade (IB, IC, ID, or IF). A grade will be determined by applying an "F" to all requirements the student did not complete, and it will calculate a final grade to determine the grade point average until the incomplete grade is removed. Students will be given fifteen calendar days after completing the academic term to remove the

incomplete grade and complete all course requirements. Students should approach the instructor or program coordinator to complete all the work before the deadline. Only under strenuous and special circumstances will the student be permitted to extend the period set forth herein.

### F-Fail

Students who receive a grade of “F” in any course of their study program will be allowed to repeat said course prior to graduation. All student grades will be part of the transcripts and more recent grades will be used to determine and calculate the numerical academic average.

### AP-approved

This symbol indicates that the student successfully passed a course for which no grade is required.

### NP-Not Approved

This symbol indicates unsatisfactory work in a course for which no grade

$$\frac{\text{Total (credits x equivalent value)}}{\text{total number of credits}} = \text{Numerical Average}$$

Numerical Average	Grade	Quality
3.50 - 4.00	A	excellent
2.50 - 3.49	B	good
1.5 - 2.49	C	average
.80 - 1.49	D	passing
.00 - .79	F	failing

### R-Retaken

A student may enroll to repeat a failed course (F) or withdrawal (W) at any time before completing the degree.

Both grades will appear on the student’s record but only the most recent grade will be used for the cumulative academic grade point average. The credit hours to complete the course will be used only once in the credit requirements.

### \*No Information

This symbol will be used by the registrar when no grade has been informed by the professor.

### Academic Rank

All grades and their numerical values are used to determine the progress and status of the student. The status and the student’s academic rank is determined by calculating the grade point average (GPA) per academic term and cumulatively. This reflects the performance level of the student in a particular point or time.

### The following mathematical formulas are used:

The grade point average is organized on a descending scale that represents the quality of the achievements or status of a student with respect to the other students as shown in the following table:

**Below are examples of how to use the formula for calculating the grade point average by terms and cumulatively.**

1st TERM				2nd TERM			
Course	Grade	Points x zcredits	Total	Course	Grade	Points x credits	Total
AG 101	A	4 x 3	12	AG 103	A	4 x 3	12
ING 101	B	3 x 3	9	ING 202	B	3 x 3	9
ESP 103	C	2 x 3	6	ESP 208	C	2 x 3	6
CCO 101	D	1 x 3	3	ING 101	B	3 x 3	9
Total credits = 12			30	Total credits = 12			36
Academic Numeric Average: 30/12 = 2.50 B				Academic Numeric Average: 36/12 = 3.0 B			
<b>Cumulative Academic Numeric Average</b>				$\frac{30 + 36}{12 + 12} = \frac{66}{24} = 2.75 \text{ B}$			



### Course Coding System

Atlantic University organizes its curriculum sequentially. Doing so ensures that the student's learning experiences are based on a pedagogical principle from the simplest to the most complex concepts, theories, principles, and skills.

COURSE CODING	
Codes 100 - 200	1st and 2nd year
Codes 300 - 400	3rd and 4th year
Codes 500 - 600	Graduate Studies



The coding system used consists of abbreviations and numbers. The abbreviations represent the program or area to which the course belongs. The number following the abbreviation for each course represents the curriculum complexity level. The lower divisions consist mostly of basic courses. Those coded 100 and 200 belong to the first and second year level. Codes 300 and 400 correspond to higher divisions covered in the undergraduate programs. Codes 500 and 600 belong to the Graduate Programs.



The Institution strongly recommends that students follow the curriculum sequence that appears in the catalog.

### Prerequisites

Students are required to take into account the prerequisites' order established in the course description.

### Transcripts, Enrollment Certification, or Graduation Certification

All academic work involving student participation while studying at Atlantic University is placed in official records for future reference, in the student's academic transcript at the Registrar's Office.

These files are kept in secure location. Any credit transcript request must be made to the Registrar's Office. They should be requested one week in advance, in person or in writing, and it should state the student's name, address, and the institution that will receive the official document sealed, including the sender itself.

Transcripts or certificates will not be sent if the student appears as a debtor on any of the Bursar's Office lists.

### Transfer from Atlantic University to Another Institution

The students who wants to transfer from Atlantic University to another institution must:

- Apply for an official transcript addressed to the other institution. Credits taken at Atlantic University may or may not be accepted at another institution.

# COUNSELING SERVICES

The Counseling office assists students in managing the concerns and problems that arise in the academic, vocational, occupational, educational, and personal areas of student's life.

These services help students clarify values, attitudes, interests, aptitudes, vocational exploration, formulation of educational and vocational plans, study habits, and private affairs. The services are provided by referral from a faculty member or whenever a student requests them. Special attention is given to students who show difficulty in completing their study program successfully. Lectures and workshops on selected topics are offered periodically to facilitate the student's adjustment to university life, personal growth, and other individual aspects. Students are encouraged to contact a counselor periodically for orientation about the services that will be offered.

## ACADEMIC SUPPORT SERVICES

Academic Support Services have been developed as part of a personalized education that serves academically disadvantaged students who are recommended by faculty members or student services. The main purpose of this program is to offer eligible students special services that will help them surpass their academic and cultural limitations. Participation in the program includes the improvement of basic skills in English, Spanish, Mathematics, and other regular and laboratory courses. A parallel guidance and counseling program helps the students improve their self-esteem and communication skills. A member of the faculty is in charge of the program in coordination with the counselor.

We expect students to develop a positive attitude and demonstrate a sense of self-realization as a result

of their academic and professional achievements. Educational activities and a support program are offered to facilitate the adaptation process. Tutoring services are available to help improve the student's basic skills whenever their academic average requires it.

## REASONABLE ACCOMMODATION

A student that needs reasonable accommodations is one with mental or physical conditions that cause certain difficulties in the academic achievement process. The admission requirements and procedures for these students are the same as those requirements for all other students. We recommend that students that need reasonable accommodation indicate the need in the Admissions Application, in order to be referred to the counselor for personalized service that responds to

their needs.

## STUDENT RULES AND REGULATIONS

The rules and regulations of Atlantic University are distributed and discussed with new students during their first orientation. Students are required to meticulously read the rules and regulations, and when in doubt, consult with the Counseling Office.

The Students Bylaws, establishes the rights and duties of the students and the applicable procedures in the event of violations to the institutional rules of conduct, and the complaints procedure.

The Resource Center for Information has copies of the Institution's Regulations for the benefit of Atlantic University's community.

# FINANCIAL AID

The Financial Aid office is responsible for determining eligibility for financial aid in accordance with funding sources requirements, packaging aid, certifying loans, coordinating the federal work-study program, and sending award notifications.



Regardless of the type of financial aid that the student receives, they must meet all admission requirements and must maintain a satisfactory academic status, according to the norms established in this catalog. Students who are in delinquency for non-payment of a loan under the Title IV Financial Aid Program at any school cannot receive any financial aid.

Atlantic University will use the results from the Free Application for Federal Student Aid (FAFSA) to award federal, state and other funds to eligible students. The FAFSA may be completed via Internet at <https://studentaid.gov/>

For more information, students should contact the Financial Aid Office to find out about the different types of financial aid available to them, as well as the required procedures. Additional information on eligibility requirements and procedures on applying for financial aid can be obtained in the Financial Aid Consumer Information Handbook.

## FINANCIAL AID PROGRAMS

### Federal Pell Grants

Federal Pell Grants usually are awarded only to undergraduate students who display exceptional financial need and have not earned a bachelor's, graduate, or professional degree. (In some cases, however, a student enrolled in a postbaccalaureate teacher certification program might receive a Federal Pell Grant.) Additionally, you may be eligible to receive a Federal Pell Grant if you are confined or incarcerated and enrolled in an approved Prison Education Program, or are subject to an involuntary civil commitment upon completion of a period of incarceration for a forcible or nonforcible sexual offense.

A Federal Pell Grant, unlike a loan, does not have to be repaid, except under certain circumstances. Find out why you might have to repay all or part of a federal grant.

You may not receive Federal Pell Grant funds from more than one school at a time.

### **Federal Supplemental Education Opportunity Grants (F.S.E.O.G.)**

To get an FSEOG, you must fill out the Free Application for Federal Student Aid (FAFSA (R) form, so your college can determine how much financial need you have. The financial aid office will award FSEOGs to students that have the most financial need.

### **Federal Work-Study Program (FWSP)**

The Federal Work- Study Program allows you to earn money to pay for school by working part-time. You'll earn at least the current federal minimum wage. Your total work-study award depends on: when you apply, your level of financial need, and your school's funding level.

### **Commonwealth of Puerto Rico Funds**

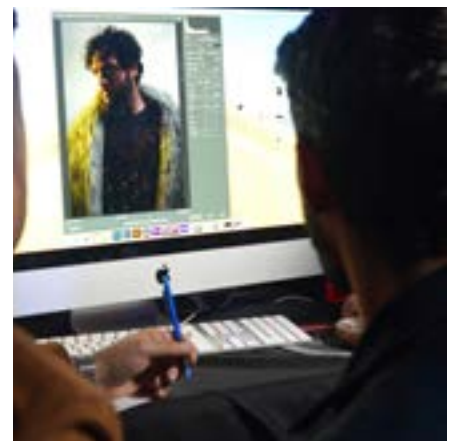
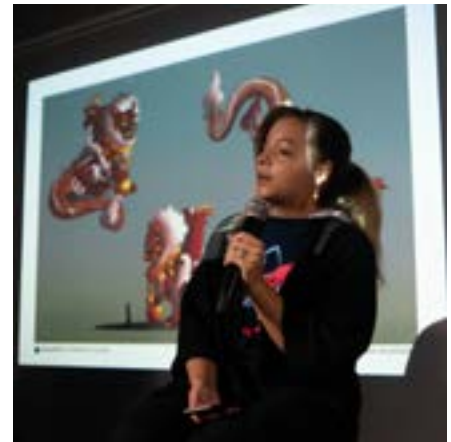
Grants for these funds depend upon the annual allocation that the Government of Puerto Rico makes

for these purposes.

Atlantic University will apply the criteria established by Council on Education in Puerto Rico.

### **William D. Ford Federal Direct Loan (Direct Loan) Programs.**

Direct Subsidized Loans and Direct Unsubsidized Loans are federal student loans offered by the U.S. Department of Education (ED) to help eligible students cover the cost of higher education at a four-year college or university. To apply for a Direct Loan, you must first complete and submit the Free Application for Federal Student Aid (FAFSA (R) form. Your school will use the information from your FAFSA form to determine how much student aid you are eligible to receive.



# BURSAR

The Bursar's Office conducts collection of tuition money and disburses Title IV Federal Funds to student accounts.

In addition, the office is responsible for processing refunds to students according to Federal Regulations, among other duties.

## BURSAR'S OFFICE POLICIES AND PROCEDURES

### Payment Policy

Each student is responsible for complying with payments established by the Institution and they must make sure that these are made within the established dates. Non-payment of institutional and enrollment fees can result in denial of registration, temporary suspension of credit transcripts and diplomas from administrative officers of our Institution. Any past due debt may be sent to a collection agency and the student will assume any charges. Students must consult with the Financial Aid Office before completing their enrollment process.

Payment methods accepted are: Visa, Master Card, Discover, American Express, Cash, Manager's Check and Money Order.

### Payment Portal

The Payment Portal is the platform where the student will pay their tuition and could make a payment plan.

All Payment Plans must be requested through the Payment Portal. Outstanding balances after the grace period (10 days after the due date) will have a charge of \$20.00 dollars.

### Collection Policy

All students are responsible for paying the full cost of their studies. If the student does not comply with their financial commitments within the stipulated dates, Atlantic University Collection Policy establishes the following:

#### Active Students with Debt

1. All students must pay off their debt before the end of each period.
2. Access to the class program is not authorized for students with balances from previous periods.

#### Collection Management

1. Students with debts will be sent three collection letters (every 30 days) by email through our student information system.
2. In the third letter the student will be informed that the debt may be referred to the legal division or collection agencies.
3. The student will be responsible for costs, disbursements and attorney

fees of any legal action and/or collection efforts taken by Atlantic University.

4. Students in debt may be excluded from graduation ceremonies and from receiving their grades. They will also not be entitled to receive University services such as: transcripts, certifications, diplomas, among others.

### Students participating in Veterans benefits and Vocational Rehabilitation

1. VA Ch31 and Ch33 and Vocational Rehabilitation once the student signs the Enrollment Agreement, the account will be opened with the guarantee that payment will be received.
2. If payment has not been received by the end of the period, the student will be contacted to make an agreement with Veterans and Vocational rehabilitation programs.
3. Students under CH33 (GI Bill) who have submitted a Certificate of Eligibility (COE) and are waiting for payment from the Veterans Administration (VA) for a period of up to 90 days, will not be subject to the \$20.00 penalty for late payments. In addition, these students will not be subject to any restrictions related to any services from the university such as: transcripts, certifications, diplomas, among others.
4. Students under the Vocational Rehabilitation program that submitted the Authorization for Service will not be subject to the

\$20.00 penalty for late payments.

## Policy for Withdrawal and Termination

### Official Withdrawal (W)

This is when a student decides to voluntarily withdraw from an entire program (Total Withdrawal) or partial program (Partial Withdrawal), in which the student was enrolled during the academic term. The date of the withdrawal will be the same as the date for the submission of such form ( Official Withdrawal Authorization) or date when the student notifies their intention of withdrawal. If the student does not provide the official form indicating their withdrawal, the institution will use the midpoint of the academic period.

The student has the right to process an Official Withdrawal within the period stipulated by the Institution (See Academic Calendar).

### Administrative Withdrawal (WA)

An Administrative Withdrawal is determined by the Institution. Students who are withdrawn by the Registrar's Office because of disciplinary reasons, upon death of an active student or any other reason set forth in the Student By-Laws. No reimbursement credit will be applied.

### Unofficial Withdrawal (UW)

An Unofficial Withdrawal (UW) will be assigned to any student who has failed to attend a course consecutively for three weeks and there is no evidence of attendance at the time of the report. In the occurrence of a total unofficial withdrawal a 50% calculation for reimbursement will be applied.

## Policy Procedure for Cancellation and Reimbursement

- Once the student signs the Enrollment Agreement, a grace period of 3 working days will be provided to be canceled without any penalty and all money paid by the student will be refunded.

- If cancellation occurs after three working days from signing the Enrollment Agreement, the Institution will reimburse all money paid minus 15% of total tuition. This amount retained in no event will exceed \$150.00.

- If cancellation occurs after classes begin, the 3 days grace period does not apply.

- Students that never attended during the census period will have their enrollment canceled by the Registrar's Office, and a 15% charge for cancellation will be calculated and applied accordingly up to a maximum of \$150.00. The Financial Aid Office submits to the Bursar's Office the batch list with the adjustments of federal funds disbursed to these students and returned to the Federal Government.

- All reimbursement for cancellation will be processed within 14 calendar days from the date the cancellation is posted in the student ledger account.

- Students who cannot or wish to not continue studies, must apply for an official withdrawal (Official Withdrawal Authorization). After completing and signing the form in all its parts, the student must return it to the Registrar's Office where the official withdrawal will be processed.

- The Institution reserves the right to cancel any course for which there is no

sufficient enrollment. All money paid by the student will be reimbursed.

- Any reimbursement paid to the student will be processed by means of direct deposit to the student corresponding bank account, or a check will be issued. If a refunded check is returned by mail or the student cannot be located, the refund is sent back to the Federal Government as stated by the regulation. The student may want to use this refund to pay an earlier or later term, but such request must be expressed in writing in accordance with the regulation.

## Policy for Federal Reimbursement

In its interest for meeting the requirements for all federal precepts that rule the funding of Program Title IV, Atlantic University has adopted the Refund Policy as established in the Higher Education Act of 1998, Public Law 105-244 as amended. The amendments made to the Higher Education Act of 1998 - Public Law 105-244 substantially changed the method of payment for Title IV funds granted to a student when they withdraw from the Institution.

The new requirements do not dictate a refund policy for the Institution. However, it establishes the criteria for refunding money not consumed by the student and the method of payment for those refunds. Therefore, the Institution will use a statutory scale to determine the amount of Title IV funds that the student acquired from the first day of class up to the day of submission of their withdrawal form. The amount of Title IV funds that the student acquired is based on the amount of calendar days in which they participated in class within the payment period (academic term) as follows:

### Credit Hour Payment Period

The total calendar days in each payment period will vary per the number of holidays, official recess days in the Institution yearly calendar, natural disasters, and others causes that involve five consecutive days or more.

If the official withdrawal date is processed before 60% of the payment period, which is every academic term in Atlantic University, a pro-rata scale will be applied to determine the amount of Title IV funds (SFA) the student obtained until the official withdrawal date. This percentage is obtained dividing total calendars days elapsed in the payment period until the date of withdrawal by the numbers of calendars days in the payment period. If the result is 60% or less, reimbursement to the Title IV Federal Program will apply. After 60% of time within the payment period has elapsed, the Institution will retain 100% of the Title IV funds the student has utilized.

According to Federal Government guidelines, a refund must be made no later than 45 calendar days from the date the student submitted his or her official withdrawal form. Any refund money corresponding to the student will be processed within a timeframe of 14 calendar days from the date the withdrawal is posted in the student ledger account, unless the student requests it in writing to use the refund to pay earlier or later academic terms.

### Policy for Institutional Reimbursement

Atlantic University has adopted the Refund Policy as established in the Higher Education Act of 1998, Public Law 105-244 as amended. The

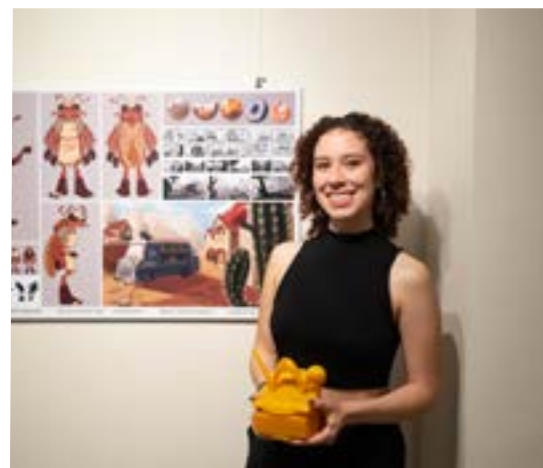
amendments made to the Higher Education Act of 1998 – Public Law 105-244 substantially changed the method of payment for Title IV funds granted to a student when they withdraw from the Institution. If the official withdrawal is processed before 60% of the payment term, a pro-rata scale will be applied to determine the amount of student’s tuition and fees obtained until the official withdrawal date as stipulated by the U.S. Department of Education.

After 60% of time within the payment period has elapsed, the Institution will retain 100% of tuition and fees.

Financial aid funds that have to be reimbursed to the U.S. Department of Education by the student and the Institution are calculated separately. The official date of withdrawal will be used for both calculations.

TUITION AND CHARGES**	
Undergraduate Programs	
Admission	\$45.00
Readmission	\$25.00
Cost per credit	\$180.00
Institutional Fee and Access to Technology*	\$250.00
Resource Center for Information*	\$115.00
Proficiency Examination Fee	\$230.00
Laboratory Fee	\$173.00
Infrastructure Fee*	\$105.00
Graduation Fee	\$150.00
*per academic term	
** effective from May 2025	

OTHER CHARGES*	
Student Certification	\$10.00
Transcript	\$10.00
Identification Card	\$5.00
Program Change	\$15.00
Duplicate Diploma	\$30.00
Payment Plan Fee	\$10.00
Non-sufficient funds fee	\$20.00
Late Charge Fee	\$20.00
Collection Agency Fee	\$45.00
*This charges are not reimbursable	



# OTHER SERVICES



## PLACEMENT

Under Student Services, Atlantic University has a Placement Office that assists those in the search for employment and follows up on graduate students.

### Placement Services

- Help students create a resume.
- Evaluate student creative portfolios based on industry's necessity.
- Provides students information about employment opportunities in Puerto Rico.
- The office prepares orientations and seminars for active students.
- Conduct workshops for students in order to prepare them for future job interviews.
- Organize Job fairs.

We invite all students to visit this office and receive guidance concerning industry offers.

The Institution does not guarantee employment to its graduates. However, the Placement Office is available to assist graduates in their employment search.

## EDUCATIONAL AND CULTURAL ACTIVITIES

Atlantic University is a loyal believer and advocate of our cultural heritage and considers it important to provide students with cultural activities in order to improve their understanding of our values and traditions, as well as those of other cultures of the world.

It is our wish to give students the opportunity of enjoying quality activities in which they can excel. We offer a variety of activities like: conferences, forums, exhibitions, art fairs, festivals, celebration of commemorative days, conferences regarding social and educational issues, among others.

The Graduate Program celebrates graduate exhibitions and highlights keynote lectures throughout the academic year. We also celebrate certain weeks related to institutional academic programs; which serve as motivation for student engagement.



## STUDENT ORGANIZATIONS AND ACTIVITIES

Atlantic University encourages and accepts the creation of student groups or clubs with professional or educational goals in accordance with their academic program. Those interested in forming these organizations should consult with the Student Services Director and ensure the support of a faculty member who will serve as an advisor.

Atlantic University considers student activities part of the global educational experience for their betterment. With this purpose, the Institution fosters these activities within reason and with the student's cooperation as long as the activities contribute to the personal and

educational enrichment of the student body. Recognized student organizations or students who wish to sponsor similar activities should comply with the Student Bylaws.

Different associations can organize forums with local artists about varied artistic endeavors, as well as project exhibitions by students. They can develop other activities as well, like academic contests and activities between the Institutional community and local community.

## COMPLAINT PROCEDURE FOR STUDENTS AND ALUMNI

### ACADEMIC ISSUES:

To present a claim about any academic issue the student requests a review of a course grade when he or she understands that it does not meet the evaluation criteria established or agreed upon in the syllabus. Reviewing notes is the responsibility of the professor who oversaw the course. The student will have 20 school days from the first day of classes to begin the process of claiming grades from the previous academic term. The professor will maintain the student's evaluation materials until the end of the next semester. In the event that there is an allegation, the teacher and the student will keep the evaluation materials until said process is resolved

### OTHER CONCERNS:

1. If you have a problem related to Academic Record, Financial Aid, Resource Center for Information, Student Services, Laboratories or Disciplinary Affairs, please contact the Director of that area to try to reach an agreement.
2. If your problem is still not resolved, write a letter to the Student services Director, the case will be investigated and a written report will be made about the situation.
3. The President and the Administrative Council will use the written recommendation to make a decision.
4. The student or alumni will be notified of this decision personally.

These procedures have been established with a purpose in mind: make sure that every student and alumni of Atlantic University is satisfied with receiving just and equal treatment. If a student or alumni wants to consult another level of authority, they can do it via the agencies that authorize and accredit Atlantic University below:

### - DEPARTMENT OF STATE: OFFICE OF REGISTRATION AND LICENSING OF EDUCATIONAL INSTITUTIONS (ORLIE)

P.O. Box 19900, San Juan,  
P.R. 00910-1900, Telephone:  
(787) 722-2121, [www.ce.pr.gov](http://www.ce.pr.gov)

**- ACCREDITING COMMISSION  
OF CAREER SCHOOLS &  
COLLEGES (ACCSC)**

**STUDENT COMPLAINT PROCEDURE**

Schools and Colleges must have a procedure and operational plan for handling student complaints. If a student does not feel that the school 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 school 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 & COLLEGES**  
2101 Wilson Boulevard, Suite 302  
Arlington, VA 22201 (703) 247-  
4212 [www.accsc.org](http://www.accsc.org) | [complaints@accsc.org](mailto:complaints@accsc.org)

A copy of the ACCSC Complaint Form is available at the school and may be obtained by contacting [complaints@accsc.org](mailto:complaints@accsc.org) or at <https://www.accsc.org/StudentCorner/Complaints.aspx>.



**PARKING LOT SERVICES**

Students can park their cars in the facilities designated for this purpose, under the supervision of security officers, keeping in mind the rule of “first come, first served”. To use these facilities, the student must present proof of the vehicle’s registration and the academic program validated for the current term. One parking space is allowed for each student. The institution cannot be held responsible for the theft of valuables left in the car, nor for any harm caused by a person, vehicle, or theft of the car.

# SATISFACTORY ACADEMIC PROGRESS POLICY

## UNDERGRADUATE PROGRAMS

### INTRODUCTION

The US Department of Education (USDE) requires that all students have Satisfactory Academic Progress (SAP) in their academic program to obtain and maintain eligibility for Title IV financial aid programs. These include the William D. Ford Federal Direct Loan Program, or any other financial aid grants available. Atlantic University states in its Satisfactory Academic Progress Policy that every student enrolled in any of its academic programs will be evaluated by the Registrar. This assessment will be made using criteria established by the USDE.

### DEFINITIONS

1. **Attempted Credits:** All credits in which the student enrolls in Atlantic University and obtains grades, A, B, C, D, F, W, AW, UW, AP, NP or R including all the times you take the same course.
2. **Earned Credits:** Credit courses attempted in Atlantic University and obtained a passing grade: A, B, C or D.
3. **Transfer Credits:** Credits accepted as transfer credits will be considered as earned credit for purposes of this policy; however, since no grades are assigned to the transferred courses, it will have no impact on the student's overall Grade Point Average (GPA) but will be considered to determine the pace of completion.
4. **Pace of Completion:** This is a quantitative component that refers to the pace at which students complete the coursework required for their major. Pace of completion is calculated by dividing your total number of earned credits by your total number of attempted credits. Atlantic University does use standard rounding rules when calculating percentages for pace. For example, 66.5% would be rounded up to 67%. Courses With W, AW and UW will be considered in calculating pace of completion.
5. **Grade Point Average:** GPA is the measure of academic merit carried out by the student. It's calculated by dividing the total grade points received by the number of credits awarded, including all F's that have not been changed.
6. **Retaken Courses:** All students are allowed to repeat courses. SAP regulations allow a student to retake any passed or failed course (a maximum of once per course) and receive Title IV funds. A student retaking a course for a third time is not eligible for Title IV financial aid for that course. Only the last grade obtained in a repeated course will be considered for the overall average. Retaken and approved courses will be considered in measuring the overall average and the pace of completion. Courses with an R rating will only be considered for pace of completion.

7. Academic Progress: The evaluation criteria to determine academic achievement of graduate students. These established parameters for all students at Atlantic University must follow the federal regulations of Title IV programs.

8. Academic Year: Consists of three terms that begin in August and end in May, the summer term is optional.

9. Appeal: Appealing is the process by which a student that fails to comply with SAP, requests a reconsideration of his eligibility for Title IV funds to the Academic Progress Committee.

10. Academic Plan: Design of an educational model that is structured to achieve the academic success of a student prepared by the Counselor and Academic Advisor.

11. Maximum Timeframe: The US Department of Education has established a requirement that students receiving Federal Student Aid complete their degree within 150% of the time frame. Time frame is evaluated by the number of credit hours attempted. Students who are unable to graduate within the 150% timeframe lose eligibility for financial aid when the credit hours needed to graduate, and the credit hours attempted exceed the 150% limit.

12. Program Reclassification or Additional Credentials: This occurs when a student requests a change to their academic program.

13. Veteran Certification: A student who receives benefits from the Veteran Administration in financial aid ineligible status will not be certified for these benefits.

14. Academic Progress Committee: This committee is composed of the Registrar, Academic Advisor, Counselor, Financial Aid Director and the Academic Director or a faculty member. They are responsible for evaluating students' SAP appeals.

### Requirements for Achieving Satisfactory Academic Progress

The requirements to achieve satisfactory academic progress are divided into three components:

- **QUALITATIVE** – Students must have a minimum cumulative GPA of 2.0.
- **QUANTITATIVE** – Students at a bachelor's degree level must pass with at least 65% of the credits attempted during the first and second year of studies and 67% during the remaining terms.
- **MAXIMUM TIMEFRAME** – Students who are enrolled in an undergraduate degree program must complete the requirements of his or her program of

study within a maximum equivalent of 1.5 times (150%) credit hours to be eligible for federal Title IV funds. For a bachelor's degree that requires 132 credit hours to complete, students must be able to graduate with no more than 198 credit hours attempted. Students who exceed the maximum time frame will be responsible for full payment of their tuition and fees.



## PROCEDURE TO IDENTIFY STUDENTS WHO DO NOT COMPLY WITH OUR SATISFACTORY ACADEMIC PROGRESS POLICY

A. Atlantic University evaluates a student's satisfactory academic progress at the end of each academic year by the Registrar. The credits transferred from one program to another, or additional credentials, will be considered for SAP evaluations. Once the SAP evaluation is completed, any subsequent grade change will be considered in the next academic year evaluation. This academic progress will be evaluated with the following criteria:

EVALUATION CRITERIA - UNDERGRADUATE PROGRAMS		
Total credits attempted	Pace of completion	Minimum cumulative GPA
3-33	65%	1.50
34-66	65%	2.00
67-99	67%	2.00
100 or more	67%	2.00

B. If the overall SAP policy requirements are not met, students will be ineligible to receive Title IV funds, until the SAP policy requirements are met, or an appeal is approved.

C. Students who fail to meet SAP standards will receive a notification by email, from the Registrar, indicating the non-compliance of SAP standards and the deadline for appealing.

D. Students have the right to appeal. A student may appeal the suspension of financial aid eligibility based on injury or illness, the death of a relative or other special circumstances. Students may not be evaluated under the same circumstances on more than one occasion. Appeal must explain why he or she failed to make satisfactory progress and what has changed in his or her situation that will allow him or her to make satisfactory progress at the next SAP evaluation. The student must complete an appeal form in the Counselors office and provide documentation to support his or her petition within ten (10) business days from the date of the notification sent by the Registrar. Appeals without support document(s) will be denied.

E. The Counselor will convene the members of the Academic Progress Committee to evaluate the student's appeal within ten (10) business days. The Committee will notify the decision to the student by email and will send a copy to the Financial Aid Office. If the financial aid appeal is approved, students will be eligible for financial aid. With this, the student will receive an Academic Plan created by the Counselor and the Academic Advisor. If the appeal is not approved students will receive a letter from the Counselor by email. Students will be able to study but will not receive Title IV funds. The decision of the Academic Progress Committee is final and unappealable.

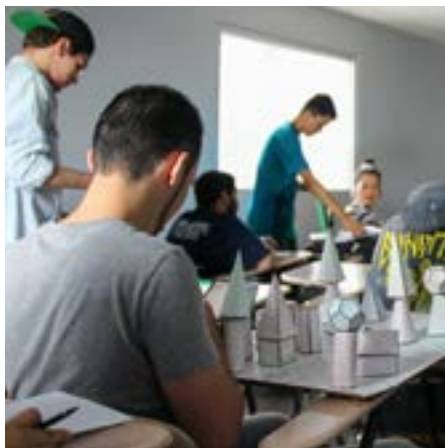
F. The Counselor will send a list to the registrar of all students' which appellation has been approved and has an academic plan. These students will be evaluated by the Registrar at the end of the academic term and will receive an email with the results of their evaluation. The Registrar will send to the Financial Aid Office the results of these evaluations.

G. If they comply with SAP students will be eligible for Title IV funds. If they don't comply, they will be ineligible for Title IV funds until the next official SAP evaluation at the end of academic year.

H. For all readmitted student SAP status will be the same as of the date of the last enrollment at Atlantic University. All students determined to fail SAP will be ineligible to receive federal financial aid. If students have not previously requested an appeal, can file it before 20 calendar days from the beginning of the next term.

**Effective Date**

These rules and procedures shall enter effect from August 2024.





GENERAL EDUCATION



BUSINESS  
ADMINISTRATION

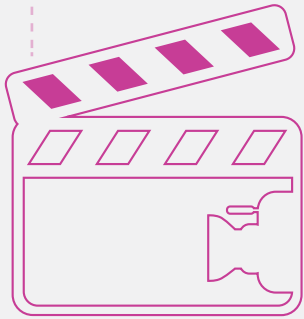
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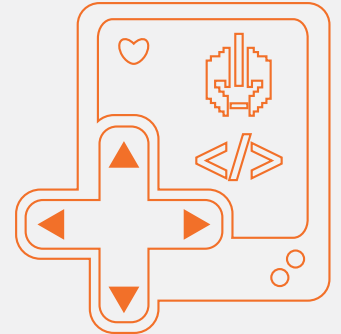
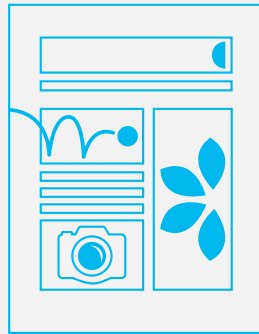
● **UNDERGRADUATE**  
Academic Departments

VIDEO GAME DEVELOPMENT

DIGITAL  
GRAPHIC DESIGN



DIGITAL  
CINEMATOGRAPHY





# GENERAL EDUCATION DEPARTMENT

The goal of the General Education Department is to develop each student's personal, social, academic, intellectual, and cultural values. This Department helps students acquire the necessary skills that enable them to understand the dynamics of modern life and world events.

The goal of Atlantic University's General Education Program is divided into six components:

GENERAL KNOWLEDGE

COMMUNICATION SKILLS

HIGHER THINKING SKILLS

MATHEMATICAL REASONING

SOCIAL AND EDUCATIONAL VALUES

SCIENCE AND TECHNOLOGY SKILLS



## GENERAL EDUCATION OBJECTIVES

### GENERAL KNOWLEDGE

Students will acquire a general knowledge of history, literature, arts, sciences, mathematics, social sciences, languages, communications, and how they link together.

Students will show an understanding of contemporary issues, and the historical and cultural context from which these issues have developed, demonstrating knowledge and appreciation for cultural diversity.

Students will demonstrate knowledge and appreciation for cultural diversity.

Students will acquire analytical skills through the search of bibliographic information during their investigations of their specialty and courses related to their development. Research and bibliographical investigations related with data information systems are directly link with the different topics within general education which constitutes the following areas: Social sciences, sciences in general, English, Spanish and the humanities.

### COMMUNICATION SKILLS

Students will be able to write in an organized, clear, and grammatically correct Spanish vernacular, appropriate for a specific subject or audience. Students will be able to speak Spanish fluently, competently and

confidently in everyday situations including professional scenarios.

Students will demonstrate the ability to coherently understand and interpret both written text, and oral presentations in the Spanish language.

As non-native speakers, students will be able to understand, speak, read, and write the basics of English as a second language.

Students will be able to clearly understand the relationship between language and culture, appreciating other cultures through literature.

### HIGHER THINKING SKILLS

By mastering the quantitative, analytical and critical thinking skills, the students will have the capacity to clearly differentiate between facts, opinions, theories, and inferences.

Students will be able to formulate and test hypothesis.

Students will be able to generate and evaluate alternative solutions to problems.

Students will be able to make valid judgments and rational decisions.

Students will demonstrate intellectual curiosity, independence of thought, imagination and creativity.

Students will be able to realize and develop communication skills within the areas of technologies of information and communication (TIC)

### MATHEMATICAL REASONING

Mathematical reasoning in algebra involves analyzing and manipulating equations to identify patterns, make generalizations, graph, and solve complex problems. In geometry, it includes the ability to apply logical processes to understand and prove relationships between shapes (2D and 3D), angles, lines, and measures. Mastering these skills enables students to draw graphs to represent data, functions, or relationships visually. Students will perform mathematical operations and apply them to real-world scenarios.

### SOCIAL AND EDUCATIONAL VALUES

Students will:

1. Display academic honesty and develop a profound awareness of anti plagiarism.
2. Be able to identify and evaluate ethical issues and conflicts at both local and global levels.
3. Students will be capable of setting personal and professional goals.
4. Take responsibility for their own actions and will understand the consequences of such actions.
5. Recognize the importance of physical activity in order to maintain physical and mental health and improve their quality of life and develop a drug-free society.
6. Develop respect and appreciation for other races, cultures and religions for the purpose of creating an environment free of all types of discrimination.
7. Feel free to express their own point of view while maintaining respect for the opinion of others.
8. Be informed about and contribute to the development of their community and society at large.

9. Recognize the importance and responsibility of the individual in a democratic society.

10. Develop time management skills for the purpose of improving productivity.

11. Develop within their educational framework the capacity and skills for abstraction, synthesis and analysis.

### THE GENERAL EDUCATION DEPARTMENT

Requires student's to achieve **45 academic credits** for a Bachelor's Degree. See Course Description Section under General Education for further information.

### SCIENCE, ART AND TECHNOLOGY SKILLS

Students should apply creative thinking to formulate new hypotheses and design innovative experiments that advance scientific understanding.

Students need to use innovative approaches to develop new applications, software, or systems that address real-world challenges.

Students should harness their creative process and artistic skills to create original works and explore new media and techniques, promoting the boundaries of digital art.



# BUSINESS ADMINISTRATION DEPARTMENT

BACHELOR'S DEGREE PROGRAM

BUSINESS ADMINISTRATION  
MAJOR IN INFORMATION SYSTEMS





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## DEPARTMENT OBJECTIVES

Develop students' analytical capabilities and technical expertise to effectively address and solve complex problems in the field of information systems.

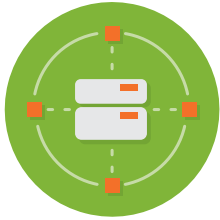
Equip students with the skills and abilities needed to design, implement, and manage information systems, preparing them to enter the business environment as dynamic and successful information technology professionals.

Foster an inquisitive spirit, independent thinking, and creativity in students, enabling them to occupy leadership positions and drive innovation in the workplace through effective use of information technology.

Imprint values, concepts, and technical skills necessary for the ethical and effective management of information systems, contributing to the enrichment of our society and the business community.

Provide opportunities for students to bridge the gap between theoretical knowledge and practical application, applying their acquired skills to real-life situations and business challenges.

Ensure students acquire a comprehensive understanding of the operation and programming of information systems, as well as their application in enhancing organizational performance and service delivery in the workplace.



## Bachelor of Business Administration Major in Information Systems

### OVERVIEW

The Bachelor of Science in Business Administration - Major Information Systems prepares students with fundamental knowledge and technical skills required to excel in the dynamic fields of information technology and cybersecurity. The program equips students to qualify for entry-level positions in both public and private sectors, including roles such as information technology project manager, IT manager, IT director, database administrator, systems analyst, systems engineer, cybersecurity analyst, and computer programmer. Graduates will be proficient in designing, implementing, and managing secure information systems, addressing complex cybersecurity challenges, and leveraging technology to support organizational goals and protect digital assets.

The Undergraduate Project equips students with an entrepreneurial mindset, enhancing their ability to recognize and create opportunities.

The program distinguishes itself by fostering and enhancing critical thinking skills, enabling students to solve problems and make informed decisions in a variety of information technology and management roles within an organization.

Additionally, this program will develop professionals with an entrepreneurial spirit, along with the criteria and skills required to assume leadership positions in the information technology field.

### EDUCATIONAL OBJECTIVES

Demonstrate a comprehensive understanding of the social issues and ethical implications associated with the use of technology and information security in organizations and society.

Articulate ideas with clarity and coherence, both verbally and in writing, in English and Spanish.



Demonstrate knowledge of core business functions, including accounting, marketing, economics, finance, leadership, strategy, and management science.

Apply information technology and information security practices effectively to support business processes and facilitate informed decision-making.

Demonstrate proficiency in the foundational infrastructure of information systems, computer networks, and information security measures.

Perform and apply essential operational and management functions for computers and information systems in various public or private enterprise platforms.

Demonstrate mastery of technical information systems vocabulary and proficiency in the technologies and processes used in developing secure business software.

Effectively select, implement, and operate information technology and security solutions to meet organizational requirements and enhance profitability.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded a Bachelor of Science in Business Administration - Major in Information Systems.



Bachelor of  
**Science in**  
**Business Administration**  
**Major Information Systems**

TOTAL CREDITS REQUIRED FOR  
 GRADUATION: **132**

**GENERAL OBJECTIVE**

To develop the student's analytical capabilities and technical expertise to address and solve complex problems in the field of information systems. The program aims to equip students with analytical skills to solve complex business problems using technology tools. Bridging the gap between theoretical knowledge and practical application, the program fosters the development of critical thinking and provides students with the skills and abilities needed to design, implement, and manage information systems effectively. By cultivating an inquisitive spirit, independent thinking, and creativity, the program prepares graduates to occupy leadership positions, leveraging information technology to drive organizational success and innovation in a rapidly evolving digital world.



**CURRICULUM DESIGN**

**GENERAL EDUCATION**

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

**CURRICULUM SEQUENCE SAMPLE**  
 (per Academic Term)

1	2
HUM 103	ESP 208
CSOC 100	CCO 103
CCO 101	DG 111
MAT 201	CSOC 204

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 36 / Electives 12 / Undergraduate Project 6  
 Total credits 132 / Minimum contact hours 2,220 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

ADM 104	Entrepreneurship
CCO 101	Introduction to Computers
CCO 103	Commercial Software Management
CON 101	Principles of Accounting I
DG 111	Design and Editing of Digital Images
ECO 200	Economics
EST 300	Statistics
FIN 300	Finance
MA 111	Multimedia Marketing and Branding
DG 203	Computerized Illustration
MER 101	Principles of Marketing

### ELECTIVES (4 free)

3 credits each / 12 total

### MAJOR COURSES

3 credits each / 36 total

ASI 217	Network and Data Communication
ASI 215	Administration of Information Center
ASI 303	Object Oriented Programming (Visual C++)
ASI 307	System Analysis and Design
ASI 403	Object Oriented Programming (Visual Basic)
ASI 407	Auditing Information Systems
CCO 207	Database Management
ASI 220	HTML programming
ASI 304	Advanced Data Base Management
ASI 308	PHP with SQL
ADM 400	Management Information System
ASI 410	Python & Javascript

### UNDERGRADUATE PROJECT

3 credits each / 6 total

ADM 419	Seminar
ADM 475	Professional Development

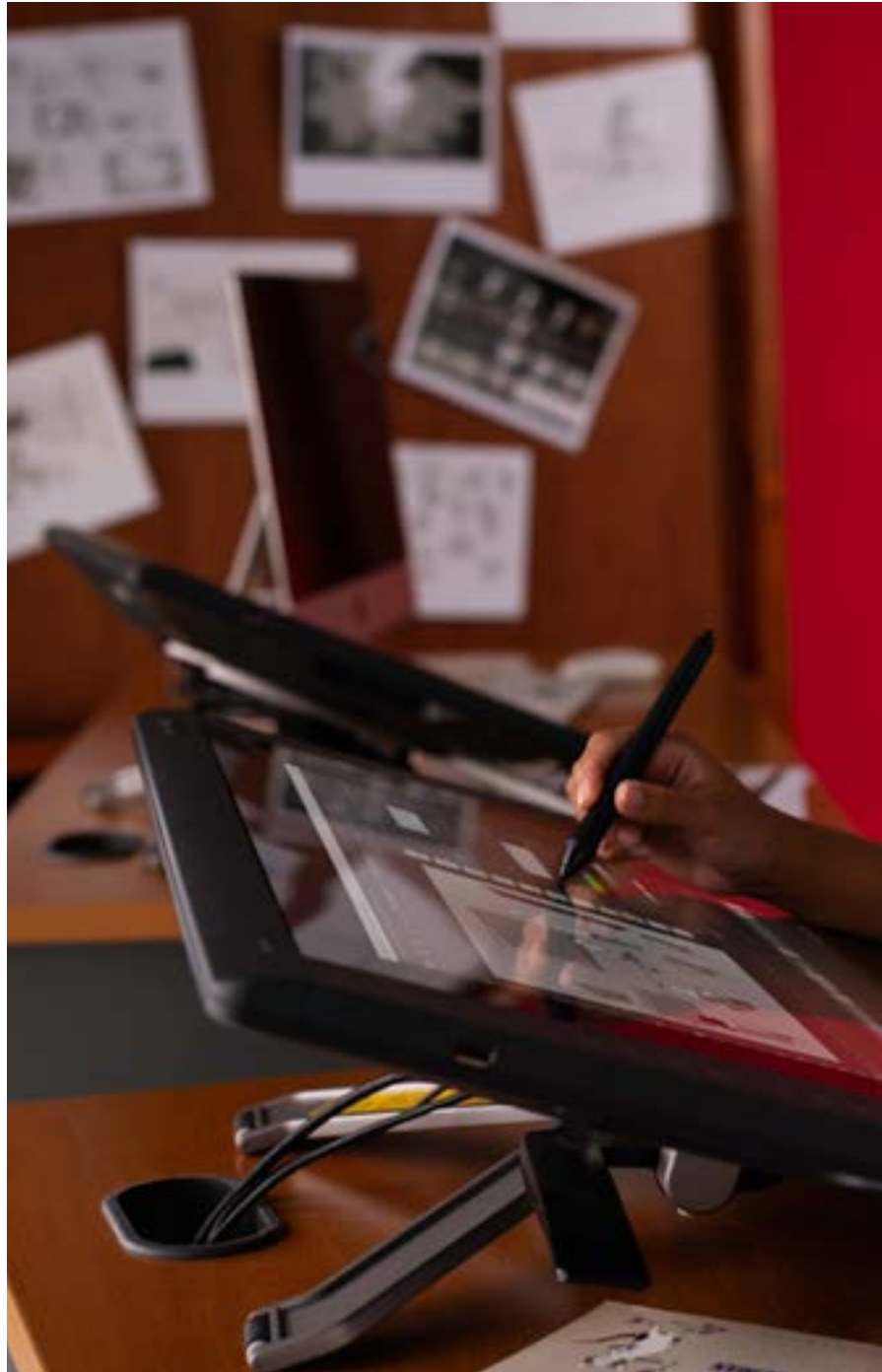
3	4	5	6	7	8	9	10	11
ING 101	MA 111	ECO 200	ASI 220	CSOC 300	HUM 311	HUM 300	HUM 302	ASI 410
CSOC103	ADM 104	MAT 203	ING 300	ASI 304	ASI 307	EST 300	FIN 300	ELECTIVE
CCO 207	ASI 217	MER 101	ASI 303	ELECTIVE	ELECTIVE	ELECTIVE	ASI 403	ADM 419
ASI 215	CON 101	DG 203	BIOL 200	BIOL 302	ADM 400	ASI 308	ASI 407	ADM 475



# ANIMATION DEPARTMENT

BACHELOR'S DEGREE PROGRAM

SCIENCE IN DIGITAL ANIMATION





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## DEPARTMENT OBJECTIVES

Promote the development of upcoming artists through class projects and by exposing them in festivals, competitions and conventions so they can work in the field of animation.

Instruct upcoming artists the principles and tools of the animation industry by helping them create appealing, complex, and emotionally dynamic characters and complex stories, with unique worlds that can captivate a global audience through the illusion of life.

Teach a variety of classic and innovative software and tools used by industry professionals to create all types of multimedia projects by practicing the classic and the new techniques of animation to enhance the overall experience of the audience.

Educate upcoming artists and developers in the ways of the industry by promoting teamwork, professional etiquette, self-sufficiency and resourcefulness.



## SCIENCE IN DIGITAL ANIMATION

### OVERVIEW

The Bachelor of Science in Digital Animation studies the world of traditional and digital animation, as well as the tools used for their creation in the film and television industry, focusing on the different stages of development to create meaningful and innovative animated productions. The program provides students with the fundamental knowledge and technical skills needed to qualify for entry-level industry positions as digital artists and animators for a wide variety of digital media.

As part of the student learning outcomes, students will be able to assume a role within an animation production team and work on different aspects of an animation, develop unique stories with rich characters and environments that captivate their audience, visualize creative ideas, camera angles, shots and the essence of a scene within an animation by creating concept art, storyboards and previz. They will apply the principles of animation to objects, characters, and scenes to effectively portray the illusion of life to create an emotional response from the audience. Design, model and animate 3D models and characters for

animation projects within the TV, film and video game industry, illuminate virtual scenes and set up virtual cameras to the specifications of the animated production, create textures, shaders and composite renders to produce a polished animation project, record and integrate sound files and music to enhance the mood of an animated project, and develop a student reel that will showcase their skills to help them become part of the professional workforce within the field of digital animation.

This Bachelor's Degree Program will provide the academic knowledge and the technical skills needed for a successful performance in the industry, as well as reinforce the student's creative process and abilities. At the end of the program, students will produce a digital portfolio showing the skills, abilities and knowledge acquired in their studies, reflecting their style and identity. They will also develop a Capstone Project where they will be able to apply the knowledge learned, while acquiring the experience of working as part of a team, facing different challenges and situations that are common within the industry.



Angel Valenzuela Morell



Jackeline Maisonet Acosta



Natasha Padilla

Students will work with traditional drawing and animation concepts, digital image generation and 3D character and asset modeling, texturing, rigging and animation, combined with audio/visual cinematic editing techniques to create a wide range of animated productions.

## EDUCATIONAL OBJECTIVES

- Develop the necessary problem solving and analytical skills required for reading and expressing emotions through movement, objects, characters, light, and textures.
- Expand the knowledge of visual culture and technological literacy to become successful professionals in the animation industry.
- Design and develop engaging stories and characters through written and visual development.
- Understand the basic principles of animation and how to correctly apply them when animating characters, objects and cameras.
- Develop an understanding of how different industry-leading tools work and how they can be applied in creative animation projects.
- Reinforce self-sufficient work ethic, research skills, skill focusing and niche specialization within current industry trends to successfully manage a professional career in digital animation.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded a Bachelor of Science in Digital Animation.

Bachelor of  
**Science in Digital  
 Animation**

TOTAL CREDITS REQUIRED FOR  
 GRADUATION: **132**

**GENERAL OBJECTIVE**

The Science in Digital Animation Program provides students with knowledge of traditional animation techniques, focusing on creative expression through the creation of virtual worlds and characters for digital animations, special effects sequences and various projects within the fields of film and television.



Yosef Rodríguez

**CURRICULUM DESIGN**

**GENERAL EDUCATION**

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

**CURRICULUM SEQUENCE SAMPLE  
 (per Academic Term)**

1	2
CSCO 100	DG 111
CCO 101	CD 120
AG 101	CIEN 207
ESP 208	AD 215

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Capstone Project 6  
 Total credits 132 / Minimum contact hours 2,310 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

CCO 101	Introduction to Computers
AG 101	Design Fundamentals
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
CD 120	Story Development
AD 215	Digital Production Pipeline
CIEN 207	Human Anatomy and Inanimate Objects
AD 218	Storyboarding
AD 234	Principles of Animation
AD 320	Three-Dimensional Design
AD 324	Three-Dimensional Animation

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

AUD 227	Audio Recording Techniques
AD 247	Digital Concept Art
AD 325	Design and Creation of 3D Characters
AD 335	Basic Movement Editing
AD 336	Video Compositing
AD 338	Basic Texturing and Lighting
AD 345	Advanced Three-Dimensional Design
AD 400	Digital Special Effects
AD 412	Character Rigging and Deformation
AD 339	Digital Sculpting
AD 435	Advanced Three-Dimensional Animation
AD 439	Advanced Animation Project
AD 450	Digital Portfolio

### CAPSTONE PROJECT

3 credits each / 6 total

AD 446	Capstone Project I
AD 448	Capstone Project II

3	4	5	6	7	8	9	10	11
ING 101	AD 234	AD 324	AD 335	AD 339	AD 345	AD 412	AD 400	BIOL 302
AD 218	HUM 103	AD 325	AD 336	AD 435	AD 439	AD 446	AD 448	AD 450
AUD 227	AD 320	MAT 201	AD 338	ADM 104	BIOL 200	HUM 300	CSOC 300	ELECTIVE
AD 247	CSOC 103	ELECTIVE	CSOC 204	ELECTIVE	MAT 203	ING 300	HUM 311	HUM 302



# DIGITAL CINEMATOGRAPHY DEPARTMENT

BACHELOR'S DEGREE PROGRAM

SCIENCE OF DIGITAL CINEMATOGRAPHY





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## DEPARTMENT OBJECTIVES

To train students in the field of Digital Cinematography and creative services to successfully integrate different art forms, both audiovisual and literary.

To promote and develop ethical awareness of the meaning and implication of audiovisual communication and the impact it has on public media.

To foster in our students the experience required for the organization, management, and leadership of a production team.

Expose each student to the equipment and advanced technologies used in the film industry for the development of high quality projects in Digital Cinematography.

Encourage in the students the importance of education and research as an essential part of the creative process and amplify the sense of aesthetic concern in the notions of beauty.

Expose students to new tendencies in Digital Cinematography and the development of new visions in the Puerto Rican and global film industry.



Bachelor of

# Science of Digital Cinematography

## OVERVIEW

The Bachelor of Science in Digital Cinematography prepares students with the fundamental knowledge and technical skills needed to qualify for entry-level industry positions as cinematographers in the world of filmmaking.

As part of the learning outcomes, students will learn to express ideas from the audiovisual point of view in order to give their subject matters a cinematographic language. To successfully integrate different art forms using the available technologies to impact audiences and mixed with their creative skills to get across a message concerned with the study of the mind and emotions in relation to the sense of beauty.

Each student will be exposed to the equipment and the advanced technologies used in the film industry for the development of high quality projects in Digital Cinematography.

Provide students the experience required for organizing, managing, and leading a production

team. Encourage in students the importance of research as essential part of the creative process, and expose students to the digital cinematography and its development in the Puerto Rican and global film industry.

## EDUCATIONAL OBJECTIVES

- Express ideas correctly in a creative and audiovisual manner, taking into account the rules to follow in creative and effective writing.
- The ability to do work prepared for various media outlets.
- Complete correctly the production and post-production in the areas of filming and audio recording.
- Generate, edit, and manipulate digital video in computer programs.
- Uses cinematography as an information



Shakira A. Calderón (Producer) / Naiomy Díaz (Director) - 2050



Yaremette S. Ocasio (Producer / Director) - Dulce Tentación



Shakira Calderón (Producer) / Angelica Luiggi (Director) - Masking

medium and communicator of reality.

- Use a camera and computer as well as professional computer applications applicable to the creation of a variety of audiovisual communication jobs.

- Use the concepts and apply natural and artificial lighting techniques, both in the studio and outdoors, to achieve professional audiovisual productions.

- Produce effective camera movements that communicate specific messages and reinforce the narrative of the scene.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded a Bachelor of Science in Digital Cinematography.

# Bachelor of Science of Digital Cinematography

TOTAL CREDITS REQUIRED FOR  
GRADUATION: **132**

## GENERAL OBJECTIVE

Prepare professionals with the knowledge, techniques and skills needed to become successful in the field of Digital Cinematography. Students will be able to work in areas such as direction, production, cinematography, audio, and postproduction and perform successfully as pioneering and enterprising professionals.



Orestes Quesada

## CURRICULUM DESIGN

### GENERAL EDUCATION

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

## CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2
ESP 208	ING 101
HUM 103	CSOC 103
CCO 101	DG 111
CD 108	CD 145

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 33 / Electives 9 / Undergraduate Project 12  
 Total credits 132 / Minimum contact hours 2,265 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

CCO 101	Introduction to Computers
ADM 104	Entrepreneurship
CD 108	History of the Moving Image
DG 111	Design and Editing of Digital Images
CD 120	Story Development
CD 126	The Language of Images
CD 145	Tools for Digital Production
FD 207	Digital Photography Techniques
CD 209	Scriptwriting
CD 221	Lighting Techniques
CD 225	Live Action Sound Techniques

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 33 total

CD 230	Digital Video Editing
CD 319	Production Concepts
CD 324	Art Direction in the Narrative
AD 336	Video Compositing
CD 350	Cinematography
CD 412	Director's Role
AUD 421	Audio Post-production
CD 430	Film Business
CD 432	Special Effects Direction
CD 435	Project Development
CD 437	Advanced Post-production

### UNDERGRADUATE PROJECT

3 credits each / 12 total

ADM 475	Professional Development
CD 445	Final Production Project
CD 446	Final Production Project: The Production
CD 447	Final Production Project: The Final Steps

3	4	5	6	7	8	9	10	11
BIOL 200	ADM 104	BIOL 200	CSOC 204	HUM 300	ING 300	CSOC 300	HUM 302	ELECTIVE
CD 120	CD 209	MAT 201	CD 221	BIOL 302	CD 435	CD 430	BIOL 302	CD 447
CD 126	ELECTIVE	FD 207	CD 319	CD 350	CD 432	CD 437	CD 446	ADM 475
CD 225	CD 230	CD 324	AD 336	AUD 421	CD 412	CD 445	ELECTIVE	HUM 311



# DIGITAL GRAPHIC DESIGN DEPARTMENT

BACHELOR'S DEGREE PROGRAMS

Art of Digital Graphic Design

Art of Digital Graphic Design - Major in  
Computerized Animation

Art of Digital Graphic Design -  
Major in Photography

Art of Digital Graphic Design - Major in  
Web Development





## DEPARTMENT OBJECTIVES

Develop the student's aesthetic, ethical, and artistic sense for their integral formation as human beings.

Develop knowledge and skills to be applied in theory and practice within the different situations and challenges they will encounter.

Expose students to the utilization and application of different aspects of the Digital Graphic Design profession through exploration.

To prepare students within the Digital Graphic Design profession for active and effective participation in the development and improvement of society.

Create awareness of the meaning, implications, and impact of visual communication in public opinion and society.

Develop in the student's an appreciation of other cultures and their own through art and visual communication.

To expose each student to the technological advances in Digital Graphic Design and related fields.

Develop the administrative knowledge and skills needed to achieve a successful entrance into the workforce.

Develop professionals in the creative field of visual communication and commercial graphic image.

To develop professionals with ethical sense, appreciation of culture, and respect of their environment to promote and contribute to the betterment of society.



# Arts of Digital Graphic Design

## OVERVIEW

The Bachelor of Arts in Digital Graphic Design prepares students with the fundamental knowledge and technical skills needed to qualify for entry-level industry positions as artists and designers for a wide variety of digital and print media.

As part of the learning outcomes, students will correctly complement text, illustrations, and images into a design, produce digital illustrations using diverse techniques, create and manipulate digital images, use photography as a communication medium, and work with different production processes for graphic reproduction. They will develop and design web pages, web animations, and work accurately to create documents, books, magazines, promotional materials, and diverse visual communication works. Students will also apply creative concepts and techniques related to typographic elements, corporate image, visual semiotics, and graphic composition. As part of the program, the students will create a portfolio showing the skills, abilities, and knowledge acquired in their studies that reflect their style

and identity.

Students will create, use, and combine design elements with the aesthetics and proper graphic composition for several design projects to achieve effective and assertive visual communication while understanding its impact on society.

The program concludes with the Undergraduate Project component, which encompasses the Professional Development and Project Development courses. These courses emphasize the entrepreneurial vision, strategic thinking, opportunity creation, and professional performance within the business environment. Students will also apply the concepts learned through their degree to develop a final design or production project in accordance with the industry's requirements.

This Bachelor's Degree Program will provide the academic knowledge and technical skills needed for successful performance in their professional career and reinforce the student's creative process and abilities.



Ramón López Santiago



Gabriel Burgos Fernández

## EDUCATIONAL OBJECTIVES

- Cultivate an artistic and aesthetic sense within the field of digital graphic design.
- Properly complement text, illustrations, and images in conjunction with other design elements, in order to achieve effective and creative communication through graphic design.
- Develop knowledge and skills in the use of technological equipment and professional software used in the industry.
- Develop the ability to generate creative concepts in combination with the application of the fundamental technical skills in order to achieve harmony, aesthetics and effective and assertive communication in several design works and projects.
- Prepare a portfolio that shows the skills and knowledge acquired in multiple areas of design, illustration, image, publishing, development of electronic pages and print media, among others.
- Prepare students with the necessary knowledge and skills to achieve successful performance in the field of Digital Graphic Design as a visual communication medium.

## ACADEMIC DEGREE

Upon graduation from the program, students will be awarded a Bachelor of Arts in Digital Graphic Design.

Bachelor of  
**Arts in Digital  
 Graphic Design**

TOTAL CREDITS REQUIRED FOR  
 GRADUATION: **132**

**GENERAL OBJECTIVE**

To develop professionals in the field of Digital Graphic Design capable of conceptualizing, designing, and producing creative and assertive visual communication material using technological tools in the digital arts.



Jinelys Cosme Torres

**CURRICULUM DESIGN**

**GENERAL EDUCATION**

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

**CURRICULUM SEQUENCE SAMPLE  
 (per Academic Term)**

1	2
CSOC 100	ING 101
HUM 103	CSOC 103
CCO 101	DG 111
AG 101	AG 103

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Undergraduate Project 6  
 Total credits 132 / Minimum contact hours 2,295 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

AG 101	Design Fundamentals
CCO 101	Introduction to Computers
AG 103	Illustration Techniques
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
DG 203	Computerized Illustration
DG 206	Desktop Publishing
FD 207	Digital Photography Techniques
DG 257	Creative Campaign
DG 303	Typography
DG 304	Content Design and Strategy for Social Media

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

WD 211	Web Page Design
DG 306	Digital Publishing
WD 309	Web Page Development
DG 311	Design for Print Media
WD 315	Animation for Web and Interaction Design
DG 400	Graphic Reproduction
DG 405	Creative Digital Design
AG 406	Visual Semiotics
DG 409	Corporate Image
AG 416	International Design
DG 427	Design with Vectors
DG 445	Graphic Composition
DGD 450	Digital Portfolio

### UNDERGRADUATE PROJECT

3 credits each / 6 total

ADM 475	Professional Development
DGD 475	Project Development

3	4	5	6	7	8	9	10	11
BIOL 200	MAT 203	ESP 208	WD 211	HUM 300	HUM 302	HUM 311	AG 416	ELECTIVE
MAT 201	CSOC 204	DG 304	CSOC 300	BIOL 302	DG 400	DG 405	DG 427	DGD 450
DG 206	ADM 104	ING 300	DG 257	DG 311	WD 315	AG 406	DG 445	ADM 475
DG 203	FD 207	DG 303	DG 306	WD 309	ELECTIVE	DG 409	ELECTIVE	DGD 475



Bachelor of

## Arts in Graphic Design - Major in Computerized Animation

### OVERVIEW

The Bachelor of Arts in Digital Graphic Design with major in Computerized Animation, prepares students with the fundamental knowledge and technical skills needed to qualify for an entry-level industry position as digital animators and designers for a wide variety of audiovisual media.

As part of the learning outcomes, students will create and manipulate digital images, generate digital illustrations, use photography as a communication medium, understand the principles of animation, and master traditional 2D animation art, motion graphic, and techniques of present 3D digital technology. The use of digital animation techniques likes movement and time in the process of animation of objects, characters, camera scenes, environments, design, model and character animation that can be used in projects within the TV, film, and video game industry, with the purpose to portray the illusion of life and create an emotional response from the audience. As part of the program, students will create a portfolio showing the skills, abilities, and knowledge acquired in their studies that reflect their style and identity.

Students will create a variety of digital animation and graphic design projects using their creativity, technical knowledge, and aesthetic comprehension to achieve effective and assertive visual communication while understanding the impact it has on society.

The program concludes with the Undergraduate Project component, which encompasses the Professional Development and Project Development courses. These courses emphasize the entrepreneurial vision, strategic thinking, opportunity creation, and professional performance within the business environment. Students will also apply the concepts learned through their degree to develop a final design or production project in accordance with the industry's requirements.

This Bachelor's Degree Program will provide the academic knowledge and technical skills needed for successful performance in their professional career and reinforce the student's creative process and abilities.



Nicole Dávila Pérez



Christopher Del Rio Rosado

## EDUCATIONAL OBJECTIVES

- To develop an aesthetic and artistic sense within the field of digital animation and graphic design.
- Expand the student's knowledge and languages of visual culture and technological literacy to become successful professionals in the animation industry.
- Develop an understating of how different industry-leading tools work and how they can be applied to creative animation projects.
- Establish the necessary problem-solving and analytical skills required for reading and expressing emotions through movement, objects, characters, and environments.
- Prepare a portfolio that shows the skills developed and the knowledge acquired in multiple areas of graphic design, three-dimensional design, 2D, 3D animation, motion graphics, and related media.
- Prepare students with the necessary knowledge and skills to achieve successful performance in the field of Digital Graphic Design and Animation as a visual communication medium.

## ACADEMIC DEGREE

Upon graduation from the program, students will be awarded a Bachelor of Arts in Digital Graphic Design with major in Computerized Animation.

Bachelor of

# Arts in Digital Graphic Design Major in Computerized Animation

TOTAL CREDITS REQUIRED FOR  
GRADUATION: 132

## GENERAL OBJECTIVE

To develop students' knowledge and skills used in graphic design and digital animation. This program provides the necessary tools to be successful in the production of digital design projects and the creation of animations for the web, cinema, tv, and other audiovisual media.



Christian Rosado García

## CURRICULUM DESIGN

### GENERAL EDUCATION

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

## CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2
CSOC 100	ING 101
HUM 103	CSOC 103
CCO 101	DG 111
AG 101	AG 103

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Undergraduate Project 6  
 Total credits 132 / Minimum contact hours 2,280 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

AG 101	Design Fundamentals
CCO 101	Introduction to Computers
AG 103	Illustration Techniques
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
DG 203	Computerized Illustration
CIEN 207	Human Anatomy and Inanimate Objects
FD 207	Digital Photography Techniques
DG 257	Creative Campaign
DG 303	Typography
DG 304	Content Design and Strategy for Social Media

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

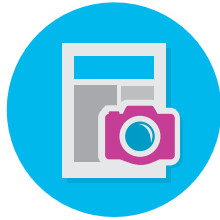
AD 218	Storyboarding
AUD 227	Audio Recording Techniques
AD 234	Principles of Animation
AD 310	Motion Graphics
WD 315	Animation for Web and Interaction Design
AD 320	Three-Dimensional Design
AD 324	Three-Dimensional Animation
AD 335	Basic Movement Editing
AD 336	Video Compositing
AD 400	Digital Special Effects
AG 406	Visual Semiotics
AG 416	International Design
DGA 450	Digital Portfolio

### UNDERGRADUATE PROJECT

3 credits each / 6 total

ADM 475	Professional Development
DGA 475	Project Development

3	4	5	6	7	8	9	10	11
BIOL 200	MAT 203	ESP 208	ING 300	HUM 300	HUM 302	HUM 311	AG 416	ELECTIVE
MAT 201	CSOC 204	DG 304	CSOC 300	DG 303	BIOL 302	AG 406	AD 335	DGA 450
DG 203	ADM 104	AUD 227	FD 207	AD 310	DG 257	AD 336	AD 400	ADM 475
CIEN 207	AD 218	AD 234	AD 320	AD 324	WD 315	ELECTIVE	ELECTIVE	DGA 475



Bachelor of

## Arts in Digital Graphic Design - Major in Photography

### OVERVIEW

The Bachelor of Arts in Digital Graphic Design major in Photography prepares students with the fundamental knowledge and technical skills needed to qualify for an entry-level industry position as digital designers and perform as photographers in a wide variety of related fields.

As part of the learning outcomes, the students will correctly complement text, illustrations, and images into a design, work accurately in the creation of a variety of jobs of visual communication, create, edit and manipulate digital images, dominate the use of professional photographic equipment, work with natural and artificial lighting, in both, the photography studio and outdoors, produce events with living beings and inanimate objects, to develop certain messages through photographs. They will also be able to develop concepts and execute commercial photography to market and communicate through digital image and graphic design. As part of the program, the students will create a portfolio showing the skills, abilities, and knowledge acquired in their studies that reflect their style and identity. Students will create and use images as an

information medium and communicator, as well as their artistic and own point of view. All this in combination with design elements in order to achieve effective and assertive visual communication while understanding the impact it has on society.

The program concludes with the Undergraduate Project component, which encompasses the Professional Development and Project Development courses. These courses emphasize the entrepreneurial vision, strategic thinking, opportunity creation, and professional performance within the business environment. Students will also apply the concepts learned through their degree to develop a final design or production project in accordance with the industry's requirements.

This Bachelor's Degree Program will provide the academic knowledge and technical skills needed for successful performance in their professional career and reinforce the student's creative process and abilities.

### EDUCATIONAL OBJECTIVES



Maxwel Rivera Acosta



Lismar Rivera Juan



Amanda Vélez Beltran

- Prepare students to obtain effective and assertive communication skills through graphic design and photography.
- To develop in the students the photographic vision needed to obtain reactions and evoke feelings through images.
- To develop an aesthetic and artistic sense within the field of digital photography and graphic design.
- To create, develop, manipulate, and correctly complement the photographic image with other important design elements.
- Instill knowledge about the operation of equipment, technology, and software used in the industry.
- To prepare a portfolio that demonstrates the abilities developed and learned in graphic design and photography as a means of visual mass media.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded a Bachelor of Arts in Digital Graphic Design major in Photography.

Bachelor of  
**Arts in Digital Graphic  
 Design - Major in Photography**

TOTAL CREDITS REQUIRED FOR  
 GRADUATION: **132**

**GENERAL OBJECTIVE**

To enable students to understand and apply the new technological tendencies of the photographic image, using effective visual communication as the main axis. With such understanding, they will be able to develop and implement graphic design and digital photography projects.



Omar Torres Acosta

**CURRICULUM DESIGN**

**GENERAL EDUCATION**

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

**CURRICULUM SEQUENCE SAMPLE  
 (per Academic Term)**

1	2
CSOC 100	ING 101
HUM 103	CSOC 103
CCO 101	DG 111
AG 101	AG 103

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Undergraduate Project 6  
 Total credits 132 / Minimum contact hours 2,280 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

AG 101	Design Fundamentals
CCO 101	Introduction to Computers
AG 103	Illustration Techniques
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
DG 203	Computerized Illustration
DG 206	Desktop Publishing
DG 257	Creative Campaign
DG 303	Typography
DG 304	Content Design and Strategy for Social Media
DG 311	Design for Print Media

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

FD 203	History and Aesthetics of Photography
FD 207	Digital Photography Techniques
FD 304	Photographic Workflow
FD 315	Photographic Lighting
FD 326	Digital Image Manipulation
DG 400	Graphic Reproduction
AG 406	Visual Semiotics
FD 409	Studio Photography
FD 415	Artistic Photography
AG 416	International Design
FD 426	Advertising Photography
FD 437	Photojournalism
DGF 450	Digital Portfolio

### UNDERGRADUATE PROJECT

3 credits each / 6 total

ADM 475	Professional Development
DGF 475	Project Development

3	4	5	6	7	8	9	10	11
BIOL 200	MAT 203	ESP 208	ING 300	HUM 300	HUM 302	HUM 311	AG 416	ELECTIVE
MAT 201	CSOC 204	DG 304	ADM 104	CSOC 300	BIOL 302	AG 406	FD 426	DGF 450
DG 203	DG 206	DG 303	ELECTIVE	DG 257	DG 311	FD 415	FD 437	ADM 475
FD 203	FD 207	FD 304	FD 315	FD 326	FD 409	DG 400	ELECTIVE	DGF 475



Bachelor of

# Arts in Digital Graphic Design - Major in Web Development

## OVERVIEW

The Bachelor of Arts in Digital Graphic Design major in Web Development prepares students with the fundamental knowledge and technical skills needed to qualify for an entry-level industry position as web developers and digital designers, able to and perform in a wide variety of related fields.

As part of the learning outcomes, students will correctly complement text, illustrations, and images into a design, produce digital illustrations using diverse techniques, create and manipulate digital images and work with content design, strategy, marketing, and management for social media. They will develop and design web pages, web animations, work with framework and programming, and develop dynamic websites, CMS, mobile web design, user experience, and interaction design. They will also apply creative concepts and techniques related to typographic elements, corporate image, visual semiotics, and advertising. As part of the program, the students will create a portfolio showing the skills, abilities, and knowledge acquired in their studies that reflect

their style and identity.

Students will create a variety of graphic design and web development projects using their creativity, aesthetic comprehension, technical knowledge, and skills to achieve effective and assertive visual communication while understanding the impact it has on society.

The program concludes with the Undergraduate Project component, which encompasses the Professional Development and Project Development courses. These courses emphasize the entrepreneurial vision, strategic thinking, opportunity creation, and professional performance within the business environment. Students will also apply the concepts learned through their degree to develop a final design or production project in accordance with the industry's requirements.

This Bachelor's Degree Program will provide the academic knowledge and technical skills needed for successful performance in their professional career and reinforce the student's creative process and abilities.



Paola Ramirez González



Alberto Cruz, Alec Aponte, Luis Román, Rafael Acevedo, Karelys Villanueva

## EDUCATIONAL OBJECTIVES

- Develop technical skills and an artistic sense within the field of Graphic Design and Web Development.
- Conceptualize, create, and develop creative and aesthetic designs and web projects for social networks, the internet, and communication media.
- Develop the ability to achieve effective visual communication and reactions through content, design, and interaction of websites and social media.
- Master knowledge in technologies, programming languages, design concepts, and software used within the industry to achieve successful performance in communication mediums such as Graphic Design and Web Development.
- Prepare students to create, experiment, and adequately use the programming languages used to develop websites and interactive media.
- Prepare a portfolio that demonstrates the knowledge and skills developed in Graphic Design and Web Development as interactive and visual communication media.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded The Bachelor of Arts in Digital Graphic Design major in Web Development

Bachelor of

# Arts in Digital Graphic Design - Major in Web Development

TOTAL CREDITS REQUIRED FOR  
GRADUATION: **132**

## GENERAL OBJECTIVE

To enable students to recognize and apply the latest techniques and technologies in designing and developing websites using effective visual communication and mastering technologies and programming languages as the main axis. With this knowledge, they may develop and implement Web sites from their design to their final delivery.



Carolina Cañizares Díaz

## CURRICULUM DESIGN

### GENERAL EDUCATION

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

### CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2
CSOC 100	ING 101
HUM 103	CSOC 103
CCO 101	DG 111
AG 101	AG 103

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Undergraduate Project 6  
 Total credits 132 / Minimum contact hours 2,295 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

AG 101	Design Fundamentals
CCO 101	Introduction to Computers
AG 103	Illustration Techniques
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
DG 203	Computerized Illustration
DG 206	Desktop Publishing
FD 207	Digital Photography Techniques
DG 257	Creative Campaign
DG 303	Typography
DG 304	Content Design and Strategy for Social Media

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

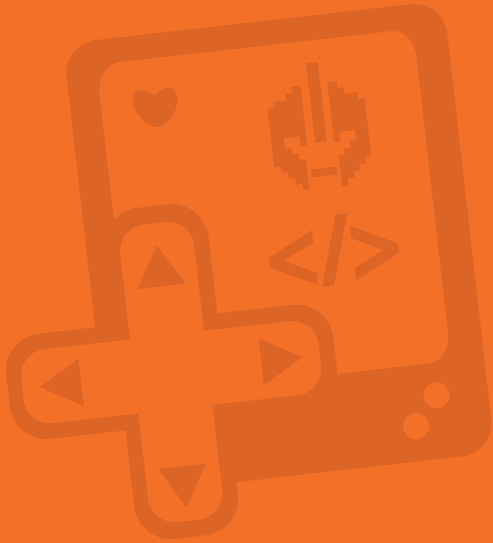
WD 205	Social Media Marketing and Management
WD 211	Web Page Design
WD 309	Web Page Development
WD 315	Animation for Web and Interaction Design
WD 325	Web Framework and Programming
AG 406	Visual Semiotics
WD 406	Dynamic Website Development
DG 409	Corporate Image
WD 410	Designing For CMS
WD 415	Mobile Web Design
AG 416	International Design
WD 425	User Experience and Interaction Design
DGW 450	Digital Portfolio

### UNDERGRADUATE PROJECT

3 credits each / 6 total

ADM 475	Professional Development
DGW 475	Project Development

3	4	5	6	7	8	9	10	11
BIOL 200	MAT 203	ESP 208	WD 309	HUM 300	HUM 302	HUM 311	AG 416	ELECTIVE
MAT 201	CSOC 204	WD 211	ADM 104	BIOL 302	WD 406	WD 410	DG 409	DGW 450
DG 206	WD 205	ING 300	CSOC 300	DG 257	WD 325	WD 415	WD 425	ADM 475
DG 203	FD 207	DG 303	DG 304	WD 315	ELECTIVE	AG 406	ELECTIVE	DGW 475

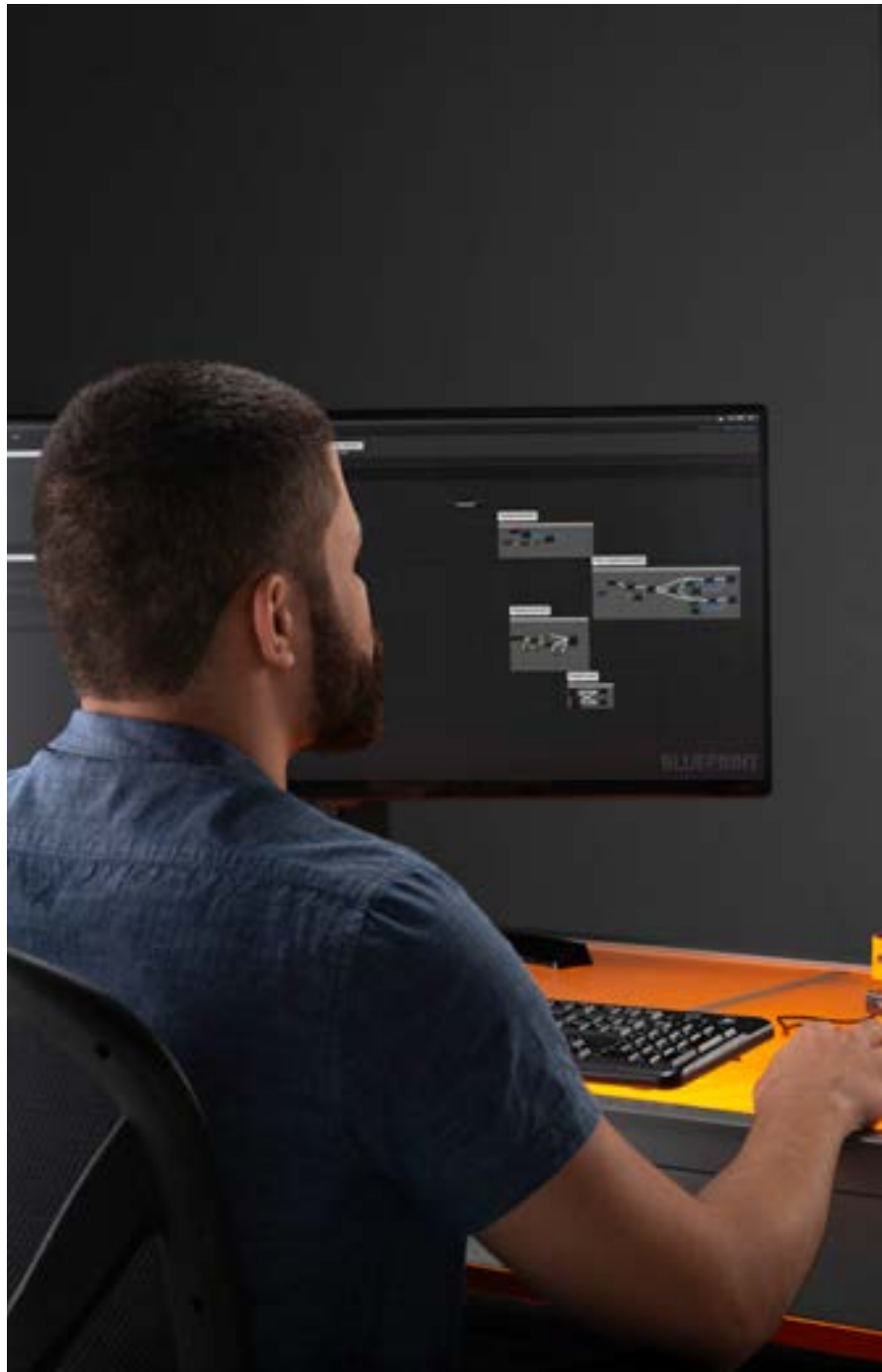


# VIDEO GAME DEVELOPMENT DEPARTMENT

BACHELOR'S DEGREE PROGRAMS

Bachelor of Science in Art and Design of Video

Bachelor of Science in Art and Design of Video Games -  
Major in Programming



Design on screen by Yamil Vazquez



## DEPARTMENT OBJECTIVES

Promote the development of new local talent, companies, products, and ideas that have international appeal within the industries of entertainment, visualization, and education.

Conceptualize, design and build unique worlds and settings that help develop complex narratives in the video game industry.

Learn a variety of innovative software and tools used by industry professionals to create all types of multimedia projects to enhance the overall experience of the audience.

Master the basics of interactive art, gameplay, game mechanics and user experience to replicate them efficiently within their projects.

Develop engaging user experiences by managing their interaction with games through coding and programming within industry-standard game engines.

Teach new artists the principles and tools of the video game industry, helping them create appealing, complex, and emotionally dynamic characters and stories that can captivate a global audience through a variety of platforms.

Educate upcoming artists and developers in the ways of the industry by promoting teamwork, professional etiquette, self-sufficiency and resourcefulness.



Bachelor of

## Science in Art and Design of Video Games

### OVERVIEW

The Bachelor of Science in Art and Design of Video Games explores the multifaceted world of video game design. From written game design documents to finished character art, level design and asset integration, the program jumps right into the visual and contextual design of game genres, mechanics and gameplay. The program provides students with the fundamental knowledge and technical skills needed to qualify for entry-level industry positions as digital artists and game designers within the gaming industry.

As part of the student learning outcomes, students will be able to develop a game design document that will help organize the details, mechanics and overall information of a video game project. They will design and integrate user interface and HUD (Heads Up Display) elements to create a more immersive user experience and interaction, assign commands and interactivity to various elements within a game through traditional programming languages and visual programming tools, design, model, rig and animate 3D characters and assets in different art styles for video games, design, build and

program game environments and levels that both challenge and enhance the player's immersion and interactive experience.

This Bachelor's Degree Program will provide the academic knowledge and the technical skills needed for a successful performance in the video gaming industry, as well as reinforce the student's creative process and abilities. At the end of the program, students will produce a digital portfolio showing the skills, abilities and knowledge acquired in their studies, reflecting their style and identity.

They will also develop a Capstone Project where they will apply the knowledge learned, while acquiring the experience of working as part of a team, facing different challenges and situations that are common within the industry. Students will research video game history and game design styles to develop a wide range of assets, characters, user interface design, level design and basic programming concepts for video games, as well as their integration into industry-standard video game engines.



Angel Valenzuela Morell



Habib Morales Crespo



Joyce Nigaglioni

## EDUCATIONAL OBJECTIVES

- Develop the necessary problem solving and analytical skills needed to design and develop engaging stories and characters through written and visual development.
- Enable students to create basic video game design, creating and refining game content and programming game interactions.
- Elaborate the required logical artistry needed to enhance player interaction and experience through dynamic visuals and gameplay.
- Expand the student's knowledge of visual culture and technological literacy to become successful professionals in the game development industry.
- Develop an understanding of how different industry-leading tools work and how they can be applied to create unique game prototypes.
- Reinforce self-sufficient work ethic, research skills, skill focusing and niche specialization within current industry trends to successfully manage a professional career and create marketable video games.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded a Bachelor of Science in Art and Design of Video Games.

Bachelor of

# Science in Art and Design of Video Games

TOTAL CREDITS REQUIRED FOR  
GRADUATION: **132**

## GENERAL OBJECTIVE

The Science of Art and Design of Video Games Program in Atlantic University prepares students to perform efficiently in the video game industry, providing the necessary education and technological tools needed to understand the influence of video games in society and their great educational and entertainment potential.



Nomar Sanabria Ayala

## CURRICULUM DESIGN

### GENERAL EDUCATION

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

## CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2
AG 101	DG 111
CCO 101	DG 203
CIEN 207	VJ 101
ING 101	CSOC 100

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Capstone Project 6  
 Total credits 132 / Minimum contact hours 2,325 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

CCO 101	Introduction to Computers
AG 101	Design Fundamentals
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
DG 203	Computerized Illustration
CIEN 207	Human Anatomy and Inanimate Objects
AD 215	Digital Production Pipeline
AUD 227	Audio Recording Techniques
AD 247	Digital Concept Art
AD 320	Three-Dimensional Design
AD 324	Three-Dimensional Animation

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

VJ 101	Design Concepts for Video Games
VJ 204	Interface Design for Video Games
AD 325	Design and Creation of 3D Characters
VJ 330	Set Design for Video Games
AD 335	Basic Movement Editing
AD 338	Basic Texturing and Lighting
AD 339	Digital Sculpting
AD 345	Advanced Three-Dimensional Design
VJ 347	Programming Concepts for Video Games
AD 412	Character Rigging and Deformation
VJ 438	Advanced Texturing and Lighting
VJ 439	Creation of Video Game Prototypes
VJ 450	Digital Portfolio

### CAPSTONE PROJECT

3 credits each / 6 total

VJ 446	Capstone Project I
VJ 448	Capstone Project II

3	4	5	6	7	8	9	10	11
VJ 204	AD 320	VJ 330	AD 335	VJ 347	VJ 439	VJ 438	AUD 227	VJ 450
AD 247	AD 324	AD 325	AD 338	AD 412	AD 345	VJ 446	VJ 448	ELECTIVE
AD 215	CSOC 103	MAT 203	CSOC 204	ADM 104	BIOL 200	BIOL 302	ELECTIVE	ELECTIVE
HUM 103	MAT 201	ING 300	ESP 208	AD 339	CSOC 300	HUM 300	HUM 311	HUM 302



Bachelor of

## Science of Art and Design of Video Games - Major in Programming

### OVERVIEW

The Bachelor of Science in Art and Design of Video Games - Major in Programming explores the methodology and logistics of interactivity within video game design. The program provides students with the fundamental knowledge and technical skills needed to qualify for entry-level industry positions as multimedia, web, UI, and game programmers within the video game industry.

As part of the student learning outcomes, students will be able to search for references efficiently when faced with an unfamiliar problem, integrate artistic work made by third parties in several game engines, create an algorithm in a programming language and adapt to another language, evaluates errors in code using several debugging techniques in order to not allow wasted memory space in programs, streamline processes in games and applications as needed, divide their work into discrete steps to facilitate production, and configure installers set at different stages of a project to facilitate the work of artists and designers.

This Bachelor's Degree Program will provide the academic knowledge and the technical skills needed for a successful performance in the industry, as well as reinforce the student's creative process and abilities. At the end of the program, students will produce a digital portfolio showing the skills, abilities and knowledge acquired in their studies, reflecting their style and identity. They will also develop a Capstone Project where they will be able to apply the knowledge learned, while acquiring the experience of working as part of a team, facing different challenges and situations that are common within the industry.

Students will control multiple aspects of a video game production, using basic 2D and 3D visual development skills to manage content and learning and applying standard programming languages such as C++ within video game engines to develop genre-based gameplay mechanics. In the end, students will have control over the integration and development of rules, tools, U.I., A.I. and of all assets used within a game, as well as their integration into industry-standard video game engines.



Astrid Crespo / Christian Santiago



Jeanlee Bermúdez Albert

## EDUCATIONAL OBJECTIVES

- Develop the analytical skills to solve problems and participate in the decision-making process within a video game development team.
- Create an understanding of how different industry-leading tools work and how they can be applied to creation of unique game prototypes.
- Elaborate the required logical artistry needed to enhance player interaction and experience through gameplay.
- Enable students to create basic video game design, creating and refining game content and programming game interactions.
- Expand the student's knowledge of math, physics, programming languages and technological literacy within other areas of development to become successful, multifaceted professionals in the game development industry.
- Reinforce self-sufficient work ethic, research skills, skill focusing and niche specialization within current industry trends to successfully manage a professional career and create marketable video games.

## ACADEMIC DEGREE

Upon graduation from the program, the student will be awarded a Bachelor of Science in Art and Design of Video Games - Major in Programming

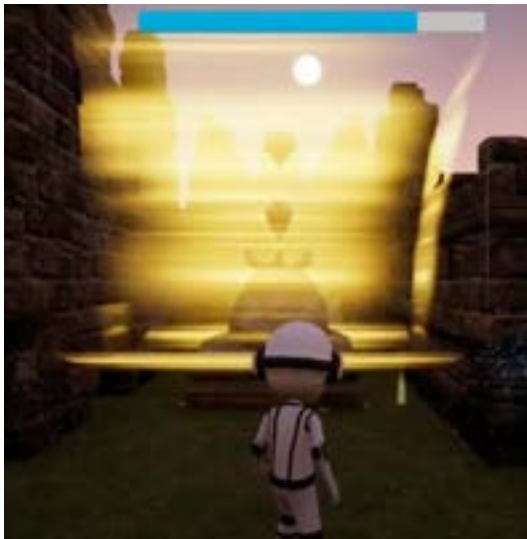
Bachelor of

# Science of Art and Design of Video Games - Major in Programming

TOTAL CREDITS REQUIRED FOR GRADUATION: **132**

## GENERAL OBJECTIVE

The Science of Art and Design of Video Games with a Major in Programming Program in Atlantic University develops in students the necessary analytical and logistic capacities to be able to program and develop video games for multiple platforms and purposes in our present technological society.



Victor Rios Figueroa

## CURRICULUM DESIGN

### GENERAL EDUCATION

3 credits each / 45 total

CSOC 100	Human Growth and Social Adaptability
ING 101	General English
CSOC 103	Human Relations
HUM 103	Literary Genres
BIOL 200	Plant Kingdom
MAT 201	Algebra
MAT 203	Geometry and Trigonometry
CSCO 204	Puerto Rico: A Contemporary Approach
ESP 208	Creative Communication
CSOC 300	Psychology
HUM 300	Western Civilization: Ancient Culture
ING 300	Conversational English
BIOL 302	Animal Kingdom
HUM 302	Western Civilization: Modern Times
HUM 311	Modern Art History

### CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2
CCO 101	DG 111
CCO 109	DG 203
ING 101	VJ 101
MAT 201	MAT 203

## REQUIREMENTS AND CREDITS:

General Education 45 / Professional Courses 33 / Major Courses 39 / Electives 9 / Capstone Project 6  
 Total credits 132 / Minimum contact hours 2,295 / Program length in months 42 / Program length in weeks 127

### PROFESSIONAL COURSES

3 credits each / 33 total

CCO 101	Introduction to Computers
CCO 109	Programming Logic
ADM 104	Entrepreneurship
DG 111	Design and Editing of Digital Images
DG 203	Computerized Illustration
CCO 207	Database Management
ASI 220	HTML Programming
AUD 227	Audio Recording Techniques
AD 215	Digital Production Pipeline
AD 320	Three-Dimensional Design
ASI 308	PHP With SQL Programming

### ELECTIVES (3 free)

3 credits each / 9 total

### MAJOR COURSES

3 credits each / 39 total

VJ 101	Design Concepts for Video Games
VJ 204	Interface Design for Video Games
VJP 300	Basic Programming
VJP 320	Basic Math for Programmers
VJP 330	Advanced Math for Programmers
AD 338	Basic Texturing and Lighting
VJ 347	Programming Concepts for Video Games
VJP 400	Advanced Programming
VJP 410	Physics Applied to Video Games
VJP 430	Basic Video Game Programming
VJP 437	Advanced Video Game Programming
VJP 439	Creation of Video Game Prototypes
VJP 450	Digital Portfolio

### CAPSTONE PROJECT

3 credits each / 6 total

VJP 446	Capstone Project I
VJP 448	Capstone Project II

3	4	5	6	7	8	9	10	11
AD 215	VJ 204	AD 338	VJP 400	AUD 227	VJP 430	ASI 220	ASI 308	VJP 450
AD 320	VJP 300	VJ 347	VJP 410	CCO 207	VJP 439	VJP 437	VJP 448	ELECTIVE
VJP 320	VJP 330	HUM 103	CSOC 204	ADM 104	CSOC 300	VJP 446	ELECTIVE	ELECTIVE
CSOC 100	CSOC 103	ING 300	ESP 208	HUM 300	BIOL 200	BIOL 302	HUM 311	HUM 302



## COURSE DESCRIPTIONS

### UNDERGRADUATE

## GENERAL EDUCATION

### BIOLOGY

#### **BIOL 200 PLANT KINGDOM**

(3 Credits)

This is an introductory course to the principles and concepts of biology. Emphasis is given to the structure and functions of the cell in vegetable tissues. The course includes the study of existing main live groups, such as plants, their structure, development and reproduction in addition to the impact these have on the animal kingdom and the environment.

#### **BIOL 302 ANIMAL KINGDOM**

(3 Credits)

This course studies the animal kingdom. It emphasizes structures, functions and genetic nature of the cell tissue. The following aspects are analyzed: zoology, physiology, genetics, organic evolution, ecology and nature as well as the scientific method. It also includes the study of various types of animals, their evolution and taxonomy.

### ENGLISH

#### **ING 101 GENERAL ENGLISH**

(3 Credits)

This course has been designed to provide students with the essential skills needed for successful academic writing, development of critical thinking skills and basic research skills with a comprehensive understanding of the writing process from generating ideas to

revising and editing their work. Through a combination of lectures, discussions, and practical assignments, students will develop the tools and strategies required to excel in college-level writing and research projects.

#### **ING 300 CONVERSATIONAL ENGLISH**

(3 Credits)

This course has been designed to provide college-level speakers of English as a Second Language the tools required to engage in active conversations in their target language. The diverse topics with which students will be confronted will provide them with facts, opinions, the opportunity to present arguments and to think critically as they are prompted to feel confident in their use of their second language. The course also emphasizes on the differentiation between informal and formal (academic) expressions, linguistic aspects of their second language, use of grammar, the development of vocabulary and the development of public speaking skills.

### HUMANITIES

#### **HUM 103 LITERARY GENRES**

(3 Credits)

This course introduces different literary genres through selected literary works that include poetry, essays, short stories, and novels. It emphasizes literary analysis of each representative work, develops comprehension skills, and teaches how to write a literary act.

### **HUM 300** **WESTERN CIVILIZATION:** **ANCIENT CULTURE**

(3 Credits)

The Humanities course is designed to offer a vision of the philosophic and cultural thinking of the people of western civilization. In this course, the students study the cultural impact of Mesopotamia and Egypt as antecedents to the formation of Greco-roman culture. Students examine the Jewish or Hebrew roots of our culture. Special attention is given to the study of philosophical, mystical-religious and social concepts of these groups. Students also study representative pieces of art and literature that serve as references to understand the cultural heritage of these old civilizations.

### **HUM 302** **WESTERN CIVILIZATION:** **MODERN TIMES**

(3 Credits)

The Humanities II course reinforces the study of philosophy and culture of the people who comprise the Western civilization. It examines with greater detail the religious and political European movements that served to manifest new philosophical and religious concepts and social attitudes. It includes representative pieces of art and literature that serve as references to understand the cultural heritage of the civilizations studied.

### **HUM 311** **MODERN ART HISTORY**

(3 Credits)

This course presents the history of diverse styles, mediums, ideas and

basic concepts of modern art (from XIX century to present day). Students will learn about a variety of artists and movements, emphasizing in Puertorrican art, through lectures, investigations, presentations, and conferences.

## **MATHEMATICS**

### **MAT 201** **ALGEBRA**

(3 Credits)

This algebra course provides an introduction to fundamental algebraic concepts, including solving linear equations, working with polynomials, square roots properties, and understanding functions and drawing a graph to represent data, functions, or relationships visually. Students will explore various methods for manipulating algebraic expressions and apply these techniques to solve real-world problems. By the end of the course, students will have a foundation in algebra that prepares them for more advanced mathematical studies and practical applications.

### **MAT 203** **GEOMETRY AND TRIGONOMETRY**

(3 Credits)

This Geometry course covers both 2D and 3D shapes, focusing on properties, measurements, and relationships within these dimensions. Students will study essential concepts such as angles, congruence, similarity, and surface area, and volume of various geometric figures. Emphasis is placed on applying geometric principles to solve real-world problems and conducting

precise measurements. By the end of the course, students will develop analytical skills and a thorough understanding of geometric principles essential for advanced mathematical studies and practical applications. In addition, it includes an introduction to Trigonometry Functions.

## **SOCIAL SCIENCES**

### **CSOC 100** **HUMAN GROWTH AND** **SOCIAL ADAPTABILITY**

(3 Credits)

This course studies the aspects concerning personal and academic development, self-concept and self-esteem, development of personal and social skills, leadership, thinking skills, managing internal and external positions in general while developing attitudes that favor change.

### **CSOC 103** **HUMAN RELATIONS**

(3 Credits)

This course includes basic concepts concerning relations with others as applied to situations at work, specifically with organization, personnel and administration on behavior patterns focuses. Case studies are analyzed as part of the process to solve situations.

**CSOC 204**  
**PUERTO RICO:**  
**CONTEMPORARY APPROACH**

(3 Credits)

This course focuses on the integrated study and analysis of the present Puerto Rican society considering its politics, its economy, and its perspective for the future. It also includes the study of political, economic, and legislative processes while considering the impact that western culture has had on these processes.

**CSOC 300**  
**PSYCHOLOGY**

(3 Credits)

This course studies mental processes, human behavior as well as the biological foundations that sustain these. Also included is the study of the social dimension and its influence on individual behavior.

**SPANISH**

**ESP 208**  
**CREATIVE COMMUNICATION**

(3 Credits)

This course focuses on written communications skills in Spanish, which are necessary for good communication processes between emitter and receptor. This course is a must for interaction in the world of organizational work.

**PROFESSIONAL AND  
MAJOR COURSES**

**AD**

**AD 215**  
**DIGITAL PRODUCTION PIPELINE**

(3 Credits) Prerequisite: CCO 101

This course provides new students with an overall pipeline of production commonly used in the field of digital animation and game design. Students will develop simple projects and carry them over through the different stages of production, ranging from documentation, image manipulation, the basics of modeling and texturing to the exportation of media to either rendered productions or video game engines. Use of laboratory.

**AD 218**  
**STORYBOARDING**

(3 Credits) Prerequisites: CCO 101, CIEN 207

This course teaches students the process and benefits of creating a previsualization technique called storyboarding that helps avoid problems with continuity for any film or animated project. These processes are used in the industry as a means of planning for any type of production issues such as scene transitions, camera angles, and presenting ideas. Students will also develop an animatic using storyboards, recorded dialogue, sound, and music to set timing. Use of laboratory.

**AD 234**  
**PRINCIPLES OF ANIMATION**

(3 Credits) Prerequisites: CCO 101, CIEN 207

In this course, students will be focusing on digital character animation, exploring and understanding the 12 principles of animation. By applying these principles, students will produce an illusion of characters adhering to the basic laws of physics and also dealing with emotional timing and character appealing. Use of laboratory.

**AD 247**  
**DIGITAL CONCEPT ART**

(3 Credits) Prerequisites: CCO 101, CIEN 207, DG 111

Students in this course will be exposed to the history, techniques and applications of digital concept art and matte paintings for use in various production environments such as animation, filmmaking and video games. Students will explore and apply concepts such as perspective, thumbnail sketching, speed painting, effective use of composition, cinematic framing and mood, as well as an introduction to projected 3D matte paintings. Use of Laboratory.

**AD 310**  
**MOTION GRAPHICS**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 234

Motion Graphic introduces students to the principles and elements of motion design and animation fundamentals, through studio practices at beginning and advanced levels. Spanning interaction design, product interfaces, kinetic data visualizations, typography,

TV and film title design, brand building and narrative storytelling. Use of Laboratory.

### **AD 320 THREE-DIMENSIONAL DESIGN**

(3 Credits) Prerequisites: CCO 101  
This course provides the students with the tools required to create realistic or stylized three-dimensional objects using industry-leading 3D software. Using traditional fundamentals of design, drawing, architecture, and engineering, the course teaches a wide selection of techniques and applies them to the process of creating 3D objects, characters and backgrounds. Use of laboratory.

### **AD 324 THREE-DIMENSIONAL ANIMATION**

(3 Credits) Prerequisites: CCO 101  
Students in this course will develop basic skills in 3D animation. In addition to being an extensive introduction to the

interface and tools of programs utilized in the industry, the course focuses on three-dimensional animation techniques such as keyframing, posing, editing animation curves, motion paths, and camera movement. Use of laboratory.

### **AD 325 DESIGN AND CREATION OF 3D CHARACTERS**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 320  
Students in this course will conceptualize, draw, model and create a full 3D character. Using industry leading 3D software, students will be exposed to the techniques of organic modeling and digital sculpting of characters in a production-ready approach. Basic character texturing will also be explored. Use of laboratory.

### **AD 335 BASIC MOVEMENT EDITING**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 324

Students will learn animation concepts in a 3D format, learning how to give "life" to animated objects. The class will focus specifically on character animation. The history and differences between different types of animation will be explained. Students will create a short animated reel. Use of laboratory.

### **AD 336 VIDEO COMPOSITING**

(3 Credits) Prerequisites: CCO 101, DG 111

This course provides students with the skills and tools needed for the creation of vivid motion graphics utilizing video, sound, 2D images and a variety of mixed media. Students will give life to static images through the study of movement, composition and other important animation concepts. The course covers the use of color correction, alpha channels and displacement maps. Use of laboratory.



### **AD 338**

#### **BASIC TEXTURING AND LIGHTING**

(3 Credits) Prerequisites: CCO 101, DG 111, AD 320

This course focuses on the understanding of material properties for 3D model texturing and lighting techniques for 3D scenes. The course explores real world materials and the techniques to emulate these in a virtual world. Properties like diffusion, specular, transparency, and refraction, among others, are studied in detail. In addition, mapping techniques like planar, cylindrical, spherical, and cubic will be deeply explored. Advanced lighting techniques like Global Illumination and High Dynamic Range Imaging are also discussed. Use of laboratory.

### **AD 339**

#### **DIGITAL SCULPTING**

(3 Credits) Prerequisites: CCO 101, DG 111, AD 320, AD 325

Students in this course will sculpt and detail three-dimensional characters and hard-surface geometry to obtain levels of detail previously unattainable with traditional modeling techniques. Using digital sculpting software, the students will master production techniques such as detailing topology, subdivision of geometry, normal mapping, displacement mapping, 3D texture painting and retopologizing geometry; all useful techniques both in animated productions and video game design. Use of laboratory.

### **AD 345**

#### **ADVANCED**

#### **THREE-DIMENSIONAL DESIGN**

(3 Credits) Prerequisites: CCO 101, DG 111, AD 320, AD 325, AD 338

As a follow-up course to Three-dimensional Design, this course studies advanced aspects of 3D modeling for different production environments. Students will learn advanced texturing techniques, surface retopology tools and modeling pipelines to enhance the visual quality of their projects. Use of laboratory.

### **AD 400**

#### **DIGITAL SPECIAL EFFECTS**

(3 Credits) Prerequisites: CCO 101, DG 111, AD 320, AD 324, AD 336

The integration of computer generated assets with digital video serves as the technical foundation for the creation of visual effects in production. In this project-based course, students will explore how to generate dynamic systems to create visual effects. Students will also learn to motion track, create multi-pass renders and to composite 2D and 3D elements with live action footage. Use of laboratory.

### **AD 412**

#### **CHARACTER RIGGING AND DEFORMATION**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 320, AD 324

This course looks to study the existing techniques to emulate human movement in a three-dimensional way. Techniques covered include creation of the skeleton (rigging), geometric deformations of skin (skinning), deformations (morphing), and edit skin (weight mapping), among others. Use of laboratory.

### **AD 425**

#### **ADVANCED RIGGING**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 320, AD 324, AD 412

Building up from character rigging and deformation, this course explores more in depth the aspects of rigging in relation to facial animation. Differences between bone-based and multi-model facial systems will be discussed among other things. Students will develop and test a facial rig that can perform a wide range of desired emotions and expressions. Use of laboratory.

### **AD 435**

#### **ADVANCED**

#### **THREE-DIMENSIONAL ANIMATION**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 234, AD 320, AD 324, AD 335

In this course, students will focus on the acting aspects of their 3D characters, specifically in character dialogue. Students will study acting and animation techniques to give their characters feelings, weight, and convey real life gestures such as breathing, reactions and other movements associated with dynamic character animation. Use of laboratory.

### **AD 439**

#### **ADVANCED ANIMATION PROJECT**

(3 Credits) Prerequisites: CCO 101, CIEN 207, DG 111, AD 234, AD 320, AD 324, AD 335

This will be the last animation course students take before beginning their capstone project. In this course, students will develop their own animation short. The professor will facilitate a rigged model of a 3D character and the

student will work on all three facets of pre-production, production and post-production within the project, with a duration of approximately 10 to 15 seconds of animation. With this project, students will be prepared to work on their capstone project as part of an animation team. Use of laboratory.

#### **AD 446** **CAPSTONE PROJECT I**

(3 Credits) Prerequisites: CCO 101, DG 111, CIEN 207, AD 218, AD 247, AD 320, AD 324, AD 335, AD 325  
This project-based course will allow students to work in teams developing a group project which employs all aspects and techniques learned throughout the digital animation program. Students shall assume roles within the production pipeline that fit their best skill sets, helping them establish their niche or specialization within the industry and obtain a finalized piece for their portfolio. Use of laboratory.

#### **AD 448** **CAPSTONE PROJECT II**

(3 Credits) Prerequisites: CCO 101, DG 111, CIEN 207, AD 218, AD 247, AD 320, AD 324, AD 325, AD 335, AD 338, AD 345, AD 412, AD 425, AD 439, AD 446  
This course follows up on the previous capstone project course, providing students with an extended period of project development. Students will continue to implement features into their project while evaluating character textures, rigs, animations, project assets, cameras, sound and overall project goals. Art direction and storytelling will also be emphasized. Use of laboratory.

#### **AD 450** **DIGITAL PORTFOLIO**

(3 Credits) Prerequisites: CCO 101, DG 111, CIEN 207, AD 218, AD 247, AD 320, AD 324, AD 325, AD 335, AD 338, AD 345, AD 412, AD 425, AD 439, AD 446, AD 448  
This course serves as the final step in the development of the student's capstone project and focuses on providing the finishing touches needed to be ready for setting up the student's portfolio. The course will also provide students with the knowledge of online portfolio creation and management, as well as how to use social media and professional networking sites to maximize their exposure to potential employers and clients. Use of laboratory.

### **ADM**

#### **ADM 104** **ENTREPRENEURSHIP**

(3 Credits) Prerequisites: ESP 208, ING 101, MAT 201, CSOC 100  
This course aims to prepare students for the study of business opportunities, while emphasizing on multiple alternatives for creating and establishing a business, paying special attention to theoretical aspects and practices related to the creation of a successful business plan.

#### **ADM 400** **MANAGEMENT OF INFORMATION SYSTEMS**

(3 Credits) Prerequisites: CCO 101, CCO 103, CCO 207, ESP 208  
Addresses policy and management issues surrounding information systems in today's enterprises: strategic use, organizational impact, project management, human resource issues and other topics germane to understanding management information systems.

#### **ADM 419** **SEMINAR**

(3 Credits) Prerequisites: 21 credits approved in major.  
This educational experience is characterized by the search of specific and specialized know-ledge within the concentration of a bachelor's degree. It emphasizes the basic elements that require the preparation, organization and presentation of a research project.

#### **ADM 475** **PROFESSIONAL DEVELOPMENT**

(3 Credits) Prerequisites: 108 credits approved.  
This course aims to prepare students for professional performance in the business environment. To approach the entrepreneurial process from a practical, realistic, and inclusive view, and to promote the creation and experimentation of new ideas as well as the recognition of new environments for their development as professionals of the industry. Use of laboratory.

### **AG**

#### **AG 101** **DESIGN FUNDAMENTALS**

(3 Credits)  
An introduction to the field of design. The course emphasizes the history, evolution, methods, application and its function in the commercial field. Entails the study of principles and elements of design and their application in various techniques of composition.

### **AG 103** **ILLUSTRATION TECHNIQUES**

(3 Credits)

Visualization and analysis of messages expressed in illustrations. The study of diverse styles and mediums to illustrate figures and objects which will be used in graphic realizations. Among these mediums: ink, charcoal, pencil, and markers.

### **AG 406** **VISUAL SEMIOTICS**

(3 Credits)

The study of verbal-iconic signs, present in every graphic design piece and the so called bi-media communication: text-image. Analysis of the Puerto Rican iconographic environment for the production of new visual pieces that integrates to culture, art and to society.

### **AG 416** **INTERNATIONAL DESIGN**

(3 Credits)

Study of design as a creative process. The design profession through its history and impact on society and culture, from the industrial revolution up to the international design, will be analyzed. It will discuss the current importance of design and the criteria to define it as well as the tendencies and focus of different design schools.

## **ASI**

### **ASI 215** **ADMINISTRATION OF** **INFORMATION CENTER**

(3 Credits) Prerequisite: CCO 101, CCO 207

This course emphasizes administration of information centers as part an organization. It provides students with the necessary knowledge to assess needs and develop an effective master plan to develop information systems. The students will be able to implement security measures concerning software and equipment, and they will create effective plans for acquiring and evaluating software. Use of laboratory.

### **ASI 217** **NETWORK AND DATA** **COMMUNICATION**

(3 Credits) Prerequisite: CCO 101, CCO 207

This course is designed to provide the student with vast knowledge in data communication, the software, and hardware used for this purpose. Students will learn to describe the present and future trends in reference to telecommunications, the advantages that are also badly necessary and required. Students will also understand the value of effective data communication systems and processes. Use of laboratory.

### **ASI 220** **HTML PROGRAMMING**

(3 Credits) Prerequisite: CCO 101  
Learn the basics of HTML programming using the appropriate structure in the construction and navigation of websites. Create "web page" working concepts of text, links, colors, tables, lists and import images. It will provide knowledge in the use of technology related to HTML. Use of Laboratory.

### **ASI 303** **OBJECT ORIENTED PROGRAMMING** **(VISUAL C++)**

(3 Credits) Prerequisites: CCO 101, CCO 207, ASI 220

This is a course in object oriented Programming using C++. This course focuses on the details that are specific to C++ such as memory management, functions, pointers and arrays. Students will write programs automatically and they will personalize the code that Visual C++ gives them in order to create more specific applications. Use of Laboratory.

### **ASI 304** **ADVANCED DATA BASE** **MANAGEMENT**

(3 Credits) Prerequisites: CCO 101, CCO 207

This course prepares students to perform the day-to-day administration of a database system. It covers all aspects of DBA work and all its components. The course begins with relational database basics, and goes through development as well as administration aspects. Use of laboratory.

### **ASI 307** **SYSTEM ANALYSIS AND DESIGN**

(3 Credits) Prerequisites: CCO 101, CCO 207, ASI 217, ASI 303

This course introduces the study, analysis and evaluation of a computer system. Established and evolving methodologies for the analysis, design, and development of an information system. It emphasizes the development of information systems for businesses that are not automated. Students will use software such as FLOW, Chats, and Easy Case to produce flow chart diagrams. Use of laboratory.

### **ASI 308** **PHP WITH SQL PROGRAMMING**

(3 Credits) Prerequisites: CCO 101, ASI 220, CCO 207

This course covers the basics of designing webpages using HTML and PHP, and connecting them to SQL database backends to allow for dynamic content. Students will learn the basics of each of these languages individually and learn how to combine them to make interactive web pages. Topics include HTML forms, session support, and object oriented PHP. Use of laboratory.

### **ASI 403** **OBJECT ORIENTED PROGRAMMING (VISUAL BASIC)**

(3 Credits) Prerequisites: CCO 101, CCO 103, CCO 207, ASI 308

This Visual Basic course is designed for the use and management this programming language. Students will be able to develop programs based in Windows, while they apply the proper techniques of this language. Use of laboratory.

### **ASI 407** **AUDITING INFORMATION SYSTEMS**

(3 Credits) Prerequisites: CCO 101, ADM 400, CCO 207, ASI 307, ASI 308

This course introduces IT AUDITING as an innovative and cutting edge product, which provides students with an understanding of how to audit accounting information systems, including such new and expanded coverage of enterprise systems, fraud and fraud detection topics as continuous online auditing. It ensures a solid background in traditional auditing as well as in the auditing of accounting information systems. Students will gain a true understanding of how these audits take place in the workplace.

### **ASI 410** **PYTHON & JAVASCRIPT**

(3 Credits) Prerequisites: CCO 101, CCO 207, ASI 220, ASI 308

This course focus on learning and practicing programming concepts using Python and Javascript programming languages. Python will introduce general programming, and JavaScript will focus on advanced language features and

client-side programming. The focus of the course lies on thinking computationally and learning to write codes applied to web page development, computer data science, and cybersecurity. Topics like basic syntax and object-oriented programming will be discuss. This course includes in-class coding exercises and assignments consisting of the implementation for the web. Use of laboratory.

## **AUD**

### **AUD 227** **AUDIO RECORDING TECHNIQUES**

(3 Credits) Prerequisite: CCO 101  
Introductory course in digital sound design with a focus on animation, video games and film. Students will be introduced to the creation, editing, and enhancement of digital audio files for the purpose of developing SFX (sound effects), ADR (advanced dialogue replacement), environmental ambiance, and scoring. The course presents the basics of Digital Signal Processing (DSP) and multi-channel amplification (DOLBY, DTS) coupled with the recording and sampling of voice and foleys for sound effects. Use of laboratory.



## **AUD 421**

### **AUDIO POST-PRODUCTION**

(3 Credits) Prerequisites: CCO 101 and, AUD 227 or CD 227

Audio Post Production for Multimedia is an advanced class that will teach students the specific techniques and strategies used by working professionals during the post production process. Students will learn how to spot, edit, and assemble dialogue, sound effects, foley, and music, in addition to mixing and prepping the audio for multimedia applications utilizing industry standard software, and its peripherals. Throughout the course, students will have the opportunity to apply the techniques they learn to real world situations. Use of laboratory.

## **CCO**

### **CCO 101**

#### **INTRODUCTION TO COMPUTERS**

(3 Credits)

This is an introductory course to the computer world. This course offers knowledge about electronic equipment used for data processing, its relation with the computer, and the ways to communicate through the operating systems and integrated information systems. Use of laboratory.

### **CCO 103**

#### **COMMERCIAL SOFTWARE MANAGEMENT**

(3 Credits) Prerequisite: CCO 101

This course studies and analyzes the basic fundamentals in commercial software management in businesses. Students will learn to use the utilities of each program and to create graphics and written documents using commercial software such as Windows Operating system, Excel, Word, Power Point, Access and Outlook. Use of laboratory.

### **CCO 109**

#### **PROGRAMMING LOGIC**

(3 Credits)

This introductory course teaches students how to think and organize themselves using logic to resolve problems within programming exercises and obtaining the desired results. Students will learn the complete logical cycle of programming, from identifying problems and possible solutions to validating the results. Students will also learn the use of logical operators, flowcharts, and how to write and develop pseudo-code.

### **CCO 207**

#### **DATABASE MANAGEMENT**

(3 Credits) Prerequisite: CCO 101

This course is to teach students the formal underpinnings and programming languages associated with the architecture of relational database management systems. Students will also be taught engineering design methodologies for databases in conjunction with the role of such design and implementation strategies in the context of large software systems. There will be hands on work with UML data modeling tools, SQL programming and application database interfaces. In addition to the topics implied above, important practical issues concerning the commercial deployment of relational databases will be dealt with in greater detail, including constraints and data integrity, transaction processing, data warehousing, and analytic processing. Use of laboratory.

## **CD**

### **CD 108**

#### **HISTORY OF THE MOVING IMAGE**

(3 Credits)

In this course students will learn about the historical and technical advances in cinema from early cinema years through the birth of new technologies in digital cinema. Students will learn the aesthetics of film since the silent era through the beginning of sound and the developments of film genres such as Italian Neorealism, Film Noir, French New Wave and Cinéma Verité. Students will also learn about the aesthetics and style of cinema in the world.

### **CD 120**

#### **STORY DEVELOPMENT**

(3 Credits)

This course will focus on the techniques and knowledge needed to successfully develop an original story in a creative manner, allowing them to further improve their writing by generating a unique style and voice. Dramatic principles such as subtext, exposition, tension, dramatic contrast as well as the use of emotion and suggestion to further guide the audience to the conclusion of a story. Use of laboratory.

### **CD 126**

#### **THE LANGUAGE OF IMAGES**

(3 Credits)

Using a series of lectures, presentations and research students will learn to recognize and analyze the aesthetics and significance of the visual language in the motion picture with emphasis on how the elements of sound, performance, lighting and camera techniques are used in the mise-en-scène.



### **CD 145** **TOOLS FOR DIGITAL PRODUCTION**

(3 Credits)

Using a series of lectures, presentations and research students will learn about the different tools that are used in professional cinematography projects for areas such as lighting, sound, camera operating, and script development.

### **CD 209** **SCRIPTWRITING**

(3 Credits)

Prerequisites: CCO101, CD 120

In this course, students will learn the fundamentals of how to transform a story into a script to be used in various forms of media, such as film or television. Various approaches to writing will be explored as well as specific techniques on story arcs, themes, genre, dialogue, and dramatic structure. The course also examines proper script formatting, research, editing, and draft revisions. Use of laboratory.

### **CD 221** **LIGHTING TECHNIQUES**

(3 Credits)

Prerequisites: CCO 101, CD 145

In this course students will learn about the use of lighting in film and video through a series of lectures and conferences. Students will find out first-hand how to find solutions to problems and to understand the use of lighting is a part of the process of storytelling. Use of laboratory.

### **CD 225** **LIVE ACTION SOUND TECHNIQUES**

(3 Credits)

Prerequisites: CCO101

Introductory course in digital sound design with a focus on live action movies. Students will be introduced to the creation, editing, and enhancement of digital audio files for the purpose of developing SFX (sound effects), ADR

(advanced dialogue replacement), environmental ambience, and music scoring. This course presents the basics of DSP (digital signal processing) and stereo channel imaging coupled with basic recording of MIDI, virtual instruments, and third-party applications. Use of laboratory.

### **CD 230** **DIGITAL VIDEO EDITING**

(3 Credits)

Prerequisites: CCO 101, DG 111

This course presents the basic techniques used in digital video editing on non-linear systems and software. The student will develop a basic understanding of digital video files and explore the workflow of effective audiovisual narrative. Techniques used by professional editors will be demonstrated such as: video transitions, scoring, visual effects, colorization and video compression among others. Use of laboratory.

### **CD 319** **PRODUCTION CONCEPTS**

(3 Credits)

Prerequisites: ADM 104, CD 145, CD 120, CD 209

Using a series of lectures, presentations, and research, students will learn about the importance of the production process of a cinematographic project. Students will also learn about the different roles in a production. Use of laboratory.

### **CD 324** **ART DIRECTION IN THE NARRATIVE**

(3 Credits)

Prerequisites: CCO 101, CD 126, DG 111

Using a series of lectures, presentations, and research, students will learn about the importance and structure of production design in film. Students will also learn how architecture plays a role in the development, of a scenario to contribute to the films mood and its overall aesthetic.

### **CD 350** **CINEMATOGRAPHY**

(3 Credits)

Prerequisites: CCO 101, CD 126, CD 145, CD 221, DG 111, FD 207

This course focuses on the fundamentals and theory of cinematography, and how to successfully utilize its concepts in a manner that serves the story creatively. Students will thoroughly explore the use of the camera and lenses to tell a coherent story through moving images, including techniques on framing, composition, depth of field and camera movement. The student will also become familiar with various tools and equipment utilized in the field, as well as on-set procedures used by cinematographers during filming. Use of laboratory.

### **CD 412** **DIRECTOR'S ROLE**

(3 Credits)

Prerequisites: CD 108, CD 120, CD126, CD 145, CD 209

In this course, students learn about the role of a film director, understand the importance of the decision making process from script to screen, knowledge of film grammar, visual storytelling, staged dramatic scenes, using the camera as narrator, character creation, working with cast, crew, and producers, writing the script, dramatic structure, narrative, dramatic and poetic visual structures.

### **CD 430** **FILM BUSINESS**

(3 Credits)

Prerequisites: ADM104, CD145, CD 120, CD209, CD319

Using a series of lectures, presentations and research students will learn about the importance of the film business process of a cinematographic project. Identify the basic tools that entrepreneurs need to create and tell professional stories with market potential and develop knowledge of audiovisual production.

### **CD 432** **SPECIAL EFFECTS DIRECTION**

(3 Credits)

Prerequisites: CCO 101, AD 336, CD 230, DG 111

This course further explores the use of visual effects in film and television production, with an emphasis on good on-set practices to achieve the best results possible in post-production. Advanced use of green screens will be explored, as well as techniques on proper tracker marker placement, camera tracking, object tracking, sky replacement and image acquisition for virtual set reconstructions. Use of laboratory.

### **CD 435** **PROJECT DEVELOPMENT**

(3 Credits)

Prerequisites: ADM 104, CD 108, CD 126, CD319, CD412, CCO101, DG111, AUD227, CD 120, CD145, CD209, CD221, CD350, CD230, ESP 208, AD336, CD432, FD 207

This course is directed towards the development of the final production project proposal. The student will be required to present a proposal that will validate the concepts and skills learned in the previous courses. They will choose a specialization of the following: screenwriting, directing, producing, production design, cinematography and post-production. By selecting a specialization the student will

create a complete project proposal to carry out the pre-production in CD 445 Final Production Project. Use of laboratory.

### **CD 437** **ADVANCE POST-PRODUCTION**

(3 Credits)

Prerequisites: CCO 101, AD 336, CD 230, DG 111

In this course, students learn about the basics of editing. Foundations complete each lesson, with step by step where they can absorb the details and start using the program immediately. After discovering how to use the tools and understanding the editing workflow, you will learn the basic editing functions, editing timeline, and the cut, then move on to the refining of audio, add effects, make the correction color, creating titles, and finally, project completion and delivery of the finished piece. You

will also learn about the capabilities of MediaComposer, such as a timeline to drag and drop that allows users to mix formats, frame rates and resolutions, new direct editing capabilities to QuickTime, RED, XDCAM, and other media tapeless media. Use of laboratory.

### **CD 445**

#### **FINAL PRODUCTION PROJECT**

(3 Credits)

Prerequisites: CCO 101,

DG 111, AUD 227, CD 145, CD 120,

CD 126, CD 209, CD 221, CD 230,

CD 319, CD 350, ADM 104, AD 336,

CD 412, CD 432, ESP 208, FD 207, CD 108

This course is project base and provides the student with the validation of what they have learned in the classes of production, where began creating their final project. This course provides the student with the selection of the team with whom to conduct its production and the design and pre-production on his film, the selection of the most talented players and that will be part of project preparation work schedules, and all documentation required permissions film project. Use of laboratory.

### **CD 446**

#### **FINAL PRODUCTION PROJECT: THE PRODUCTION**

(3 Credits)

Prerequisites: CCO 101,

AUD 227, AUD 421, CD 145, CD 120,

CD 126, CD 209, CD 221, CD 230,

AD 336, CD 350, CD 432, CD 437,

CD 445, DG 111, ESP 208, FD 207,

CD 319, ADM 104, CD 412, CD 108

This course is a project base class that provides the students with the validation of what they have learned in previous productions courses, where

they begin to create their final project. This course provides the students with the selection of the team with whom to conduct its production, the principal photography, adding and post-production of the film, based in the production time table from Final Production Project course. Use of laboratory.

### **CD 447**

#### **FINAL PRODUCTION PROJECT: THE FINAL STEPS**

(3 Credits)

Prerequisites: CD319, CD412, CCO101,

DG111, AUD227, CD145, CD209,

CD221, CD350, CD230, AD336, CD432,

ADM 104, CD 120, ESP 208,

CD 108, CD 126, FD 207

This course is directed towards the final phase of a film production; the post-production and distribution. Regarding the concentration the students choose on the first phase of the Final Project, the students should be on the finishing touches of their production projects. They will work on the DCP (Digital Cinema Package) of their piece along with a complete distribution strategy. This particular phase will include the editing of the piece, going toward the picture lock, color grading, VFX, sound design and the creation of the marketing material that will be used in the distribution. Use of laboratory.

## **CIEN**

### **CIEN 207**

#### **HUMAN ANATOMY AND INANIMATE OBJECTS**

(3 Credits)

In this course, students will understand and apply the anatomical fundamentals

and components of illustrating objects and the human figure. Geometric figures will be used as a base and students will work on the essential steps in the realization of realistic and fictitious illustrations. They will learn the necessary elements of drawing: observation, selection and simplification which will be applied in the development of creative ideas.

## **CON**

### **CON 101**

#### **PRINCIPLES OF ACCOUNTING I**

(3 Credits)

This course presents the history of accounting. It includes the use of accounting information at the time of assigning financial resources. It also includes basic concepts for measuring income, expenses, and the accounting cycle.

## **DG**

### **DG 111**

#### **DESIGN AND EDITING OF DIGITAL IMAGES**

(3 Credits)

Prerequisite: CCO 101

This course develops the necessary fundamentals needed in order to generate and edit digital images. Students will work on photocompositions, detailing, and creatively manipulating the images using various tools and techniques of editing. Use of laboratory.

### DG 203 COMPUTERIZED ILLUSTRATION

(3 Credits)

Prerequisite: CCO 101

In this course, students will learn and practice techniques through the development and realization of digital illustrations capable of communicating and expressing ideas and concepts. Graphic illustrations with diverse styles and purpose for different mediums of visual communication will be executed using vector programs. Use of laboratory.

### DG 206 DESKTOP PUBLISHING

(3 Credits)

Prerequisite: CCO 101

Course which focuses on the management of programs that deal with publishing formats, grids, creation, distribution and layout of multiple pages. Students will learn to manage and manipulate large quantities of text, margins, and base pages. Use of laboratory.

### DG 257 CREATIVE CAMPAIGN

(3 Credits)

Prerequisites: AG 101,  
CCO 101, DG 111, DG 203

This course analyzes the aspects of visual communication and advertising strategies that aid the design and development of creative campaigns. Students will develop strategies to identify the target audience and understand how to reach them effectively to achieve the established goals and assertive communication suitable for different visual media. Use of laboratory.

### DG 303 TYPOGRAPHY

(3 Credits)

Prerequisites: CCO 101, AG 101, DG 203  
Study of the history and evolution of typographic families, fonts, and their implementation as a communication tool in the graphic design field. The course analyzes the structures, forms, measurements, basic specifications, classifications, and its application in type design. Use of laboratory.

### DG 304 CONTENT DESIGN AND STRATEGY FOR SOCIAL MEDIA

(3 Credits)

Prerequisites: CCO 101, AG 101

In this course, students will learn fundamentals in content design and content strategy for social media. Students will learn the appropriate use of human-centered design among other design tools for the creation of social media content with the purpose of audience building, generating engagement and call to actions. How to plan, design and manage custom content for social media platforms will be discussed. Use of laboratory.

### DG 306 DIGITAL PUBLISHING

(3 Credits)

Prerequisites: CCO 101, AG 101, DG 206

Throughout this course, the student will learn a series of compositional techniques for executing multiple page designs. Different types of formats, spacing, preparation of images, forms, type, distribution, text management, layout components, headers, sub-headers, photo description, and spacing between images will be emphasized. Use of laboratory.



### **DG 311**

#### **DESIGN FOR PRINT MEDIA**

(3 Credits)

Prerequisites: CCO 101, AG 101, DG 111, DG 203

This course will analyze design basics and the components of a creative brief. It takes into consideration the rules of good design and the preparation process for printing. Consumer needs, client/designer collaboration, target audiences, strategies and company visions are emphasized. Through the combination of photographic images and digital illustrations, the students will produce a variety of projects for print media. Use of laboratory.

### **DG 400**

#### **GRAPHIC REPRODUCTION**

(3 Credits)

Prerequisites: AG 101, CCO 101, DG 111, DG 203, DG 311

In this course, students will learn and practice reproduction methods using digital and analog printing. They will work with color calibration, production workflow, and the finishing processes of print media. Use of laboratory.

### **DG 405**

#### **CREATIVE DIGITAL DESIGN**

(3 Credits)

Prerequisites: CCO 101,

AG 101, DG 111, DG 203, DG 206

This course focus on the development of critical thinking skills for solving visual design problems, using research, conceptualization, and creative ideas. Through a series of complex design exercises, the students will address issues associated with image/text relationships, visual identity, corporate image, creative communication, editorial design, environmental graphics, and their application to advertising and different visual aids. Use of laboratory.

### **DG 409**

#### **CORPORATE IMAGE**

(3 Credits)

Prerequisites: CCO 101, AG 101, DG 203, DG 303

This course focuses on the creation and design of a corporate image for a business. Students will create the concept, idea, elements and principles that unite, transmit the profile, vision, and personality of a company. The correct use of color, development of logos, symbols, and brands are emphasized. Use of laboratory.

### **DG 427**

#### **DESIGN WITH VECTORS**

(3 Credits)

Prerequisites: CCO 101, AG 101, DG 203

The emphasis of this course is the development of creative designs through vector programs. Students will learn essential elements and principles in the development of designs created for diverse mediums, complementing text and illustrations correctly. Diverse techniques and color schemes will be implemented in the creation of digital illustrations. Use of laboratory.

### **DG 445**

#### **GRAPHIC COMPOSITION**

(3 Credits)

Prerequisites: CCO 101,

AG 101, DG 111, DG 203, DG 206

This course emphasizes mastering the relation between the graphic space and graphic elements within a design. Entails the use and understanding of grids, proportions, layout, alignment, distribution, visual hierarchy, visual flow, emphasis, color application, contrast, space and unity through the technical application and development of diverse, creative designs. Use of laboratory.

## **DGA**

### **DGA 450**

#### **DIGITAL PORTFOLIO**

(3 Credits)

Prerequisites: 27 credits approved in major.

Course specifically directed toward the development of a professional portfolio, anticipating the requirements of employment in the graphic design and animation industries. Use of laboratory.

### **DGA 475**

#### **PROJECT DEVELOPMENT**

(3 Credits) Prerequisites: 27 credits approved in major.

This course towards the development of a final production project based on the student's major. Students will be exposed to situations that resemble a real work environment and will have to: demonstrate self-sufficiency, follow instructions, work collaboratively and perform successfully according to their discipline. They will also apply theoretical, technological, and practical knowledge needed to execute the procedures required to create graphic design and animation projects, with the aesthetics, creativity, and functionality related to their profession. Use of laboratory.

## DGD

### DGD 450 DIGITAL PORTFOLIO

(3 Credits)

Prerequisites: 27 credits approved in major.

Course specifically directed toward the development of a professional portfolio, anticipating the requirements of employment in the graphic design industry. Use of laboratory.

### DGD 475 PROJECT DEVELOPMENT

(3 Credits) Prerequisites: 27 credits approved in major.

This course towards the development of a final production project based on the student's major. Students will be exposed to situations that resemble a real work environment and will have to: demonstrate self-sufficiency, follow instructions, work collaboratively and perform successfully according to their discipline. They will also apply theoretical, technological, and practical knowledge needed to execute the procedures required to create graphic design projects, with the aesthetics, creativity, and functionality related to their profession. Use of laboratory.

## DGF

### DGF 450 DIGITAL PORTFOLIO

(3 Credits)

Prerequisites: 27 credits approved in major. Course specifically directed toward the development of a professional portfolio, anticipating the requirements of employment in the graphic design and photography industries. Use of laboratory.

### DGF 475

## PROJECT DEVELOPMENT

(3 Credits)

Prerequisites: 27 credits approved in major.

This course towards the development of a final production project based on the student's major. Students will be exposed to situations that resemble a real work environment and will have to: demonstrate self-sufficiency, follow instructions, work collaboratively and perform successfully according to their discipline. They will also apply theoretical, technological, and practical knowledge needed to execute the procedures required to create graphic design and photography projects, with the aesthetics, creativity, and functionality related to their profession. Use of laboratory.

## DGW

### DGW 450 DIGITAL PORTFOLIO

(3 Credits)

Prerequisites: 27 credits approved in major.

Course specifically directed toward the development of a professional portfolio, anticipating the requirements of employment in the graphic design and web development industries. Use of laboratory.

### DGW 475 PROJECT DEVELOPMENT

(3 Credits)

Prerequisites: 27 credits approved in major. This course towards the development of a final production project based on the student's major. Students will be exposed to situations that resemble a real work environment and will have to: demonstrate self-sufficiency, follow instructions, work collaboratively and perform successfully according to their discipline. They will also apply theoretical, technological, and practical knowledge needed to execute the procedures

required to create graphic design and web development projects, with the aesthetics, creativity, and functionality related to their profession. Use of laboratory.

## ECO

### ECO 200 ECONOMICS

(3 Credits)

This course consists of the basic principles of the economic system and its problems of major impact. Emphasis and analysis are given to the fundamental elements of international business and analysis are given to the fundamental elements of international business, fluctuations in the market, national rent, and to the analysis of income and economic stability.

## EST

### EST 300 STATISTICS

(3 Credits)

This course comprises the study of general history of statistics, the procedures for gathering and analysis techniques, and preparation of tablets and graphs.



## FD

### FD 203 HISTORY AND AESTHETICS OF PHOTOGRAPHY

(3 Credits)

This course will cover the history and aesthetics of photography from the 1800s to present day, with special emphasis in the development of the photographic vision. A historical account of the numerous photographic processes and how its development affected the photographic print, such as, the Daguerrotype, Kalotype, ambrotype, etc. will be offered. The visual conferences will cover, in critical terms, various historical currents, such as, surrealism, postmodernism, among others.

### FD 207 DIGITAL PHOTOGRAPHY TECHNIQUES

(3 Credits)

Prerequisites: CCO 101, DG 111

This course will familiarize the student with the basic techniques of digital photography. It introduces them to basic camera operation, flash and accessories; exposure variables, lights, filters, balance, resolution and basic tone control. Aesthetics, photographic composition, and other artistic aspects of photography will be analyzed through lectures and critiques. Use of laboratory.

### FD 304 PHOTOGRAPHIC WORKFLOW

(3 Credits)

Prerequisites: CCO 101, DG 111, FD 207

This course will develop the foundations necessary to understand the subsequent workflow in image making. Students will be introduced to the concepts of cataloguing and image manipulation, guiding them to a coherent workflow that improves their productivity in image processing. Use of laboratory.

### **FD 315**

#### **PHOTOGRAPHIC LIGHTING**

(3 Credits)

Prerequisites: CCO 101, DG 111, FD 207

Students will learn how to control light, both natural and artificial.

They will learn the practical way of lighting people, places and objects, with the objective of improving their photographic work. An in-depth analysis of the manifestations of light will be the focus of this course, as well the in-depth analysis of events in studio lighting. Practical exercises will be used to enable students to evaluate natural lighting conditions and to control and reproduce these conditions in the studio. Use of laboratory.

### **FD 326**

#### **DIGITAL IMAGE MANIPULATION**

(3 Credits)

Prerequisites: CCO 101, DG 111, FD 207

Students will learn practical techniques and contemporary effects for digital photographic manipulation, with the objective of obtaining professional quality images. It includes comprehensive study of the development of special effects techniques, retouching, image editing, photomontages and compositions. Use of laboratory.

### **FD 409**

#### **STUDIO PHOTOGRAPHY**

(3 Credits)

Prerequisites: CCO 101,

DG 111, FD 207, FD 315

Students will become proficient in studio photography, developing the interpersonal abilities of a photographer. They will learn to produce and coordinate tangible events for clients in studio environment. They will work using different lighting and camera techniques, as well as directing people, animals and objects. Use of laboratory.

### **FD 415**

#### **ARTISTIC PHOTOGRAPHY**

(3 Credits)

Prerequisites: CCO 101,

DG 111, FD 207, FD 315

Students will develop their skills in the identification and articulation of a personal response to their environment through photography. They will recognize the process of artistic image making, which in general, expresses to the audience questions more often than affirmations, referring to the conscious and subconscious. Students will recognize the aesthetic value of image making, differentiating artistic and commercial photography. Weekly critiques will be mandatory in each course. Use of laboratory.

### **FD 426**

#### **ADVERTISING PHOTOGRAPHY**

(3 Credits)

Prerequisites: CCO 101,

DG 111, FD 207, FD 315, FD 409

Students will generate high quality images with models, products and pets. Industrial photography, movie posters, product and services promotions will be emphasized. The creative use of the photography studio with focus on advertising will be encouraged. Many of the course's tasks are open, which give students the liberty to generate independent projects. Use of laboratory.

### **FD 437**

#### **PHOTOJOURNALISM**

(3 Credits)

Prerequisites: CCO 101, DG 111, FD 207

The photography student will become an interpreter of reality and will transmit it to the world. They will acquire observation and opportunism capacities. They will develop the ability to select, capture through the camera, document

and transmit to the audience all the information and sensations that reality presents before their eyes. They will generate documents that integrate photography with information of the photographed event. The course will integrate techniques of journalism, such as writing a lead, titles, captions, interviewing techniques, identifying the news and the ability to pin point the 5 W's and the H. Legal and ethical photographic problems will be investigated, as well of case studies

from around the world. Use of laboratory.

## **FIN**

### **FIN 300**

#### **FINANCE**

(3 Credits)

This course studies the essential principles that govern mercantile finance and its fundamental aspects: instruments, procedures for the financial market, how to find, administer and distribute the funds of a business, how to organize a business, the modern mercantile corporation and promotion, organization, expansion and liquidation periods of private mercantile corporations.

## **MA**

### **MA 111**

#### **MULTIMEDIA MARKETING AND BRANDING**

(3 Credits)

Prerequisites: CCO 101

Students will learn market strategies utilizing multimedia and social networks to create publicity campaigns for applications and projects. Use of laboratory.

## MER

### MER 101 PRINCIPLES OF MARKETING

(3 Credits)

This course studies the role of marketing in the socio-economic process. It analyzes consumer behavior and the impact of consumerism.

## VJ

### VJ 101 DESIGN CONCEPTS FOR VIDEO GAMES

(3 Credits)

Co-requisites: CCO 101

Introductory course to the video game industry. Presents the history and evolution of video game genres and hardware platforms. Explores the strategies and development of the interactive experience. Culminates with a prototype design of an interactive video game. Laboratory use to evaluate the different video games for PC and home console platforms like Sony PlayStation, Microsoft Xbox, Nintendo, etc. Use of laboratory.

### VJ 204 INTERFACE DESIGN FOR VIDEO GAMES

(3 Credits)

Prerequisites: CCO 101, DG 111,  
DG 203, VJ 101

Introductory course in user interface design (UI) for video games and the techniques that drive these designs. Students will explore historic examples of interactive interfaces as well as current and future trends in video game UI. Students will create interface samples using computer graphics programs commonly used in the Industry. Use of laboratory.

### VJ 330 SET DESIGN FOR VIDEO GAMES

(3 Credits)

Prerequisites: CCO 101, AD 320, VJ 101, AD  
338

Introductory course in set design for video games. Students will develop skills in designing 3D models specially created to achieve a specific look and feel for backgrounds, building interiors, exteriors, and props used in virtual sets. Students will pay special attention to creating moods that are relative to the intended gameplay. The course concludes with the animated presentation of a virtual game set. Use of laboratory.

### VJ 347 PROGRAMMING CONCEPTS FOR VIDEO GAMES

(3 Credits)

Prerequisites: CCO 101, VJ 101

This course presents the history of programming video games. Introduces the steps to follow for the production of video games, from concept to final market product. Students will be exposed to programming concepts encountered during video game development including physics, AI, animation, tools, and 3D asset integration utilizing existing PC game engines. Use of laboratory.



### **VJ 438** **ADVANCED TEXTURING AND LIGHTING**

(3 Credits)

Prerequisites: CCO 101, DG 111, AD 320, AD 338

This course focuses on advanced texturing techniques and their application to video games. Building up from course VJ-338, students will be exposed to additional UV mapping techniques, texture baking and animated textures. Advanced lightning techniques like high dynamic range imaging (HDRI), ambient occlusion and global illumination will be expanded upon. Use of laboratory.

### **VJ 439** **CREATION OF VIDEO GAME PROTOTYPES**

(3 Credits)

Prerequisites: CCO 101, CIEN 207, DG 111, DG 203, AD 215, AD 247, AD 320, AD 325, AD 338, VJ 101, VJ 204, VJ 330, VJ 347  
Create an animated, interactive prototype that simulates the experience of a video game concept utilizing the elements created previously including set designs, digital characters, animations, user interfaces and sounds. Develop a prototype utilizing existing PC game engines. Use of laboratory.

### **VJ 446** **CAPSTONE PROJECT I**

(3 Credits)

Prerequisites: CCO 101, CIEN 207, DG 111, DG 203, AD 215, AD 247, AD 320, AD 325, AD 338, DA 339, AD 345, VJ 101, VJ 204, VJ 330, VJ 347, VJ 439  
This project-based course will allow students to work in teams developing a group project which employs all aspects and techniques learned throughout the video game art and design program.

Students shall assume roles within the production pipeline that fit their best skill sets, helping them establish their niche or specialization within the industry and obtain a finalized piece for their portfolio. Use of laboratory.

### **VJ 448** **CAPSTONE PROJECT II**

(3 Credits)

Prerequisites: CCO 101, CIEN 207, DG 111, DG 203, AD 215, AD 247, AD 320, AD 325, AD 338, DA 339, AD 345, VJ 101, VJ 204, VJ 330, VJ 347, VJ 438, VJ 439, VJ 446

This course follows up on the previous capstone project course, providing students with an extended period of project development. Students will continue to implement features into their project while evaluating the game mechanics, assets, development process and overall project goals. Troubleshooting and game testing will also be emphasized. Use of laboratory.

### **VJ 450** **DIGITAL PORTFOLIO**

(3 Credits)

Prerequisites: CCO 101, CIEN 207, DG 111, DG 203, AD 215, AD 247, AD 320, AD 325, AD 338, DA 339, AD 345, VJ 101, VJ 204, VJ 330, VJ 347, VJ 438, VJ 439, VJ 446

This course serves as the final step in the development of the student's capstone project and focuses on providing the finishing touches needed to be ready for setting up the student's portfolio. The course will also provide students with the knowledge of online portfolio creation and management, as well as how to use social media and professional networking sites to maximize their exposure to potential employers and clients. Use of laboratory.

## **VJP**

### **VJP 300** **BASIC PROGRAMMING**

(3 Credits)

Prerequisites: CCO 101, CCO 109

Aimed at students with little to no programming experience, this course goes from the meaning of indispensable lines

of code to create simple programs from scratch. These lessons will be taught with constant coding. Lays the foundations for learning advanced concepts in C/C++ or learning a new language altogether. Use of laboratory.

### **VJP 320** **BASIC MATH FOR PROGRAMMERS**

(3 Credits)

Prerequisites: MAT 201, MAT 203

Important topics discussed in Algebra are explained thoroughly during the trimester. Solutions to linear equations, matrix manipulations and the use of vectors are the focus of this course. Given problems will be related to areas of technology. Previous algebraic concepts are required.

### **VJP 330** **ADVANCED MATH FOR PROGRAMMERS**

(3 Credits)

Prerequisites: MAT 201, MAT 203, VJP 320

Concepts discussed in Trigonometry courses and Calculus are explained thoroughly. Derivatives and series are the focus of the calculus portion of the course. On the Trigonometry side, the importance of trigonometric functions is explained, along with its applications. Probability will also be part of this course.

### **VJP 400** **ADVANCED PROGRAMMING**

(3 Credits)

Prerequisites: CCO 101, CCO 109, VJP 300

There are fundamental problems inside the world of programming. Some of these problems will be solved in class with elegant solutions. These solutions will depend upon the use of algorithms, pointers and data structures. Basic programming skills are required for this course. Use of laboratory.

### **VJP 410** **PHYSICS APPLIED TO VIDEO GAMES**

(3 Credits)

Prerequisites: MAT 201, MAT 203, VJP 320

Realism in video games depends greatly on the laws of physics applied to them. Distance, velocity, gravity, and others are part of the relevant topics in the industry. Physics problems will be solved and will be translated to programming code. Several mathematical concepts will also be reviewed.

### **VJP 430** **BASIC VIDEO GAME PROGRAMMING**

(3 Credits)

Prerequisites: CCO 101, CCO 109, MAT 201, MAT 203, VJP 300, VJP 320

An important part in the creation of video games is its programming development. Tasks such as menu interaction and control of character animations are achievable thanks to this discipline. A simple game will be created based on existing code and by making modifications to it, it will become an original piece of work with different ways of user interaction. Use of laboratory.

### **VJP 437** **ADVANCED VIDEO GAME PROGRAMMING**

(3 Credits)

Prerequisites: CCO 101, CCO 109, MAT 201, MAT 203, VJP 300, VJP 320, VJP 330, VJ 347, VJP 400, VJP 430

The use of engines in the video game industry has become customary to facilitate the development of products. With the use of a couple of these engines, we can build complete games with levels, menus and interfaces previously created by other students. The integration of these will be discussed in detail and the coding of these features will depend on more than one programming language. Basic video game programming skills will be needed. Use of laboratory.

### **VJP 439** **CREATION OF VIDEO GAME PROTOTYPES**

(3 Credits)

Prerequisites: CCO 101, CCO 109, VJ 101, VJ 204, VJ 347, MAT 201, MAT 203, VJP 300, VJP 320, VJP 330, VJP 400, VJP 430

Create an animated, interactive prototype that simulates the experience of a video game concept utilizing the elements created previously including set designs, digital characters, animations, user interfaces and sounds. Develop a prototype utilizing existing PC game engines. Use of laboratory.

### **VJP 446** **CAPSTONE PROJECT I**

(3 Credits)

Prerequisites: CCO 101, CCO 109, VJ 101, VJ 204, VJ 347, MAT 201, MAT 203, VJP 300, VJP 320, VJP 330, VJP 400, VJP 410, VJP 430, VJP 439

This project-based course will allow students to work in teams developing a group project which employs all aspects and techniques learned throughout the video game programming program. Students shall assume roles within the production pipeline that fit their best skill sets, helping them establish their niche or specialization within the industry and obtain a finalized piece for their portfolio. Use of laboratory.

### **VJP 448** **CAPSTONE PROJECT II**

(3 Credits)

Prerequisites: CCO 101, CCO 109, VJ 101, VJ 204, VJ 347, MAT 201, MAT 203, VJP 300, VJP 320, VJP 330, VJP 400, VJP 410, VJP 430, VJP 437, VJP 439, VJP 446

This course follows up on the previous capstone project course, providing students with an extended period of project development. Students will continue to implement features into their project while evaluating the game mechanics, assets, development process and overall project goals. Troubleshooting and game testing will also be emphasized. Use of laboratory.

### **VJP 450** **DIGITAL PORTFOLIO**

(3 Credits)

Prerequisites: CCO 101, CCO 109, VJ 101, VJ 204, VJ 347, MAT 201, MAT 203, VJP 300, VJP 320, VJP 330, VJP 400, VJP 410, VJP 430, VJP 437, VJP 439, VJP 446

This course serves as the final step in the development of the student's capstone project and focuses on providing the finishing touches needed to be ready for setting up the student's portfolio. The course will also provide students with the knowledge of online portfolio creation and management, as well as how to use social media and professional networking sites to maximize their exposure to potential employers and clients. Use of laboratory.

## **WD**

### **WD 205** **SOCIAL MEDIA MARKETING** **AND MANAGEMENT**

(3 Credits)

Prerequisites: CCO 101

In this course, students will learn marketing strategies utilizing social media platforms, Online management tools, as well as, what is the reach and impact of social media marketing. How to plan, deliver, track and create custom content for social media campaigns will be discussed. Use of laboratory.

### **WD 211** **WEB PAGE DESIGN**

(3 Credits)

Prerequisites: CCO 101, DG 111

Throughout this course the students will learn different ways of designing effective web pages for the Internet using design, image optimization software and usability rules and guidelines. They will also learn how to deliver a client proposal for a web site project. Use of laboratory.

### **WD 309** **WEB PAGE DEVELOPMENT**

(3 Credits)

Prerequisites: CCO 101

Through this course, the student will learn techniques and factors to be considered in the creation, development, and maintenance of web pages. They will also learn the basic principles of building a responsive website with HTML and CSS as well as interactivity for the web. Use of laboratory.

### **WD 315** **ANIMATION FOR WEB AND** **INTERACTION DESIGN**

(3 Credits)

Prerequisites: CCO 101, DG 111

This course teaches the fundamentals of web animation in the development of interactive pages and interaction design using CSS, HTML, and JavaScript programming languages as well as the effective use of animation to drive user interaction. Use of laboratory.

### **WD 325** **WEB FRAMEWORK AND** **PROGRAMMING**

(3 Credits)

Prerequisites: CCO 101,  
DG 111, WD 211, WD 309

This course teaches the fundamental concepts of programming for the Web utilizing JavaScript frameworks such as JQuery, to learn programming and interactivity for web pages. Use of laboratory.

### **WD 406** **DYNAMIC WEBSITE DEVELOPMENT**

(3 Credits)

Prerequisites: CCO 101,  
DG 111, WD 211, WD 309

This course teaches the fundamental concepts of programming dynamic, database-driven websites with PHP, SQL, HTML, and CSS. The students will learn how to combine these languages to create interactive web pages. Use of laboratory.

### **WD 410** **DESIGNING FOR CMS**

(3 Credits)

Prerequisites: CCO 101, DG 111, WD 211, WD 309, WD 406

This course teaches how to develop custom solutions for industry leading CMS framework WordPress. Students will learn how to take a visual design and apply it to a custom WordPress theme, and how to modify the structure and template pages to create a custom web site. Use of laboratory.

### **WD 415** **MOBILE WEB DESIGN**

(3 Credits)

Prerequisites: CCO 101,  
DG 111, WD 211, WD 309, WD 406

This course teaches techniques and concepts used in creating mobile friendly websites and building a hybrid mobile app. The student will learn a mobile-first design approach as well as how to develop mobile responsive websites and simple web applications. Use of laboratory.

## **WD 425 USER EXPERIENCE AND INTERACTION DESIGN**

(3 Credits)

Prerequisites: CCO 101, DG 111, WD 211, WD 309, WD 406, WD 415  
This course will give students the knowledge of what is user experience and interaction design and how it applies to web design and application design. The course will also give students the opportunity to learn how to design technology products and services based on the human experience and response. They will learn how to work within User Experience workflows with Usability, Processes, Testing, Focus Groups & UX Best Practices. Use of laboratory.

## **ELECTIVES**

### **ACT 300 VOICE ACTING**

(3 Credits)

Voice acting is the art of performing characters using principally, the tool of the voice. In this course, the students will be able to find tones, qualities, contrast of their own voices and find many other possibilities. Is a journey to investigate and understand the importance of this work for animations, off-stage, off-screen, films, dubbed foreign language films, animated short films, television programs, commercials, radio or audio drama, comedy, video games, puppet shows, amusement rides, masks, audio books and documentaries.

### **ACT 301 THE LANGUAGE OF ACTING**

(3 Credits)

This course will be developing a basic knowledge of acting on stage, cultivate its relevance and re-know its values. The students will learn how to develop a character, discovering their mode of play, rhythm, teamwork, creativity and how to read the basic line of the body language and facial expression. This tools will be very helpful not only at their animation or camera classes, but also in their social life.

### **AD 201 2D CHARACTER DESIGN**

(3 Credits) Prerequisites: CCO 101, CIEN 207

Students will create drawings that fulfill animation production needs for feature, TV, games and storyboarding. They will master design flexibility, line of action, and volume control by studying a variety of styles. Students will maintain a sketchbook throughout the trimester creating master studies. This course helps develop important skills for other classes in the program like Advanced Animation Project, Capstone and 3D character design.

### **AD 300 COMICS DESIGN**

(3 Credits)

This course develops the ability to illustrate a story through sequential design. Students will create an original and creative comic book, while learning the basics of sequential storytelling.

### **AD 303 3D PRINTING**

(3 Credits)

Prerequisites: CCO 101

The 3D Printing course will provide students with a solid foundation of 3D printing as well as different techniques and applications for the medium. Students will learn to design, model and prototype 3D models for 3D printing. Use of Laboratory. Use of laboratory.

### **AD 304 PHYSIC AND ACTING IN 2D ANIMATION** (3 Credits)

Prerequisites: CCO 101, CIEN 207, AD 234

This course will be divided in two parts, the first of which will focus on the mechanics, weight and physics of the character. The second part will focus on the acting and dialogue, in which students will learn to accurately portray feelings, reasoning and emotion. Use of laboratory.

### **AD 334 THREE-DIMENSIONAL DESIGN AND VISUALIZATION**

(3 Credits)

Prerequisites: CCO 101, DG 111  
This course provides the students with a different point of view on three-dimensional design, utilizing Autodesk's 3ds Max as an alternative tool in the fields of three-dimensional design and animation. Students will learn to use the program while managing modeling skills, texturing, animation, and production applied to multiple work scenarios within the industry. Architectural previsualization, walkthroughs, presentations and models, as well as their use in the fields of animation and video games will be explored thoroughly. Use of laboratory.

### **AD 430** **MOTION CAPTURE**

(3 Credits)

Prerequisites: CCO 101,  
DG 111, AD 320, AD 324

Students will learn the basics of motion capture technology and their use within the digital animation and video game industry. Students will participate from live motion capture sessions and will learn how to import capture data for different 3D biped character animation projects. Use of laboratory.

### **ADM 404** **COST ESTIMATING AND PRICING**

(3 credits)

Prerequisites: 90 credits approved.

This course introduces students to methods, practices, and principles for developing cost estimation skills accurately. Students will learn skills and terminology in financial control, managing budgets, expenses control, development of contracts, materials pricing, labor costs, invoice preparation, and professional ways to present their design projects and themselves to clients.

### **AG 215** **LINOLEUM ENGRAVING**

(3 Credits)

This course explores the linoleum engraving technique as an alternative form of expression in the design field. In order to achieve this, the correct use of tools and materials will be studied. Students will work with the printing process of each art project, as well as with the theme and the aesthetic value of each piece. Use of laboratory.

### **AG 322** **COMMERCIAL SILKSCREEN**

(3 Credits)

Course directed to the application of photographic emulsion as a printing method on shirts and other surfaces. Different methods for set up design according to technical specifications used in the industry and each particular project will be studied and applied. The student will learn to create a positive according to the discipline and to work with color separations using design software and

photographic emulsion. Use of laboratory.

### **AG 408** **ADVANCED WATERCOLOR**

(3 Credits)

This course includes the study of advanced watercolor techniques such as the correct used of water, paper, brushes, colors and the importance of media in the illustration field.

### **AG 427** **POPULAR CULTURE**

(3 Credits)

This course presents the different manifestations in our culture, in art and history. Classic music to Pop culture. Geography, Literature and Politics. Students will learn about a variety of art and social manifestations, with emphasis in the influence in Puerto Rico.

### **AUD 301** **MUSIC FOR VIDEOGAMES**

(3 Credits)

Prerequisite: CCO 101

This course introduces students to the concepts, theory, and basic software implementation methods and techniques essential to game audio. Games have an underlying engine driving the sounds and visuals based on player decisions. Understanding the fundamental difference of real-time, interactive audio considerations as compared to post audio is essential. Students will learn programing audio on Unreal Engine 4 used by many game companies, as a method for understanding that audio for a game is eventually put into code.

### **CYS 218** **INTRODUCTION TO CYBER SECURITY**

(3 Credits)

This course will provide with an important background in information System Security. Student will learn to develop the security policy and plan for an organization regardless of the network operating systems in use. This course introduces the concepts and issues related to securing information systems and the development

of policies to implement information security controls. Topics include the historical view of networking and security, security issues, trends, security resources, and the role of policy, people, and processes in information security. Upon completion, students should be able to identify information security risks, create an information security policy, and identify processes to implement and enforce policy. Use of laboratory.

### **DG 301** **CONCEPTUAL SKETCHING**

(3 Credits)

Students in this class will study the fundamentals of sketching and develop drawing skills. They will learn to simplify and structure concepts for the development of ideas through drawing. Topics like perspective, gestures, light, and shadow, and gesture will be essential to improve drawing techniques before the use of digital tools.

### **VCONCEPTUALIZATION AND IDEA DEVELOPMENT**

(3 Credits)

This course puts into practice the necessary skills for the development of creative ideas and concepts, capable of effectively and assertively communicating the essence of a project to a determined public. The student will work on a series of creative exercises and analyze internationally-renowned projects and works of art.

### **DG 308** **DIGITAL PAINTING AND ILLUSTRATION TECHNIQUES**

(3 Credits)

Prerequisites: AG 101, CCO 101

This course focuses on developing an understanding of digital sketching, drawing, painting, and illustration techniques using a raster-based art application. By utilizing several tools and techniques, students will create an array of illustrations in different styles and serve different purposes to achieve efficiency, artistic value in digital art spaces, and effective visual communication. Use of laboratory.

### **DG 340**

#### **ADVANCED IMAGE EDITING AND COMPOSITION**

(3 Credits)

Prerequisites: CCO 101, DG 111

This course focuses on advanced image manipulation through digital editing, retouching, and photomontage techniques. Students will learn advanced tools and techniques to master special effects, mockup creation, and performing advanced compositions oriented to the digital arts industry. Use of laboratory.

### **IP 300**

#### **INTELLECTUAL PROPERTY**

(3 Credits)

Introductory course to in vast field of intellectual property law. This course will cover the basics of this law as it pertains to visual artists, photographers, video game developers and digital artists in general. It includes copyrights, trademarks, patents, right of publicity, and more. Students will gain a basic understanding of mechanics, history, and evolution of the commercial role of intellectual property rights, how to use them to protect their work, and their own rights in creating, licensing and selling original content.

### **PSD 439**

#### **PROFESSIONAL SKILLS DEVELOPMENT**

(3 Credits)

PREREQUISITES: 60% of credits (81 credits) of their academic program completed and approved, and a minimum of 3.00 GPA

A live experience in a professional working environment, in which students will apply the theory, procedures, concepts learned into a real working scenario, executing different challenges and responsibilities in their specialty areas. This course provides students with practical, hands-on experience in their field of study. Students will have the opportunity to apply theoretical knowledge gained in the classroom to real-world settings. Under the guidance of both an on-site supervisor and a faculty advisor, students will engage in meaningful work experiences designed to enhance their professional skills and prepare them for future career opportunities.

### **VJ 210**

#### **PRINCIPLES OF NARRATIVE THEORY AND WORLD BUILDING**

(3 Credits)

Prerequisite: ESP 208

This course's objective is to teach the principles of storytelling, narrative and plot, starting with narrative theory in general and then narrative theory tied to specific media, specifically in literature. Students also learn how a specific medium informs how the narrative is constructed and how stories travel across different media and are transformed accordingly. This course also focuses further in trans-media world building and the creation of fictional worlds to be used for all kinds of creative projects, from an animated series to video games. The course is divided into four units: Game narrative theory, narrative practice, world building and a D&D campaign.

### **VJP 350**

#### **INDIE GAME PROGRAMMING**

(3 Credits) Prerequisites: CCO 101, VJP 300, MAT 201, MAT 203

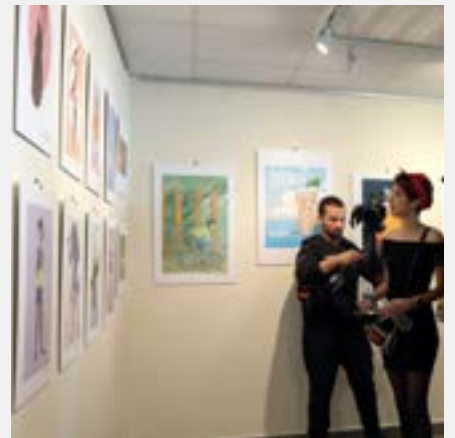
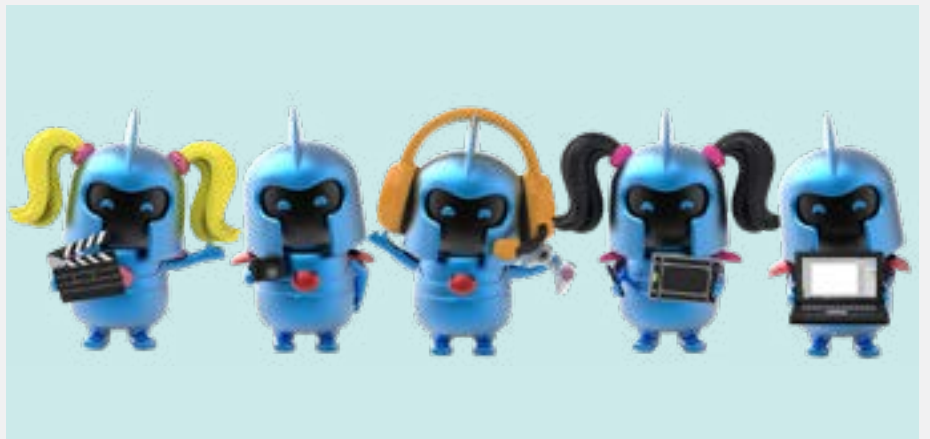
In this course, students will learn the basics of working with and programming with Unity. The course will first focus on Unity's basic functions such as importing assets and applying components to game objects. Students will then learn programming in Unity through C# where they will make a movable character in either 2D or 3D space. By the end of this course, students will be able to create a basic game that can be played in multiple platforms. Use of Laboratory.

### **VR 305**

#### **VIRTUAL REALITY**

(3 Credits) PREREQUISITE: CCO 101

This course is designed for students who are new to virtual reality and want to learn about the principles of VR technology including optics, displays, stereopsis, tracking, and major hardware platforms. It emphasizes in the creation of including virtual environments and mechanics in Unreal engine 4. Use of laboratory.





DIGITAL  
PHOTOGRAPHY



GRADUATE PROGRAMS

## PROGRAMMING OF INTERACTIVE TECHNOLOGIES



## GRAPHIC ARTS WITH SPECIALIZATION IN DIGITAL GRAPHIC DESIGN

# GRADUATE PROGRAMS

Master of Arts in  
Digital Photography

Master of Arts in Graphic Arts  
with specialization in Digital  
Graphic Design

Master of Science  
in Programming of  
Interactive Technologies



Natalia Carrasquillo Marrero

## Admissions Requirements and Procedures:

- Complete Admission Forms.
- Present evidence of a completed Bachelor's Degree from an accredited institution and provide an official academic transcript.
- Meet the Academic GPA of 2.50.
- Pay the Graduate Admission Fee (\$50.00).
- Applicants must submit a digital portfolio of no less than 10 and more than 20 examples of current work demonstrating proficiency in the area of photography, graphic design or programming. In this portfolio they should demonstrate competence and understanding of design-related computer technology, proficiency in industry standard page layout, illustration, and photographic manipulation programs as required in the academic field.
- Complete an interview with the Program Director of the Graduate Program.
- Submit two recommendation letters signed by officials of an organization who know the academic or professional performance of the candidates.

## Transfer Students

Atlantic University accepts transfer credits from other accredited institutions into the Graduate Program, but no more than nine (9) of the credits required for the Master's Degree may be validated from other universities.

Transfer students must meet all admission requirements and present the following:

- Official transcript from all other institutions where students took graduate level courses sent directly to the Admissions Office.

## SATISFACTORY ACADEMIC PROGRESS

### Introduction

The US Department of Education (USDE) requires that all students have Satisfactory Academic Progress (SAP) in their academic program to obtain and maintain eligibility for Title IV financial aid programs. These include the William D. Ford Federal Direct Loan Program, or any other financial aid grants available. Atlantic University states in its Satisfactory Academic Progress Policy that every student enrolled in any of its academic programs will be evaluated by the Registrar. This assessment will be made using criteria established by the USDE.

Atlantic University in its Satisfactory Academic Progress Policy states that every student enrolled in any of its academic programs will be evaluated by the Registrar and Academic Dean. This assessment will be made using criteria established by the USDE.

### Definitions

1. Attempted Credits: All credits in which the student enrolls in Atlantic University and obtains grades, A, B, C, D, F, W, AW, UW, AP, NP or R including all the time the same course is taken.

2. Earned Credits: Credit courses attempted in Atlantic University and approved with a passing grade: A, B or AP.

3. Transfer Credits: Credits accepted as transfer credits will be considered as earned credit for purposes of this policy; however, since no grades are assigned to the transferred courses, it will have no impact on the student's overall Grade Point Average (GPA) but will be considered to determine the pace of completion.

4. Pace of Completion: This is a quantitative component that refers to the pace at which students complete the coursework required for their major. Pace of completion is calculated by dividing your total number of earned credits by your total number of attempted credits. Atlantic University does use standard rounding rules when calculating percentages for pace. For example, 66.5% would be rounded up to 67%. Courses With W, AW





and UW will be considered in calculating pace of completion.

5. Grade Point Average: GPA is the measure of academic merit carried out by the student. It's calculated by dividing the total grade points received by the number of credits awarded, including all C, D or F that have not been changed.

6. Retaken Courses: All students are allowed to repeat courses. SAP regulations allow a student to retake any passed or failed course (a maximum of once per course) and receive Title IV funds. A student retaking a course for a third time is not eligible for Title IV financial aid for that course. Only the last grade obtained in a repeated course will be considered for the overall average. Retaken and approved courses will be considered in measuring the overall average and the pace of completion. Courses with an R rating will only be considered for pace of completion.

7. Academic Progress: The evaluation criteria to determine academic achievement of graduate students. These established parameters for all students at Atlantic University must follow the federal regulations of Title IV programs.

8. Appeal: Appealing is the process by which a student that fails to comply with SAP, requests a reconsideration of his eligibility

for Title IV funds to the Academic Progress Committee.

9. Academic Plan: Design of an educational model that is structured to achieve the academic success of a student prepared by Academic Advisor.

10. Maximum Timeframe: The US Department of Education has established a requirement that students receiving Federal Student Aid complete their degree within 150% of the time frame. Time frame is evaluated by the number of credit hours attempted. Students who are unable to graduate within the 150% timeframe lose eligibility for financial aid when the credit hours needed to graduate, and the credit hours attempted exceed the 150% limit.

11. Program Reclassification or Additional Credentials: The credits transferred from one program to another, or additional credentials, will be considered for SAP evaluations.

12. Veteran Certification: A student who receives benefits from the Veteran Administration in financial aid ineligible status will not be certified for these benefits.

13. Readmission: All students will be evaluated according to the current satisfactory academic progress published in the institutional catalog and must

have a 2.50 GPA. If you are offered readmission, your SAP status will be the same as of the date of your last enrollment at Atlantic University. If you are determined to fail SAP, you will be ineligible to receive federal financial aid. If you have not previously requested an appeal, you can file it before 20 calendar days from the beginning of the next term.

14. Academic Progress Committee: This committee is composed of the Registrar, Academic Advisor, Counselor, and Financial Aid Director. They are responsible for evaluating students' SAP appeals..

### Requirements for Achieving Satisfactory Academic Progress

The requirements to achieve satisfactory academic progress are divided into three components:

- QUALITATIVE – Students must have a minimum cumulative GPA of 3.0.
- QUANTITATIVE – Students at a master's degree level must pass with at least 50% of the credits attempted during the first year of studies, and 67% during the remaining terms.

- MAXIMUM TIMEFRAME – Students who are enrolled in a master's degree program must complete the requirements of his or her program of study within a maximum equivalent of 1.5 times (150%) credit hours to be eligible for federal Title IV funds. Students will have a maximum of 54 attempted credits for a 36 credits program, or 57 attempted credits for a 39 credits program, to complete the requirements of the degree. Students who exceed the maximum time frame will be responsible for full payment of their tuition and fees.

### REQUIREMENTS OF MAXIMUM TIMEFRAME

Students who are enrolled in a master's degree program will have a maximum of 54 attempted credits for a 36 credits program, or 57 attempted credits for a 39 credits program, in order to complete the requirements of the degree. Students who exceed the maximum time frame will be responsible for full payment of their tuition and fees.

### Procedure to Identify Students who do not comply with our Satisfactory Academic Progress Policy

A. Students in graduate programs will be evaluated by the Registrar twice a year: at the end of the term in August and at the end of the term in February. This evaluation will be attended within the next 5 days after the end of the term. Once the Registrar completes the SAP evaluation, any subsequent grade change will be considered in the next academic term evaluation.

B. Graduate student's satisfactory academic progress will be evaluated in increments of credit hours, these being:

Attempted Credits	Percent of Earned Credits	GPA
3-12	50%	2.70
13-18	67%	2.90
19 or more	67%	3.00

C. Students who fail to meet SAP standards will receive a notification by email, from the Registrar, indicating the non-compliance of SAP standards and the deadline for appealing. It will also indicate that they are ineligible to receive Title IV funds. If the overall SAP policy requirements are not met, students will be ineligible to receive Title IV funds until the SAP policy requirements are met, or an appeal is approved.

TUITION AND CHARGES**	
Graduate Programs	
Admission	\$65.00
Readmission	\$45.00
Cost per credit	\$212.00
Institutional Fee and Access to Technology*	\$250.00
Resource Center for Information*	\$130.00
Proficiency Examination Fee	\$290.00
Laboratory Fee	\$189.00
Infrastructure Fee*	\$105.00
Graduation Fee	\$170.00
*per academic term	
** effective from Mayo 2025	

OTHER CHARGES*	
Student Certification	\$10.00
Transcript	\$10.00
Duplicate Diploma	\$30.00
Identification Card	\$5.00
Program Change	\$15.00
Incomplete Removal	\$15.00
Collection Agency Fee	\$45.00
Payment Plan Fee	\$10.00
Non-Sufficient Funds Fee	\$20.00
Late Charge Fee	\$20.00
*This charges are not reimbursable	

D. Students have the right to appeal. A student may appeal the suspension of financial aid eligibility based on injury or illness, the death of a relative or other special circumstances. Appeal must explain why he or she failed to make satisfactory progress and what has changed in his or her situation that will allow him or her to make satisfactory progress at the next SAP evaluation. The student must complete an appeal form in the Counselors office and provide documentation to support his or her petition within ten (10) business days from the date of the notification sent by the Registrar. Appeals without support document(s) will be denied.

E. The Counselor will convene the members of the Academic Progress Committee to evaluate the student's appeal within ten (10) business days. The Committee will notify the decision to the student by email and will send a copy to the Financial Aid Office. If the financial aid appeal is approved, students will be eligible for financial aid. With this the student will receive an Academic Plan created by the Counselor and the Academic Advisor. If the appeal is not approved students will receive a letter from the Counselor by email. Students will be able to study but will not receive Title IV funds.

F. The decision of the Academic Progress Committee is final and unappealable.

G. If the students don't comply with the Academic Plan or SAP requirements will be ineligible for Title IV funds.

H. If the student is readmitted, the SAP status will be the same as of the date of the last enrollment at Atlantic University. Effective Date These rules and procedures shall enter effect from August 2024.

### Right to Appeal

A student may appeal the suspension of financial aid eligibility on the basis of: injury or illness, the death of a relative or other special circumstances. Appeal must explain why he or she failed to make satisfactory progress and what has changed in his or her situation that will allow him or her to make satisfactory progress at the next SAP evaluation. The student must complete an appeal form and provide documentation to support his or her petition within ten (10) business days from the date of the notification sent by the Registrar. Appeals without support document(s) will be denied.

The SAP Coordinator will convene the members of the Academic Progress Committee to evaluate the student's appeal within ten business days. The Committee will be notified of the decision by email to the student and sent a copy to the Financial Aid Office. If the financial aid appeal is approved, the student will be placed on "Probation" status and will be eligible for financial aid for one term.

### Effective Date

These rules and procedures shall enter effect from August 2024.

## GRADUATION REQUIREMENTS:

### Master of Arts in Digital Photography

A minimum of 39 credits are required to complete the program with a grade point average (GPA) of 3.00 or more. The 39 credits do not include undergraduate-level courses required for admission to the Graduate Program by a candidate from another field of study. Students are expected to complete the Graduate Exhibition course. Students who do not complete course during the established period must \*re-enroll to maintain active student status.



### Master of Arts in Graphic Arts with specialization in Digital Graphic Design

A minimum of 36 credits are required to complete the program with a grade point average (GPA) of 3.00 or more. The 36 credits do not include undergraduate-level courses required for admission to the Graduate Program by a candidate from another field of study. Students are expected to complete the Graduate Project course. Students who do not complete course during the established period must \*re-enroll to maintain active student status.



### Master of Science in Programming of Interactive Technologies

A minimum of 36 credits are required to complete the program with a grade point average (GPA) of 3.00 or more. The 36 credits do not include undergraduate-level courses required for admission to the Graduate Program by a candidate from another field of study. Students are expected to complete the Capstone Release course. Students who do not complete course during the established period must \*re-enroll to maintain the active student status.



\*The re-enrollment limitation must not exceed three academic years.



## Master of Arts in DIGITAL PHOTOGRAPHY

### OVERVIEW

The Master of Arts in Digital Photography aims to develop professionals in the area of visual communication through imaging in a cutting-edge program that tends to strengthen study, analysis, creativity and social responsibility in their use of images as a medium of artistic expression and communication.

A fundamental part of this mission is training professionals who can recognize and evaluate the demands of an interdisciplinary environment through photographic images where the research, technology, editing, aesthetic, human quality and ethical values become an integral part of acquired knowledge.

### EDUCATIONAL OBJECTIVES

- Communicate assertively and effectively, according to market needs and successfully reveal the creative intentions of the artist of the current digital world.
- Develop the aesthetic sense and artistic vision in photography applying a semiotic analysis of the image.
- Strengthen the capacity of image analysis and its professional role in the visual communication field in order to recognize the value and impact that represents in today's society.
- Learn and master the techniques, equipment handling, new technologies and programs related to their profession.
- Prepare students to effectively combine elements of research, artistic performance and technical proficiency, in order to manage and use imagery in a assertive and impactful way.
- Prepare students in matters related to the management of their profession in harmony with their professional and social responsibility as citizens.
- To provide students the opportunity to develop a Photographic Exhibition.

- Prepare students with new technological innovations to be used as tools in the creative process.
- Develop research techniques and skills needed to integrate students effectively in research projects.
- Train professionals who value the importance of ethics in their profession, the humanist sense and respect for the environment and its surroundings.
- Fully develop student's talents to generate ideas and creative concepts in order to achieve convincing and effective communication where the intent and vision of the artists become evident.
- Master various research techniques and make a creative proposal using the image as the main axis.
- Create qualified professionals that master and implement various research techniques to enhance both of their technical and artistic knowledge, in order to achieve effective visual communication.
- Comply with the policies of the Protection of Human Subjects and the statutes of the Institutional Review Board (IRB).
- Provide students the opportunity to develop a graduate-level exhibitions applying the scientific method,rigorous systematic procedures and photographic solutions.

## ACADEMIC DEGREE

Upon graduation from the program, students will be awarded a Master of Arts in Digital Photography.



Valerie Bermúdez



Rubén Mercado



Nicole Romero



Vivian Suárez Figueredo



Juan Benesario

Graduate Programs

## Master of Arts in DIGITAL PHOTOGRAPHY

TOTAL CREDITS REQUIRED FOR  
GRADUATION: **39**

### GENERAL OBJECTIVE

Develop in students the necessary skills to perform successfully in the business of photography as a means of expression and communication according to the demands of industry and digital technology.

## CURRICULUM DESIGN

### SPECIALIZED COMPONENT

3 credits each / 18 total

MFD 509	Advance Lighting Techniques
MFD 515	Business of Photography
MFD 521	Creative Process in Photography
MFD 527	Portrait as Fine Art
MFD 529	Advance Image Retouching
MFD 537	Documentary Photography in the Digital Era

### ARTS AND RESEARCH

3 credits each / 9 total

DI 501	Research Methods
FA 500	Graduate Art Forum
FA 520	Visual Culture

### FINAL PROJECT

3 credits each / 6 total

FA 600	Graduate Critique Seminar
FA 601	Graduate Exhibition

### ELECTIVES (\*2 free)

3 credits each / 6 total

\*Elective credits shall be taken with the 500 classification



Diarleen Torres

## REQUIREMENTS AND CREDITS:

Specialized Component 18

Arts and Research 9

Electives 6

Final Project 6

**TOTAL CREDITS 39**

Minimum contact hours 705

Program length in months 24

Program length in weeks 58

## CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2	3
FA 500	FA 520	MFD 527
MFD 509	MFD 515	MFD 529
DI 501	MFD 521	ELECTIVE
4	5	
MFD 537	FA 601	
FA 600		
ELECTIVE		



## Master of Art in Graphic Arts with specialization in Digital Graphic Design

### OVERVIEW

It is an integral part of the mission of the Master of Arts in Graphic Arts with specialization in Digital Graphic Design program to be a dynamic center for Continuing Education in which technology, art, research, and other dimensions of human knowledge are cultivated and applied to the necessities of the working industry.

The Master's Degree Program in Graphic Arts with specialization in Digital Graphic Design provides students with the knowledge and necessary skills to become graphic designers in the different related industries such as; press, advertising agencies, art departments in public and private agencies, and also enable students to establish their own businesses or workshops.

### EDUCATIONAL OBJECTIVES

- Provide students the opportunity to develop their maximum capacity within digital graphic design according to their potential and individual characteristics.
- Develop critical and auto-critical thinking skills to enable students to develop solid criteria to evaluate graphic design works.
- Evaluate the fundamental role of a graphic designer within our society as a cultural and dynamic agent.
- Capacitate students with a strong humanistic sense of love for nature, the environment and to mankind, as transformers and creators of their own surroundings.
- Explore and analyze diverse components of graphic design as a profession in which the graphic art conceptions correspond to a given context to the actual society.
- Increase systematically the digital and technological skills related with graphics, these are seen as execution tools for practical and theoretical projects.
- Provide students the opportunity to develop a Graduate Project.

- Establish and identify the liaison between technologies a digital media that designers must possess in relation to understand the potential in multiple media communication industries.
- Develop the basis to obtain critical judgment and to find the solution of conceptual problems in terms of technology and graphic design.
- Develop the student's ethical and aesthetic values, like criteria for artistic value. This will in turn facilitate an advanced position in life, and furthermore the professional development within a technological world.
- Convert the student into an image specialist in such way that they can interact with an image, text, and symbols in a creative and successful manner through analysis and semiotic studies.
- Develop research techniques and skills needed to integrate students effectively in research projects.
- Comply with the policies of the Protection of Human Subjects and with the statutes of the Institutional Review Board (I.R.B.).
- Provide students the opportunity to develop a graduate project applying the scientific method, rigorous systematic procedures and design solutions.

## ACADEMIC DEGREE

Upon graduation from the program, students will be awarded a Master of Arts in Graphic Arts with specialization in Digital Graphic Design.

UNIKAL  
creations

ENV LOGO

UNIKAL  
creations

3D6 MARK



COLOR PALETTE



TYPEFACE

ADAM

Modista



Jessenia Luna Olmo



Melanie Robles Berríos



Carina Cruz Cruz

Graduate Programs  
**Master of Art in Graphic Arts**  
with specialization in  
**Digital Graphic Design**

TOTAL CREDITS REQUIRED FOR  
GRADUATION: **36**

**GENERAL OBJECTIVE**

Develop professionals that seek to excel in the digital graphic design sector. It will capacitate students in diverse means that will provide them with a specialization in effective visual communication. Such a specialty will allow them to be successful and achieve precedent-setting guidelines within Graphic Digital Design.

## CURRICULUM DESIGN

### SPECIALIZED COMPONENT

3 credits each / 18 total

DG 502	Computerized Creative Design
DG 503	Digital Typography
DG 510	Web Page Design
DG 518	Web Page Development
DG 519	Product Design
DG 521	Environmental Graphic Design

### ARTS AND RESEARCH

3 credits each / 9 total

DI 501	Research Methods
FA 500	Graduate Art Forum
FA 520	Visual Culture

### FINAL PROJECT

3 credits / 3 total

DG 603	Graduate Project
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### ELECTIVES (\*2 free)

3 credits each / 6 total

\*Elective credits shall be taken with the 500 classification



Jorge Valenzuela Hernández

## REQUIREMENTS AND CREDITS:

Specialized Component 18

Arts and Research 9

Electives 6

Final Project 3

**TOTAL CREDITS 36**

Minimum contact hours 660

Program length in months 24

Program length in weeks 58

## CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2	3
FA 500	DG 502	DG 521
FA 520	DG 503	DG 519
DI 501	DG 510	
4	5	
DG 518	DG 603	
ELECTIVE	ELECTIVE	



# Master of Science in PROGRAMMING OF INTERACTIVE TECHNOLOGIES

## OVERVIEW

The Master of Science in Programming of Interactive Technologies was created with the main purpose of supplying the demand of programmers that exist in various technological fields within our society. Within this broad field that is Interactive Technologies, students will be exposed to the creation of video games and applications for web deployment, mobile platforms and personal computers with different operating systems.

An indispensable part of each project will be teamwork between artists and fellow programmers, an essential piece in this emerging industry. With the knowledge gained working on these various tasks, graduates will be able to show their skills as employees of a multinational company, an independent company or as freelance professionals.

## EDUCATIONAL OBJECTIVES

- Expose students to new technological advancements in hardware and software used by industry professionals.
- Create script-like functionality to video game engines and software development kits (SDK) as a way of helping designers and artists in their development tasks.
- Master the use of existing video game engines and platforms.
- Develop application skills in different programming languages.
- With the use of code, apply specific commands to these assets.
- Develop Artificial Intelligence (AI) state machines from scratch and implement them in current video game engines.
- Encourage innovation leadership.
- Develop new forms of interactivity for games and applications with advanced technologies.
- Test the functionality of code (debugging) to guarantee its effectiveness.

- Teach students to communicate effectively among fellow programmers, artists and designers through the development of video games and applications.
- Develop knowledge and skills to perform productively and efficiently inside the video game industry.
- Work with designers and artists to integrate 2D and 3D content to a video game engine or SDK.
- Create everything from prototypes to useful applications to display programming skills in different disciplines; make publishable copies of these projects to present to potential employers or clients.
- To provide students the opportunity to develop a Capstone Project.
- Expose students to the development and programming of a video game as requirement for graduating.
- Develop research techniques and skills needed to integrate the student effectively in research projects.
- Comply with the policies of the Protection of Human Subjects and with the statutes of the Institutional Review Board (I.R.B.)
- To provide students the opportunity to develop a capstone project at graduate level applying the scientific method, rigorous systematic procedures and programming solutions.

## ACADEMIC DEGREE

Upon graduation from the program, students will be awarded a Master of Science in Programming of Interactive Technologies Interactive Technologies.



Weister Pinedo



Kevin Montes



Jorge Rivera / Felix Díaz



Graduate Programs

## Master of Science in PROGRAMMING OF INTERACTIVE TECHNOLOGIES

TOTAL CREDITS REQUIRED FOR  
GRADUATION: **36**

### GENERAL OBJECTIVE

MASTER IN SCIENCE IN PROGRAMMING OF  
INTERACTIVE TECHNOLOGIES - GENERAL  
OBJECTIVE: Develop professional programmers  
with the skills needed to be part of multinational  
or independent companies in the interactive  
technologies programming industry.

## CURRICULUM DESIGN

### SPECIALIZED COMPONENT

3 credits each / 18 total

PTI 502	Principles of Programming
PTI 520	Object-Oriented Programming
PTI 524	Mobile/Web-Based Application Production
PTI 526	Game Prototype Development
PTI 528	Mobile/Web-Based Game Production
PTI 530	Artificial Intelligence

### SCIENCES AND RESEARCH

3 credits each / 6 total

DI 501	Research Methods
PTI 510	Applied Sciences for Interactive Technologies

### FINAL PROJECT

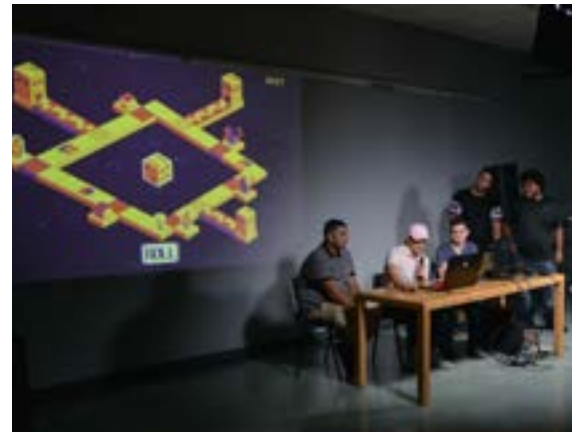
3 credits each / 6 total

PTI 601	Capstone Production
PTI 602	Capstone Release

### ELECTIVES (\*2 free)

3 credits each / 6 total

\*Elective credits shall be taken with the 500 classification



## REQUIREMENTS AND CREDITS:

Specialized Component 18

Arts and Research 6

Electives 6

Final Project 6

**TOTAL CREDITS 36**

Minimum contact hours 690

Program length in months 24

Program length in weeks 58

## CURRICULUM SEQUENCE SAMPLE (per Academic Term)

1	2	3
PTI 502	PTI 520	PTI 530
DI 501	PTI 524	PTI 526
PTI 510		PTI 528
4	5	
PTI 601	PTI 602	
ELECTIVE	ELECTIVE	



## COURSE DESCRIPTIONS

### GRADUATE STUDIES

## DG

### DG 502 COMPUTERIZED CREATIVE DESIGN

(3 Credits)

This course uses computerized software for the development of the artistic creation and original digital images applied in diversified means for graphic communication. This course also involves the students in researching the Graphic Art Industry in the United States and Europe to make a comparative analysis between their Graphic Art industry and Puerto Rico's Graphic Art Industry. Use of laboratory.

### DG 503 DIGITAL TYPOGRAPHY

(3 Credits)

This course focuses in the study and practice of concepts and advanced techniques related to typography in the visual field. Presents the creative development of new typographic fonts and their application in Computer Graphic Design. Also evaluate the freelance opportunities that this field has for graphic designers in Puerto Rico and other countries. Use of laboratory.

### DG 510 WEB PAGE DESIGN

(3 Credits)

This course studies how to design web pages and how to evaluate and take advantage of business opportunities that web page designers have in this technological era. The course also includes the use of versatile computer software applicable in creating pages for the Internet, as well as an introduction to various web languages. Use of laboratory.

### DG 518 WEB PAGE DEVELOPMENT

(3 Credits)

Prerequisite: DG 510

Throughout this course, students will learn the different techniques that are used in the final development of web pages. They will also learn the basic principles of various web languages. Use of laboratory.

### DG 519 PRODUCT DESIGN

(3 Credits)

In this course, students utilize both traditional and digital media as an introduction to the skills necessary for designing packaging graphics and preparing accurate mock-ups as practiced within the graphic design industry. Content includes basic concept rendering, developing die-cut patterns, model-making and mock-up techniques, and both visual and verbal presentation skills. Use of laboratory.

### DG 521 ENVIRONMENTAL GRAPHIC DESIGN

(3 Credits)

This course is an introduction to the field of Environmental Graphic Design in an amalgam of two-dimensional and three-dimensional design projects. Students focus on design projects in interior and exterior spaces and learn about environmental graphic design in retail marketing, store planning, shopping mall design, airport facilities, hotel spaces, office building lobbies, architectural signage, parks, zoos, subways, and exhibition design. Use of laboratory.

## **DG 603** **GRADUATE PROJECT**

(3 Credits)

The Graduate Project Course focuses on the complete elaboration of a project for a product, client, service or idea made entirely by a single student. The Students must complete their project under the supervision and guidance of their professor. Once the course is completed, students will present a project that incorporates the knowledge acquired in every course throughout the Masters Degree. Use of laboratory.

## **DI**

### **DI 501** **RESEARCH METHODS**

(3 Credits)

This course focuses on the theory and application of the principles of scientific research, including theory and practice of methods of research investigation, a systematic study of scientific method, hypothesis generation, and the nature of theory, types of research, research design and measurement. Use of laboratory.

## **FA**

### **FA 500** **GRADUATE ART FORUM**

(3 Credits)

This course presents, discusses and evaluates aspects related to aesthetic, critical, creative and perceptual sensibility and how these are reflected in Graphic Art, Design, Photography, Fine Arts and Visual Culture in general as well as in

the individual and the entire society as manifestations of imaginative capacity. Students will be involved in diversification of art forms and the people who are leading the multiple art businesses in Puerto Rico.

### **FA 520** **VISUAL CULTURE**

(3 Credits)

Students will be familiarized with visual literacy and the importance of images within the digital revolution of today's world. Analysis of different visual texts such as films, advertising and new media forms will be studied emphasizing in the photographic image, graphic design and visual communication in general.

### **FA 601** **GRADUATE CRITIQUE SEMINAR**

(3 Credits)

Prerequisites: FA 600

The student will acquire the knowledge of how to start sketching out visual research and develop a research proposal around the medium of art. In this first course the student through the guardianship of the teacher will develop a critical look at his visual work that will lead him to complete at the end of the term an Artist Statement. The ultimate goal of this course is for the student to develop the conceptual and practical skills that lead him to complete exhibition of his own artistic project to the next academic period. Use of laboratory.

### **FA 601** **GRADUATE EXHIBITION**

(3 Credits) Prerequisites: DI 501, MFD 509, MFD 515, MFD 521, MFD 527, MFD 529, MFD 537, FA 600

Students will acquire the knowledge of how to create a complete body of personal work with the guidance of the professor. The final goal of the course is for students to present a final exhibition project open to the general public. The creative process, investigation techniques, different alternatives in the printing process and analysis of a gallery space will be discussed thoroughly. Use of laboratory.

## **MFD**

### **MFD 509** **ADVANCED LIGHTING TECHNIQUES**

(3 Credits)

This course will develop the necessary skills to achieve comprehensive knowledge of the use of light as a language in photography. Students will be able to understand different light sources and how to modify them in order to produce a high quality images, whether its people, places or things. Use of laboratory.

### **MFD 515** **THE BUSINESS OF PHOTOGRAPHY**

(3 Credits)

This course will prepare students to acquire the knowledge and tools to make photography a professional career. Principles of business administration will be discussed and the professor will lead students in how to apply these concepts in the photography field. Marketing, networking and organizational behavior

techniques will prepare students for an entrepreneurial path.

### **MFD 521** **THE CREATIVE PROCESS IN PHOTOGRAPHY**

(3 Credits)

Prerequisite: MFD 509

This course will focus on developing a cognitive approach to artistic photography. The creative process will be discussed from beginning to end in order to create a complete body of work. Storytelling techniques and different exercises will prepare students to create innovative ideas into a personal photography project. The class can be applied to different photographic styles and students can choose themes of their own to work on throughout the course. Use of laboratory.

### **MFD 527** **PORTRAIT AS FINE ART**

(3 Credits) Prerequisite: MFD 509

This course will have an emphasis on the study of portraiture as a final art piece. A thorough analysis in different forms, personality traits and behavior of human beings will be discussed in order to understand the process of creating a successful portrait. The history of portraiture throughout the ages will be used as reference and inspiration, with the goal that the student will develop a personal style. Use of software and printing techniques will also be covered. Use of laboratory.

### **MFD 529** **ADVANCED IMAGE RETOUCHING**

(3 Credits)

Through a series of lectures, presentations, practice and research students will develop the skills and knowledge of advanced image retouching techniques. Tools, applications and

cataloging will be learned and used, in order to develop an efficient and effective workflow with different editing software. Students will learn and work with concept creation, craft and vision to fulfill a professional standard in photo retouching. Use of laboratory.

### **MFD 537** **DOCUMENTARY PHOTOGRAPHY IN THE DIGITAL ERA**

(3 Credits)

In this course, the students will become interpreters of reality and will learn how to transmit it to the world. They will develop ideas for telling a story through their own photo essay. After finding a suitable topic, students will plan their shots, edit story and show different ways to share it with the world using different platforms. They will be able to select, capture through the camera, document and transmit to the audience all the information and sensations that reality presents before their eyes with a narrative structure. Documents integrating photography with information of the photographed event will be generated. Legal and ethical photographic problems will be investigated. Use of laboratory.

## **PTI**

### **PTI 502** **PRINCIPLES OF PROGRAMMING**

(3 Credits)

Throughout this course, students will become versatile in the C/C++ programming languages. Use of data structures will be one of the main focuses of this course. Along with user-created data structures, students will familiarize themselves with the Standard Template

Library (STL). Previous knowledge of the C language is required. Use of laboratory.

### **PTI 510** **APPLIED SCIENCES FOR INTERACTIVE TECHNOLOGIES**

(3 Credits)

Realism in video games depends on how similar the interactive experience is to the real world. Laws of Physics are part of our life and standards in today's video games. These concepts will be studied, alongside the math required to apply them. Displacement, velocity and projectile problems will be discussed, revolving around current games. Use of Laboratory.

### **PTI 520** **OBJECT-ORIENTED PROGRAMMING**

(3 Credits) Prerequisite: PTI 502

The existence of classes in programming languages such as C++ is the reason for the study of object oriented programming. These classes are used for the creation of in-existent objects in any program or application. Knowledge of classes acquired through this course, along programming concepts learned beforehand, will be the key to develop more complete and complex, applications and games. Use of Laboratory.

### **PTI 524** **MOBILE/WEB-BASED APPLICATION PRODUCTION**

(3 Credits) Prerequisite: PTI 502

In recent years, the internet and mobile devices have become the norm for accessing versatile applications. These applications are created by all sorts of developers using several web-based and mobile platforms. Throughout this course, concepts such as user interface, input and data management are exemplified in various platforms. Students will be responsible for integrating these concepts to simple applications. Research of

platforms is also expected from students. Use of laboratory.

### **PTI 526**

#### **GAME PROTOTYPE DEVELOPMENT**

(3 Credits)

Prerequisite: PTI 502

The video game industry is full of engines to create interactive experiences by all sorts of developers. The key to understand various of these engines is to make short games in a brief period of time. These games are called prototypes. Concepts such as AI, UI and player interaction are exemplified in several game engines. Students will be responsible for applying these concepts to their prototypes and do their own research. Use of laboratory.

### **PTI 528**

#### **MOBILE/WEB-BASED GAME PRODUCTION**

(3 Credits)

Prerequisites: PTI 520

Prototype development consists of a set of rules that distance itself from large-scale games, without ignoring video game design concepts. Throughout this course, these topics will be discussed at the same time prototypes are being developed. The basic usage of several engines will be taught while students also learn techniques to research topics specific to their prototypes. Use of laboratory.

### **PTI 530**

#### **ARTIFICIAL INTELLIGENCE**

(3 Credits)

Prerequisites: PTI 502

Game play was an area of research in artificial intelligence from its inception. The main reason for its existence is to create either opponents or companions not controlled by humans. As technology has evolved since the term 'artificial intelligence' was coined, so too the non-

playable characters (NPCs) have become more challenging and "believable". Inside the broad topic that AI is nowadays, this course will focus on one of the most used models in the video game industry: the finite-state machine (FSM). Use of laboratory.

### **PTI 601**

#### **CAPSTONE PRODUCTION**

(3 Credits)

Prerequisites: PTI 502, PTI 520, PTI 526, PTI 528, PTI 530

The next phase in the development of a game is the production phase. After choosing the main mechanics and theme of a game, these are implemented and tested. Any additional gameplay element should be at least partially functional before the end of this phase. Students will receive feedback from the professor if the game needs changes before the final phase or if it's heading in the right direction. Use of laboratory.

### **PTI 602**

#### **CAPSTONE RELEASE**

(3 Credits)

Prerequisites: PTI 601

Before releasing a video game to the public, the last phase is to polish it. After all main assets and gameplay mechanics are in, the last step consists of debugging as much as possible and making as little changes as possible to the game itself. In preparation for a final presentation of the projects, students create a playable build to share with their fellow developers and faculty. The professor will make final calls on what features will be implemented. Use of laboratory.

## **ELECTIVES**

### **AD 502**

#### **3D PRINTING**

(3 Credits)

The 3D Printing course will provide students with a solid foundation of 3D printing as well as different techniques and applications for the medium. Students will learn to design, model and prototype 3D models for 3D printing. Use of laboratory.

### **AD 507**

#### **ANIMATION FOR WEB**

(3 Credits)

This course focuses on creating interactive portals with the use of specialized applications. Production of documents and portals with high interactivity animation, and multimedia content. Students will develop publicity material in tune with current tendencies of the industry of animation for web. Use of laboratory.

### **AD 525**

#### **ADVANCE RIGGING**

(3 Credits)

Building up from character rigging and deformation, this course explores more in depth the aspects of rigging in relation to facial animation. Differences between bone-based and multi-model facial systems will be discussed among other things. Students will develop and test a facial rig that can perform a wide range of desired emotions and expressions. Use of laboratory.

### **AD 527**

#### **DIGITAL CONCEPTUAL ART**

(3 Credits) Prerequisites: CCO 101, CIEN 207, DG 111

Students in this course will be exposed to the history, techniques and applications of digital concept art and matte paintings for use in various production environments such as animation, filmmaking and video games. Students will explore and apply concepts such as perspective, thumbnail sketching, speed painting, effective use of composition, cinematic framing and mood, as well as an introduction to projected 3D matte paintings. Use of laboratory.

### **AD 535**

#### **ADVANCE THREE-DIMENSIONAL ANIMATION**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 234, AD 320, AD 324, AD 335

In this course, students will focus on the acting aspects of their 3D characters, specifically in character dialogue. Students will study acting and animation techniques to give their character's feelings, weight, and convey real life gestures such as breathing, reactions and other movements associated with dynamic character animation. Use of laboratory.

### **AD 536**

#### **VIDEO COMPOSITING**

(3 Credits) Prerequisites: CCO 101, DG 111

This course provides students with the skills and tools needed for the creation of vivid motion graphics utilizing video, sound, 2D images and a variety of mixed media. Students will give life to static images through the study of movement, composition and other important animation concepts. The course covers the use of color correction, alpha channels and displacement maps. Use of laboratory.

### **AD 545**

#### **ADVANCE THREE-DIMENSIONAL DESIGN**

(3 Credits)

Prerequisites: CCO 101, DG 111, AD 320, AD 325, AD 338

As a follow-up course to Three-Dimensional Design, this course studies advanced aspects of 3D modeling for different production environments. Students will learn advanced texturing techniques, surface retopology tools and modeling pipelines to enhance the visual quality of their projects. Use of laboratory.

### **AG 516**

#### **INTERNATIONAL DESIGN**

(3 Credits)

Study of design as a creative process. The design profession through its history and impact on society and culture, from the industrial revolution to the international design movement will be analyzed. Importance of design and the criteria to define it as well as the tendencies of different design schools will be discussed. Research and information search are key tasks for this course, once allowed to contribute to the knowledge of the design at different times and different countries. The graphics that you use to create projects in class will focus on movements, schools, countries, and major international figures of graphic design.

### **AG 522**

#### **COMMERCIAL SILKSCREEN**

(3 Credits)

Course directed to the application of photographic emulsion as a printing method on shirts and other surfaces. Different methods for set up design according to technical specifications used in the industry and each particular project will be studied and applied. Students

will learn to create positives according to the discipline and to work with color separations using design software and photographic emulsion. Research on the business of printing, their role in today's industry and new technologies will be conducted. Use of laboratory.

### **AUD 501**

#### **GAME SOUND**

(3 Credits)

This course introduces students to the concepts, theory, and basic software implementation methods and techniques essential to game audio. Games have an underlying engine driving the sounds and visuals based on player decisions. Understanding the fundamental difference of real-time, interactive audio considerations as compared to post audio is essential. Students will learn programming audio on Unreal Engine 4 used by many game companies, as a method for understanding that audio for a game is eventually put into code. Use of laboratory.

### **BA 500**

#### **ENTREPRENEURSHIP**

(3 credits)

This course focuses on the changing world of business and presents the alternative of self-employment for students. Develop the importance of the planning and the relevance of business training suitable for future professionals and business owners.

### **DG 507**

#### **PACKAGING DESIGN**

(3 Credits)

Analysis of the development of packaging design in general and its history. Taking into consideration the mechanics of assembly, forms and structures, colors,

dies, typography, logos and leading brand in each product, that when combined creates a visual balance to capture the consumer's attention. Use of laboratory.

### **DG 511** **ABSTRACT GRAPHIC ART**

(3 Credits)

This theoretical and practical course, proposes students to be part of the visual universe of abstract graphic art. Students shall also develop thinking and imagination in an abstract that will result equivalently to a carefully selection of graphic elements to be used in visual projects.

### **DG 515** **THREE-DIMENSIONAL** **DIGITAL DESIGN**

(3 Credits)

In this course students will identify, apply and master the techniques of three-dimensional design using computer software. This course also involves the students in researching computerized three-dimensional design Industry in the United States and Europe, making comparative analyses between their computerized three-dimensional design industry and Puerto Rico's Graphic Art Industry. Students will have the opportunity to explore the opportunities of small business programs in this technological market. Use of laboratory.

### **DG 525** **DIGITAL PREPRESS**

(3 Credits)

This course presents theoretic concepts and provides practice of the techniques used in the conversion of an analogue image to a digital image and vice versa through computer technology. Students

must select and research a local print shop and study its evolution from the analogue world to the digital era and its impact on pre-press. Use of laboratory.

### **DG 529** **DIGITAL TECHNICAL DRAWING** **FOR ARTISTS AND DESIGNERS**

(3 Credits)

This course provides students with precise instructions and step by step solutions for graphic problems and challenges using the AutoCAD program. It also provides practical real examples in the development of drawings used in the graphic and industrial design industries as well as the visual arts. Use of laboratory.

### **DG 530** **SOCIAL MEDIA MANAGEMENT &** **DIGITAL MARKETING**

(3 Credits)

Use of online analytical and tactical skills and tools to develop a digital marketing campaign through social media. This class will use the best practices and principles of media management and online marketing to create plans and content strategies based on customer needs and audience preferences. Use of laboratory.

### **DG 531** **GRAPHIC REPRODUCTION**

(3 Credits)

Prerequisites: CCO 101

In this course, students will learn and practice reproduction methods using digital and analog printing. They will work with color calibration, production workflow, and the finishing processes of print media. Research on the business of printing, their role in today's industry and new technologies will be conducted. Use of laboratory.

### **DG 539** **DIGITAL SCULPTING**

(3 Credits) Prerequisites: CCO 101, DG 111, AD 320, AD 325

Students in this course will sculpt and detail three-dimensional characters and hard-surface geometry to obtain levels of detail previously unattainable with traditional modeling techniques. Using digital sculpting software, the students will master production techniques such as detailing topology, subdivision of geometry, normal mapping, displacement mapping, 3D texture painting and retopologizing geometry; all useful techniques both in animated productions and video game design. Research and development. Use of laboratory.

### **DG 540** **CHARACTER RIGGING AND** **DEFORMATION**

(3 Credits) Prerequisites: CCO 101, CIEN 207, AD 320, AD 324

This course looks to study the existing techniques to emulate human movement in a three-dimensional way. Techniques covered include creation of the skeleton (rigging), geometric deformations of skin (skinning), deformations (morphing), and edit skin (weight mapping), among others. Research and development. Use of laboratory.



Henry M. Lozada Navarro

### **FD 507 TECHNIQUES IN DIGITAL PHOTOGRAPHY**

(3 Credits)

This course will familiarize students with the basic techniques of digital photography. It introduces them to basic camera operations, flash and accessories; exposure variables, lights, filters, target balance, resolution and basic tone control. Aesthetics, photographic composition, and other artistic aspects of photography will be analyzed through lectures and critiques. Investigate the influence labor laws in photography. Use of laboratory.

### **MFD 517 COLOR THEORY AND DIGITAL PRINTING**

(3 Credits) Prerequisite: MFD 509

This course presents a series of lectures, research, and presentations where the student will learn about color management and its use in digital photography. This course shows the importance of color calibration of the monitor screen, cameras and printers for achieving high quality and color fidelity. Students will develop skills to work with professional tools and their use in workflow in order to create an image more as faithful as possible to reality. Color managed files from input to output, properly sharpen files for a wide selection of media substrates. Use of software for soft proofing, experiment with a wide variety of papers and output options and to work with a variety of color management systems and equipment. Use of laboratory.

### **MFD 523 FASHION PHOTOGRAPHY**

(3 Credits) Prerequisite: MFD 509

This course will focus on photographing people and objects using fusing techniques of fashion and editorial photography. Students will learn about styles and trends in the fashion industry and the requirements of production work for retail and advertising. This course shows how to build a creative team, create a mood board and produce work that shows their personal style. The importance of details and style will be emphasized. Use of laboratory.

### **MFD 535 PHOTOGRAPHY AND MIXED MEDIA**

(3 Credits) Prerequisite: MFD 509

In this course, students will learn the basic concepts of pre-production, production and postproduction, from the script to the final film. The documentary process as a narrative piece and its influence on an image. The illumination process, use of audio in the narrative and the basic concepts of digital editing. Using a digital single lens reflex camera, students will learn the skills required to create VNR reports and other audiovisual materials. Use of laboratory.

### **MFD 540 SOCIAL AND CULTURAL LANDSCAPE PHOTOGRAPHY**

(3 Credits)

Prerequisite: MFD 509

This course explores the photographic image as a recorder of the human-built or human-altered landscape, and the human manifestations within the landscape. Students will understand the discourse and technical specifications of landscape photography focusing on the signs of society and the human effects on the earth, and will explore the possibilities of recording authorial landscape interventions using fictional social and cultural landscapes. Use of laboratory.

### **PTI 550 VISUAL CONTENT FOR INTERACTIVE TECHNOLOGIES**

(3 Credits)

This course focuses on creating content for interactive technologies such as video games, programs, and other interactive media. Students will go through all the required visual production pipeline to understand what they need and how to do it. Such processes include modeling, texturing, rigging and animation. Moreover, design principles will be used to enhance the quality of any visuals created. Finally, other pipeline production aspects will be discussed. Use of laboratory.



Rubén Mercado



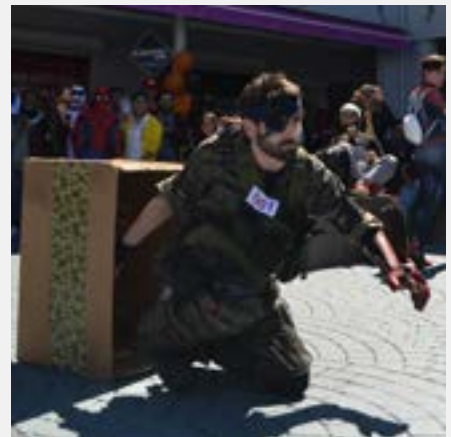
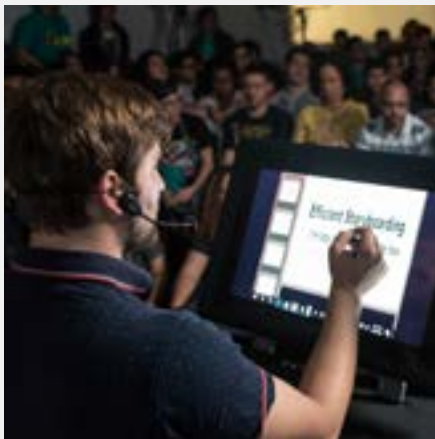
Andrea Morales Santana



Nicole Dávila Pérez



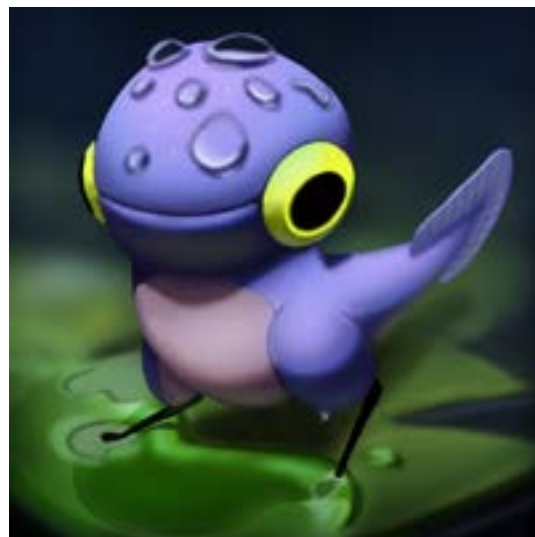
Juan Martínez Benesario







Jinelys Cosme Torres



Andrea Morales Santana



Nicole Dávila Pérez



Karen Torres Colón



Fabiola Ávila Ortega

ACADEMIC CALENDAR

# Academic Calendar 2024-2025

## FIRST ACADEMIC TERM

August	
5 – 8	Faculty Professional Development Week
9	Faculty Meeting
11	First Day of Classes of the first academic term
11-15	Late Enrollment and Changes in Class Program
25	Report of Students who have not attended
September	
1	Holiday: Labor Day
October	
8	Enrollment for the next term begins
29	Class Summary Report
November	
3	Last Day of the term and final exams
11	Holiday: Veterans Day

## SECOND ACADEMIC TERM

November	
12	First Day of classes of the Second Academic Term
12-18	Late enrollment and changes in class program
19	Holiday: Discovery Day
26	Report of Students who have not attended (No Show)
27	Holiday: Thanksgiving Day
December	
23 - Jan 2	Christmas Break
January	
7	Classes Return
13	Holiday: Martin Luther King
19	Enrollment for the next term begins
23	Class Summary Report
February	
16	Class Summary Report
18	Last Day of the term and final exams



## THIRD ACADEMIC TERM

February	
19	First Day of classes of the Third Academic Term
19-25	Late enrollment and changes in class program
March	
3	Holiday: American Citizenship Day
4	Report of Students who have not attended (No Show)
22	Holiday: Emancipation Day
April	
14-18	Spring Break
18	Holiday: Good Friday
May	
1	Class Summary Report
5	Enrollment for the summer term begins
16	Last Day of the term and final exams

## SUMMER PERIOD

May	
19	First Day of Classes of the first academic term
19-23	Late Enrollment and Changes in Class Program
26	Holiday: Memorial Day
30	Report of Students who have not attended (No Show)
June	
19	Holiday: Juneteenth
25-27	Mid-Term
July	
4	Holiday: Independence of USA
14	Enrollment for the next term begins
25	Holiday: Commonwealth Constitution Day
28	Holiday: José Celso Barbosa Day
August	
6-8	Last Day of the term and final exams

# Academic Calendar 2025-2026

## FIRST ACADEMIC TERM

August	
5 – 9	Faculty Professional Development Week
12	First Day of Classes of the first academic term
12 – 19	Late Enrollment and Changes in Class Program
26	Report of Students who have not attended (No Show)
30	Faculty Meeting
September	
2	Holiday: Labor Day
25	Enrollment for the next term begins
October	
14	Holiday: Columbus Day
29	Class Summary Report
November	
4	Last Day of the term and final exams
5	General Elections Day
11	Holiday: Veterans Day

## SECOND ACADEMIC TERM

November	
12	First Day of classes of the Second Academic Term
12-18	Late enrollment and changes in class program
19	Holiday: Discovery Day
27	Report of Students who have not attended (No Show)
28	Holiday: Thanksgiving Day
December	
23 - Jan 6	Christmas Break
January	
7	Classes Return
20	Holiday: Martin Luther King
27	Enrollment for the next term begins
February	
7	Class Summary Report
14	Last Day of the term and final exams
17	Holiday: President's Day



## THIRD ACADEMIC TERM

February	
19	First Day of classes of the Third Academic Term
19-25	Late enrollment and changes in class program
March	
3	Holiday: American Citizenship Day
10	Report of Students who have not attended (No Show)
April	
18	Holiday: Good Friday
21-25	Spring Break
May	
2	Class Summary Report
5	Enrollment for the summer term begins
20	Last Day of the term and final exams

## SUMMER PERIOD

June	
2	First Day of Classes of the first academic term
2-3	Late Enrollment and Changes in Class Program
6	Report of Students who have not attended (No Show)
19	Holiday: Juneteenth
July	
3	Class Summary Report
4	Holiday: Independence of USA
17	Class summary report
21	Holiday: Commonwealth Constitution Day



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### FACULTY MEMBERS

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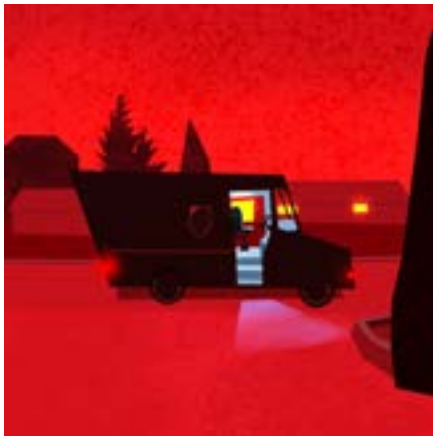
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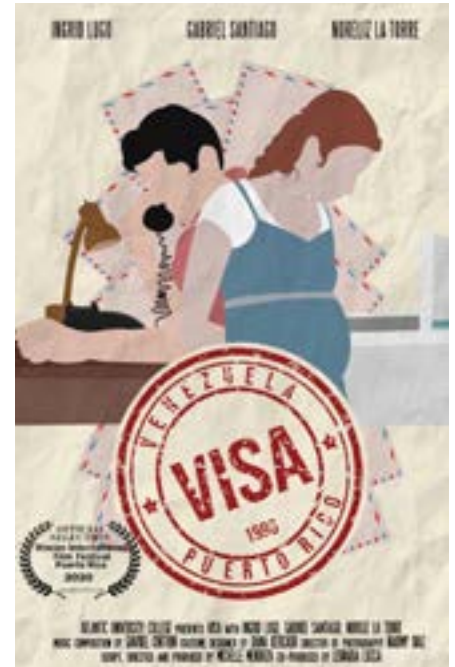
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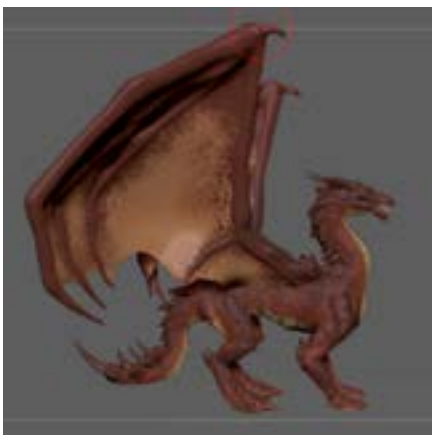
Astrid Colón Miranda



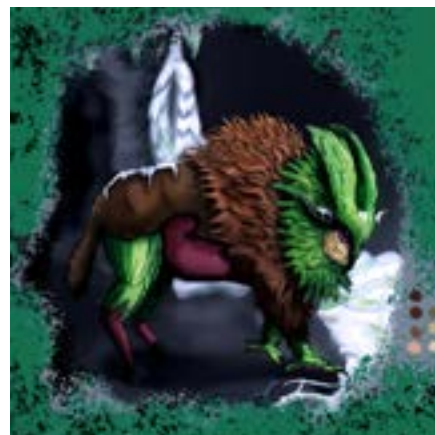
Erich Riekholf / Yamil Vázquez



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Asenith Padilla Cashion



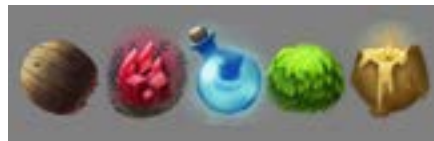
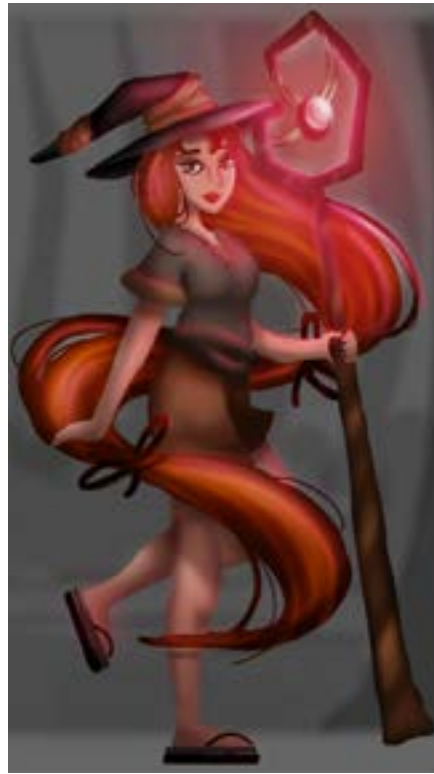
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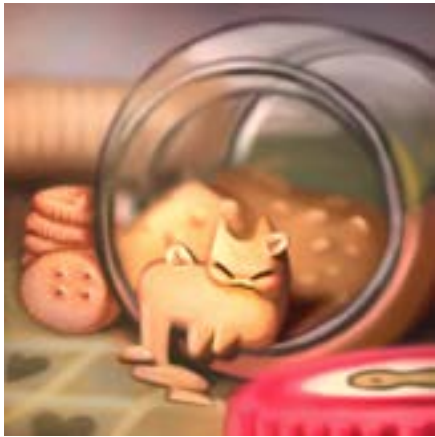
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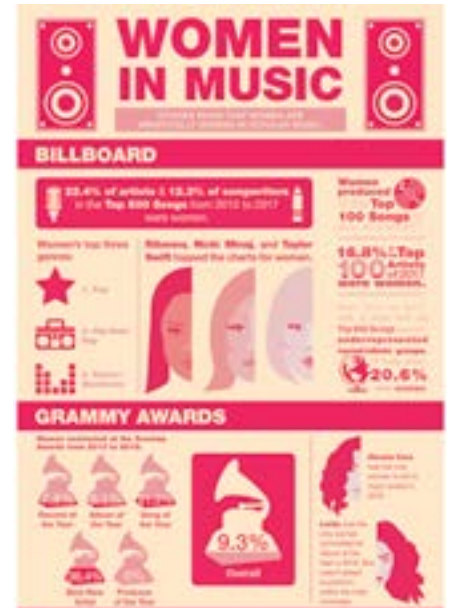
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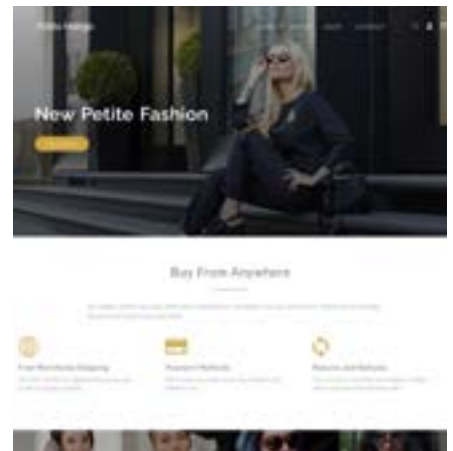
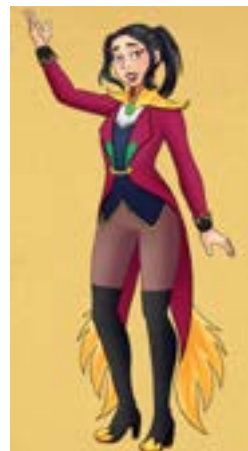
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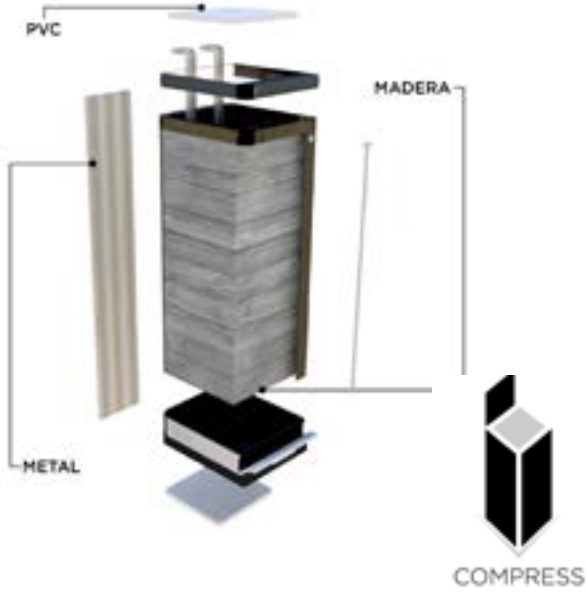
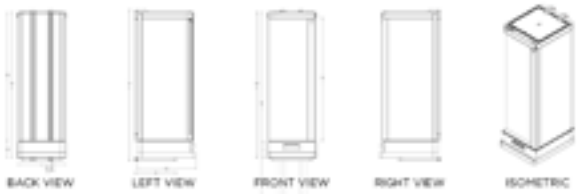
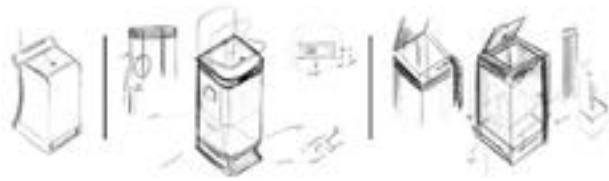
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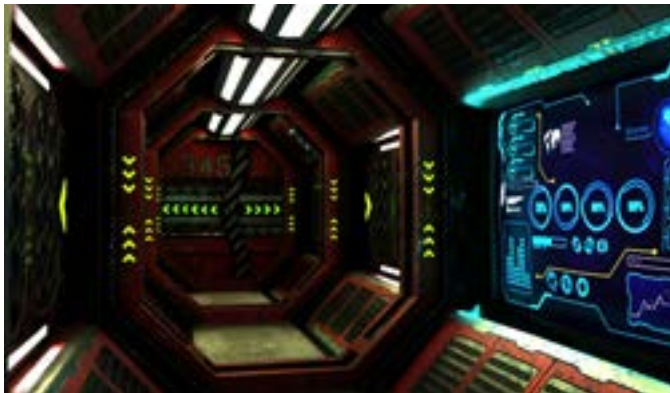
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