



Memo of Understanding Between Borough of Manhattan Community College and Crotona International High School

In an effort to provide increased education and training opportunities for students, **Borough of Manhattan Community College (BMCC)** has agreed to partner with **Crotona International High School (HS)** to assist students in furthering their academic and career pursuits.

The **BMCC Media Arts and Technology Department (MEA)** agrees to collaborate with **Crotona International HS** when appropriate to:




- Review curricula and credentialing.
- Provide various information sessions where prospective MEA students will learn about the different majors within the MEA Department.
- Provide information to prospective MEA students on career opportunities and the relevant education requirements.
- Nominate faculty to participate on both of the schools respective Advisory Boards, as a means to establish regular connections to the schools and to provide feedback on curricula and credentialing.
- Share guidelines on content and competencies for portfolio evaluation.

The purpose of this agreement is to strategically align respective program interests. BMCC reserves the right to annual review of this agreement for modifications, additions, or to nullify this non-binding agreement.

Students who have successfully earned their CTE-endorsed diploma upon graduating from the Crotona International HS may be granted the following benefits:

- ❑ Upon graduation from the Crotona International HS program with a CTE-endorsed high school diploma from the New York City Department of Education graduates are guaranteed admission into one of the MEA Department majors at BMCC (ANI: Animation and Motion Graphics, MMD: Multimedia Design and Programming, VAT: Video Arts and Technology) on a space availability basis after meeting the posted admissions criteria.
- ❑ PRIOR LEARNING CREDIT in the degrees offered by the Media Arts & Technology (MEA) department for Crotona International HS graduates who matriculate at BMCC within one year of their HS Graduation date. Students, who qualify for prior learning credit towards particular courses in the degrees offered by the MEA Department, must accept admission to BMCC and be evaluated and advised by MEA Department faculty prior to starting. Please refer to the qualification rubric for opportunity and multiple requirements. Graduates who chose to enroll in an MEA major at BMCC may earn up to nine (9) prior learning credits towards their A.S. Additionally students who gain *any* Prior Learning Credit *must* complete **FYE (Freshman Year Experience)** at BMCC prior to, or within, the first year.
- ❑ Credits will be valid and applicable as long as the college-level course is offered by BMCC. If these courses are changed or eliminated, Crotona International HS and the BMCC faculty liaison will work to revise the curricula to meet any new requirements for earning prior learning credit.

QUALIFICATION RUBRIC:

BMCC Course	Industry Certifications	MEA Challenge Exam	Complete Diploma and Minimum GPA from HS	Dissertation style defense of online portfolio
MMA 225 – Digital Imaging for Graphic Design (3 credits)	Student has obtained Adobe Certification in Photoshop through Crotona HS	✓ score 75 or better.	 GPA MIN: B	✓
VAT 100 – Introduction to Video Technology (3 credits)	Student has obtained Adobe Certification in Premiere through Crotona HS	✓ score 75 or better.	 GPA MIN: B	✓
MES 152 – Introduction to Contemporary Media (3 credits)	Student has obtained either Adobe Certification in Premiere or Photoshop through Crotona HS	✓ score 75 or better.	 GPA MIN: B	✓

The Crotona International HS students may be granted the benefits described above if all of the relevant criteria have been met:

- Graduates from the approved CTE pathway with a CTE-endorsed high school diploma admitted to one of the MEA Majors at BMCC within one year of their HS graduation.
- Take the appropriate MEA Department Prior Learning placement examination at BMCC if required above.
- Dissertation Style defense of online portfolio to MEA College Panel arranged by the student with the help of their HS college advisor with MEA department prior to advisement – HS students are encouraged to bring a letter of recommendation from one of their HS teachers.
- Upon matriculation, have interviewed with and been academically advised by a faculty member in the MEA department at BMCC.
- Participants can only apply gained Prior Learning Credit to one of the MEA Department majors.

This Memorandum of Understanding will become effective from the date of the last signature and will remain in effect for five years. It will be reviewed annually and amended, as necessary, if substantive changes occur in either program. BMCC and The Crotona International HS agree to communicate these changes in a timely manner to avoid disruption of student progress.

Upon approval of this agreement, all cooperating agencies can publicize in brochures and other recruitment/admissions materials. BMCC reserves the right to make final determination on advanced placement of students; effort will be made to accommodate all qualified students on a space availability basis.

GUIDELINES FOR PORTFOLIO DEVELOPMENT

Animation Major Requirements

Include 5-10 works completed recently that show creative and technical potential and integrate a combination of some of at least 3 of the following:

- Observational drawing examples
- Figure drawing examples
- Personal art work
- Storyboards
- Character designs with multiple views

In addition to the works above, a short demo reel of 3 examples of animation may be included.

WORK MAY BE CREATED BY HAND OR DIGITALLY, BUT MUST BE ORIGINAL.

Multimedia Design Major Requirements

Include 5-10 works completed recently that show creative and technical potential and integrate a combination of some of at least 3 of the following:

- Drawing samples (do not include such things as anime, tattoo designs, etc.)
- Color theory (analog or digital work that demonstrates understanding of use of color)
- Graphic Design Projects (branding, lettering, layout for posters, brochures, etc)

In addition to the works above, a short demo reel of 3 examples of animation may be included.

WORK MAY BE CREATED BY HAND OR DIGITALLY, BUT MUST BE ORIGINAL.

Video Arts and Technology Major Requirements

Include 5-10 works completed recently that show creative and technical potential and integrate a combination of some of at least 3 of the following:

- Cinematography/photo/videography
- Storyboards
- Script writing
- Audio/Video Production
- Audio/Video Editing
- Music Composition

In addition to the works above, a short demo reel of 3 examples of original motion work may be included.

WORK MAY BE CREATED BY HAND OR DIGITALLY, BUT MUST BE ORIGINAL.