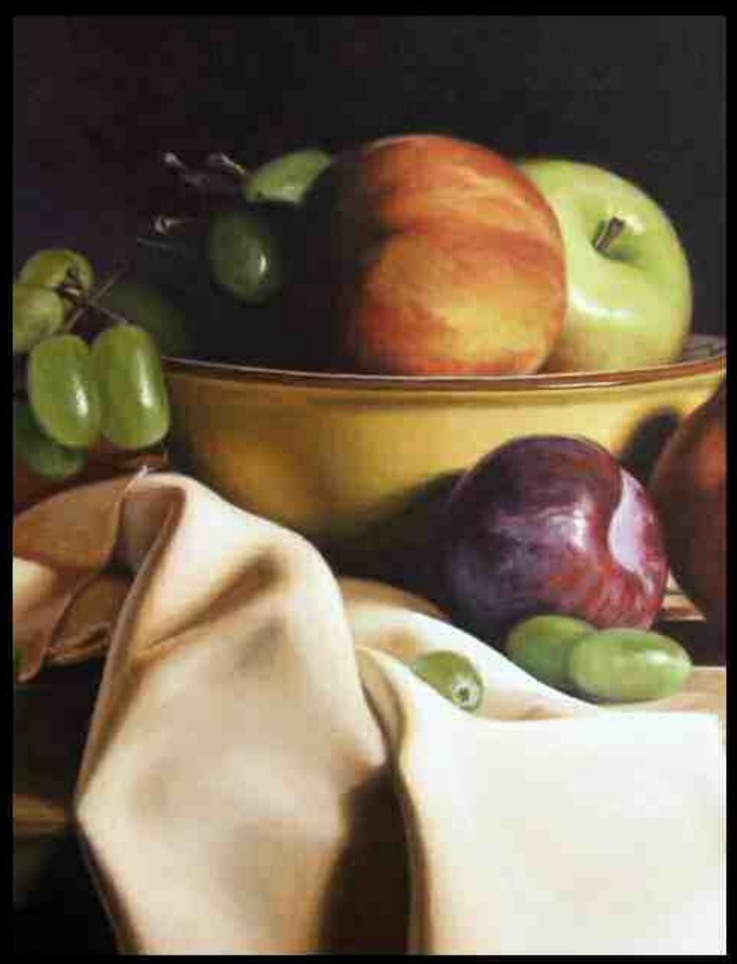

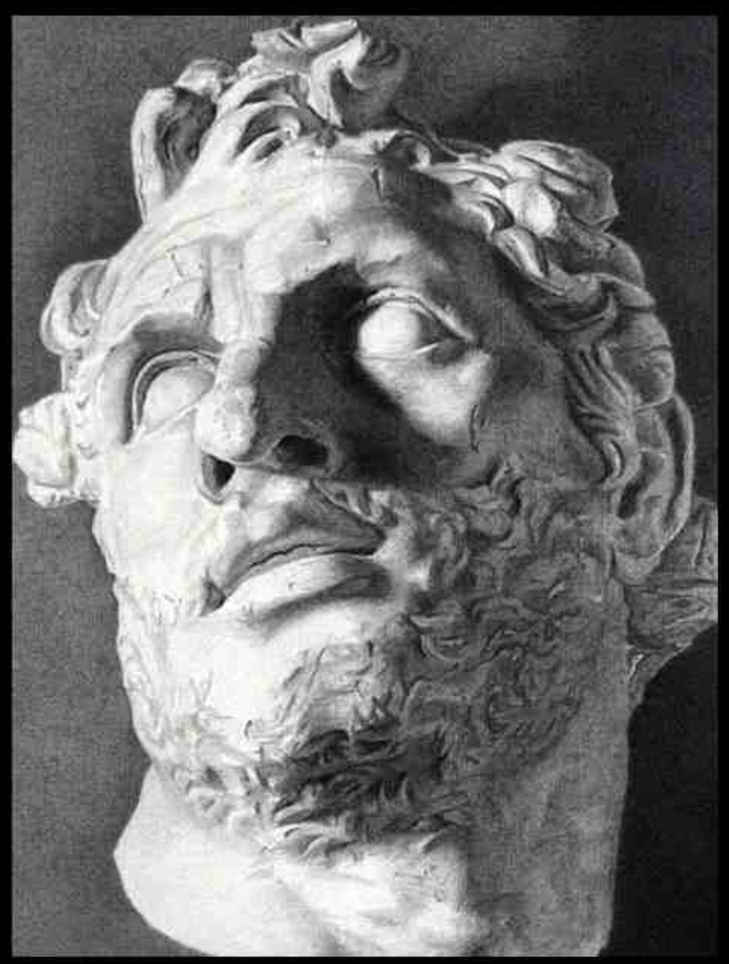

GEMINI SCHOOL *of* VISUAL ARTS

SCHOOL CATALOG

“Everything you can IMAGINE is REAL”
-Pablo Picasso

GEMINI SCHOOL *of* VISUAL ARTS

501 Prize Oaks Drive, Cedar Park, Texas 78613
www.geminischool.com

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Mission and Philosophy

The skills and vision of an accomplished artist are always in high demand and a career as a commercial illustrator can be one of the most dynamic and rewarding professions in the world. Today, the explosive growth in videogames, digital media and entertainment has created an unprecedented demand for a special kind of artist—those who are both traditionally trained and masters of digital tools. That's where we stand apart. Welcome to the Gemini School of Visual Arts & Communication.

OUR MISSION

The school's mission, "turning talent into a profession" is realized through a rigorous, integrated art and technology training program where students master traditional drawing and painting and then learn to apply those skills to cutting edge design software in our state of the art Digital Media Lab. For a young artist in today's commercial market, the ability to combine strong traditional skills with strong design software knowledge is critical to obtaining employment with the top creative firms in the advertising, videogame, publishing, entertainment, technology and fine art industries. Our graduates leave Gemini School as savvy professionals ready to succeed in any environment.

OUR PHILOSOPHY

At Gemini School, we are dedicated to the education of professional artists. From first year students to working concept artists, illustrators and designers, our programs are designed to provide professional-level instruction in art. Our overall guiding philosophy is "giving back". We believe that as professional artists, it is our responsibility to share our technical and artistic knowledge and experiences with future colleagues to ensure the advancement of our craft. And, as working artists and educators, we believe in the tenants of artistic freedom, integrity and professional ethics-and expect the same from our students.

"Turning TALENT into a PROFESSION"

Mission and Philosophy

HISTORY

The Gemini School of Illustration was founded in Berkshire, England in 1984 by world-renowned fine artist and illustrator Roger Barcilon. He opened the school with one goal in mind: to share with his students the knowledge he had painstakingly acquired during his career. Roger's philosophy of treating students like future professionals and sharing his experiences gave students a unique "apprenticeship" education—unlike most traditional art schools at that time. Word of Gemini School's illustration program quickly attracted students from all over the world and the school thrived for over 15 years in its original location with over 85% of graduates working as fine artists and illustrators in their chosen field-including film, advertising, publishing and design.

In the mid 1990's Roger discovered the power of combining traditional drawing and painting skills with technology using the computer software program Fractal Painter. With these early experiments in digital media, Roger realized the future of art and illustration was rapidly changing-and encouraged his students to adopt these exciting new tools. By the late 1990's, the merging of art and technology was a reality as the videogame industry was expanding and with it, new opportunities for well trained artists. In 1997, a prominent US based videogame publisher approached Roger with an opportunity to not only work as an artist in this burgeoning field, but to train their current artists using his teaching methods to create the visually compelling worlds we take for granted today. As he accepted that offer, the Gemini School of Illustration was closed and the Gemini School of Visual Arts & Communication was reborn in Cedar Park, Texas, with the same commitment to world class art education as its UK sister.

Although the location had changed, the philosophy of Gemini School remained the same: "To Turn Talent into a Profession". In this inspiring Texas Hill Country environment with a large Texas limestone structure, peaceful grounds and towering oak trees, Roger created a new, integrated curriculum combining classic drawing and painting with cutting edge graphics software training-taught by professional working artists-all leaders in their fields and committed to excellence in art education.

After undergoing a two year approval process with the State of Texas, the Gemini School of Visual Arts & Communication opened to its first three students in October, 2003. As of August, 2009, the student enrollment has hit the current maximum full time enrollments of 24 students. Today, Gemini School graduates can be found working as commercial artists in the videogame, film, special effects, advertising and publishing industries for studios including Disney Interactive and Electronic Arts.

Founders and Faculty

COLETTE BARCILON
Founder, President

Colette found a passion for art as a child traveling throughout Europe with her family. Educated in France and Switzerland, Colette started her career as a Personal Assistant in Lausanne, Switzerland where she met a young artist: Roger Barcilon. They soon married and Colette quickly became an indispensable business manager and agent for Roger's freelance advertising and publishing work. She and Roger opened the original Gemini School of Illustration (located in Thatcham, England) in 1984 and Colette turned her attention to the school, managing recruiting and admissions. She also taught business ethics and art licensing classes while helping students learn to sell their own artwork to publishers and agencies throughout Europe.

In 1999 Colette moved with Roger to the USA to open Gemini School of Visual Arts & Communication. After she arrived in the States, Colette spent nearly three years focused on the school's site selection, renovation and state licensing process. The Gemini School of Visual Arts and Communication was officially licensed and opened in October 2003.

Now as President of the Gemini School of Visual Arts & Communication, Colette leads recruitment, admissions and the regulatory departments. For our international students, Colette is fluent in, French, Italian and Spanish.

" GEMINI provides an EXCITING, STIMULATING and INSPIRING Atmosphere"

Founders and Faculty

ROGER BARCILON

Founder, School Director & Chief Academic Officer

Roger graduated with honors from the Academy of Fine Arts in Barcelona, Spain. He has been a professional illustrator for over 50 years in the advertising and publishing industries where, when not in the classroom, he continues to work today. His previous client list includes major advertising agencies throughout the US and Europe where his illustrations were used in campaigns for L'Oreal de Paris, Coca Cola, Pirelli, Gillette, Omega and many more. His later work can be seen on video game art (XMEN Legends, Enter the Matrix, Ghost Recon2, dead to Rights, Metal Gear Solid 3 etc) and in national consumer publications and advertisements.

As a renowned European fine artist, Roger has exhibited throughout Europe and the Americas where many of his paintings hang in private collections. Roger has the honor of being included in the Italian Encyclopedia of Art "II Commanducci" and was honored with an International Award of Excellence and included in the publication "Painter". Among the 135 artists chosen from over 2,000 entries, Roger's award winning work titled "Self Portrait" embodies the Gemini School's teaching philosophy by combining classic painting techniques with the latest digital tools.

Now as Vice President of the Gemini School of Visual Arts & Communication, Roger devotes his day to teaching a new breed of commercial artist. "Today one of my greatest satisfactions is seeing a young artist grow and mature into a successful professional. It's a joy to see them succeed and produce art that I would never have dreamt of doing at such a young age."

Founders and Faculty

Rolf Mohr
Director, Digital Media Department

Rolf Mohr is an art director and concept artist having worked in sci-fi illustration, video games, film and toy development over the years, with a Bachelors degree in Architecture and Environmental Design. After working for Sony Computer Entertainment in London he moved to Los Angeles where he spent 12 years working for companies such as DreamWorks, Hasbro, Neversoft and Insomniac Games before relocating to Austin, Texas as Visual Development Director on Disney's Epic Mickey. His credits include Cowboys & Aliens; Halo Anniversary; Resistance: Fall of Man; Ratchet & Clank; The Lost World: Trespasser; Superman Lives; Helen of Troy Exo; Beast Machines: Transformers; Star Wars: Jedi Academy; Tachyon: The Fringe and The Mutant Chronicles and more recently Visual effects supervisor on the feature film "Tracker". Rolf currently teaches Digital Character and Environment Concept Art at the Gemini School of Visual Arts.

Founders and Faculty

FATMIR GJEVUKAJ
Adjunct Instructor

Fatmir's 15+ year career includes working as a Fine Artist, Illustrator, Sculptor and, most recently, as a 3D artist in the entertainment industry. A Z-Brush and 3dsMax expert, Fatmir has worked with studios including Midway Games, Radioactive Labs and Critical Mass Interactive. His combination of classical art training and in-depth knowledge of anatomy helped to establish his reputation as a Character Artist. Fatmir holds a B.F.A. from the Fine Arts Academy of Prishtina (Kosova) with a major in Painting.

Alicia Andrew
Adjunct Instructor

Alicia's career started with a concept art internship, and developed into a 7 year career including 3D modeling, Texturing, Concepting, and Production Art. She has primarily worked for independent studios such as Public Games, Critical Mass Interactive, and Sneaky Games. In addition to her work inside the industry, she was Director of GameCamp! , a summer program for students 10-18, that introduced them to Game Development as a career. With an understanding in effective teaching, and a focus in Game Development, she is well suited to help provide a strong foundation to a student's future career.

Tim Uys
Adjunct Instructor

Tim Uys Was born and grew up in South Africa where he studied Mechanical engineering and Industrial design, earning his Bachelor of Industrial Design from the University of Johannesburg in1997. After gaining experience in the local design industry designing home telephone systems, satellite decoder boxes and electric kitchen equipment, Tim was offered and accepted a position in Austin, Texas in 2005. After making the move he worked for a local design consultancy ID-ONE developing consumer and industrial products for a diverse group of clients. Some highlights included work for Dell, Nike, Motorola/Freescale, Seiko and the IRONMAN brand to name a few.
In 2009 Tim launched his own design consultancy Bomania LLC and in 2011 accepted a position at the Gemini School of Visual arts where he teaches Industrial design.

Founders and Faculty

Danny Grant
Adjunct Instructor

Danny Grant (b.1979) was born and raised in north Texas. He received his BFA in illustration from the Academy of Art University in 2003. At the Academy Danny was most influenced by instructors Lee Ballard and Kazuhiko Sano for their superb draftsmanship and fine art approach to illustration. Upon graduating, he relentlessly sought to improve his skills in drawing and painting. His dedication lead him to discover the work of artist Jacob Collins and other contemporary masters. In 2006 Danny moved to New York to study with Mr. Collins at his Water Street Atelier and later at the Grand Central Academy. There, he enjoyed a rigorous curriculum of cast drawing and painting, figure drawing and painting, sculpture, and still life study.
dannygrantfineart.blogspot.com

RICK PATRICK
Adjunct Instructor

Rick Patrick's lifelong journey with photography began while he was a student at the University of Texas. He's been known to shoot everything from portraits to food, home interiors and the vast Texas highways. With a client list that includes agencies (GSD&M, Pentagram, FD2S), major publications (Texas Monthly, Newsweek, The New York Times, Better Homes & Gardens, Metropolitan Home, Country Living) and hi-tech (IBM, Motorola, Applied Materials) Rick is uniquely suited to teach Gemini School students the power of the camera lens. When he's not teaching at Gemini School, Rick can be found at his East Austin photo studio-Studio 1308.

JOHNATHON VOUGHT
Adjunct Instructor

Jonathon started his career as an artist/animator working on "Dragonball Z", a popular syndicated anime series. That experience led him to expand his portfolio to include 3D design and animation projects in film, videogame and architecture. In 2001, Johnathon founded RadioActive Labs, Inc. where he worked on a variety of film, animation and videogame projects, including the 2006 Texas Longhorns Football opening (the running of the Longhorns) on the "Godzillatron". Johnathon is an adjunct faculty member at Austin Community College and teaches 3DsMax classes at Gemini School. He holds a Bachelor of Fine Arts degree from the University of North Texas.

Founders and Faculty

JONATHAN GILBREATH
Adjunct Instructor

Jonathan has been a successful conceptual and development artist for 13 years; working for a wide variety of US government agencies and corporations. In 1997 he founded CyberINK Studios, an animation and design studio focused on visual development for film, TV and multimedia. His clients include the US Dept. of Defense, AMD, Warner Brothers, Sony and Midway. In addition to his commercial work, Jonathon teaches classes for both students and professionals in Human Anatomy, Architectural & Character Design, Camera & Lighting and 3D Modeling for Film, TV and Gaming. At Gemini School, Jonathon teaches Computer Graphics I-III, Anatomy and Perspective.

DAVID LEVY
Adjunct Instructor

For over 15 years, David has created some of videogame's most compelling images for titles including Turok, NBA Jam, Prince of Persia and Assassins. A native of Montpellier France, his career includes positions from concept artist to creative director with companies including Argonaut, Acclaim UK, Acclaim US, ReelFX and UbiSoft. David has also been a featured speaker at industry events including the Game Developers Conference, North American Concept Artist Workshop and Gnomon Workshop. Today, he is the CEO of Steambot Studios, a cutting edge digital art house with studios in Montreal, CAN and Austin, TX. David recently finished concept art work for the sequel of the major motion picture TRON and continues to work in film and videogames. David splits his time between Los Angeles, CA and Austin, TX. He holds a BTS (Brevet de Technicien Superieur) in Industrial Design from the European Institute of Toulon and a BA with honors from Maastricht, Netherlands in Industrial Design and Architecture.

Program

DIPLOMA IN VISUAL ARTS & COMMUNICATION

4-Year Course

Program Description

The Diploma in Visual Arts & Communication is a highly comprehensive course, which provides in-depth training in all aspects of drawing and painting. Once classical principles are learned and manual skills developed, students are taught how to apply them to a digital medium. They develop skills with the computer and learn how to create and manipulate images using all the major software tools used today by the graphic arts industry. Graduates of this program will have acquired the versatility to work in their preferred area within the industry. Their skill will make them highly employable and attractive to prospective employers. They may find entry level employment as visual artists in: the games industry, advertising agencies, design firms, commercial art and reproduction firms, printing and publishing companies, motion pictures and television industries, wholesale and retail trade establishments and public relations firms. Many visual artists may prefer to be self-employed, freelancing for any of the above.

Course #	Course Title	Clock Hours Ext/Lec/Lab =
Year 1		
DRAW I	Drawing I	00/00/270 = 270
DRAW II	Drawing II	00/00/300 = 300
PAINT I	Painting & Illustration I	00/00/318 = 318
ANAT	Anatomy	00/12/00 = 12
Year 2		
PAINT II	Painting & Illustration II	00/00/606 = 606
PERSP	Perspective	00/10/50 = 60
CGRAPH I	Computer Graphics & Illustration I	00/00/180 = 180
PHOTO	Photography	00/03/51 = 54
Year 3		
PAINT III	Painting & Illustration III	00/00/450 = 450
CGRAPH II	Computer Graphics & Illustration II	00/00/450 = 450
Year 4		
PAINT IV	Painting & Illustration IV	00/00/180 = 180
CGRAPH III	Computer Graphics & Illustration III	00/00/714 = 714
BIZ	Business Practices	00/06/00 = 06
Total Hours		**00/31/3569 = 3600**

The time required to complete the course is 4 academic years (120 weeks)

Program

This pencil portrait was created by a 1st year student at Gemini School.

Subject Description

(Ext/Lec/Lab= Total Clock Hours)

DRAW I – Drawing I: Students will learn how to sketch from life and apply classical principles of light, form and balance of tone and contrast to drawings. They will learn how to draw three-dimensional forms and how to use artist's tools and techniques to create accurate pencil drawings. (00/00/270=270). Prerequisites: none.

DRAW II – Drawing II: Expands on techniques and skills learned in DRAW I; students learn how to integrate their knowledge of movement and proportion into their drawings; they learn to draw pencil figure sketches from life and from memory and to execute figure drawings from classic statue reference. (00/00/300=300). Prerequisites: DRAW I.

PAINT I – Painting and Illustration I: Students will learn how to apply basic painting and composition techniques, and to integrate and demonstrate basic theories of color and composition. They will learn how to use a combination of drawing, painting tools and techniques to illustrate simple concepts. (00/00/318=318).
Prerequisites: DRAW II

ANAT – Anatomy: Students will learn how to identify the different proportions, attitudes, positions and movements of the human body in order to apply them to drawing and painting. (00/12/00=12). Prerequisites: DRAW I.

PAINT II–Painting and Illustration II: Students will learn how to integrate drawing and painting techniques with color theory to produce complex still life paintings; they will learn to paint figures and accurate interiors. (00/00/606=606). Prerequisites: PAINT I.

PERSP–Perspective: Students will learn to draw and design objects, buildings and landscapes in perspective. (00/10/50=60). Prerequisites: DRAW I.

CGRAPH I–Computer Graphics & Illustration I: Students will learn to identify and use basic image editing tools in industry standard image manipulation software, to integrate digital peripheral tools into illustration development process, and to use the Internet as a research tool. (00/00/180=180). Prerequisites: PAINT I.

PHOTO–Photography: Students will learn to operate digital cameras, photograph people in complicated settings, properly operate and manipulate studio lighting, photograph landscapes and urban settings and reproduce artwork to professional quality. (00/03/51=54).
Prerequisites: PAINT I.

PAINT III – Painting and Illustration III: Students will learn to paint complex subjects of well-composed, proportioned figure(s), landscapes and interiors in atmosphere, develop a creative brief and solve design problems using a combination of drawing, painting and illustrative skills, apply, integrate and demonstrate advanced theories of color and composition, and achieve desired illustration results using mixed media techniques. (00/00/450=450). Prerequisites: PAINT II

CGRAPH II – Computer Graphics & Illustration II: Students will learn to create characters and objects using advanced 3D modeling techniques, apply traditional drawing and painting techniques to the digital medium, use industry standard imaging software, store, backup and archive files, create textures for characters and objects, learn the principles of design as applied to product development, develop character personality using morph targets and sliders, create digital concept art for characters, vehicles, props and environments for videogames & entertainment media, use the Internet as a resource. (00/00/450=450). Prerequisites: CGRAPH I.

PAINT IV – Painting and Illustration IV: Students will learn to create complex color layouts from briefs using speed-painting techniques, analyze precise creative briefs and develop professional quality illustrations from initial sketch to final product meeting all brief requirements and deadlines, execute briefs competently using a variety of painting media and techniques, execute to a professional level artwork for book illustration, advertising illustration, storyboarding for the film industry, portraiture, magazine illustration, cover art, video games illustrations, and paint for exhibitions. The aim of producing all of the above will be to build up their final portfolios. (00/00/180=180). Prerequisites: PAINT III.

CGRAPH III – Computer Graphics & Illustration III: Students will learn to accurately pose and light characters and objects in a variety of situations, combine 3D modeling and Photoshop techniques to produce high level digital illustrations, apply traditional techniques to produce digital illustrations, use digital software to produce advanced painting effects, develop advanced digital concept art for product and entertainment design. (00/00/714=714). Prerequisites: CGRAPH II.

BIZ – Business Practices: Students will learn how to search for clients including making contacts and interviewing, search for a job, write a resume, search and select an artist representative, build up personal reference archive, be ethical, be aware of general copyright laws, billing and record keeping. (00/06/00=06). Prerequisites: PAINT III.

Interview Art

Interview Art

During the application process, prospective students are required to show a portfolio at their personal interview. The work you select for your portfolio should reflect a range of your best work - only a few pieces are required. Below you'll find typical samples of the work presented during personal interviews.

Student Gallery

Enjoy this selection of Gemini student work. To see more examples of student art, visit our full student gallery at www.geminischool.com.

Location

We are located in Cedar Park, a few miles north of beautiful Austin, Texas. Nestled in the rolling hills and lakes of Central Texas, Austin has been awash in a shower of superlatives: the third best place to live in the U.S., the second fastest growing city in the U.S., the nation's best-read and most computer-literate city, the most fit city in the U.S. and home to the most restaurants and bars per capita than any other American city. Nonetheless, its citizens still embrace the offbeat, remain environmentally attuned and pursue what is "cool" like residents in no other Texas city. The self proclaimed "Live Music Capital of the World", Austin is home to the South by Southwest Film, Music & Interactive Festival and the Austin City Limits Festival.

For art lovers, Austin has its own professional symphony, ballet and opera companies, dozens of theaters, dance companies, vocal ensembles, and orchestras producing events year-round. Art museums, downtown galleries and beautiful sculpture gardens are popular attractions.

For outdoor enthusiasts, the home of seven-time Tour de France winner Lance Armstrong is a great cycling and running town. Cyclists take advantage of Austin's rolling hills while the Capital 10,000 and the Motorola Marathon attract thousands of runners each year. If you'd rather be on the water, beginning in downtown Austin and stretching 150 miles west and north into the Hill Country of Central Texas lie the Highland Lakes, a chain of lakes created by seven dams along the Colorado River. Within a short drive of the city — or a full day-trip excursion — Austinites have access to boating, waterskiing, sailing, windsurfing, rowing, canoeing, fishing and swimming in some of Texas' most beautiful surroundings. The City of Austin alone boasts 14,300 acres of parks. The hills west of the city include more than 7,566 public acres. Here, you can also enjoy hiking, mountain biking and other land-based activities.

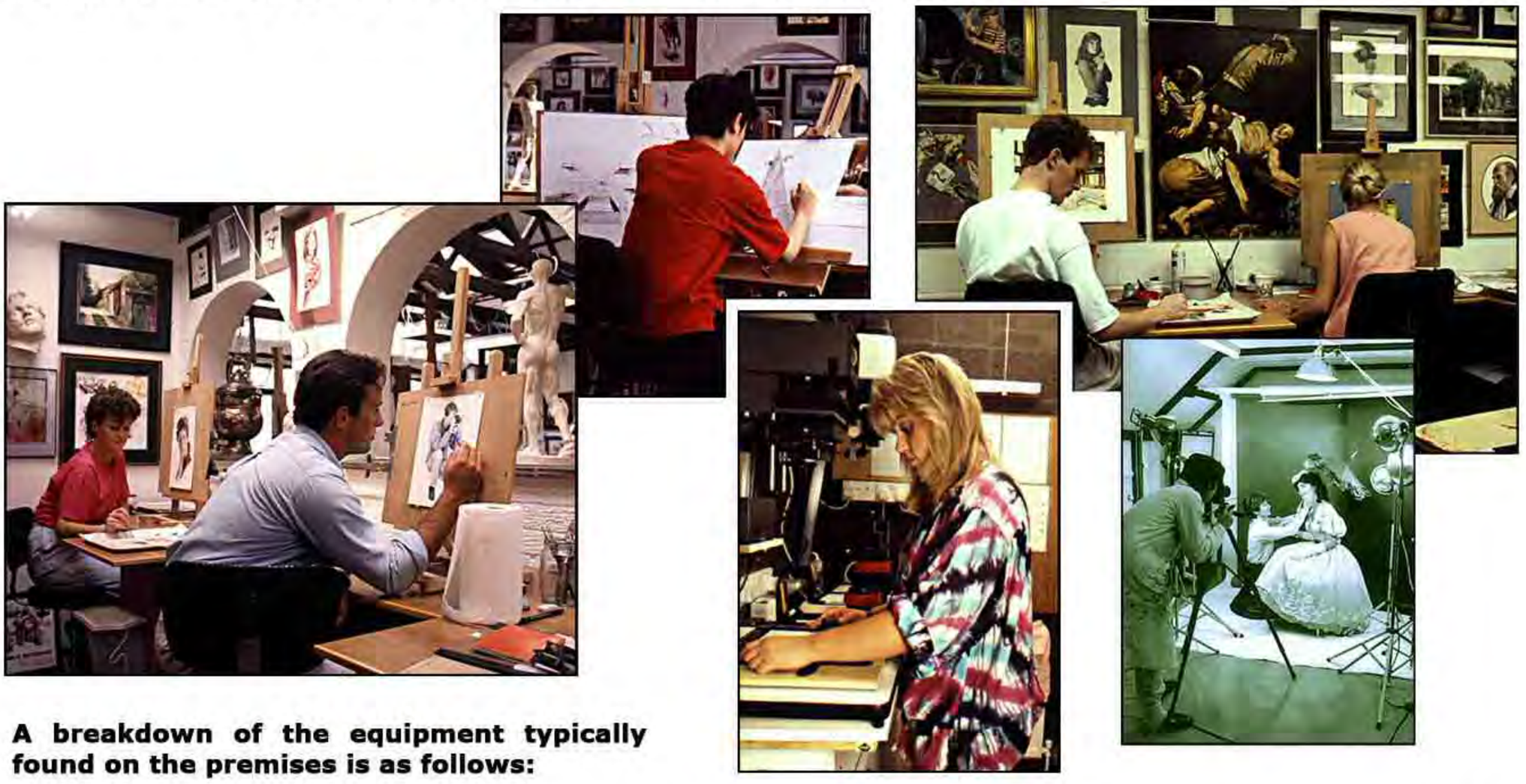
Gemini School students typically live in apartments, condos or homes in the Cedar Park and Northwest Austin areas. To learn more about Austin, visit our website, click on "Location" and "Austin Links".

"Austin is Relaxed, Friendly and Fun"

Facilities

Gemini students enjoy an intimate "working studio" atmosphere where individual instruction is the norm. A typical day at Gemini starts with group sketching exercises at 9:00 a.m. Students then move to their easels where they work on assigned drawing or painting projects. First through fourth year students sit together in our open, light filled studio while our fine art directors tutor individual students. The morning sessions are filled with individual instruction and demonstrations while in the afternoon, students work to finish assignments. Students may also attend classes taught by one of our working artist instructors including Photoshop, 3dsMax, ZBrush, Painter, Perspective, Photography, Concept Art, Industrial Design or Anatomy. These classes feature real world assignments designed to help prepare students for life as a commercial artist.

Students at work at the Gemini School of illustration in the UK.



A breakdown of the equipment typically found on the premises is as follows:

*Two large drawing and painting studios. All students are seated at their assigned easel with a personal storage unit and adjustable drafting chair. Gemini School provides adequate art supplies to students as a part of the annual tuition.

*Two projection rooms with four opaque and two slide projectors.

*A demonstration studio with 42" flat panel screen.

*One photographic studio with:-

- digital cameras, overhead projector, electronic strobe lights, tungsten lighting equipment, backdrops, umbrellas and reflectors. A variety of props are available for photo shoots.
- reproduction stand and lighting for reproduction of artwork.

*A computer lab including Dell workstations, flat screen monitors, wacom tablets where each station is loaded with industry standard software such as Adobe Photoshop, 3dsMax, Painter, ZBrush and Poser.

*A well equipped library of Art and reference books is available to students during school hours.

*A fully equipped break room including refrigerator, microwave and snack vending machine is available to students during school hours.

*An outdoor in-ground swimming pool and covered patio area is available to students.

*Gemini Students are invited to attend several open house and industry networking events throughout the school year. Professional artists from videogames, film, advertising and publishing typically attend these popular events.

Admissions

ADMISSION PROCEDURES AND REQUIREMENTS

1. Admissions

1.1 Students should be over the age of 16 and have attained a GED or High School Diploma.

1.2 All applicants must submit a completed Application Form together with a portfolio of samples of their work. We would preferably like to see original art, but slides, photographs or digital images will be accepted.

1.3 Because we are a small school offering the highest quality education, applicants to the diploma course are accepted on a competitive basis. Admission requirements for potential students are:

a) At least 16 years of age and a high school diploma or GED
b) Application and Enrollment Agreement
c) A letter of recommendation from previous school
d) Resume
e) Confidential self-evaluation questionnaire
f) Personal interview and tour of facilities
g) $100 (One hundred dollars) registration fee
h) Official transcripts of previous educational experience

1.4 Gemini School will accept talented students with basic skills who are highly motivated and demonstrate an understanding of the commitment and dedication required in an art profession. Possessing the correct attitude is the key to success.

1.5 New students may begin their course of training at the start of any term.

1.6 Transfer: Because of the unique design of our curriculum, Gemini School of Visual Arts & Communication does not operate a transfer credit system. However, a student may present a portfolio to demonstrate their prior experience, knowlege and skill in drawing and painting. Based on their portfolio, the student may receive credit for appropriate skills which are requirements towards a Gemini School of Visual Arts & Communications Diploma.

2. Non-Discrimination

Prospective students will not be denied admission on the basis of race, color, national origin, sex, handicap, age, or veteran status. Admission of applicants is based solely on the potential of the applicant to succeed.

3. Foreign Students

Information for Applications by Foreign Students will be supplied on request.

Tuition and Fees

Acrylic painting created by
a 2nd year at Gemini School.

The tuition and fee schedule is included in the catalog package.

1. Tuition and Fees Payment

1.1 A registration fee of One Hundred Dollars ($100.00) becomes due upon signature of the Enrollment Agreement and acceptance of the student by Gemini School.

1.2 Payment of yearly tuition is divided in three equal installments payable in advance upon registration on June 1, November 1 and March 1, unless all tuition and fees that are due have been paid. There are no interest charges. Students who do not make payments in a timely fashion risk losing their place.

1.3 Students, who do not wish to return to continue their 2nd, 3rd or 4th year will be required to give one full term's notice before leaving the School.

1.4 Payment Options

Gemini School accepts cash, personal checks, business checks or certified funds. Visa and MasterCard are only accepted via PayPal. Paypal charges a fee of 2.9% + $0.30 which will be added to the invoice.

2. Cancellation Policy

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays, and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than $100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement

3 Refund Policy

3.1 Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions, and school holidays will not be counted as part of the scheduled class attendance.

3.2 The effective date of the termination for refund purposes will be the earliest of the following:

3.2.1 The last day of attendance, if the student was terminated by the school;
3.2.2 The date of receipt of written notice from the student; or
3.2.3 Ten school days following the last date of attendance.

3.3 If tuition and fees are collected in advance of entrance, and if after expiration of the 72-hour cancellation privilege the student does not enter school, not more than $100 in any administrative fees charged shall be retained by the school for the entire residence program.

3.4 If a student enters a residence program and withdraws or is otherwise terminated after the cancellation period, the school may retain not more than $100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination. (i.e. the refund is based on the precise number of coutse time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due.)

3.5 Refunds for items of extra expense to the student, such as books. tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.

3.6 A full refund of all tuition and fees is due and refundable in each of the following cases:

a) An enrollee is not accepted by the school;
b) If the course of instruction is discontinued by the school and this prevents the student from completing the course; or
c) If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

3.7 The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s) within 45 days after the effective date of termination.

Tuition and Fees

The tuition and fee schedule is included in the catalog package.

4. Refund Policy for students called to active military service

A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

4.1 if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;

4.2 a grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or

4.3 the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:

4.3.1 satisfactorily completed at least 90 percent of the required coursework for the program; and
4.3.2 demonstrated sufficient mastery of the program material to receive credit for completing the program.

4.4 The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s) within 45 days after the effective date of termination.

Rules and Regulations

ACADEMIC POLICIES AND REQUIREMENTS

Students enrolled at Gemini School of Visual Arts & Communication (the "Gemini School," or "School") are required to obey all the Rules and Regulations during their training.

1 Conduct.

1.1 General Conduct. Students shall interact with staff and other students with respect, and shall not interfere with the ability of other students to study, work and learn. During the afternoons, the maximum degree of silence is desirable. Students who feel unable to concentrate are requested to leave the School and go home. Disturbance and distraction to those students who wish to proceed with their work will not be tolerated.

1.2 Drug and Alcohol. While attending the Gemini School, students will not be under the influence of alcohol, any non-medically prescribed controlled substances, or any misused legitimate prescription drugs. The possession, use, sharing or sale of alcohol, non-prescribed controlled substances, drug paraphernalia and other similar substances or articles are prohibited on Gemini School's premises, and may be considered as grounds for immediate expulsion from school. Engaging in illegal conduct of any sort on School grounds also results in termination.

1.3 Firearms and Weapons. The possession of firearms, explosives, weapons, and other similar substances or articles are prohibited on Gemini School's premises, and may be considered as grounds for immediate expulsion from School.

1.4 Damage to Property. Students are prohibited from damaging School property or the property of other students. Students shall be wholly and exclusively financially responsible for any damage to property of the Gemini School, other students, or third parties while on School premises, and such acts shall be considered as grounds for immediate expulsion from School. Students shall hold the Gemini School harmless and indemnify Gemini School from any costs, expenses, loss, liability, demands or damage of any kind asserted against the Gemini School by any person, (including claims by the Gemini School) for damage to property caused by student.

1.5 Injury to Persons. Students are prohibited from causing bodily injury to Gemini School staff, other students, or third parties on School premises. Students shall be wholly and exclusively financially responsible for any injury caused to other students, staff or third parties while on School premises, and such acts shall be considered as grounds for immediate expulsion from School. Students shall hold the Gemini School harmless and indemnify Gemini School from any costs, expenses, loss, liability, demands or damage of any kind asserted against the Gemini School by any person, (including claims by the Gemini School) for bodily injury, personal injury, or death caused by student.

1.6 Students attending Gemini School are aware of and are expected to comply with the provisions of this Article.

2 Attendance Policy.

2.1 Commitment to professionalism, attendance and punctuality are crucial elements of each student's experience and education. Frequent absenteeism and tardiness, which includes leaving class early, are grounds for probation or termination.

2.2 Termination of Enrollment based upon attendance. The Gemini School shall terminate the enrollment of any student who accumulates the lesser of the following amount of absences:

2.2.1 More than Ten 10 consecutive school days;
2.2.2 More than Twenty Percent (20%) of the total clock hours in a program of more than Two Hundred (200) clock hours; or
2.2.3 Any number of days if the student fails to return as scheduled from an approved leave of absence as described below.
2.2.4 Students whose enrollment is terminated for violation of the attendance policy may not reenroll before the start of the next progress evaluation period.

2.3 Leave of Absence. The School Director may grant a leave of absence upon good cause shown. No more than five personal days' absences per year may be granted. The student must notify the School at least a week in advance for approval. Excused absences must be granted in writing.

3 Suspension or Expulsion from School.
The School Director reserves the right to ask for a pupil to be removed from the School or temporarily suspended for the following reasons:

3.1 If it should be found that a student does not respond to training; or

3.2 If attendance is poor in violation of the policy for attendance; or

3.3 For misbehavior or willful damage to property or persons; or

3.4 For causing disturbance to fellow students, preventing them from concentrating on their work; or

3.5 For breach of school rules and regulations.

Rules and Regulations

Acrylic Still life painting
created by a 3rd year
student at Gemini School

4 No School Responsibility for Lost or Stolen Articles. Gemini School of Visual Arts & Communication cannot undertake responsibility for money or articles of value lost on the premises.

5 Daily Class Schedule. The School day is from 9:00am to 5:00pm with one hour break for lunch from 1:00pm to 2:00pm, and two 15 minutes breaks, one in the morning and one in the afternoon. Students are expected to be in class at 9:00am and 2:00pm sharp. Late arrivals will be considered a breach of regulations. Any student unable to come to class is requested to inform the School.

6 Changes in Policy. The School Director reserves the right to amend or alter these conditions at any time.

7 Phones. Students are requested not to receive private phone calls at school except for emergencies. Cell phones, pagers, and other hand held mobile devices will not be allowed during class.

8 Smoking. Smoking is not permitted in the studios or anywhere inside the buildings. A sand bucket is provided on the grounds where smokers are requested to extinguish their cigarettes.

9 School Closure. The School will close in those instances where weather or other conditions beyond our control make travel to School hazardous or attendance at School impossible (e.g. prolonged power cut).

10 Diploma Award. At the end of the course, students who have reached the required performance standard will be rewarded with the Gemini School Diploma. This Diploma has a moral and honorary value only, but derives its currency from the personal professional reputation of the School Director, Roger Barcilon. It is an award and an acknowledgement of the student's merit and achievement.

11 Student's Artwork (Rights and Copyrights)

11.1 Each student will be asked to leave five (5) original pieces of Artwork of the School Director's choice to be retained in the School's archives. Students will execute a separate document conveying all rights in and to such chosen pieces to Gemini School. Gemini School, as grantee shall be entitled to use such Artwork free of any obligations to give credit or attribution to the student as author of such works, or to protect the integrity of such works.

11.2 Students retain copyright to all Artwork created at Gemini School except for the five (5) pieces chosen as provided in Section 11.1 above. Students grant a nonexclusive license to exhibit, display, reproduce, or adapt these works at the discretion of the Gemini School. Works left on the premises at the end of the course may be removed or destroyed at the discretion of the School Director.

11.3 Students will assemble a complete photographic and/or digital portfolio of their work in color and black/white during the last year of their training to be used to demonstrate their work to prospective employers and clients.

11.4 Gemini School of Visual Arts & Communication reserves the right to reproduce student Artwork in its written materials and advertising, and any publications written about the School or its owners, without obligation to identify the student as creator of the original Artwork.

11.5 Gemini School also reserves the right to take and use photographs of students engaged in School activities for any purpose related to the business of the School or its owners, including publication in any articles or advertisements without the prior authorization or permission of the student.

12 Student Progress. Satisfactory progress is considered to be the successful completion of each assignment. Progress evaluation is carried out at regular intervals and remediation work is assigned, if necessary, to ensure that the student is making the required progress which will allow completion of the course within the allotted time period. Quarterly interviews are held in private with each individual student. Parents/Sponsors of dependant students are invited to yearly meetings with the School Director to receive progress reports on their dependants.

13 Probation

13.1 A student who is making unsatisfactory progress at the end of the quarter shall be placed on probation for the next grading period. If the student on probation achieves satisfactory progress for the subsequent grading period but has not achieved the required grades to achieve overall satisfactory progress for the program, the student may continue on probation for one more grading period.

13.2 If the student on probation fails to achieve satisfactory progress for the first probationary period, the student's enrollment will be terminated.

13.3 The enrollment of a student who fails to achieve overall satisfactory progress for the program at the end of two successive probationary grading periods shall be terminated.

13.4 A student who returns after the enrollment was terminated for unsatisfactory progress may not re-apply before 2 academic quarters and must show, at interview, proof of his/her ability to follow the course.

13.5 A student who returns after the enrollment was terminated for unsatisfactory progress shall be placed on probation for the next grading period. The student shall be advised of this action and the student's file documented accordingly. If the student does not maintain satisfactory progress during or at the end of this probationary period, that student will be terminated.

14 Course withdrawal. Under Texas Education Code, Section 132.061 (f) a student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.

15 Appeal Process. If a student believes that a ruling, grade, policy or other action of the school is unfair, they have the right to appeal. Grievances are initially handled in an informal and confidential manner. Complaints should be voiced first to the Head of Department or the School Director. Every effort will be made to resolve all complaints within the School administration. If a grievance is not satisfied, the student may appeal in writing to the Texas Workforce Commission, Career Schools and Colleges, 101 East 15th Street, Austin, TX 78778-0001 or contact Council on Occupational Education, 7840 Roswell Road, Building 300, suite 325, Altlanta, Georgia 30350, Telephone (800)917-2081, www.council.org.

GRADUATION REQUIREMENTS

1 Academic Year and Class Hours

1.1 The school Academic year consists of 33 weeks. These are divided as follows:

1.1.1 Three Quarters of between 9 and 12 weeks each (depending when Easter falls and when the Fall quarter starts).
1.1.2 The school closes for Half-Term (one week in the middle of each Quarter; the course is very intensive, and experience has shown that the students benefit greatly from this break). The effective school weeks are thus brought down to 30 weeks per year.
1.1.3 A week is made up of 30 clock hours (6 hours a day, 5 days a week), making a total of 900 hours per year.
1.1.4 The Diploma in Visual Arts and Communication course is four year long (120 weeks).

The school day is from 9:00am to 6:00pm with one hour break for lunch from 1pm to 2pm, and two 15 minutes breaks, one in the morning from 11:30am to 11:45am, and one in the afternoon from 3:30pm to 3:45pm. Students are expected to be in class at 9:00am and 2:00pm sharp. Late arrivals will be considered a breach of regulations. Any student unable to come to class is requested to inform the school.

2 Grading and Marking System

Assignment grades are given for each project and averaged together at the end of each quarter. The final grade on graduation is assessed on the student's final portfolio. Diploma Grades are as follows:

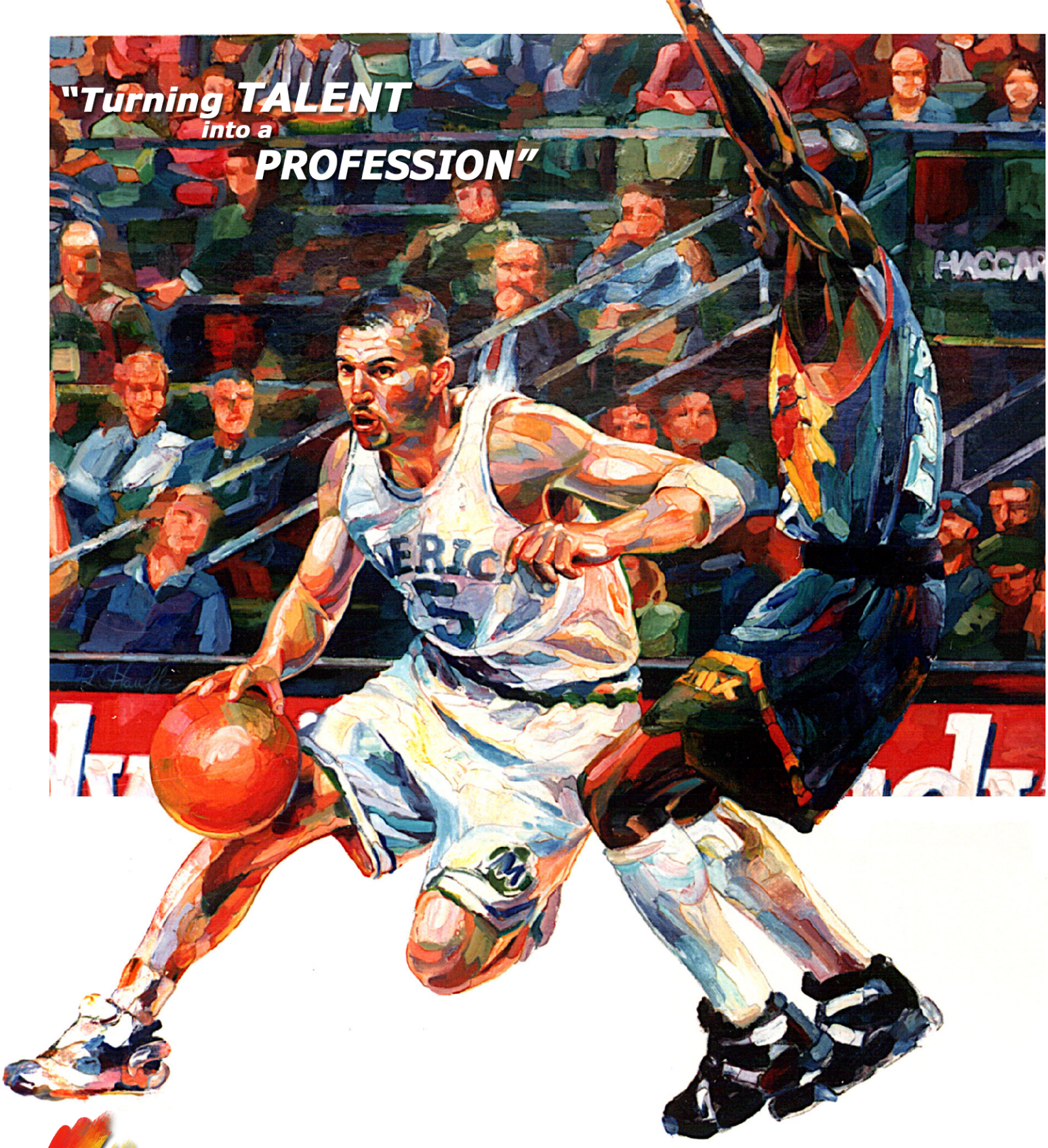
PASS : Normal teaching input plus continued support and input has led to the achievement of basic objectives and basic level of independence.

MERIT: Normal teaching input and minor extra support, which has led to good level of achievement. Results average or above average.

DISTINCTION: Normal teaching input creating a platform from which student has often independently with little or no additional teaching support, managed to achieve work of an excellent and outstanding quality. The student has initiated own work and produced work well beyond the requirement.

APPROVED AND REGULATED BY THE TEXAS WORKFORCE COMMISSION, CAREER SCHOOLS AND COLLEGES, AUSTIN, TEXAS.

The information contained in this catalog is true and correct to the best of my knowledge.



GEMINI SCHOOL *of* VISUAL ARTS

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Curricula, fees, expenses and other matters described are subject to change at the discretion of the
Gemini School of Visual Arts & Communication
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