

NEW ENGLAND
SCHOOL OF COMMUNICATIONS

CATALOG 2002-2004

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STUDENT CATALOG
& HANDBOOK

NEW ENGLAND
SCHOOL OF COMMUNICATIONS

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The New England School of Communications is accredited by the Accrediting Commission of Career Schools and Colleges of Technology.

The School is also licensed by the Maine Department of Education and Cultural Services. The New England School of Communications is approved by the Maine State Approving Agency for Veterans Education Programs for the education of military personnel, veterans, and their dependents under the Veterans Administration educational assistance programs.

The School reserves the right to change the content of this catalog without prior notice.

The School

The New England School of Communications is a co-educational institution offering a Bachelor of Science Degree in Communications and an Associate of Science Degree in Communications. Students may choose concentrations in Radio, Television, Advertising/Public Relations, Multimedia or General Communications. The School has been granted authority to award the Degrees by the State of Maine, and is accredited nationally by the Accrediting Commission of Career Schools and Colleges of Technology. The School also awards a Certificate in Broadcasting for completion in one year.

History

The New England School of Communications began as the New England School of Broadcasting in 1981, training students for positions in broadcasting and allied fields. From a downtown location, the School purchased "Broadcast House" in 1983, an up-to-date facility. The move proved to be temporary as the school grew rapidly. In 1985, NESB moved to a facility on the Husson College campus, and continued to grow. With the move we were able to add housing, dining, a gymnasium and other campus amenities. In 1997, NESCom merged with Husson College and became a wholly owned subsidiary. In 2001, a new Communications Center was established for the school. The 140 acre campus at Husson College is an attractive setting for the school program.

Mission

In a hands-on intensive environment, the New England School of Communications challenges students to new levels of creativity and knowledge, while nurturing each individual's talents in his/her chosen concentration.

Readiness for entry and advanced positions in the vast communication industry is the main objective. Teaching professionals in all areas of the industry are dedicated to the education and success of NESCom students.

Physical Description of Campus

NESCom is located on the Husson College campus in Bangor, Maine. Located in a new communication center, on a wooded hillside, the campus is only a short walk from a shopping center and two miles from the downtown area.

Campus amenities include three modern dormitories, an attractive dining commons, three microcomputer labs, library and gymnasium.

NESCom has its own campus radio station, WHSN, which is totally student operated. Digital and analog studios include a 32 track sound recording studio, TV studio, video editing suites, videographics lab, audio production studios, and a multimedia lab, all together in the new communications center.

Educational Objectives

The New England School of Communications offers the Bachelor of Science in Communications Degree and the Associate of Science in Communications Degree, with the following concentrations: Radio, Television, Advertising/Public Relations, Multimedia, Audio Engineering, and General Communications.

Also offered is the Certificate in Broadcasting with a concentration in Radio or Television.

Each student is prepared for entry-level positions in Media and related fields. Such positions include: Announcer, Copywriter, Videographer, Editor, News/Sports Reporter, Account Executive, TV Production Staff, A/V Producer, A/V Technician, Public Relations Specialist, Advertising Agency Account Manager, Creative Service Director.

In addition there are many other positions that require excellent communication skills.

Bachelor Degree

Bachelor Degree candidates are required to successfully complete 120 credit hours for their Bachelor Degree. These include a minimum of 60 Communication Credits and 60 General Education Credits.

Core requirements in Communication curriculum:

Com 100	Success Seminar
Com 101	Intro to Media
Com 103	Copywriting
Com 107	Public Speaking
Com 301	Career Prep
Com 400	Ethics in Media
Com 404	Senior Seminar

Each student will be required to complete certain communication courses within a specialized concentration. These courses with additional communication electives will allow the student to meet the needed credit total (60).

Core requirements in General Education curriculum:

Ba 101n	Intro to Business
Ba 321n	Marketing
Eh 111n	English Composition

Eh 112 Literature & Research
Mi 111n Intro to Microcomputing
Ms 111 Algebra
Ms 132 Probability & Statistics
Non-Lab Science

Each student must also satisfy a set of distribution requirements through selection of **appropriate electives** in the following areas:

Experiential Learning
Psychology
Sociology
Business
Humanities
Fine Arts

Associate Degree

Associate Degree candidates are required to successfully complete 62 credit hours for their Associate Degree. These include a minimum of 44 Communication Credits and 18 General Education Credits.

Core requirements in Communication curriculum:

Com 100	Success Seminar
Com 101	Intro to Media
Com 103	Copywriting
Com 107	Public Speaking
Com 301	Career Prep

Each student will be required to complete certain communication courses within a specialized concentration. These courses with additional communication electives will allow the student to meet the needed credit total (44).

Core requirements in General Education curriculum:

Ba 321n	Marketing
Eh 111n	English Composition
Mi 111n	Intro to Microcomputing

Certificate

Certificate candidates are required to successfully complete 32 credit hours, in communication courses, to receive their Certificate in Broadcasting.

NESCOM DEGREE PROGRAMS

The New England School of Communications offers the necessary training and skill development to prepare the student for a career in communications. Students are given the option of choosing a communication's track which best fits their specific career goals.

Specifically, the courses offered include: Introduction to Media, Writing for Media, Announcing, TV Production, Video Graphics, Electronic Publishing, Audio Production, Public Relations, Web Publishing, Broadcast Sales, Audio Engineering, Broadcast Journalism, Sports Seminar, Voice and Diction, Public Speaking, and Advertising. In addition to communication courses, Bachelor and Associate Degree students must take General Education courses which include: English Composition, Intro to Microcomputing, General Psychology, Business Law, Media and Multiculturalism, Marketing, and Organization and Management.

WHSN-FM

In addition to course work, students may participate in the operation of WHSN/FM 89.3, the campus radio station, and in off-campus internship programs which are specific to their area of concentration at local media businesses. The radio station and internships, guided by media professionals, provide crucial hands-on experience. Students completing the Bachelor or Associate Degree Programs are equipped with the education and skills necessary to enter the communication field. Students utilize the production and on-air studios of WHSN to learn both analog and digital production as well as operations of a professional radio station. A focus is put on their experiences through on-air announcing shifts and weekly critiques of assignments and air checks.



Length of Program

Completion of the Bachelor Degree Program in Communications takes four academic years, (120 weeks), Associate Degree Program in Communications takes two academic years, (60 weeks), while the Certificate Program in Broadcasting is one academic year, (30 weeks).

The fall semester begins the day after Labor Day and concludes the Friday before Christmas. The 2nd semester begins the 3rd Monday in January and concludes in May. Students are required to complete the entire program in a time span not to exceed 1.5 times the normal length.

Academic Standards

BACHELOR DEGREE PROGRAM - Each student is required to complete a minimum of 120 credits, and maintain a "C" average or 2.0 G.P.A. in order to receive a Bachelor Degree.

ASSOCIATE DEGREE PROGRAM - Each student is required to complete a minimum of 62 credits, and maintain a "C" average or 2.0 G.P.A in order to receive an Associate Degree.

CERTIFICATE PROGRAM - Each student is required to complete a minimum of 32 credits, and maintain a "C" average or 2.0 G.P.A in order to receive a Certificate.

Grading System

Number	Letter	Grade Point
94,95,96,97	A	4.0
90,91,92,93	A-	3.7
87,88,89	B+	3.3
84,85,86	B	3.0
80,81,82,83	B-	2.7
77,78,79	C+	2.3
74,75,76	C	2.0
70,71,72,73	C-	1.7
67,68,69	D+	1.3
64,65,66	D	1.0
60,61,62,63	D-	.7
59 & Below	F	.0
P = Passing		
WP = Withdrew Passing		
WF = Withdrew Failing		.0

A Degree Student who achieves a 3.0 grade point average is eligible and with special permission may elect an internship/ field experience course, when available. The internship includes 135 hours of training at an outside communications facility. Students will be awarded three credits upon completion and will be graded on ability, determination and interest.

A "C" average must be maintained in the required courses of study in order to graduate. Students are graded on the basis of class work and performance. Grades are issued at the end of each semester.

Course Change and Course Withdrawal

During the first week of classes in the semester, students are given the opportunity to adjust their course schedules by adding and dropping courses. Verbal notice to the instructor or failure to attend class is not sufficient notice. Written approval must be obtained from the Director of Education. Students who drop courses should realize that completion of graduation requirements may be delayed, that class status may be affected, and that eligibility for financial assistance may be changed.

Add/Drop

The policy with respect to withdrawing from a course is as follows:

1. A student who withdraws from a course after the Add/Drop period will not be admitted to another course.
2. A student who withdraws from a course up to the 7th week of classes will receive a grade of "W".
3. If a student withdraws after the 7th week, a grade of WP or WF will appear on the student's official transcript indicating:

   WP (Withdraw Passing) - The student withdrew from the course having completed all work and assignments up to the time of withdrawal and/or having participated in the course to the academic expectation of the professor.

   WF (Withdraw Failing) - The student withdrew from the course not having completed the work and the assignments up to the time of withdrawal and/or had not participated in the course to the academic expectation of the professor.
4. The grade of WP or WF will be determined by the professor of the course and submitted to the Director of Education at the time the student withdraws from the course, on an official withdrawal form.
5. The grade of WP, although included on the student's transcript, is not computed into the grade point average or the cumulative average. The grade of WF is computed into the grade point average and the cumulative average.
6. No course withdrawal can be initiated after the last day of classes in the semester or term in which the course is taken.

Repeating a Course

Students may elect to repeat courses in which they have received a grade of "C-" or below. The newly-earned grade will replace the original grade in the calculation of a student's cumulative grade point average; however, the former grade is retained as originally recorded in the student's transcript. Students cannot repeat a course which has been removed from the curriculum unless another course has been designated as an approved alternative for the deleted course.

Definition of Credit Units

Lecture: 15 hours per 1 credit
Lab: 30 hours per 1 credit
Internship: 45 hours per 1 credit

Class Times

Classes meet Monday thru Friday in the morning, afternoon and/or evening. Laboratories, internships and special projects may be scheduled during weekend hours.

Maximum lecture classes have no more than 25 students, lab classes no more than 10. Therefore, maximum lecture classes have a 25:1 ratio and labs 10:1.

Transfer of Credits

Some schools will accept some credits from the New England School of Communications. It is up to the receiving school to determine which credits are transferable.

Graduation Requirements

BACHELOR DEGREE

Each student who completes 120 hours with a "C" or 2.0 grade point average will be awarded the Bachelor of Science Degree.

ASSOCIATE DEGREE

Each Student who completes 62 hours with a "C" or 2.0 grade point average will be awarded the Associate of Science Degree.

CERTIFICATE PROGRAM

Each student must complete 32 hours with a "C" or 2.0 grade point average to graduate, with a Certificate in Broadcasting.

Acceptance of Transfer Credits

Transfer students are welcome at NESCom. Students should present official transcripts from college and high school and should be in good academic standing. Students need at least a 2.0 GPA to be considered for admission.

New England School of Communications may accept transfer credits for subjects or courses completed in other accredited post-secondary institutions when comparable in scope and content to NESCom courses. A student from another accredited institution who is a degree candidate may transfer into a program at NESCom. Only courses in which a "C" or better grade has been attained may be transferred.

Students being considered for transfer must complete an application form and present the transcripts noted above. It is always good practice to supply the Admissions Office with a copy of a catalog from the institution where courses were taken.

Military courses are considered. Submission of form DD 295 is required.

It is at the discretion of the Director of Education and Director of Admissions to accept or decline transfer credits. Responsibility for courses taken and credits accumulated lies with the student.



Satisfactory Progress, Probation and Dismissal Policy

BACHELOR DEGREE

At the end of the first semester, students must achieve a 1.8 grade point average (GPA) to continue in the program. Students with a GPA between 1.8 and 2.0 during their first semester are informed in writing that they are on probation. Probation is a means of notifying the student that academic improvement is necessary to complete the program. The probationary status will remain in effect until the end of the semester or until the student's GPA is 2.0 or higher. A 2.0 is required for graduation. Students will be dismissed at the end of any semester if they have not achieved a 1.8 cumulative GPA. Mid-term grades are distributed after seven weeks of classes to enable students to monitor their academic progress in individual courses.

ASSOCIATE DEGREE

At the end of the first semester, students must achieve a 1.8 grade point average (GPA) to continue in the program. Students with a GPA between 1.8 and 2.0 during their first semester are informed in writing that they are on probation. Probation is a means of notifying the student that academic improvement is necessary to complete the program. The probationary status will remain in effect until the end of the semester or until the student's GPA is 2.0 or higher. A 2.0 is required for graduation. Students will be dismissed at the end of any semester if they have not achieved a 1.8 cumulative GPA. Mid-term grades are distributed after seven weeks of classes to enable students to monitor their academic progress in individual courses.

CERTIFICATE PROGRAM

At the midpoint of the first semester, students must show a 1.8 GPA or be placed on probation. Students with a GPA between 1.8 and 2.0 at the end of their first semester are notified in writing that they are on probation. Probation is a means of informing the student that academic improvement is necessary to complete the program and graduate. Students who have not achieved a 1.8 GPA at the end of the first semester will be dismissed. At midterm of the second semester, students on probation must show improvement in their GPA or be dismissed. Mid-term grades are distributed after seven weeks of classes to enable the students to monitor their academic progress in individual courses.

INCOMPLETES

In exceptional circumstances, students may be given an INC (incomplete). Incompletes must be concluded and earned grades recorded within 30 days of the completion of the semester. An Incomplete automatically becomes an "F" if the instructor does not register another grade.

STUDENT SERVICES

Library

Husson College shares its library with NESCom enabling students to meet educational needs through the resources available. The library provides a variety of books, journals, and periodicals for educational as well as recreational reading and personal growth.

LIBRARY HOURS	
Monday thru Thursday	8:00am - 10:00pm
Friday	8:00am - 5:00pm
Saturday	10:00am - 5:00pm
Sunday	10:00am - 10:00pm

Career Development

In addition to placement assistance, the school requires all students to take a Career Preparation Course (Com 301). This course covers all areas of career skills, cover letter, resumes, interviewing and budgeting. This course has been a valuable addition to our curriculum. NESCom offers free placement assistance to all graduates and makes available to them lists of employment opportunities.

Placement

The NESCom Placement Service is available to every graduate, and has effectively helped students in obtaining employment in the communication industry. The responsibility, however, for securing employment upon graduation, is the graduate's. The school cannot guarantee employment of its graduates.

Campus Ministries

A Chaplain is available by phone for emergencies and ecumenical services and for the spiritual needs of a student. The campus chapel is open daily for individual use.

Campus Safety and Security

A uniformed security officer responds to emergencies and maintains a regular patrol of the campus property and facilities. The Department of Safety and Security is also responsible for maintaining registrations of vehicles that park on campus. In an effort to make Husson College and NESCom an even safer campus, the College is dedicated to providing the entire community with the annual security report that identifies crime statistics in compliance with the *Campus Security Act of 1990*. This information identifies crime that has occurred on campus and in the surrounding community for the last three most recent years. You can access this information at the following address: *www.husson.edu/depts/security/*.

Vehicle Registration

Students are allowed to keep motor vehicles of any kind on campus provided that such vehicles are duly licensed and registered by a state and that the vehicle is registered and issued a parking permit by the school. Proof of state registration and a small fee are required before the privilege of bringing a vehicle on campus is granted.

Immunization

Maine State Law (22-MRSA 6359) requires all full time and degree seeking part time post-secondary school students born after December 31, 1956, to show documented proof against measles, mumps, rubella, tetanus and diphtheria.

Student Accident and Sickness Insurance

All full-time students are required to have some form of accident and sickness insurance coverage. NESCom along with Husson College makes available to its full-time students a plan of accident and sickness insurance. If a student can show proof of insurance coverage under another plan, he/she may waive the school's insurance plan.

Health Services

The health needs of students are currently met through an on-campus health service and student health insurance policy. The Health Service, located on the first level of Carlisle Hall, is staffed by a full time registered nurse five days a week, and physician who visits several times a week. Students are encouraged to become familiar with the health program and to consult the nurse for any health related matters.

Counseling Services

Counseling services are available to all students. The counseling services promote student's development and assist students with personal, physical or educational problems. Each case is handled in a confidential manner.

Campus Substance Abuse Services

Concern for students is a priority at NESCom, not only academically but on a personal level too. A substance abuse program is made available for students concerned about their own alcohol or drug use, and to those who may be concerned about chemical use by someone in their lives. This service includes prevention, early intervention, assessment, education, individual and group counseling, and referral. Each case is dealt with in a caring and compassionate manner, and kept strictly confidential.

Mail Service

Resident students are assigned a mailbox in the mailroom on the ground floor of Peabody Hall. Students may pick up mailbox assignments in the mailroom. The mailing address is:

(Name of Student)
New England School of Communications
One College Circle
Bangor ME 04401

Student Activities and Organizations

All students are encouraged to engage in any one of the many organizations on campus, and participate in a variety of special events that take place regularly throughout the year. Involvement gives students a direct voice in the decision making process that affects student life. Some of the organizations available include the Student Senate, Newspaper, Husson Players (theater group), Social Committee, Ski/Outing Club, Multicultural Club, Greek Fraternities and Sororities, and others.

Student Activities sponsors numerous events designed to expose students to theater and the arts. Whether sponsoring performances during lunch, or providing access to cultural events in the Bangor area, Student Activities strives to present a variety of activities including lectures, dance, and theatrical performances.

Athletics and Recreation

The Newman Athletic Complex houses a wide variety of athletic facilities, including basketball and tennis courts; an Olympic size swimming pool; weight lifting and mat rooms; and the Webber Health and Fitness Center.

Intramural sports play a large part in satisfying the recreational needs of the college community. Students can compete in intramural basketball, swimming, volleyball, tennis, softball, or soccer.

Bookstore

The Mary McDonald Bookstore is located in Peabody Hall. Textbooks for most courses can be purchased there, along with other school supplies, reference books, greeting cards, beverages, snacks and clothing.

Student Employment

Although NESCom doesn't participate in a federally subsidized work-study program, students have access to a job bank listing on campus, and the campus is located near downtown Bangor, where there are numerous businesses of all types where employment is generally found.

Judicial Affairs

By virtue of attendance, students agree to the duly published regulations of the College. Regulations are published in the current issue of the student handbook. Failure to conform to these regulations may result in suspension or dismissal from the college. The judicial system is a participatory one which include members of the faculty, administration and the student body.

New Student Orientation

Adjustment in a new living and academic environment can sometimes be a challenge for students early on in their first semester at NESCom. Orientation sessions are key in preparing students for college life, meeting faculty and administration, and acquainting themselves with other new students. Policy issues and other pertinent information are discussed at this time. *Success Seminar,* a required course for all incoming students, help students settle into college life successfully. A variety of issues and topics are covered in this course.

Dining Facilities

Students dine in Dickerman Dining Commons, a centrally located modern facility serving a wide variety of wholesome, nutritious foods to satisfy the tastes of a diversified community.

The snack bar in the student center, located in the lower level of Peabody Hall, is designed to serve commuting students, residents, and staff with daily specials, sandwiches, ice cream and beverages.

Husson Dining Services is pleased to provide all meal plans with the flexibility and convenience of "Dining Dollars". Dining Dollars is the declining balance portion of your meal plan. The amount of Dining Dollars varies by meal plan:

Meal plan 1 - 19 fixed meals per week Monday through Sunday + $50.00 per semester in Dining Dollars.

Meal plan 2 - 14 fixed meals per week Monday through Sunday + $125.00 per semester in Dining Dollars.

Meal plan 3 - 10 fixed meals per week Monday through Sunday + $200.00 per semester in Dining Dollars.

Fixed meals per week are to be used in Dickerman Dining Commons. You may purchase additional meals with the Dining Dollars balance in thc Campus Center, Dickerman Dining Commons, and Beverage/Vending Machines.

Residential Life

Although it is not mandatory for students to live on campus, NESCom believes that for purposes of convenience and personal growth, campus living can be an enjoyable and a memorable experience.

Each co-ed residential hall consists of nine levels, with each level designated for our male and female population. All rooms are furnished with two beds, bureaus, wardrobe closets, desks and chairs. Each room is equipped with a telephone jack, computer connection (campus network), and basic cable for television. Vending machines, public telephones, television and study lounges, kitchenettes and coin-operated laundromat are also available for resident students.

Located in Carlisle Hall, the Office for Residential Life is responsible for the social, recreational, cultural, and educational programming, the management of resident halls, activities, and the enforcement of residential policies and procedures. A residential director and upper-class residential assistants are available 24 hours a day while semesters are in session to assist students.

Communications Facilities

In an era of multimedia, the internet, the communication highway, satellite, DTV, and all the new digital equipment for radio and television, it is imperative to provide hands-on instruction with the very latest in equipment and facilities.

Beginning with a new Communications Center, NESCom has up-to-date media facilities for scheduled use by students. Three classrooms, including a multi-media room, 2 studios, 3 control rooms, 8 video editing suites, newsroom, media/library and seminar room are some of the facilities that are in use. In addition students operate WHSN-FM a campus radio facility with studios in the Communication Center.

Equipment for digital imaging, digital editing, electronic publishing, web publishing, television and audio production, VCR's, cameras and monitors are all available to qualified students throughout the school year. Other audio-visual equipment for classroom use is also on hand.

Assistance for Students with Disabilities

All students are entitled to have access to the school's programs, services and activities. Husson College and NESCom support students with disabilities, and encourage them to communicate their accommodation needs with administration and faculty members during the admissions interview. The Office for Student Affairs is a resource for students with disabilities. Students are asked to provide professional, adult-level test evaluations and professional accommodation recommendations prior to beginning course work.

Peer Tutoring

On occasion a student may find themselves in need of academic assistance in particular courses. Peer tutors are made available only after the requesting student has discussed his/her need with the course instructor and administration official. Tutors are selected carefully, having met a high level of academic achievement in certain courses. Excessive tutor requests are subject to in-depth discussion and review, and subsequent fees may be charged.

Confidentiality of Student Records

All students and alumni are authorized access, upon presentation of written requests, to records of their attendance, performance, and scholastic achievement maintained by the School. In accordance with the Family Educational Rights and Privacy Act of 1974 as amended, regulations setting forth the procedures by which access may be obtained, the person or persons responsible for custody of records of the office involved, and the persons authorized to have access to students records have been published. These regulations are available to interested persons upon request. Records are maintained in accordance with federal and state regulations. In general, after seven years beyond termination or graduation, only transcripts are retained in the Registrar's Office.

Equal Opportunity

The New England School of Communications admits students of any race, color, national and ethnic origin, sex, age or religion to all rights, privileges, programs and activities generally offered or made available to students of the School.

Inquiries concerning Non-discriminatory Policy should be addressed to the Director of Education at NESCom.

ADMISSIONS

The New England School of Communications is an affiliate of Husson College and a member of the New England Association for College Admission Counseling. NESCom subscribes to the objectives of the National Association for College Admission Counseling, in their statement of principle for good practice.

Students from different parts of the United States and foreign countries attend NESCom every year, although a larger percentage hails from the New England region. Cultural diversity is further evident due to the strong affiliation with Husson College and its diverse student population. NESCom welcomes all applications to its degree programs without regard to race, color, creed, sex, national origin, disability, family income, or age.

A rolling admissions policy is the norm. Students can enter starting in September or January. Because of limited space in each semester, it is always in the best interest of the student to apply early.

The Admissions office implements a selection process to find qualified students to enter the varied communication concentrations and degree programs. College level ability is necessary to become successful at NESCom, especially in areas of reading and writing. In performance concentrations, a strong aptitude in speech is required.

It has been a long-standing tradition of NESCom to allow every applicant an opportunity to interview for enrollment. This mandatory interview accomplishes five things:

1. The interview gives the applicant (and parents) an opportunity to see the campus facilities, studios, and labs.
2. In a confidential one-on-one basis, an applicant can ask questions, discuss their academic history, and expound on personal accomplishments and related experiences.
3. Each applicant is required to take a 12 minute timed Wonderlic Scholastic Level Exam (basic verbal and math test). A minimum score of 18 must be achieved to enter the Associate Degree Program, and 20 for the Baccalaureate Degree Program.
4. Students interested in on-air performance concentrations (i.e. announcing, broadcast journalism, sports announcing), are given a news script to rehearse and record. Basic out-loud reading ability is assessed with this exercise.
5. Finally, the interview session allows the applicant to hear, in a candid manner, the specifics of college life, academia, and their chosen career path.

Application Procedure

New Student Applicants

It's necessary for all applicants to follow the steps below to be considered for admission to the New England School of Communications.

1. Fill out the New England School of Communications application for admission. Send the completed application, signed and dated to NESCom, One College Circle, Bangor, ME 04401. A non-refundable application fee of $15.00 must accompany the application. Check or money order is acceptable. Please make it out to NESCom. Applying on line at www.nescom.edu is another option. On-line applications cannot be processed officially until the application fee is received. If the fee is not accompanied by the application, the applicant will be billed.
2. Contact your high school guidance office and request an official copy of your transcript. Have the transcript sent directly to the Admissions Office at NESCom. Two letters of recommendation from non-family members are also required. Copies of achievement awards (in and out of school) are also considered.
3. Although not required, Scholastic Aptitude Test (SAT) scores are taken under consideration. Be sure that the scores appear on an official document.
4. The General Equivalency Diploma (GED) is acceptable. Make sure that it is an official document.
5. Once the application is received, the applicant is automatically scheduled for a mandatory interview and campus tour.

Non-Tradional Students

Non-traditional students (students out of high school for more than 2 years) are encouraged to apply. They make up approximately 15% of our student population. Non-traditional students bring to the classroom individual life experiences and an eagerness to learn.

Sometimes it's difficult for non-traditional students to obtain high school transcripts and other documentation listed in the application procedure section of the catalog. This is the case for students who have been out of school for many years. A copy of a high school diploma is acceptable when a transcript can't be obtained. However, an honest effort needs to be made to obtain the proper documentation.

Regardless, all applying students must take the timed Wonderlic Scholastic Level Exam, and go through the personal interview session to be considered for admission.

Home Schooled Students

In addition to the new student applicant requirements, home-schooled students must present a passing score on a G.E.D. exam.

Transfer Students

Transfer students are welcome to apply. The application procedure for new students must be followed. In addition to the required high school transcript, an official academic transcript from the institution they are leaving or have left is needed. A catalog containing course descriptions is also recommended.

A financial aid transcript may be needed depending on past and current financial need. This can be determined during or after the interview process is completed.

Credit transfer depends on some variables: i.e. the coursework completed, course content and scope, course grade (must have at least a "C"), and degree program entering at NESCom.

Acceptance of transfer credits is the sole discretion of the Director of Education and Director of Admissions. At times it is necessary to discuss transfer credits with instructors of particular courses. This is done to ensure courses mirror NESCom's in scope and content. (See Transfer of Credits on page 10).

International Students

As mentioned earlier, the NESCom and Husson College student population is culturally diverse. Foreign students are encouraged to apply. However, because of immigration rules and regulations, and NESCom's obligation to the I.N.S. (Immigration and Naturalization Service), requirements must be met.

The application procedure must be followed as is with all new students. Additional documentation is also needed. International students must submit documentation showing a TOEFL (Test of English Language Proficiency) score of at least 500 written or 173 computer. International students also have the option of going through the ICLS program at Husson College instead of opting for the TOEFL exam. Proof of financial stability must be sent as well.

International applicants can be interviewed by telephone, when it is impossible to interview in person. A second interview would take place upon arrival, and the Wonderlic Scholastic Level Exam would be administered at that time.

An I-20 document and letter of acceptance would be sent to the applying student before they leave their country.

International applicants may live on campus in resident halls or in the surrounding community. It is the responsibility of the student to find and make living arrangements off campus.

NESCom reserves the right to revoke the applicant's acceptance during the second interview should paperwork and other circumstances seem out of order. Upon arrival, it is the right of the applicant to receive a full refund of money paid to NESCom should the school not meet personal expectations.

Admissions Decisions

Candidates for admission are notified by mail soon after the personal interview, providing all documentation is in place. A week to ten business days is the norm.

Delays in notification are usually due to delays in receiving official documentation, and the inability to contact personal references listed on the application. Make sure information given is accurate.

Revocation of admission is the right of NESCom for academic or personal reasons. Students notified of acceptance are sent an official letter and an enrollment agreement. The enrollment agreement lists tuition, fees, and housing costs, course requirements, placement, cancellation, termination and refund policy. Other pertinent information is also listed. This agreement must be read carefully, signed, dated and returned to the main office with a tuition deposit in the amount of $150.00. The deposit is credited towards the tuition balance and serves as a statement of faith that he/she will attend in the semester applying for.

NESCom will refund 100% of the tuition deposit up to three days after having received the deposit. Should three days elapse, and the accepted student cancel in writing, a refund of one hundred dollars will be made. Fifty dollars is retained as an administrative fee.

BEFORE SEMESTER STARTS

State law and the Accrediting Commission for Career Schools and Colleges of Technology requires that NESCom keep on file for each enrolled student the following documentation:

1. A final and official transcript. This transcript must be signed and sealed, and show date of graduation.

2. A photocopy of high school diploma.

3. Record of immunization showing measles, mumps, rubella, tetanus and diphtheria are current. This record must bear your physician's signature and it must show dates of immunization for each vaccine.

Financial aid, loans, grants, scholarships and other funds for tuition and fees must be on file no later than 3 weeks before the start of the semester.

HONOR SOCIETY

The Alpha Beta Kappa Honor Society authorized the establishment of a chapter at the New England School of Communications in 1995.

The Alpha Beta Kappa Society was established in 1977 to recognize and acknowledge outstanding graduates of career colleges and technical schools nationwide. Membership qualifications include a GPA of 3.5 or above, excellence in classroom, studio and laboratory work, leadership and service in class and school activities and personal integrity and good moral character.

GRADUATION

It is the responsibility of the student to meet all the requirements set forth by NESCom in each of the academic programs, i.e. required courses and credits.

The 8 semester Bachelor Degree Program requires that a student complete a course of study equaling 120 credit hours with a minimum 2.0 grade point average. 60 credits are accumulated in communication related courses and 60 are accumulated in general education courses to meet the requirement. The program courses are outlined in the course section of this catalog.

The 4 semester Associate Degree Program requires that a student complete a course of study equaling 62 credit hours with a minimum 2.0 grade point average. 44 credits are accumulated in communication related courses and 18 credits are accumulated in general education courses to meet the requirement. The program courses are outlined in the course section of this catalog.

The 2 semester Certificate Program requires that a student complete a course of study equaling 32 credit hours with a minimum 2.0 grade point average. Credit hours accumulated are strictly communication courses. The program courses are outlined in the course section of this catalog.

Full-time students in their last semester, whether it be fall or spring, are considered Degree or Certificate candidates. However, prior to entering their last semester, every student should know what requirements are needed to complete the program in which they have entered, and are encouraged to consult administration if they are unsure.

Degrees and Certificates in Broadcasting are awarded in a ceremony which generally takes place during the second week of May. Students finishing the requirements in the fall will not officially receive their Degree or Certificate until May.

FINANCIAL INFORMATION

Financing a college education is student and family working with a financial aid counselor in order that educational costs can be met. The New England School of Communications expects that a student and parents will assume responsibility for all costs to the extent of their ability. Financial Aid is then awarded based on need.

Students should not be discouraged from applying for financial aid, and should make every effort to apply for federal, state and local grants and scholarships for which they may be eligible.

Students seeking financial aid or the continuance of financial aid must, each year, complete and submit the Free Application for Federal Student Aid (FAFSA). This is a minimum requirement to apply for federal assistance. State and private sources may have additional requirements. Students should check with the NESCom Financial Aid Coordinator or with the donor to be certain that they are following the correct procedure.

Financial aid awards, based upon information submitted on the FAFSA, are generally a combination of grants and loans intended to fill the gap between the student's, and his/her family's ability to contribute to the annual cost of attendance.

Each student who participates in Title IV funding must maintain a standard of Satisfactory Progress. In order to receive a Degree in Communications or a Certificate in Broadcasting, each student must complete their program with a 2.0 GPA or "C" average. At the end of the first semester, a student must achieve a 1.8 GPA to continue in the program, and to be eligible for Title IV funding. Students with a GPA between 1.8 and 2.0 the first semester are put on probationary status, in order that they be made aware that improvement is necessary in order to complete the program, and graduate.

If students do not meet the required standards of satisfactory academic progress, they are ineligible for all types of financial aid until the standards have been achieved. Students may not receive retroactive financial aid for the period of ineligibility.

NESCom participates in the Federal Pell Grant Program, Direct Subsidized and Unsubsidized Stafford Loan Program, FFELP Education loans and the Direct Plus Loan Program.

Student Fees

A non-refundable application fee is charged to all students applying for admission.

Students must buy all books and supplies needed for course work. A new/used book list with costs is issued to students before the semester starts. Supplies needed in addition to notebooks, pens, etc. may include tapes, CD's, and headphones.

The activity fee is for the support of student activities, which are under the auspices of Husson College.

A laboratory fee is assessed to all students registering in the program. This fee is for supplies and equipment used in operating the radio, television and media laboratories.

The commencement fee covers the following items: diploma, cap & gown, composite photo and the graduation event. This fee is assessed to students beginning their final semester and is made payable whether or not a student attends graduation.

Tuition and Fees

	1st SEMESTER	2nd SEMESTER
Tuition	$3,995.00	$3,995.00
Lab Fee	$ 150.00	$ 150.00
Activity Fee	$ 150.00	$ 0.00
Books (Est.)	$ 250.00	$ 250.00
Commencement Fee		$ 50.00
Room/Board (Est.)	$2,695.00	$2,695.00
Damage Deposit**	$ 50.00	
Health Insurance*	$ 555.00	
Misc.	$ 200.00	$ 200.00
Commuter Total	$ 9,945.00/year	
Resident Total	$15,385.00/year	

Fees are subject to change.

*may be waived with proof of insurance.
**non-refundable

SCHOLARSHIPS

The New England School of Communications offers a limited amount of scholarship aid to students based on need and academic achievement.

The Maine Association of Broadcasters awards scholarships to Maine students on a need basis.

The Brian Welch Scholarship - A $500 award is presented to a student to provide tuition assistance for outstanding achievement and leadership qualities. The scholarship is named in memory of a special student who attended the School.

Diane Kasparek Scholarship - A $500 award is presented to an Aroostook County student who meets the NESCom criteria of good scholastic standing, financial aid need, and good citizenship.

Applications are available in December and monies awarded are applied to the second semester tuition bill. All awards are made by the scholarship committee.

PAYMENT SCHEDULE

Within thirty days of acceptance, a tuition deposit of $150.00 is due along with the enrollment agreement. Each semester tuition balance is due on or before the first day of classes. Federal Financial Aid is included in a student's account. (The School will provide a 90-day notice in case of change in tuition and fees.)

Anticipated financial aid will be reflected on the tuition bill. Charges covered by "anticipated aid" will be deferred, but the student is expected to pay any remainder by the due date. If the Student Aid Report has not been received by registration day, the student will be required to pay 1/3 of the tuition bill at registration and 1/3 every 30 days thereafter until it is received or the bill is paid. After all aid is received, the student will be refunded any credit balances.

All account balances must be up to date before a student may receive a Degree or Certificate and end of semester grades.

Class Attendance

Students are expected to attend classes regularly. However, circumstances may occur, such as illness, that prevent class attendance. The school should be notified when a student will be absent.

Excessive unexcused absences may be cause for termination. If a student is absent for FOUR class periods in any individual course, the student may be dismissed from the class and receive a failing grade. This decision will be made by the course instructor.

Because of the intensity of the training, time lost through habitual tardiness is contrary to both the school's interest and the student's interest. Warning and probation will be the steps taken to deal with the serious offenders.

All work will be made up at the discretion of the instructor in order to receive full credit for the course. In case of documented illness a student may be given up to 30 days after the final class to make up the work required. Failure to do so in the time frame given may result in not passing the course.

Cancellation, Termination and Refund Policy

CANCELLATION

A student who withdraws from NESCom after acceptance of the Enrollment Agreement shall provide written notice to the School.

NON-ENTRY REFUND

If the student does not enter the School for training, after being accepted, the tuition deposit of $150.00 made by an applicant, will be refunded, if requested in writing, within three days after the date of the signature of the Enrollment Agreement.

Students who withdraw after midnight on the third business day following acceptance of the Enrollment Agreement by the School, shall be refunded all monies paid, except an administrative fee of $50.00.

REFUND POLICY AFTER ENTRY PER SEMESTER

Written notice to the School is required if a student wishes to terminate after starting the program. When a student terminates, voluntarily or involuntarily, a refund on tuition already paid by the student will be made according to the following schedule:

Withdrawal during first week....100%
Withdrawal during second week...90%
Withdrawal during third week....80%
Withdrawal during fourth week...80%
Withdrawal during fifth week...70%
Withdrawal during sixth week...60%
Withdrawal during seventh week...50%
Withdrawal during eighth week...50%
Withdrawal during ninth week...40%
(Less an administration fee of $50.00)

Students receiving assistance from Federal Title IV programs may be subject to a special refund or return to Title IV requirements as of 10/7/2000 per Federal regulations, provided they have completed less than 50% of the payment period for which aid was or could have been disbursed. Federal Regulations require the return of Title IV funds in the following order. If applicable; Unsubsidized loans, Subsidized loans, Perkins loans, Plus loans, Pell Grants, SEOG or other Title IV.

REASONS FOR TERMINATION BY SCHOOL

NESCom may terminate a student for one of the following reasons:

1. Excessive absences
2. Unsatisfactory scholastic progress
3. Conduct not in the best interests of the School
4. Non-payment of fees, tuition or other charges stated in the School's literature.

Note: Students who are dismissed for unsatisfactory progress, may reapply one semester after termination. A student who wishes to appeal termination may do so in writing to the Director of Education within 7 business days.

Conduct

Students at NESCom will conduct themselves in a manner that brings credit to themselves, their families and the New England School of Communications. Students should see enrollment at the School as an important step in professional development.

Special Circumstances

The school acknowledges that special circumstances, such as illness, family death or unforseeable events, may delay, interrupt or prevent school attendance. The student agrees to discuss the matter with a School official.

If a student cannot continue the course of study, NESCom agrees to issue the student a written release, provided the student has complied with the School's refund policy as stated in the Enrollment Agreement.

The School intends to make fair and reasonable settlement according to the individual situation.

Note: Any unpaid charges against the student's account will be deducted before a refund is made.

Policy Relating to Make-Up Work

At the discretion of the instructor, students will be required to make-up all assignments, exams or other work missed as the result of any excused or unexcused absence. The instructor may also assign additional outside make-up work if deemed necessary. Arrangements to take a missed exam must be made with the instructor upon returning from an absence. If the absence is unexcused, the instructor is not required to administer a make-up exam. All arrangements are subject to approval by the School's Director of Education.

COURSES OF STUDY

BROADCASTING CERTIFICATE

(One Year Program)

RADIO:

Fall Semester:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 102 Announcing/Production I	3cr.
Com 103 Copywriting®	3cr.
Com 106 Voice & Diction®	2cr.
Com 119 WHSN Seminar®	1cr.
Comm Elective	3cr.
Total Credits	16cr

Spring Semester:

Com 202 Announcing/Production II	3cr.
Com 107 Public Speaking®	3cr.
Com 231 Radio Workshop(Pr)	3cr.
Com 301 Career Preparation®	1cr.
Comm Elective	3cr.
Comm Elective	3cr.
Total Credits	16cr.

Communication Electives:

Com 104 Broadcast Sales	3cr.
Com 117 Radio News Lab	3cr.
Com 127 Sports Seminar I	3cr.
Com 130 TV Performance I	2cr.
Com 217 TV News Lab I(Pr)	3cr.
Com 227 Sports Seminar II(Pr)	3cr.
Com 221 Broadcast Prgm & Mng	3cr.
Com 230 TV Performance II	2cr.
Com 306 Public Relations	3cr.
Com 315 Advertising	3cr.

® Required Course
(Pr) Needs Prerequisite course

Credit Breakdown:
Communication: 32 Credits
Total Credits: 32 Credits

TV PRODUCTION:

Fall Semester:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 103 Copywriting®	3cr.
Com 105 TV Production & Lab I	3cr.
Com 107 Public Speaking®	3cr.
Comm Elective	3cr.
Total Credits:	16cr

Spring Semester:

Com 205 TV Production & Lab II(Pr)	3cr.
Com 110 Audio Engineering & Lab I	3cr.
Com 301 Career Preparation®	1cr.
Com 239 ENG/Field Prod(Pr)	3cr.
Com 341 TV Practicum(Pr)	3cr.
Com 322 Digital Imaging for TV	3 cr
Total Credits:	16cr.

Communication Electives:

Com 104 Broadcast Sales	3cr
Com 130 Television Performance I	2cr
Com 221 Broadcast Prgm & Mngmt	3cr
Com 230 TV Performance II	2cr
Com 306 Public Relations	3cr
Com 315 Advertising	3cr

SAMPLE TWO-YEAR TRACK

ADVERTISING/PUBLIC RELATIONS CONCENTRATION
(Associate-Two Year)

Fall Semester 1st Year:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 102 Announcing/Production I	3cr.
Com 104 Broadcast Sales	3cr.
Com 119 WHSN Seminar®	1cr.
Com 107 Public Speaking®	3cr.
®Required Gen Ed Course	3cr.
Total Credits	17cr.

Spring Semester 1st Year:

Com 110 Audio Engineering &Lab I	3cr.
Com 315 Advertising	3cr.
Com 103 Copywriting®	3cr.
Gen Ed Elective	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	15cr.

Electives:

Communication:

Com 104 Broadcast Sales	3cr.
Com 105 Television Production I	3cr.
Com 106 Voice & Diction	2cr.
Com 108 Writing for the Media(Pr)	3cr.
Com 110 Audio Engineering & Lab I	3cr.
Com 114 Intro to News Reporting	3cr.
Com 117 RadioNews Lab	3cr.
Com 130 TV Performance I	2cr.
Com 217 TV News Lab	3cr.
Com 221 Broadcast Prgm & Mangmt	3cr.
Com 230 Television Performance II	2cr.
Com 306 Public Relations	3cr.
Com 315 Advertising	3cr.
Com 232 Electronic Publishing(Pr)	3cr.

Fall Semester 2nd Year:

Com 105 TV Production/Lab I	3cr.
Com 232 Electronic Publishing (Pr)	3cr.
Com 306 Public Relations	3cr.
Gen Ed Elective	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:

Com 301 Career Preparation®	1cr.
Com 108 Writing For The Media(Pr)	3cr.
Com 221 Broadcast Prgm. & Mngmt.	3cr.
Com 205 TV Production/Lab II	3cr.
Com Elective	3cr.
Gen Ed Elective	3cr.
Total Credits	16cr.

General Education:

Eh 111n English Composition®	3cr.
Mi 111n Intro to Microcomputing®	3cr.
Ba 321n Marketing®	3cr.
Ba 201n Business Law	3cr.
Ba 310n Organization & Mngmt.	3cr.
Py 111n General Psychology	3cr.
Hu 215n Media/Multicultural Soc.	3cr.

® Required Course
(Pr) Needs prerequisite course

Credit Breakdown:

Communication:	45 Credits
Gen Education:	18 Credits
Total Credits:	63 Credits

SAMPLE TWO-YEAR TRACK

RADIO/TV ANNOUNCING CONCENTRATION(NEWS & SPORTS)
Associate-Two Year

Fall Semester 1st Year:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media ®	3cr.
Com 102 Announcing/Production I	3cr.
Com 103 Copywriting ®	3cr..
Com 119 WHSN Seminar®	1cr.
Com 127 Sports Seminar I **(or)**	3cr.
Com 114 Intro to News Reporting	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	17cr.

Spring Semester 1st Year:

Com 202 Announcing/Production II	3cr.
Com 231 Radio Workshop(Pr)	3cr.
Com 227 Sports Seminar II **(or)**	3cr.
Com 117 Radio News Lab	3cr.
Com 119 WHSN Seminar ®	1cr.
Gen Ed Elective	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	16cr.

Electives:

Communication:

Com 104 Broadcast Sales	3cr.
Com 105 Television Production I**	3cr.
Com 106 Voice & Diction	2cr.
Com 108 Writing for the Media(Pr)	3cr.
Com 117 Radio News Lab	3cr.
Com 217 TV NewsLab(Pr)	3cr.
Com 127 Sports Seminar I	3cr.
Com 130 Television Performance I	2cr.
Com 227 Sports Seminar II(Pr)	3cr.
Com 221 Broadcast Prgm & Mngmt	3cr.
Com 230 TV Performance II	2cr.
Com 231 Radio Workshop(Pr)	3cr.
Com 306 Public Relations	3cr.
Com 315 Advertising	3cr.
Com 327 Adv. Sports Tech.(Pr)	2cr.
Com 232 Electronic Publishing(Pr)	3cr.
Com 340 Radio Practicum(Pr)	3cr.

Fall Semester 2nd Year:

Com 327 Advanced Sports Tech **(or)**	3cr.
Com 217 TV News Lab	3cr
Com 107 Public Speaking®	3cr
Com 231 Radio Workshop	3cr.
Gen Ed Elective	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:

Com 301 Career Preparation®	1cr.
Com 340 Radio Practicum(Pr)	3cr.
Com 315 Advertising	3cr.
Com 108 Writing for the Media	3cr.
Com Elective	3cr.
Gen Ed Elective	3cr.
Total credits:	16cr.

General Education:

Eh 111n English Composition®	3cr.
Mi 111n Intro to Microcomputing®	3cr.
Ba 321n Marketing®	3cr.
Ba 201n Business Law	3cr.
Ba 310n Organization & Mngmt	3cr.
Py 111n General Psychology	3cr.
Hu 215n Media/Multicultural Society	3cr

® Required course
(Pr) Needs prerequisite course
**Recommended for Sports Students

Credit Breakdown:

Communication:	46 Credits
Gen Education:	18 Credits
Total Credits:	64 Credits

SAMPLE TWO-YEAR TRACK

TV PRODUCTION/AUDIO ENGINEERING CONCENTRATION(Associate-Two Year)

Fall Semester 1st Year:	
Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 103 Copywriting®	3cr.
Com 105 TV Production/Lab I	3cr.
Com 110 Audio Engineering/Lab I	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	16cr.

Fall Semester 2nd Year:	
Com 107 Public Speaking®	3cr.
Com 322 Digital Imaging for TV(Pr)	3cr.
Com 341 TV Practicum(Pr)	3cr.
Com 310 Audio Engineering/Lab III	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	15cr.

Spring Semester 1st Year:	
Com 205 TV Production/Lab II	3cr.
Com 210 Audio Engineering/Lab II	3cr.
Com 239 ENG/Field Production	3cr.
Gen Ed Elective	3cr.
® Required Gen Ed Course	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:	
Com 301 Career Preparation®	1cr.
Com 241 Television Workshop	3cr.
Com 343 Digital Editing (Media 100)	3cr.
Com 330 Field Experience	3cr.
Gen Ed Elective	3cr.
Gen Ed Elective	3cr.
Total Credits:	16cr.

Electives:

Communication:

Com 104 Broadcast Sales	3cr.
Com 106 Voice & Diction	2cr.
Com 108 Writing for the Media(Pr)	3cr.
Com 130 Television Performance I	2cr.
Com 203 Web Publishing(Pr)	3cr.
Com 230 TV Performance II	2cr.
Com 306 Public Relations	3cr.
Com 315 Advertising	3cr.
Com 232 Electronic Publishing(Pr)	3cr.

General Education:

Eh 111n English Composition®	3cr.
Mi 111n Intro to Microcomputing®	3cr.
Ba 321n Marketing®	3cr.
Ba 201nBusiness Law	3cr.
Ba 310n Organization & Mngmt	3cr.
Py 111n General Psychology	3cr.
Hu 215n Media/Multicultural Society	3cr.

® Required Course
(Pr) Needs prerequisite course

Credit Breakdown:
Communication: 44 Credits
General Education: 18 Credits
Total Credits: 62 Credits

SAMPLE TWO-YEAR TRACK

MULTIMEDIA CONCENTRATION
(Associate-Two Year)

Fall Semester 1st Year:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media ®	3cr.
Com 103 Copywriting®	3cr.
Com 105 TV Production/Lab I	3cr.
Com 110 Audio Engineering/Lab I	3cr.
Mi 111n Intro to Microcomputing	3cr.
Total Credits:	16cr.

Spring Semester 1st Year:

Com 107 Public Speaking®	3cr.
Com 211n Microcomputing II	3cr.
Com 322 Digital Imaging for TV	3cr.
Gen Ed Elective	3cr.
® Required Gen Ed Course	3cr.
Total Credits:	15cr.

Electives:

Communication:

Com 104 Broadcast Sales	3cr.
Com 106 Voice & Diction	2cr.
Com 108 Writing for the Media(Pr)	3cr.
Com 130 TV Performance I	2cr.
Com 230 TV Performance II	2cr.
Com 306 Public Relations	3cr.
Com 315 Advertising	3cr.

Fall Semester 2nd Year:

Com 108 Writing for Media	3cr.
Com 232 Electronic Publishing	3cr.
Com 306 Public Relations	3cr.
Com 332 Web Publishing ®	3cr.
®Required Gen Ed Course	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:

Com 301 Career Preparation®	1cr.
Com 334 Multimedia I	3cr.
Com 239 ENG/Field Production	3cr.
Com Elective	3cr.
Gen Ed Elective	3cr.
Gen Ed Elective	3cr.
Total Credits:	16cr.

General Education:

Eh 111n English Composition®	3cr
Mi 111n Intro to Microcomputing®	3cr
Ba 321n Marketing®	3cr
Ba 201n Business Law	3cr
Ba 310n Organization & Management	3cr
Py 111n General Psychology	3cr
Hu 215n Media in a Multicultural Society	3cr
Mi 211n Microcomputing II	3 cr

® Required Course
(Pr) Needs prerequisite course

Credit Breakdown:

Communication:	44 Credits
General Education:	18 Credits
Total Credits:	62 Credits

SAMPLE COURSE TRACK

ADVERTISING/SALES/PUBLIC-RELATIONS CONCENTRATION:
(Baccalaureate Degree)

Fall Semester 1st Year:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 102 Announcing/Prod I	3cr.
Com 104 Broadcast Sales®	3cr.
Com 119 WHSN Seminar®	1cr
Eh 111n English Comp®	3cr.
Ba 101 Intro to Business	3cr.
Total Credits:	17cr.

Spring Semester 1st Year:

Com 202 Announcing/Prod II (Pr)	3cr.
Com 315 Advertising®	3cr.
Com 107 Public Speaking®	3cr.
Mi 111n Intro To Microcomputing®	3cr.
Eh 112 Literature & Research	3cr.
Total Credits:	15cr.

Fall Semester 2nd Year:

Com 103 Copywriting®	3cr.
Com 232 Electronic Publishing (Pr)	3cr.
Ba 201n Business Law	3cr.
Py 111n General Psychology	3cr.
Ms 111 Algebra®	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:

Com 108 Writing for the Media (Pr)	3cr.
ELECTIVE-Com	3cr.
Mi 211n Micro Computing II	3cr.
Eh 221 Business Communications	3cr.
Ms 132 Probability & Statistics (Pr)	3cr.
Total Credits	15cr.

Fall Semester 3rd Year:

Com 105 Television Prod I	3cr.
Com 332 Web Publishing	3cr.
Ba 321n Marketing®	3cr.
Hy 111 American History	3cr.
Sc 351 Oceanography	3cr.
Total Credits	15cr

Spring Semester 3rd Year:

Com 330 Field Experience	3cr.
Com 334 Multi-Media I	3cr
Ba 310 Organization & Mngmt	3cr.
Hu 215n Media in Multi-Cultural Society	3cr.
Eh 311 Advanced Writing(Pr)	3cr.
Total Credits	15cr

Fall Semester 4th Year:

Com 301 Career Preparation®	1cr.
Com 400 Ethics In Media®	3cr
Com 306 Public Relations	3cr
Ba 311 Human Resource Mngmt(Pr)	3cr.
Ba 422 Sales & Sales Mngmt	3cr.
Ba 425 Marketing Management(Pr)	3cr.
Total Credits	16cr

Spring Semester 4th Year:

Com 404 Senior Seminar®	3cr.
ELECTIVE–Com	3cr.
Com 430 Research Internship	3cr.
Ba 423 Retail Management	3cr.
ELECTIVE-Gen Ed	3cr.
Total credits:	15cr

® Required Course
(Pr) Needs prerequisite course

Credit Breakdown:
Communication: 60 credits
General Education: 63 credits
Total Credits: 123 credits

Com- Communications courses from Nescom curriculum
All other prefixes- General Education from Husson curriculum and Nescom curriculum.(n)

SAMPLE COURSE TRACK

RADIO ANNOUNCING/PRODUCTION CONCENTRATION: NEWS & SPORTS (Baccalaureate Degree)

Fall Semester 1st Year:

Com 100 Success Seminar	1cr.
Com 101 Intro to Media®	3cr.
Com 119 WHSN Seminar®	1cr.
Com 102 Radio Announcing/Prod I	3cr.
Com 127 Sports Seminar/Lab I	3cr.
Eh 111n English Comp®	3cr.
Ba 101 Intro to Business	3cr.
Total Credits:	17cr.

Fall Semester 2nd Year:

Com 105 TV Production & Lab	3cr.
Com 114 Intro to News Reporting	3cr.
Com 327 Advanced Sports Tech(Pr)	3cr.
Py 111n General Psychology	3cr.
Ms 111 Algebra	3cr.
Total Credits:	15cr.

Fall Semester 3rd Year:

Com 231 Radio Workshop (Pr)	3cr.
Com 107 Public Speaking®	3cr.
Eh 211 Business Comm. (Pr)	3cr.
Ba 202 Business Law II(Pr)	3cr.
Ba 310n Org & Mngmt.	3cr.
Total Credits	15cr

Fall Semester 4th Year:

Com 404 Senior Seminar®	3cr.
Com 400 Ethics In Media	3cr.
Ba 422 Sales & Management	3cr.
Eh 311 Advanced Writing(Pr)	3cr.
Ba 423 Retail Management	3cr.
Total Credits	15cr

Spring Semester 1st Year:

Com 202 Radio Ann./Prod II	3cr.
Com 227 Sports Seminar II(Pr)	3cr
Com 119 WHSN Seminar®	1cr
Eh 112 Literature & Research	3cr
Mi 111n Intro to Microcomputing®	3cr
Ba 201n Business Law I	3cr
Total Credits:	16cr

Spring Semester 2nd Year:

Com 217 Radio News Lab	3cr
Com 103 Copywriting	3cr
Com 106 Voice & Diction	2cr
Hy 111 U.S. History I	3cr
Ms 132 Prob. & Stats.(Pr)	3cr
Total Credits:	14cr

Spring Semester 3rd Year:

Com 340 Radio Practicum (Pr)	3cr
Com 221 Broadcast Prgm/Mngmnt	3cr
Ec 141 Ecology®	3cr
Ba 321n Marketing®	3cr
Hu 215n Media/ Multicultural Society	3cr
Total Credits	15cr

Spring Semester 4th Year:

Com 430 Research Internship	3cr
Com 301 Career Preparation®	1cr
Com 315 Advertising	3cr
Ba 411 Organization Behavior (Pr)	3cr
Ba 425 Marketing Management(Pr)	3cr
Total credits:	13cr

® Required Course
(Pr) Needs prerequisite course
Credit Breakdown:
Communication: 60 credits
General Education: 60 credits
Total Credits: 120credits

Com- Communications courses from Nescom curriculum
All other prefixes- General Education courses from Husson curriculum and Nescom curriculum.(n)

SAMPLE COURSE TRACK:

TV PRODUCTION/AUDIO ENGINEERING CONCENTRATION
(Baccalaureate Degree)

Fall Semester 1st Year:

Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 105 TV Production/Lab I	3cr.
Com 110 Audio Engineering/Lab I	3cr.
Eh 111n English Comp®	3cr.
Mi 111n Intro to Micro.®	3cr.
Total Credits:	16cr.

Fall Semester 2nd Year:

Com 322 Digital Imaging for TV (Pr)	3cr.
Com 103 Copywriting®	3cr.
Com 241 Television Workshop (Pr)	3cr.
Py 111n General Psychology	3cr.
Ms 111 Algebra	3cr.
Total Credits:	15cr.

Fall Semester 3rd Year:

Com 324 Television Studio Prod.	3cr.
Com 410 Audio Engineering Prac.	6cr.
Ba 321n Marketing®	3cr.
Ba 310 Org. & Mngmt.	3cr.
Total Credits	15cr

Fall Semester 4th Year:

Com 430 TV Research Intern.(Pr)	3cr.
Com 400 Ethics in Media	3cr.
Ba 422 Sales & Mngmt	3cr.
Eh 311 Advanced Writing	3cr.
Ba 271 Risk Mngmt	3cr.
Total Credits	15cr

® Required Course
(Pr) Needs prerequisite course

Credit Breakdown:
Communication: 62 credits
General Education: 60 credits
Total: 122 credits

Spring Semester 1st Year:

Com 205 TV Production/Lab II (Pr)	3cr.
Com 210 Audio Engineering/Lab II (Pr)	3cr.
Com 107 Public Speaking®	3cr.
Ba 101 Intro to Business	3cr.
Eh 112 Literature & Research	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:

Com 310 Audio Engineering/Lab III	3cr
Com 343 Digital Editing (Media 100) (Pr)	3cr
Ba 201n Business Law I	3cr
Eh 211 Business Communications	3cr
Ms 132 Probability & Statistics(Pr)	3cr.
Total Credits	15cr.

Spring Semester 3rd Year:

Com 325 TV Directing	3cr.
Com 340 TV Practicum(Pr)	3cr.
Sc 141 Ecology	3cr.
Hu 215n Media/Multicultural Society	3cr.
Hy 111 American History	3cr.
Total Credits	15cr

Spring Semester 4th Year:

Com 404 Senior Seminar®	3cr.
Com 301 Career Preparation	1cr.
Com 221 Broadcast Prgm & Mngmt	3cr.
Ba 311 Human Resource Mngmt	3cr.
Ba 423 Retail Mngmt	3cr.
Ba 425 Marketing Mngmt	3cr.
Total credits:	16cr

Com- Communication courses from Nescom curriculum.
All other prefixes- General Education from Husson curriculum and Nescom curriculum (n).

SAMPLE COURSE TRACK

MULTI MEDIA CONCENTRATION: (Baccalaureate Degree)

Fall Semester 1st Year:	
Com 100 Success Seminar®	1cr.
Com 101 Intro to Media®	3cr.
Com 102 Radio Announcing/Prod I	3cr.
Com 315 Advertising	3cr.
Eh 111n English Comp®	3cr.
Mi 111n Intro to Micro.®	3cr.
Total Credits:	16cr.

Fall Semester 2nd Year:	
Com 110 Audio Engineering I	3cr.
Com 232 Electronic Publishing	3cr.
Com 107 Public Speaking	3cr.
Py 111n General Psychology	3cr.
Ms 111 Algebra	3cr.
Total Credits:	15cr.

Fall Semester 3rd Year:	
Com 105 Television Prod I	3cr.
Com 334 Multi-Media I	3cr.
Ba 201n Business Law I	3cr.
Ba 310n Org. & Mngmt.	3cr.
Hy 111 American History	3cr.
Total Credits	15cr

Fall Semester 4th Year:	
Com 343 Digital Editing (Pr)	3cr
Com 400 Ethics In Media	3cr.
Com 404 Senior Seminar®	3cr.
Ba 425 Marketing Mngmt (Pr)	3cr.
Ba 271 Risk Management	3cr.
Total Credits	15cr

® Required Course
(Pr) Needs prerequisite course

Credit Breakdown:
Communication: 61 credits
General Education: 60 credits
Total Credits: 121 credits

Spring Semester 1st Year:	
Com 202 Radio Announcing/Prod I	3cr.
Com 103 Copywriting	3cr.
Mi 211n Micro Computing II ®	3cr.
Ba 101 Intro to Business	3cr.
Eh 112 Literature & Research	3cr.
Total Credits:	15cr.

Spring Semester 2nd Year:	
Com 108 Writing for the Media	3cr.
Com 332 Web Publishing	3cr.
Com 306 Public Relations	3cr.
Eh 211 Business Communications	3cr
Ms 132 Probability & Statistics(Pr)	3cr.
Total Credits	15cr.

Spring Semester 3rd Year:	
Com 322 Digital Imaging For Television	3cr.
Com 205 TV Production/Lab II	3cr.
Ba 311 Human Resource Mngmt	3cr.
Sc 141 Ecology	3cr.
Hu 215n Media/Multicultural Society	3cr.
Total Credits	15cr

Spring Semester 4th Year:	
Com 434 Multi-Media II	3cr.
Com 301 Career Preparation®	1cr.
Com 230 TV Performance II	2cr.
Ba 423 Retail Mngmt(Pr)	3cr.
Ba 422 Sales & Sales Mngmt(Pr)	3cr.
Ba 411 Organization Behavior(Pr)	3cr.
Total credits:	15cr

Com- Communications courses from Nescom curriculum
All other prefixes- General Education courses from Husson curriculum and Nescom curriculum (n).

Course Descriptions

BA 101 Introduction to Business• 3 Credits

This course introduces students to the general nature of functional areas in business such as marketing, management, accounting, finance, research and development, and risk management. The relationship between business, the government, the economy, and the environment is examined.

BA 102 Legal Environment of Business• 3 Credits

This course is intended to be the first course in law for the student. Topics include introduction to law, ethics, courts, ADR, administrative law, law of employment, antitrust, and securities regulation.

BA 201n Business Law I 3 Credits

This course provides students with a basic knowledge of the law of contracts, personal property and real property.

BA 202 Business Law II• 3 Credits

This course involves five areas of study: agency, partnership, LLC, corporation, sale and real property.

BA 271 Risk Management• 3 Credits

A study is made of the risks encountered by individuals and business firms. A presentation is made of the basic priniples and institutions, which have been developed in risk management. This material is treated primarily from the consumer point of view.

BA 310n Organization & Management 3 Credits

This course focuses on how to design organization systems and effectively manage them. Students completing this course should understand the universal process of management and key terminology in the language of management. Students are encouraged to blend conceptual contributions from the various schools of management thought into an integrated perspective on what managers do and why.

BA 311 Human Resource Management• 3 Credits

This course addresses traditional personnel administration issues. Emphasis in the course is on how to manage the major human resource administration functions of job design, reward system design, staffing, training and performance control, to achieve maximum employee performance and satisfaction.

•Four-Year Program Only

BA 321n Marketing 3 Credits
The components of the marketing structure are covered, together with the development of the modern concepts of marketing. Among the topics included are: the legal environment, channels of distribution segmentation, the international market, consumer behavior, retailing and advertising. *(required)*

BA 422 Sales and Sales Management*♦ 3 Credits
This course provides students with the fundamentals of good salesmanship and sales management. Prior to studying management principles, students practice sales techniques in simulations. Cases are used to illustrate and evaluate principles of sales management.

*Pre-requisite BA 321n

BA 423 Retail Management*♦ 3 Credits
The purpose of this course is to provide students with an understanding of the fundamentals of successful retail operations. Topics included are the market concept in retailing, factors of area and market analysis, and aspects of organizational structure, layout, and personnel planning. Also covered are methods of pricing, merchandising planning, inventory, expense control and sales promotion techniques.

*Pre-requisite BA 321n

BA 425 Marketing Management*♦ 3 Credits
Students apply concepts learned in other courses to marketing problems of business and nonprofit organizations. Cases and business simulations are used to teach decision-making in the complex environment of business. A complete marketing plan for a simulated company of the student's choice summarizes the student's knowledge of the field.

*Pre-Requisite BA 321n

BA 437 International Marketing♦ 3 Credits
The basics of International marketing will be taught including the foundations of culture, cultural understanding, business customs and practices in global marketing, assessing global markets, and developing international marketing strategy.

COM 100 Success Seminar 1 Credit
This required course will help you settle into College Life successfully. Learn new techniques when it comes to study skills, what time management is all about and how you can apply it to your everyday activities, and become familiar with campus lifestyles. You'll meet the people who can guide you with health and spiritual needs, as well as those from the community who address moral and ethical matters within a campus setting. *(required of all first semester students)*

COM 101 Introduction to Media 3 Credits

Explore the evolution of the industry in radio, television, print and computer technologies. This course examines legal requirements of various industries. FCC Rules and Regulations and professional responsibilities and expectations. Research the past and present trends of the media and incorporate your findings into your studies. *(required)*

COM 102 Announcing/Production I 3 Credits

Be at the controls while learning the theory and practice of audio production from the basic fundamentals of speech and articulation to interpretation. Learn how to work with the equipment, how to produce & voice commercials as well as news on the air, and how to keep a direction in radio programming. Learn about identifying music and its positioning, and basic digital editing techniques.

COM 103 Copywriting 3 Credits

You will never look at commercials the same way again after taking this course. Instead of changing the channel or fast forwarding the tape, you'll be tuned into what the electronic world of advertising has to offer. Learn how to foster your creative thought process and learn the techniques it takes to sell using words. Write commercials and public service announcements for radio and television, while learning how each medium uses different approaches to achieve optimum results. *(required)*

COM 104 Broadcast Sales 3 Credits

View broadcasting from a sales perspective. Learn the techniques used to sell air time and the differences between radio and television. See what ratings are all about and how they are used as a barometer when it comes to sales, and how the economy, local & national, tests your sales savvy. See where advertising agencies and cooperative advertising play a role in broadcast sales and how the audience fits. Making a good sales presentation to an actual client will be your goal.

COM 105 Television Production/Lab I 3 Credits

Be introduced to television theory and practice. Through lecture and hands-on labs, you are given the basic understanding of how to operate a video camera. Learn from the beginning, the terminology, camera operation techniques, how crucial lighting is, audio techniques, shot planning, and picture composition.

COM 106 Voice and Diction 2 Credits

This course helps you develop your voice. You will work to improve the range of pitch, volume and quality. Enjoy what you can do with your voice while practicing proper enunciation and learning more about interpretation. You will exercise your voice through in class & recorded drills. Gear up for public speaking and for on-air radio announcing.

COM 107 Public Speaking 3 Credits

Be confident in your approach to speaking before a group. This course helps you do just that through various informative, evocative, and persuasive speeches. While learning how to be impromptu in speaking, you will develop your listening skills, learn what it is like to be a member of the audience and learn how to analyze speeches. It is a real plus for anyone entering any aspect of Communication. *(required)*

COM 108 Writing for Media 3 Credits

Learn to be a journalist by writing today's news stories, essays and observations. Participate in the exciting world of print and broadcast media through written exercises, role playing and mock media events. Newspapers, television news programs, and radio broadcasts will be utilized, along with textbook exercises. A desire to keep abreast of current events is a must!

COM 110 Audio Engineering/Lab I 3 Credits

As an audio engineer, you are responsible for translating the producer/director's ideas into high quality electronic recording. This course and lab teaches microphone techniques, studio acoustics, physics and psychophysics of sound, analog audio consoles, ENG audio basics, Digital audio workstations and the basic production skills used in television and multi-media applications. Lab work includes on site and studio television news and commercial production exercises, commercial production for radio and the world wide web utilizing computer based audio applications and the skills which will be needed in other audio classes.

COM 114 Intro to News Reporting 3 Credits

Learn what makes News, how News is gathered, and how News is written. Ethical issues concerning news will be discussed and you will learn to recognize a "Newsworthy" event. Writing skills will be taught and practiced daily. You will understand the use of lead lines and attention getting words and how to create a picture with words. Time-tested techniques such as the "Inverted Pyramid Style" are also taught. Writing News will be one of your strengths upon completion of this preliminary course to the Radio and Television News Lab courses.

COM 117 Radio News Lab 3 Credits*

If you have a strong desire to know all that is going on, and be a part of the exciting field of news, this course and lab are for you. Be prepared, because this course is demanding, but gives you the nuts and bolts needed to enter the news gathering profession for either Radio or TV. You become an active part of a news team; hands-on gathering, writing and reporting news on the radio airwaves. Practice ethics, judgment, interviewing skills and techniques, while learning from the professionals in the local media.

*Pre-requisite COM 114

COM 119 WHSN Seminar 1 Credit

Being a radio broadcasting student allows you to practice the in's and out's of radio on WHSN. This course is required for all that are part of the staff of WHSN...the students. WIISN seminar offers an instructional setting for all phases of the station operation. From sign-on to sign-off, programming decisions and execution of, as well as, organization of public service announcements and live remotes.

COM 127 Sports Seminar I 3 Credits

Do you love sports? Then you can be a sports reporter, writer, producer and announcer, all in this course. Develop your play-by-play and color techniques through practice. You will learn from the pros, how to research and deliver on-air sports information. With a good basic knowledge of all major sports, this course will make you enjoy it all even more. (May be taken 2 semesters).

COM 130 TV Performance I 2 Credits

Free your voice, free your body and free your creativity that's kept inside. In this course you will learn techniques on how to be comfortable, relaxed and creative in front of the camera, while maintaining control and power. Work in the studio with the lights, camera and you create the action. Group creativity is encouraged while exercising basic acting skills. Take the tension and turn it into body alignment as you find the balance on camera that's right for you.

COM 202 Announcing/Production II 3 Credits

After getting used to being in control at the controls, this course takes you further into the daily hands-on workings of audio production and voice work. With the prior knowledge of equipment and its uses, you can now be more focused on certain projects which include emphasis on techniques, creativity and writing. This is your chance to create and implement your ideas on-air.

COM 205 Television Production/Lab II* 3 Credits

Continue to exercise your understanding of the mechanics of television by doing. This course takes the knowledge you gained in TV Production I and puts it to work. Through a class and lab setting you will not only learn how to operate the camera equipment, lights and incorporate audio, but you will learn about directing and producing. This will be practiced daily. All this, while fostering your creative expression and critical thinking.

*Pre-requisite COM 105

COM 206 Introduction to Theatre• 3 Credits

Theatre has always been the basis for mass communication on a dramatic level. A study of the evolution of theatre, its history, business structures and career categories relate to many other forms of media communication. This course will offer an overview of theatrical history, and how this industry functions today. Emphasis will be placed on theatrical production, its relevance to contemporary communication techniques and theatrical administration.

COM 210 Audio Engineering/Lab II* 3 Credits

Skills that you learned in Audio Engineering I will be integrated with hands-on experience in the studio recording and mixing live musical performances. Instruction will include analog and digital multi-track tape recorders, an introduction to time code, audio processing devices, equalization, compression, noise gates, filters, reverberation, sampling devices, speakers and monitors and studio operation procedures. Lab work will include band, vocal groups, and voice over talent.

*Pre-requisite COM 110

COM 217 TV News Lab* 3 Credits

The knowledge you gained about Broadcast Journalism in Radio News Lab will now be expanded to hands-on television news gathering. Writing skills and listening skills will improve, along with your ability to work as a team. It is here where you practice the production skills from a news point of view and a technical point of view, in producing a weekly news/magazine show.

*Pre-requisite COM 114, COM 117

COM 221 Broadcast Programming and Management 3 Credits

This course will enable you to learn all aspects of radio and television programming. This involves formats, personnel, budgets, and trouble shooting. You will also learn about station management, sales management, basic technical maintenance, the economics and the legalities of radio and television. This "seminar" designed class includes input from industry professionals who bring their expertise to the classroom. You will also exercise your skills at creating radio and television formats and programming ideas.

COM 224 TV Studio Production* 3 Credits

Through lecture and hands-on laboratories, students learn the principles of pre-production, production, and post-production for the studio and control room procedures. Students prepare their own productions, from concept to completion. Each project is shot multi-camera, live-on-tape, in the studio.

*Pre-requisite COM 205

COM 227 Sports Seminar II* 3 Credits

This course continues to teach the student how to research and present sports information to the listening or viewing audience. Experiential learning is the key with on-air work at radio station WHSN required. Each student will produce and broadcast their own sports news segment. All students will be involved with live on air play-by-play and color commentary as they broadcast the Husson College men's and women's basketball games. Proper methods of courtside and in studio interviewing will be taught and performance as captured on audio tape will be critiqued weekly.

*Pre-requisite COM 127

COM 230 Television Performance II 2 Credits

Free your voice, free your body and free your creativity that's kept inside. In this course you will learn techniques on how to be comfortable, relaxed and creative in front of the camera, while maintaining control and power. Work in the studio with the lights, camera and you create the action. Group creativity is encouraged while exercising basic acting skills. Take the tension and turn it into body alignment as you find the balance on camera that's right for you.

COM 231 Radio Workshop* 3 Credits

If radio is your area of concentration, consider this course your job. You will participate in the day-to-day operation of WHSN. Be exposed to all phases of radio such as announcing, news, sports, writing, promotion, programming, formats, day-parting, and specialty programming. A weekly schedule of on-air work, as a staff member, is also included.

*Pre-requisite COM 102, COM 119

COM 232 Electronic Publishing* 3 Credits

Once you have taken Intro to Microcomputing, you will be ready for this course. Focus on the growing field of desktop publishing, which is a synthesis of word processing, graphic design and layout, and electronic communications technology. You will produce a variety of print and electronic publications while learning various software packages, such as Pagemaker, PowerPoint, and PhotoShop. Additionally, you will learn to scan pictures and import information from the Internet.

*Pre-requisite MI 111n

COM 239 ENG/Field Production* 3 Credits

Develop reporting and interviewing skills from behind the camera and out in the field. This course also keeps you in tune with visual composition and audio techniques. Work with professional industry standard Mini DV and DVCPro, from shooting and editing to critiquing. Your news writing skills are also enhanced in this course.

*Pre-requisite COM 105

COM 301 Career Preparation 1 Credit
Need a job? This course sets you up with all the techniques needed to communicate to prospective employers. Learn effective ways to write cover letters, resume, and produce attention getting audition tapes (radio and TV). You may even meet your future employer because media professionals conduct mock interviews in this course. *(Seniors Only – Required)*

COM 306 Public Relations 3 Credits
Tackle the fundamental principles and techniques of public relations and related communication tools. This course looks at current public relations practices and problems, types of communication, and communication strategies. Learn how to organize your thoughts and disseminate material to the appropriate channels while working to prepare an actual PR packet for an off campus non-profit agency.

COM 310 Audio Engineering/Lab III* 3 Credits
Audio 3 continues to build on the skills learned in previous classes. The class teaches Digital Audio consoles and recorders, Pro Tools recording and mixing software, MIDI, programming effect procesors, frequency controlled compressions, ducking devices, advanced mixing techniques, synchronization, and an introduction to mastering. Lab work will include live band recordings and weekly mixing exercises, designing a sound track for a cartoon and mixing audio for CD's.
*Pre-Requisite COM 210

COM 315 Advertising 3 Credits
This course introduces you to the structural and behavioral components of the advertising process including research, media, copy and design. Produce and edit material while learning how to evaluate and design an advertising campaign through research and planning.

COM 322 Digital Imaging for Television* 3 Credits
Once you've studied Introduction to Television, this course will give you the basics of the leading digital programs used in the television industry. Make use of the latest technology in the design and production of graphics for television. Learn how, where and why graphics are used. Photoshop and After Effects Software programs are used extensively.
*Pre-requisites COM 105, MI 111n

COM 325 Television Directing*♦ 3 Credits
Mastering the equipment and the atmosphere of the TV control room is the focus of this course. Working with a producer to put together a live (on-tape) TV program that is professionally designed and executed, the director will have the responsibility to ensure the project is technically excellent. Developing small group leadership skills and good interpersonal communication skills is an important end result of this experience.

*Pre-requisite COM 241 & 224

COM 327 Advanced Sports Techniques* 3 Credits

Continue your concentration in the sports field in this course by being a sports announcer. Enhance your knowledge and production skills in the sports broadcasting arena. Learn videography and editing techniques for sporting events. Writing, play-by-play, interviewing and developing sports commentary are highlighted. Capture all the excitement on tape for your resume.

*Pre-requisite COM 227

COM 330 Field Experience 3 Credits

Here is your chance to work in organizations such as a broadcast station, advertising agency, video production company, and others, under the direct supervision of a full time employer. This course is open to any 3rd year student who has attained a 3.0 average and has faculty approval. You are required to intern 135 hours in the field, applying the knowledge you have learned through the course and lab study, while being open minded to learning the ropes of the day to day function of the business.

COM 332 Web Publishing* 3 Credits

Students will develop skills needed to build high quality websites with graphic interfaces and attached databases. Software incorporated in this class include Macromedia's Dream Weaver and Fireworks.

*Pre-requisites MI 211n, COM 322

COM 334 Multi-Media I*♦ (Macromedia *Director & Shockwave*) **3 Credits**

Students will learn to create multi-media content for the web, interactive CD Roms and other media utilizing Macromedia Director, Shockwave, and the applications learned in web publishing, audio, video, digital imaging, electronic publishing and Media 100. Working as a group, students will build a multi-media presentation while learning these powerful software applications.

*Pre-requisite COM 332

COM 340 Radio Practicum* 3 Credits

In this course you take the lead, from development of an idea to the execution of a project. A detailed proposal is submitted on a project pertaining to the operation of WHSN. This project must include the knowledge you have gained through your course of study, and reflect thought, organization, content, script writing, production and follow through. The student will also have a management job in programming areas of WHSN such as news, sports, public service and programming.

*Pre-requisite COM 202, COM 231

COM 341 Television Workshop* 3 Credits

This course demands proficiency in all aspects of video production. Exercise your pre-production planning, shooting, lighting, audio gathering, writing and editing skills while producing elements for a weekly news/news magazine show. Teamwork is essential as you work toward making a high quality series of studio production.

*Pre-requisite COM 205, COM 224

COM 343 Digital Editing (Media 100™)* 3 Credits

Digital editing teaches non-linear video editing using the Media 100™ editing system and software, a standard in the industry. This course will integrate Adobe Photoshop™ and After Effects™ and will be an integral part of the digital audio and video training.

*Pre-requisite COM 205, COM 322

COM 366 Independent Study

An opportunity for you to do a research or special project in media. There will be a preliminary guidance and final evaluation from the instructor advising the student. This is truly an "Independent" project open to the student with a 3.0 GPA and faculty approval. *(Senior Level Course)*

COM 400 Ethics in Media♦ 3 Credits

Ethics are part of every aspect of life. Learn the decision making process of applying ethical practices to the media. Enjoy exciting classroom debates and projects that explain the journalist's ethical responsibility. Course utilizes current events along with supplemental textbook cases. *(Senior Level Course)*

COM 404 Senior Seminar♦ 3 Credits

This course brings together, through discussion, many aspects of the historical and contemporary developments in communications/media. Through guest lecturers and research, students will develop their own awareness of what will be accessible to them in the future. Term paper required. *(Senior Level Course - required)*

COM 410 Audio Engineering Practicum♦* 6 Credits

Students will have an opportunity to put learned skills to use by recording, mixing and mastering a complete CD project from beginning to end. Students are responsible for selecting a musical group and working with them in the studio to record an album. Mixing it to the satisfaction of the musicians involved, and pressing the project to a CD.

*Pre-requisite COM 310

COM 430 Research Internship• 3 Credits

Different only from COM 330 (Field Experience) in that the student will enter into the internship not only to experience the work place environment but to choose one aspect of that environment to focus on and do research. A substantial research paper will be required in this course. *(Senior level course by permission only)*

COM 432 Radio Station Management (WHSN)• 3 Credits

Radio Station Management provides a practical experience in managing personnel and programming at radio station WHSN-FM. This course is open to a senior level student in the Bachelor Degree program who has completed all necessary pre-requisites in the radio concentration. Faculty permission required. The student "Manager" will work in all areas of station operation including music, news, and sports programming, and meet regularly with the course supervisor to review activities in progress and to study and discuss personnel management philosophy and techniques.

COM 434 Multi-Media II*• (Practicum) 3 Credits

This course brings together all multi-media disciplines as the student works independently to design, build, and present a complete multi-media presentation that will demonstrate his or her skills in this fast growing field. Once this project is completed each student will have a very well defined electronic portfolio to present to potential employers. This course requires faculty approval.
*Pre-requisite COM 334

COM 441 Television Practicum*• 3 Credits

You carry the load of responsibility in this course from the creation of the project idea to the edited product. Project ideas are submitted based on creativity, originality and practicality. Then put your planning, writing, production and post production skills to work as you see this major television project through its completion.
*Pre-requisite COM 224, COM 341

EH 111 English Composition 3 Credits

The objective of this course is to improve students' ability to write clearly and logically. Emphasis is placed on the importance of punctuation, grammar and writing as a process. Students complete a number of essays, which illustrate various writing techniques and styles, and use these strategies to compose a final research paper. Involves instructor evaluation in a workshop setting. *(required)*

EH 112 Literature and Research*• 3 Credits

A discussions course which asks students to examine fiction, poetry and drama, and write analytical essays both in and out of class. Also required is a research paper on a literary topic.

*Pre-requisite EH 111n

EH 221 Business Communications*• 3 Credits

The course examines oral and written forms of business communication, from letters and memos to formal research reports. Resumes and job interviews are also emphasized.

*Pre-requisite EH 112

HU 111 American Sign Language I• 3 Credits

This course is an introduction to American Sign Language (ASL), designed to develop conversational signing skills at the beginning level. The course allows for some practice time, working with others, and working with videotape.

HU 215n Media in a Multicultural Society 3 Credits

This introductory course will offer the student the opportunity to explore his/her values centering around race, class and gender. Students will also gain experience in how minority populations negotiate their own identity in today's complex society. The course will focus on the use of stereotypes in mass media, the impact of political correctness, and alternative ways of approaching complex social issues.

HY 101 History of Western Civilization• 3 Credits

This is a survey course designed to present a concise view of the significant and relevant experiences of western civilization. Emphasis is placed on the major events, institutions, ideas and creative works that have shaped western civilization.

HY 111 U.S. History I • 3 Credits

The social, political, and economic growth of the United States from 1620s to the Civil War is stressed. After a view of the colonial settlements, particular attention is devoted to the outbreak of the Revolutionary War, the framing of the Constitution, the struggle between Hamilton and Jefferson, the War of 1812, Jacksonian Democracy, the beginning of industrialization, the causes of the Civil War, and the problems of the Reconstruction Era.

HY 112 U.S. History II• 3 Credits

Late nineteenth and early twentieth century social and economic history is examined against a background of the increased nationalism and the rapid industrialization accompanying and following the Civil War and Reconstruction Periods. The Agrarian revolt, the emergence of the country as a first-rate power, the Progressive Movement, the New Deal and America's part in the two World Wars are emphasized.

MI 111n Introduction to Microcomputing 3 Credits

This course focuses on the uses of the microcomputer in today's society. Hands-on experience in the use of word processors, spreadsheets, database management, and presentation software, as well as their integration will be emphasized, along with an introduction to electronic planners. Elements of operating system functions and use, hardware and troubleshooting techinques are also presented. *(required)*

MI 211n Microcomputing II*• 3 Credits

This course continues to build on the knowledge base of the Microsoft Suite of programs. **Students in the Multi-Media concentration** will learn to create Microsoft Access Databases and integrate them with other applications. As you build a series of websites using FrontPage, you will learn to use scanners, graphic importing, ftp file transport and a host of web design styles.

*Pre-requisite MI 111n

MS 111 Algebra• 3 Credits

The goal of this course is to build a solid foundation in algebraic methods and techniques to serve as a basis for further study. Directed toward students having minimal prior training in mathematics, the course of study begins with basic principles and progress through the study of quadratic equations, graphing and the solution of systems of linear equations. Although designed for the beginning student, this course may also serve as a terminal course for those students desiring mainly to increase their confidence and proficiency in applying basic algebraic problem-solving concepts and techniques. Placement is by diagnostic testing.

MS 132 Introduction to Probability and Statistics*• 3 Credits

This course in an introduction to the theory and application of probability and statistical analysis. Both descriptive and inferential techniques will be studied, with emphasis placed on statistical sampling and hypothesis testing. Also considered will be linear regression, contingency table analysis, and decision-making under uncertainty.

*Pre-requisite MS 111

PH 201 Introduction to Philosophy• 3 Credits

This course is designed to confront students with perennial human questions about existence, meaning, knowledge, conduct and value, and to acquaint them with selected perspectives on these questions provided by the Western philosophical tradition. Problems in the contemporary world will provide starting points for the exploration of a multitude of philosophical theories as espoused by a wide range of philosophers, past and present.

PY 111n General Psychology 3 Credits
This is an introduction to the scientific study of the entire field of psychology. It involves the study of basic patterns of behavior including motivation, perception, learning, emotions, the physiological basis of behavior, human growth and development, personality theory and measurement, and abnormal and deviant behavior.

PY 212 Applied Psychology*♦ 3 Credits
This course focuses on the application of psychological principles, facts, and research methods with the purpose of understanding and modifying human behavior. Particular emphasis is placed on the problems of adjustment in life situations including the areas of mental health, marriage, and the family, as well as the areas centering around work activities.
*Pre-requisite PY 111

SC 101 Introduction to Nutrition♦ 3 Credits
This course serves as an introduction to nutritional concepts and to the interconnections of health, nutrition, weight, and physical activity. This course is particularly appropriate for students with no science background.

SC 141 Ecology♦ 3 Credits
This course examines the interrelationships between living organisms and their environment. The science of ecology is presented at three levels: the ecology of the individual organism, the ecology of populations, and the ecology of groups of different kinds of organisms living together in communities. Current environment issues and policies are discussed with emphasis on the economical, sociological and ecological aspects of each.

SC 299 Field Meteorology♦ 3 Credits
Many of the "clues" needed to forecast weather in the short-run are right there in front of us. This course will offer a complete discussion of basic weather systems (fronts, highs, lows, etc.) and weather forecasting techniques. This will lay the foundation for work outside in the "field" to observe and note current conditions and how we use this to predict the weather.

SM 303 Sports in Society*♦ 3 Credits
This course provides an in depth study of sport in society. Subjects covered include, gender equity, deviance and aggression, race and culture, economics and social class, and the role of the media.
*Pre-requisite: SY 201

SY 201 Principles of Sociology ♦ 3 Credits
This course is an introduction to the study of society and the interaction of individuals within society. Topic studies include basic sociological theory and concepts, socialization, cultures, institutions, patterns of social structure, and social change. Some emphasis is placed on cultural relativity in modern society and the implications of cultural differences for business.

NESCom Administration

George Wildey – President
Ben Haskell – Director of Education
Louise Grant – Director of Admissions
Darrin Stavnesli - Assistant Director of Admissions
Nicole Rediker – Financial Aid Director
Kim Nason - Administrator
Rodney Verrill – Television Coordinator
Gary Kasparek - Director of Television
David MacLaughlin – Facilities Manager
Mark Nason – Station Manager (WHSN)

NESCom Board of Directors

William Beardsley - President, Husson College
George Wildey - President, NESCom
Leo Loiselle - CPA, Loiselle, Goodwin & Hinds
Tom Johnston - Attorney at Law, Eaton, Peabody, Bradford & Veague
James Goff - Communications Consultant

Advisory Committee

DON COLSON
News Director, WABI-TV, Bangor, Maine
WILLIAM DEVINE
President/General Manager, WKTG-FM, WFAU-AM, WABK-FM, Gardner-Augusta, Maine
JOANNE FISHER-SMALL
Sales Manager, WKIT/WZON, Bangor, Maine
GEORGE GONYAR
Retired, Vice President, Diversified Communications, Orono, Maine
SUZANNE GOUCHER
Executive Director, Maine Association of Broadcasters, Augusta, Maine
FRED HIRSCH
Radio Station Consultant, Free Lance Writer, Old Town, Maine
DON PERRY
Retired Chief Announcer, Public Affairs Director, WPBC, Bangor, Maine
ROBERT SMITH
Dean, Husson College, Bangor, Maine

NESCom Faculty 2002-2003

Critical to the mission of the New England School of Communications is its faculty. Each faculty member is a working media specialist who has the ability to transfer his or her knowledge to students in a classroom situation. Each is in the top of his or her field, and has worked in communications for a minimum of ten years. Most faculty are members of Alpha Epsilon Rho, the National Broadcasting Society.

Larry Ayotte

TV Production & Lab

AS EMVTI, Machine Tool
Commercial Photographer/Videographer
Terelar Advertising Productions, Brewer, Maine
TV News/Production Photographer, WLBZ-TV, Bangor, Maine
Photography Instructor, UMO, EMVTI, Bangor Adult Ed.

Clifton Bemis

Copywriting

BA University of Maine, Broadcasting & Film
US Navy Radio Communications
Sports Director/Sportscaster, WVII-TV, Bangor, Maine
Weatherman and Audio Technician, WVII-TV , Bangor, Maine
Announcer, WABI/WYOU, Bangor, Maine
Copywriter, Bangor Broadcasting Corporation

Warren Burns

Public Speaking

BA Muhlenberg College
MA Penn State
PhD Penn State
Associate Professor of Speech, University of Maine
Adjunct Professor, Husson College

Chris Chapman

Announcing & Production

Certificate New England School of Communications
Morning host, Clear Channel Broadcasting, Brewer, Maine
Afternoon Announcer, Cumulus Broadcasting, Bangor, Maine

Donald DePoy

Electronic Publishing, Public Relations, Media in a Multicultural Society

AS Blue Ridge Community College
BA University of Maine
MeD University of Maine
PhD University of Maine

William Devine

Introduction to Media

BA University of Maine
MS University of Illinois
Director of Radio Western New York Public Broadcasting
WEBR, WNED, Buffalo, New York
President, CEO Seacoast Broadcasting Corp., Augusta, Maine

William Dorrity

Marketing

BS, MBA Husson College
Instructor Eastern Maine Technical College, Bangor, Maine
President, Bill's Corner Store

Dale Duff

Sports Seminar

BA Ricker College, Houlton, Maine
Announcer, WHOU AM-FM, Houlton, Maine
News Reporter, WLBZ-TV, Bangor, Maine
Sports Director, WLBZ-TV, Bangor, Maine
Program Director, WZON, Bangor, Maine

Paul Dupuis

Announcing & Production

AS Beal College
Certificate New England School of Broadcasting
Morning Co-host, WQCB-FM, Brewer, Maine
Production Director, WQCB/WBZN/WEZQ/WWMJ, Brewer, Maine

Edward Gay

Intro to Microcomputing, Web Publishing

BS Husson College
General Partner, Computer Software Consultants, Bangor, Maine
Programmer/Analyst, Maine Computer Consultants

Marie Grady

English Composition

MA University of Maine, Orono, Maine
MA Boston College, Boston, Maine
Instructor, Husson College, Bangor, Maine

Joanne Gula

Advertising/Voice & Diction

Ph.D. University of Massachusetts
MA Fairfield University, Connecticut
Marketing Coordinator, City of Bangor, Bangor, Maine
Advertising Professor, University of Maine, Orono, Maine

Bonnie Haghkerdar

Business Law/Organization & Management

BS Acadia University, Nova Scotia, Math & Psychology
JD Northern Illinois University College of Law
Proprietor, Consumer Deed and Abstract Co., Bangor, Maine
President, American Abstract and Title Co., Bangor, Maine
Instructor, Husson College, Paralegal Studies, Bus. Law

Ben Haskell

Radio Practicum/Radio Workshop

BA University of Maine
MSB Husson College
Announcer, WDEA
Program Director, WWMJ/WDEA, Ellsworth, Maine
Director, New England School of Communications, Bangor, Maine

Steve Hiltz

Copywriting

BA University of Maine
Chief Copywriter, WABI-TV, WABI-AM, WYOU-FM, Bangor, Maine
Program Director, WABI-TV, Bangor, Maine

Nancy Hunter

General Psychology

BA University of Maine, Education
MeD University of Maine, Education/Counseling
CAS University of Maine
Licensed Clinical Professional Counselor
Licensed Social Worker

Gary Kasparek
Intro to TV/Adv TV Prod/ENG/TV Workshop
BA University of Maine
Production Manager/Promotion Director, WVII-TV Bangor, Maine

Sharon Kobritz
Writing for the Media/Ethics in the Media
MA University of Maine, Orono, Maine
BS Boston Univeristy, Boston, Massachusetts
Media Training, Putnam, Boston, Massachusetts

Ron Lisnet
Advanced Sports Technique
BS University of Maine
Radio-TV Producer, University of Maine
Play by Play Sports, WZON, Bangor, Maine
Sports Director WVII-TV, Bangor, Maine
Announcer, WABI, Bangor, Maine
Sports Reporter, University of Maine, Orono, Maine

Dave MacLaughlin
Audio Engineering I & II
Nova Scotia Institute of Technology
AS Broadcast Electronics
AS Communication
Sales Manager, WTOS, Skowhegan, Maine
Owner/Manager, WHOU, Houlton, Maine
General Manager, WWFX, Bangor, Maine

Julie O'Connor
English Composition/Intro to Microcomputing
BS Husson College, Bangor, Maine
AA University of Maine, Orono, Maine
Network Technician, Husson College, Bangor, Maine

Tristan Richards
Broadcast Programming & Management
BA University of Wisconsin
General Manager, Gopher Hill Communications, Bangor, Maine
Account Executive, Moon Song Communications, Bangor, Maine

Jon Small

Intro to News Reporting

BS Boston University, Boston, Massachusetts
News Anchor/Reporter, WABI-TV, Bangor, Maine
News Director, WABI/WYOU Radio, Bangor, Maine

Ken Stack

Television Performance/Intro to Theater

BA Webster College Theater Arts Conservatory
Artistic Director, Acadia Repertory Theatre, Mt. Desert, Maine
Stage Director, Grand Auditorium, Ellsworth, Maine

GUEST LECTURERS - SEMINAR SERIES

THERESA AYOTTE - *Terelar Advertising*
DON CARRIGAN - *Director Public Affairs, MPBC*
GEORGE CLAY - *Broadcast Music Inc.*
KEN D'ERICO -*Chief Photographer, WLBZ-TV*
BOB DUCHESNE - *General Manager, WQCB*
GEORGE HALE - *Program/Sports Director, WABI/WWBX*
FRANK HAAS-*Independent Website Designer*
FRED HIRSCH - *Greater Bangor Business Monthly*
RENEE ORDWAY - *Bangor Daily News*
MARK OSBORNE - *Broadcast Executive, WKSQ*
BERNIE ROSCETTI - *Program Director, MPBC*
JAN SMITH - *NewS Director, WVII-TV*

STUDENT COMPLAINT/GRIEVANCE PROCEDURE

Schools accredited by the Accrediting Commission for Career Schools/Colleges of Technology of the Career College Association 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 considered by the Commission must be in written form, with permission from the complainant(s) for the Commission to forward a copy of the complaint to the School for a response. 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 of Technology
2101 Wilson Blvd., Suite 302
Arlington, VA 22201
(703)247-4533

A copy of the Commission's Complaint Form is available at the School and may be obtained by contacting the Coordinator, Kim Nason.

Note: Persons interested in comparable program information, program length, and tuition costs should contact the Accrediting Commission of Career Schools/Colleges of Technology at the address and phone number listed above.

2002-2003

Aug. 31-Sept.2	Registration/Orientation
September 3	Classes Begin
October 14-15	Columbus Day Holiday
November 20	Thanksgiving Recess
December 13	First Semester Ends
January 13	Second Semester Begins
March 3-14	Spring Vacation
March 17	Classes Resume
May 9	Classes End
May 10	Graduation

2003-2004

September 5-7	Registration/Orientation
September 8	Classes Begin
October 13-14	Columbus Day Holiday
November 26	Thanksgiving Recess
December 19	First Semester Ends
January 19	Second Semester Begins
March 8-19	Spring Vacation
March 22	Classes Resume
May 14	Classes End
May 15	Graduation

Maine Media Camp

The New England School of Communications and Husson College sponsor MAINE MEDIA CAMP for one week in July. The camp's mission is to acquaint high school students with Radio, Television, Journalism, Sound, Sports and Advertising. Call or write for details:

New England School of Communications
One College Circle
Bangor, ME 04401
Tel: 207-941-7176 or toll-free 888-877-1876

Summer Theater Camps

The New England School of Communications hosts two, 2-week theater camps in the summer. The theater is located in Brooks, Maine. The programs is geared to providing hands-on training for students of various ages (12-18) interested in the crafts of performance and production.
For information about the Summer Theater Camps contact:

New England School of Communications
One College Circle
Bangor, ME 04401
Tel: 207-941-7176 or toll-free 888-877-1876

Husson Baccalaureate Degree in Business

New England School of Communications and Husson College offer students the opportunity to maximize career choices with a two-plus-two program. The two-plus-two program leads to an Associate Degree in Communications from NESCom and a Baccalaureate Degree in Business from Husson. This program provides the related business skills that are a natural complement to the communication basics covered by NESCom's two-year Associate Degree Program. Students must have a total of 62 credits as outlined in the 2+2 Program guide.

Both programs are presented on the campus of Husson College, one of New England's foremost Business and Professional Colleges and home of the New England School of Communications. Excellent campus facilities include residence halls, food service, athletic fields, Olympic-size swimming pool, gym, exercise equipment and sauna. Husson has a busy campus life with lots of opportunities for students to form lifelong friendships and participate in a variety of campus activities.

