Vancouver Animation School

USA

Catalog

2024-2025
Vol. 3, July 5, 2024

Licensure:

This school is licensed under Chapter 28C.10 RCW.

Inquiries or complaints regarding this private vocational school may be made to:

Workforce Training and Education Coordinating Board

128 – 10th Avenue Southwest
Olympia, Washington 98501
360-709-4600
workforce@wtb.wa.gov

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About Vancouver Animation School

History

The Vancouver Animation School was founded on December 2010. It was the first fully accredited online school in Canada, offering Diplomas in Animation, Visual Effects and Video Game programs.

Canadian Designation

Education Quality Assurance	Private Training Institutions Branch	The Canadian Information Center for International Credentials	EduCanada

Mission Statement

Vancouver Animation School is devoted to educating aspiring artists in the diverse disciplines that form the Animation, Visual Effects and Video Game industries. We believe in empowering the artists to empower their art.

Message from President

At the Vancouver Animation School (VANAS), we believe in education for employment, in teaching innovative skills that lead to creative careers resulting in personal and professional fulfillment. We have developed a fantastic school with strong educational programs that welcome you, work for you and care for you.

Our programs are designed to help you unleash your creative potential in the Animation, Visual Effects and Video Games industries. You will learn from accomplished industry professionals and gain the foundation to build your creative career. At VANAS, we want you to have the satisfaction of working alongside the best artists producing the next generation of blockbusters around the world.

Mario Pochat, CEO

Catalog

The online site Vanas.ca is the official Vancouver Animation School site for all the up-to-date information about the school. Students are required to adhere to the catalog that was current at the time of their admission for all program-related requirements. For current policy and curriculum requirements refer to the online site for VANAS. The Catalog is printed once per year. Students (or any other individual) may request a copy of the catalog by emailing info@vanas.ca.

Accreditation/Registry

Vancouver Animation School is accredited in the province of British Columbia, Canada with the Private Training Institutions Branch (PTIB) and the Education Quality Assurance (EQA) Branch of the Ministry of Advanced Education, Skills and Training.

Owners

Vancouver Animation School is owned and controlled by VANAS INC., a Washington corporation.
Mario Pochat: CEO
Patrick Suberville: Chairman

Administrators

Sonia Bolduc, Head of Admissions

Erika Marin, School Administrator

Calvin Leduc, Head of Faculty

Administrative Offices

The administrative offices of Vancouver Animation School are located at:

8105 Birch Bay Square St #103, Birch Bay, WA 98230, United States.

Contact information

Toll free: +1 833-437-3872

Vancouver HQ: +1 604 612 1171

Email: info@vanas.ca

Faculty Information

Instructor Name	Qualifications, Education & Experience
Philip Alexy	3D Animator, 3D Character Animation Diploma, 31 year of Professional experience
Adrian Enciso	Concept Artist, Game Art and Design Diploma, 18 years of Professional experience
Calvin Leduc	3D Animator, Classical Animation Diploma, 21 years of Professional experience
Alan Chuck	Talent Recruiter, Bachelor of Arts in Psychology, 17 years of Professional experience
Damian Ciancio	2D Animator, 2D Digital Animation Diploma, 27 years of Professional experience
Graham Tallman	Animation Writer, Master of Arts, Film Directing, 22 years of Professional experience
Carlos Cara Alvarez	Concept Artist, Bachelor of Arts, 10 years of Professional experience
Craig Williams	Video Game Designer, 19 years of Professional experience
Emerald Juane	2D Animator, Bachelor of Arts, 9 years of Professional experience
Garman Herigstad	FX Animator, Master's Degree – Science and Technology, 16 years of Professional experience
Hermann Troeger	3D Pipeline Specialist, 3D Character Animation Diploma, 23 years of Professional experience
Marcus Ng	3D Modeller, BFA Computer Animation, 12 years of Professional experience
Rahul Venugopal	Matte Painter, 15 years of Professional experience
Sasha Iliach	2D Animator, Animation Director Diploma, 22 years of Professional experience
Jordan Oliver	Esports Manager – Hawaii Pacific University, Bachelor of Science, 3 years of Professional experience
Kajal Patil	Production Manager, Bachelor of Science, 3D Animation Diploma, 12 years of Professional experience
Neha Pasricha	Production Manager, Bachelor of Computer Science Honours, 16 years of Professional experience
Todd Marshall	Concept Artist, Bachelor of Fine Arts, 32 years of Professional

	experience
Tony Wu	Video Game Designer, MFA & BFA – Arts and Technology, 13 years of Professional experience
Andy Bartlett	2D Animation Pipeline Specialist, 37 years of Professional experience

School Calendar, Class Schedules, and Program Starting Dates

The following holidays will be observed, and classes will not be held. New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving, Christmas. Holidays are not counted as part of the contracted time schedule.

Hours of Operation:

Office Hours are 9 am - 5 pm (pacific time), Monday - Friday

Online Classes are 1 hour in length.7 am - 10 pm, Monday – Saturday

Program Terms are 12 weeks long.

Academic Calendar

Fall Term 2023
Application Deadline: 15/09/2023 (10 days before classes start) **Tuition Payment Deadline**: 15/09/2023 (10 days before classes start) **Classes start**: 25/09/2023 **Classes end**: 15/12/2023 **Christmas break**: 16/12/2023 – 27/12/2023(12 days)

Winter Term 2024
Application Deadline: 19/12/2023 (10 days before classes start) **Tuition Payment Deadline**: 19/12/2023 (10 days before classes start) **Classes start**: 02/01/2024 **Classes end**: 24/03/2024 **Spring break**: 27/03/2024 – 31/03/2024 (5 days)

Spring Term 2024
Application Deadline: 18/03/2024 (10 days before classes start) **Tuition Payment Deadline**: 18/03/2024 (10 days before classes start) **Classes start**: 01/04/2024 **Classes end**: 23/06/2024 **Summer break**: 24/06/2024 – 28/06/2024 (5 days)

Summer Term 2024
Application Deadline: 19/06/2023 (10 days before classes start) **Tuition Payment Deadline**: 19/06/2023 (10 days before classes start) **Classes start**: 01/07/2024 **Classes end**: 22/09/2024 **School break**: No Summer Break

Fall Term 2024
Application Deadline: 15/09/2024 (10 days before classes start) **Tuition Payment Deadline**: 15/09/2024 (10 days before classes start) **Classes start**: 25/09/2024 **Classes end**: 15/12/2024 **Christmas break**: 16/12/2024 – 03/01/2025(15 days)

Facilities

All classes and instruction are online. This is a 100% distance Facility. Students are required to have a webcam and headphones, internet broadband or high-speed connection, and are responsible for supplying their own Computer Software and Hardware. Each Program has its own software requirements, detailed in the Program descriptions.

The maximum class size is 15 and the student/teacher ratio is 15 to 1.

Tuition and Additional Costs (In USD)

Tuition and fees are subject to change without notice. If a student withdraws before the end of the program, and re-enrolls in a later session, the tuition rate will be pro-rated for time completed, and the remainder of the tuition will be based on the tuition in effect for the balance of the new program.

1 Year 100% Live Online Diploma Programs

Payment Option	Number of Payments	Tuition Due	Tuition Total
A	1	$18,500	$18,500
B	2	$10,125	$20,250
C	4	$5,438	$21,752

Administration Fees:

Fee Name	Domestic	International
Application (Non-refundable)	$125	$250
Late Application (after deadline)	$125	$250
Request for Deferment of start date	$125	$250
Portfolio Assessment	$25	$25
Confirmation of Enrolment Letter	$25 + Shipping Cost	$25 + Shipping Cost
Customized Letter	$25 + Shipping Cost	$29 + Shipping Cost
Unofficial Transcript Request	$20 + Shipping Cost	$20 + Shipping Cost
Official Transcript	$20 + Shipping Cost	$125 + Shipping Cost
Contract Updates or Program Changes	$125	$250
Leave of Absence Request	$125	$250
Administration Fee	$125	$250
Refund Fee	$125	$250

Tuition Administration Fees:

Fee Name	Domestic	International
Tuition Late Payment	$100 Initial Fee	$100 Initial Fee
Tuition Extension Request	$50	$50
T2202A Replacement	$50	$50

Pedagogy Material Support Fees:

Fee Name	Domestic	International
VANAS PLUS Learning Resources (Mandatory, Non-refundable)	$250	$250
Laptop Software/Support Fees (Optional)	$300	$300
Student Support Package for the Duration of the Program (Optional)	$2400	$2900

Convenience Fees

When paying with PayPal or a Credit Card a non-refundable convenience fee of 3% of the total amount will apply.

A 3 percent convenience fee, sometimes referred to as a credit or debit card "service fee" is established by third party credit or debit card issuers to cover the transaction costs of online purchases. Vancouver Animation School does not receive any portion of convenience or service fee payments. It is also important to note that these fees are subject to change by third party credit and debit card issuers.

Financial Aid Assistance

Vancouver Animation School offers payment plans to assist students. Tuition can be paid in full, per term or in monthly installments.

VANAS offers both merit and need-based scholarships to offset tuition fees for candidates whose profiles will help further the programme's objectives as a vehicle for promoting art and technology education. Scholarships for Animation, VFX, Concept Art & Game Design programs.

Portfolio Level: VANAS seeks to identify individuals with proven art and technical skills and commitment to the Animation, VFX and Video Game industries. Art and technical potential will be assessed, and preference given to candidates who demonstrate financial need.

Work Experience: Individuals with existing work experience and proven track record of commitment to the Animation, VFX and Video Game industries will have their work assessed and preference given to candidates who demonstrate financial need.

Previous Education: Individuals with previous education in Art & Technology, demonstrating commitment to the Animation, VFX and Game industries will have their education assessed and preference given to candidates who demonstrate financial need.

External Partners: VANAS is a recognized training centre for members of The Animation Guild, IATSE local 839.

Educational Partnerships: VANAS has established partnerships with universities in Art & Design around the globe. While VANAS does not confer or grant degrees, some of these partners do and this provides students with an array of options for realizing their educational goals.

Student loans with the bank must be satisfied regardless of the success or lack of success at Vancouver Animation School. When a student is given a loan, he or she signs a promissory note with the bank. This loan is the same as any other loan and the student has full responsibility for managing the loan and its repayment.

US Federal Financial Aid: VANAS is not authorized to offer Federal Financial Aid.

POLICIES

Admission Policy

Vancouver Animation School is committed to enrolling students who meet all program admission criteria. The school maintains an open admissions policy and was founded with the vision to welcome all students interested in being part of the digital media industry. VANAS encourages all students to apply. Vancouver Animation School empowers the artists to empower their art.

Students must possess a High School Diploma, a General Education Development (GED) Diploma, or pass a graded entrance exam.

Mature students are those who do not possess a High School Diploma, or a General Education Development (GED) Diploma, who are 19 years of age before the starting date of the program. Mature students who apply must demonstrate their ability to work at the post-secondary level by successfully gaining a pass in the introductory courses.

Students may be required to undergo an Ability to Benefit Test that has been published by the American College Testing Service (ACT) or approved by the American Council on Education (ACE). Records of the Ability to Benefit assessment are maintained in the student's records.

Language Proficiency Assessment Policy

Instruction at Vancouver Animation School is conducted in English. Students whose first language is not the language of instruction are required to undergo a Language Proficiency Assessment prior to enrolment to ensure they have the language abilities necessary to successfully complete the program of their choice. Language proficiency requirements are admission requirements and may not be waived by either the institution or the student.

One of the following is accepted:

- Graduation from a school where English is the primary language of instruction; or
- A high school equivalency or General Educational Development (GED) certificate in English; or
- A passing score on the TOEFL and IELTS or similar language proficiency exam; or
- An evaluation of the applicant's foreign course work that has been produced by a reputable organization in such evaluations.
- Telephone, Skype, Zoom or in-person interview may be required with a VANAS advisor to demonstrate acceptable English proficiency.

Ability to Benefit

Evaluation of English language and academic proficiency are undertaken to validate that the student has the skills, competencies and knowledge that correlate with grades, Program completion and all measures of success, or that they are at a level equivalent to that of persons completing a high school education. As part of the admissions process, students are asked to submit a portfolio or complete an Introduction to Digital Arts Program. With these requirements, VANAS is able to assess the applicant's basic skills and relevant aptitudes to determine whether they have the ability to complete and benefit from the training.

Admissions Procedures

a. Applicant must complete a Diploma Program Eligibility Form including a portfolio. Portfolios may be sent via links to Google Drive, Dropbox, social media, website, etc.

b. The admission representative meets online or via phone with the prospective student to discuss the program of interest. If the student is interested in a program of study, the admission representative gives the prospective student information about a range of programs so that the student can make an informed decision. During this consultation, the admission representative will assess whether the student meets the English language requirements for the program.

c. Once the student has decided on a program of study, the admission representative reviews the admission criteria for the program with the student to ensure that he/she meets all the criteria.

d. When the admission representative is satisfied that the prospective student meets all the program's admission criteria, they prepare a Student Enrolment Contract for the student to review.

e. Should the need arise, the admission representative will meet via the Online Campus with the prospective student to review the policies that will affect the student during his/her completion of the program of study and to review the contract.

f. Should the need arise, the Senior Education Administrator will meet with the prospective student to discuss his/her educational goals and commitment to completing the program of study. Financial arrangements for payment of tuition and other fees are also discussed.

g. If the Senior Education Administrator and the prospective student agree on a financial arrangement, they sign the contract electronically where both parties maintain a copy of the signed contract.

Program Admissions Requirements

Individual programs have specific admission requirements. Students must consult the admissions requirements from the program they are planning to enrol in and must meet the minimum criteria to obtain the right of entry into their program of study. A telephone, skype or zoom call may be required to assess English proficiency.

The following table describes the admission requirements by Program:

Program Name	19+ years of Age or High School Diploma or GED, *English proficiency, computer/internet assessment	Portfolio, or Introduction to Digital Arts	Additional Requirements
Introduction to Digital Arts	√		
Writing for Animation	√		
2D Animation	√	√	
3D Animation	√	√	
3D Modeling	√	√	
Concept Art	√	√	
Digital Matte Painting	√	√	
Effects Animation	√	√	
Virtual Reality	√	√	
Video Game Design	√		Essay of Intent, or Intro to Digital Arts
Esports	√		Essay of Intent, or Intro to Digital Arts
Animated Short Films	√		One of the following: 2D or 3D Animation Diploma, BFA Animation Degree, Masters Animation Degree, or 2 years of professional animation experience
Digital Entertainment Art Foundations	√		
Digital Entertainment Technology Foundations	√		

Diversity

Vancouver Animation School encourages diversity and accepts applications from all minorities. VANAS does not discriminate based on race, creed, color, national origin, sex, veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability.

Accommodation

VANAS acknowledges that information pertaining an applicant's disability is voluntary and confidential and will be made on an individual basis. If this information is presented, VANAS will reasonably attempt to provide an accommodation to overcome the effects of the limitation of the qualified applicant. All inquiries about accommodations should be made to the admissions administrator upon registration of the program. To be qualified, an individual with a disability must meet the basic skill, education, training and other eligibility requirements of the relevant job or vocational program and must be able to perform the essential functions of the relevant job or vocational program, either with or without reasonable accommodation; the employment and academic standards are the same for all individuals enrolled.

Student Evaluation Techniques

1. Students are given assignments based on their program of study. Students will need to submit their assignments for review according to the deadlines provided in the schedule.
2. Teachers will review each assignment submitted and grade according to the grading rubric.
3. Grades will be recorded on the system and can be seen in the student account within 5 days of submission.
4. At the end of the term, an average grade will be calculated based on each assignment grade.
5. An assignment must obtain a minimum letter B- (73%) to be considered a successful pass.
6. If a Grade Point Average of B- (73%) is not met, the student will be advised that they will not be able to advance to the following term.
7. Students should make arrangements for additional practice, independent study, or tutoring, if needed.
8. If the student successfully meets the grading criteria, they will be able to move forward to the following term.
9. At the end of the program, students meeting the grading criteria will be able to successfully graduate in their program.

Grading System/Standards of Progress

The following rubric is applied for grading student progress:

Letter	Percent	Description
A+	96-100	Excellent studio quality
A	91-95	Very good studio quality
A-	86-90	Good studio quality
B+	81-85	Excellent academic quality
B	77-80	Very good academic quality
B-	73-76	Good academic quality
C+	67-72	Fair amateur quality
C	60-66	Marginal amateur quality
C-	50-59	Poor amateur quality
F(Fail)	0-49	Failing, Unacceptable

Incomplete Grades

Incomplete grades are given when a student is unable to complete a course because of illness or other serious problems. An incomplete grade may also be given when students do not turn in assignments. If a student does not make arrangement for completing assignments, a failure grade will be given. A student who misses an assignment must contact the instructor within twenty-four hours to arrange for submission.

Probation for Below Average Grades

Students who fail to maintain the minimum grade point average of 73 percent required for graduation will need to enter a probation period. Students unable to increase their grade point averages may be dismissed from the program. Refunds will be given in accordance with the school's refund policy.

Attendance Policy

All students attending courses at Vancouver Animation Online School are required to attend classes regularly. The VANAS Online Campus will register the attendance electronically once the student has signed up for the live class session.

1. If the student must miss a class or be late, they are expected to contact their instructor or school by email or phone prior to the beginning of the class period and submit an excused absence form found in the student's dashboard. Each student is responsible for all information presented in class, all activities completed in class, and turning in all assignments on time. If the student is absent, it is their responsibility to learn the missed material by checking with other students. It is not possible to do well in this class without regular attendance.

2. The minimum mandatory attendance is 2 hours a week, which includes a 60-minute review class and a 60-minute live session with their instructor, for a total of 12 hours per month.

3. Students may not attend classes using mobile devices, such as cell phones or tablets. Students may not attend classes in a moving vehicle.

4. Web cameras must be on during the entire class, or the students will be considered absent.

5. Students may not leave a class early, or they are considered absent.

6. Following 3 absences in any course, the school will proceed to inform the student of the 3 absences. The student will be informed of the consequences of continued absences and discuss any difficulties they may be having with the scheduling.

7. Following 4 absences in any term, the school administration will email a letter informing that the student will fail the course and be placed on probation, unless a written appeal is delivered and approved by the school Senior Educational Administrator. It is the responsibility of the student to contact the school concerning the approval of the appeal.

8. In the case that the Online Campus is not accessible during Live Sessions due to technical reasons, the school will provide additional Live Sessions to compensate the missing hours.

Make-up Work

Lessons and/or assignments missed due to absences must be made-up on a timeline dictated by the instructor. Students should contact their instructor to get missed assignments. Make-up work may be required to complete the approved hours of the program. Without completing all the missed hours, the school may withhold the final credential until the hours are completed.

Late Assignment Submission

1. Your Late Assignment Submission should be planned to complete the program satisfactorily. However, Late Assignment Submission can be requested, for assignments that are less than 1 week overdue.

2. Student must complete the Late Assignment Submission form. This form can be obtained from the school administrator.

3. Financial support will no longer apply to a student with an approved Late Assignment Submissions (i.e., scholarships).

4. There is a maximum of 3 Late Assignment Submissions permitted during the program of study.

5. If a student fails to request a Late Assignment Submission before its due date, the assignment will be marked as Not Uploaded (N/U), equally a grade of 0% and academic credit hours will not be awarded.

6. A grade of Not Uploaded (N/U) will be assigned for every week that there is an assignment missing on the assignment deadline posted on your scholarly calendar.

7. If a Late Assignment Submission has been applied for and the assignment has not been submitted, the student will not be granted further Late Assignment Submissions.

8. Obtain the approval of the Senior Educational Administrator or Designated Authority.

9. If the current term does not have a passing grade, it must be repeated, and its corresponding tuition fees must be paid prior to the student's return. Tuition for the term will not be pro-rated and must be paid in full before a student can continue.

Religious Accommodation

VANAS will make good faith efforts to provide reasonable religious accommodations to students who have sincerely held religious practices or beliefs that conflict with a scheduled course/program requirement. Students requesting a religious accommodation should make the request, in writing, directly to their instructor with as much advance notice as possible. Being absent from class or other educational responsibilities does not excuse students from keeping up with any information shared or expectations set during the missed class. Students are responsible for obtaining materials and information provided during any class missed. The student shall work with the instructor to determine a schedule for making up missed work.

Examples of religious accommodations may include rescheduling of an assignment due date or altering the time of a student's presentation.

Placement Assistance

VANAS is part of an extensive network of animation studios and hosts an online resource of job opportunities for graduates.

Internet Usage Policy & Copyright Infringement

Vancouver Animation School prohibits copyright infringement in any form, including the illegal downloading and uploading of copyrighted works through peer-to-peer file sharing. This pertains to the illegal downloading of movies and series.

Removal of official educational content, especially course materials, can be harmful to academic freedom, to teaching effectiveness, and to the university's educational mission. Therefore, faculty and staff are encouraged to secure copyright permission, or a license, or a legal basis for use of someone else's intellectual property without permission, before using the material.

All material in this course including but not limited to program curricula, 3D characters, designs, logos, video lessons, lectures, educational videos, digital material in any form is, unless otherwise stated, the property of Vancouver Animation School. Copyright and other intellectual property laws protect these materials. Reproduction or retransmission of the materials, in whole or in part, in any manner, is a violation of copyright law.

Procedure

1. If Vancouver Animation School is notified of a credible claim of copyright infringement, or otherwise becomes aware of the facts and circumstances from which infringement is apparent, it will:

    a. respond expeditiously by removing or disabling access to the material that is potentially infringed.
    b. Attempt to establish who truly owns the copyright (or other intellectual property) through consultation with the author of the school content and the party claiming ownership.
    c. Determine if any disciplinary action is appropriate against the person who posted infringing content.

2. In the case of repeated infringement or bad faith infringement, disciplinary sanctions may include termination of computer privileges. Violations of the above terms of agreement may result in suspension of computing privileges, disciplinary review, termination of employment, and/or legal action.

3. The school will promptly inform the computer account holder/user that the allegedly infringing material has been removed or access has been disabled.

4. If the Internet Service Provider (ISP) notifies VANAS that there has been a copyright infringement, or illegal downloading using our IP address and if the content studio (owner of the copyrighted material) wishes to pursue criminal charges, VANAS will trace the individual computer responsible, and report the user's contact information

5. Students who conduct illegal downloading or unauthorized distribution of copyrighted materials using the VANAS network will be subject to disciplinary actions, which may include suspension from the school.

Student Grievance-Compliant/Appeal Process

Nothing in this policy prevents the student from contacting the Workforce Board (the state licensing agency) at 360-709-4600 at any time with a concern or a complaint.

1. When a concern arises, the student should first attempt to address it with the individual most directly involved.

2. If unsatisfied with the outcome, the student should submit a written complaint to the School Administrator. Should this person be absent or be named in the complaint the student should submit the written complaint to the Senior Education Administrator. The written request should include the following information:

   a. Student's full name and current address

   b. A statement of the concern including dates, times, instructors, and if applicable, other students involved

   c. Date of complaint letter and signature of the student

   d. Three dates in which the student would be available for a meeting with the school director. These dates should be within 10 business days of the complaint

3. The Senior Education Administrator will notify the student in writing of the appointment date in which the concerns or appeal will be addressed. Every effort will be made to bring an amicable closure to the concern.

4. The School Administrator will conduct whatever enquiries and/or investigations are necessary and provide a written response to the student that includes reasons for the determination on the complaint.

5. Should it be necessary, a panel of instructors will hear the concerns and will be asked to assist in bringing a resolution to concerns and/or appeal.

6. The student will be notified in writing within five business days of the outcome of the meetings.

7. Should the contract be cancelled by either the student or the school, the last date of attendance will be used as the date to calculate any refund in accordance with the school's refund policy.

Grade Appeal

1. If a student is dissatisfied with the grade received for an assessment and can provide evidence that a higher grade is warranted, he/she should discuss with his/her instructor. The instructor will reconsider the grade and, if warranted, assign a different grade. This does not apply to work that has not been uploaded and marked as Not Uploaded (NU) equally a grade of 0%.

2. If the student is not satisfied with the outcome of his/her appeal to the instructor, he/she should submit a written appeal to the Senior Educational Administrator.

3. The Senior Educational Administrator will have the assessment re-marked by another instructor.

4. If the assessment achieves a higher grade on re-mark, the higher grade will be assigned to the student. If the assessment achieves a lower grade on re-mark, the original grade will be retained.

5. If a grade appeal is reviewed by the Senior Educational Administrator, the grade assigned following the re-mark and review will be final and cannot be appealed further.

Code of Conduct

Vancouver Animation School expects students to meet and adhere to a code of conduct while completing their program of study. Students should request clarification from the Senior Educational Administrator if they have any questions.

The following will not be tolerated:

1. All forms of bias including race, religion, ethnicity, gender, disability, national origin, veteran status, and creed as demonstrated through verbal and/or written communication and/or physical acts.

2. Sexual harassment including creating a hostile environment and coercing an individual to perform sexual favors in return for something.

3. All types of proven dishonesty, including cheating, plagiarism, knowingly furnishing false information to the institution, forgery, and alteration or use of institution documents with intent to defraud.

4. Intentional disruption or obstruction of teaching, administration, disciplinary proceedings, public meetings and programs, or other school activities.

5. Theft or damage to the school premises or damage to the property of a member of the school community on the school premises.

6. Student acts of criminal behavior that place any person in imminent danger are prohibited on all school grounds.

7. Violation of the law on school premises. This includes, but is not limited to, the use of alcoholic beverages or controlled dangerous substances.

8. Violation of published school policies.

Students who violate the code of conduct will be subject to the procedures outlined below which may include immediate dismissal from the institution depending on the severity of the misconduct.

Procedure

1. All concerns relating to student misconduct shall be directed to the Senior Educational Administrator. Staff, students or the public may bring concerns.

2. The Senior Educational Administrator will arrange to meet with the student to discuss the concern(s) within 5 school days of receiving the complaint. If the alleged conduct is of such a serious nature that an immediate dismissal may be warranted the Senior Educational Administrator will meet with the student as soon as practicable.

3. Following the meeting with the student, the Senior Educational Administrator will conduct whatever further enquiry or investigation is necessary to determine whether the concerns are substantiated.

4. Any necessary inquiries or investigations shall be completed within 5 school days of the initial

meeting with the student.

5. The Senior Educational Administrator will meet with the student and do one of the following:

    a. Determine that the concern(s) were not substantiated.

    b. Determine that the concern(s) were substantiated, in whole or in part, and either:

        i.   Give the student a warning setting out the consequences of further misconduct; or

        ii. Set a probationary period (typically one term) with appropriate conditions; or

        iii. Recommend that the student be dismissed from the Institution

6. The Senior Educational Administrator will prepare a written summary of the determination. A copy shall be given to the student, a copy will be placed in the school's Student Conduct File, and the original will be placed in the student file.

7. If the student is issued a warning or placed on probation, the Senior Education Administrator and the student both sign the written warning or probationary conditions, and the student is given a copy. The original document is placed in the student's file.

8. If the recommendation is to dismiss the student, a letter of dismissal and a calculation of refund due or tuition owing, if any, will be provided to the student.

9. If a refund is due to the student, the Senior Educational Administrator will ensure that a cheque is forwarded to the student within 30 days of the dismissal.

Withdrawal from Program

Students wishing to withdraw from their program must provide a written notification and submit it to the school director. This document must contain the student's name, address, and date. The student's withdrawal will be calculated using the date that the written notification was received.

1. Vancouver Animation School will refund fees charged for course materials paid for but not received if the student provides a notice of withdrawal to the institution or the institution provides a notice of dismissal to the student.

2. Refunds required under this policy will be paid to the student, or a person who paid the tuition or fees on behalf of the student, within 30 days of the termination date.

Movie Titles and Credits

Students withdrawing from a course are not entitled for movie/game/video title or credits when they have participated in optional special projects. If a student withdraws due to extraordinary, unforeseen circumstances, that student may petition the Policy Review Committee for credits. Such requests are granted at the committee's discretion, which is based on the documentation provided by the student.

Conditions for Dismissal

Students may be dismissed from the school for the following reasons:

1. Not adhering to the school's rules, regulations, policies, or code of conduct

2. Missing more than 20 percent of instruction time

3. Not maintaining the minimum grade point average

4. Not meeting financial responsibilities to the school

The school director will notify the student in writing should it become necessary to dismiss the student. The dismissal letter will contain the date and the reason for dismissal. It is the responsibility of the dismissed student to notify the appropriate lending institution if the student has a student loan or is receiving financial aid. Tuition will be refunded according to the school's refund policy.

Re-entry Policy

Students dismissed from the school who request re-entry must make the request in writing to the school director. In cases where the student was dismissed for excessive absences (greater than 20 percent) or financial concerns, it may be possible to re-enter within the same school term. In cases where the student was dismissed due to failure to maintain the minimum grade point average, it may be possible for the student to receive private tutoring and then re-enter the school. In cases where the student was dismissed due to unacceptable conduct, the student may have to meet with the director before re-entering the school. The decision of the director is final, and the student will receive a letter within five business days stating the decision.

Recognition for Previous Training

VANAS is committed to helping students reach their educational goals as quickly as possible. However, technology changes rapidly and what was learned in an earlier program may no longer be applicable. To ensure that our students graduate with the skills necessary to achieve success in the workplace we will give recognition for previous training only after the student has taken and passed a program proficiency test.

VANAS subscribes to the Prior Learning Assessment and Recognition (PLAR) model which gives recognition for prior learning, not necessarily experience. Students wishing to receive recognition for previous training must show proof of previous training and demonstrate their learning.

Student Records

Student records will be maintained by the school for 50 years or until the school closes. If the school closes, whether voluntarily or involuntarily, educational records or transcripts will be forwarded to the Workforce Training and Education Coordinating Board. Upon graduation, each student will be given a copy of his or her transcript. These records should be maintained indefinitely by the student. Students may request copies by writing the school. Student records are available for review by the student at any time.

Students will receive a transcript upon graduation. Requests for additional transcripts must be made in writing and will be delivered at a cost to the student.

Procedure for Maintaining Student Files

1. Student personal information is collected throughout the student's attendance at the institution. All required information regarding the student is placed in the student file.
2. Student files containing personal information are safely stored in locking filing cabinets and access to the student files is limited to the appropriate administrative staff and the Senior Education Administrator.
3. When a student leaves the school either by withdrawal, dismissal or graduation a transcript is prepared showing the marks achieved in the courses completed. If the student has completed all courses within the program of study, a program credential is also prepared. These documents are signed by the Senior Educational Administrator and copies of the signed documents are placed in the student file within 60 days of the student leaving school.
4. Copies of the Enrolment Contract, Transcript and Diploma for full career training programs are sent to a third-party vendor for long term storage.

Privacy Policy

The student hereby grants to Vancouver Animation School the right to use the students name, likeness and/or biography in connection with the program of studies and work done by the student under this Agreement and in connection with the advertising or exploitation of any project or product in which the student is involved, or otherwise connected, in relation to the Vancouver Animation School.

Vancouver Animation School collects students' personal information for the following reasons:

1. To maintain student records as required by the regulating bodies.
2. To keep students/graduates informed of activities of the school.
3. To issue financial reports in accordance with Government Agencies.

Students' personal information is not used for any other purpose, unless explicitly permitted in writing by the student.

Student information is securely stored on third party data centers. VANAS will not sell, distribute, or lease student personal information to third parties unless you give written permission, or we are required by law to do so. If a student believes that any information is incorrect or incomplete, they may email us as soon as possible at info@vanas.ca and we will promptly correct any information found to be incorrect.

Tuition Refund Policy

Should the student's enrolment be terminated or should the student withdraw for any reason, all refunds will be made according to the following refund schedule.

1. The school must refund all money paid if the applicant is not accepted. This includes instances where a starting class is canceled by the school.
2. The school must refund all money paid if the applicant cancels within five business days (excluding Sundays and holidays) after the day the contract is signed or an initial payment is made, as long as the applicant has not begun training.
3. The school may retain an established registration fee equal to 10 percent of the total tuition cost, or $100, whichever is less, if the applicant cancels after the fifth business day after signing the contract or making an initial payment. A "registration fee" is any fee charged by a school to process student applications and establish a student record system.
4. If training is terminated after the student enters classes, the school may retain the registration fee established under #3 above, plus a percentage of the total tuition as described in the following table:

If the student completes this amount of training:	The school may keep this percentage of the tuition cost:
One week or up to 10%, whichever is less	10%
More than one week or 10% whichever is less but less than 25%	25%
25% but less than 50%	50%
More than 50%	100%

5. When calculating refunds, the official date of a student's termination is the last day of recorded attendance:
6. When the school receives notice of the student's intention to discontinue the training program;
7. When the student is terminated for a violation of a published school policy which provides for termination; or,
8. When a student, without notice, fails to attend classes for 30 calendar days.
9. All refunds must be paid within 30 calendar days of the student's official termination date.

Cancellation of Registration Before Class Begins

Students must notify the school in writing by email, or submit written notification in person, or by certified mail, prior to the start of the class(es) for which the student has registered. Cancellation will be calculated from the day such notice of cancellation is postmarked, emailed, or delivered in person.

Leave of Absence Policy

Acceptance by a student at Vancouver Animation School's offer of admission to the post-secondary programs implies full commitment to graduate and professional study. Such a commitment is in keeping with the school's admissions policy of timely completion of studies.

We recognize, however that circumstances may force students to interrupt their studies temporarily. Up to 2 terms Leave of Absence of the total program of study, may therefore be granted by Vancouver Animation School to students in good standing on the recommendation of the Senior Educational Administrator.

1. Your Leave of Absence should be planned in advance to come at the end of a term in order to complete the program satisfactorily.
2. Financial support will no longer apply to a student with an approved Leave of Absence (i.e., scholarships).
3. Vancouver Animation School reserves the right to place a student on a Leave of Absence should circumstances require it.
4. Under no circumstances will a student be eligible for more than two Leaves of Absence during a program of study.
5. A Leave of Absence is considered the length of a term (3 months)
6. If a student needs to take leave after the term has begun and before the term comes to an end, the term will be marked as incomplete and academic credit hours will not be awarded. Upon return, the current term must be repeated, and its corresponding tuition fees must be paid prior to the student's return. Tuition for the term in which leave was taken will not be pro-rated and must be paid in full before a student can continue.
7. If Vancouver Animation School has heard nothing from a student by the time the period of official Leave of Absence has expired, it will assume that the student has resigned from the school and will terminate their enrolment automatically. A request to return will entail reapplying to Vancouver Animation School.

Procedure

1. Complete the Leave of Absence form.
2. Obtain the approval of the Senior Educational Administrator.
3. If the petition is approved, the student will be invoiced a Leave of Absence fee for each term they are on leave.
4. The student must be in communication with Vancouver Animation School at the end of the Leave of Absence prior to the beginning of the following term.

Late Assignment Submission Policy

Acceptance by a student at Vancouver Animation School's offer of admission to the post-secondary programs implies full commitment to graduate and professional study. Such a commitment is in keeping with the school's admissions policy of timely completion of studies.

We recognize, however that circumstances may cause students to be unable to meet deadlines. **Up to 3 Late Assignment Submissions** of the total program of study, may therefore be granted by Vancouver Animation School to students in good standing on the recommendation of the Senior Educational Administrator.

1. Your Late Assignment Submission should be planned in advance in order to complete the program satisfactorily.   However, Late Assignment Submission can be requested, for assignments that are less than 1 week overdue.

2. Financial support will no longer apply to a student with an approved Late Assignment Submissions (i.e., scholarships).

3. Under no circumstances will a student be eligible for more than 3 Late Assignment Submissions during a program of study.

4. If a student fails to request a Late Assignment Submission before its due date, the assignment will be marked as Not Uploaded (N/U), equally a grade of 0% and academic credit hours will not be awarded.

5. A grade of Not Uploaded (N/U) will be assigned for every week there is an assignment missing on the assignment deadline posted on your scholarly calendar.

6. If the current term does not have a passing grade, it must be repeated, and its corresponding tuition fees must be paid prior to the student's return. Tuition for the term will not be pro-rated and must be paid in full before a student can continue.

7. If a Late Assignment Submission has been applied for and the assignment has not been submitted, the student will not be granted further Late Assignment Submissions.

Procedure

1. Student must complete the Late Assignment Submission form. This form is requested by the student from the school administrator.

2. Obtain the approval of the Senior Educational Administrator.

Resources

Vancouver Animation Online School is committed to providing resources to its students. The school maintains an open concept and community sense resources policy, where all students and former students have access to the online campus and alumni online campus. This has been founded with the vision to share information about the animation industry. Vancouver Animation Online School empowers the artists to empower their art.

Students

- Video Lectures available 24/7 for a period of 3 weeks
- Tools for workflow integration
- Library of Digital Content
- Recommended reading list
- Software Academic Discounts
- Guest speaker video lectures
- School Academic discounts

Former Students

- Access to Alumni Online Campus / Social Network
- Library of Digital Content
- School proprietary discounts

Program Descriptions

Program Title: Introduction to Digital Arts

Program Objective:

This 3-month introductory Program provides a comprehensive overview on the main aspects of Digital Arts and the role they play in the Animation, Visual Effects and Video Game Industries. At the end of this program the student will have a basic understanding of concept art, 3D modeling, 2D animation, 3D animation and VFX. Students will have gone through the process of creating a cast of characters and the world they live in, all in their own personal art style. They will also learn the process of transitioning from photographic and video reference to simulation digital effects. This Program also serves as a pre-requisite for students who have no portfolio for VANAS higher level Programs.

Program Outline:

This is an intensive 12-week Program which covers the following topics, introduced biweekly. Concept Art, 3D Modeling, 2D Animation, 3D Animation and Digital FX.

Number of Clock/Credit Hours:

Total number of hours for this program is 240 and is comprised of 12 live session lessons plus assignments, additional online learning, and homework.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have their own desktop or laptop computer with a webcam, headphone with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer hardware and software.

Career Occupation:

This introductory Program serves as a pre-requisite for entry into higher level Animation and Digital Arts Programs.

Completion Document:

Upon successful completion, students will receive a VANAS Certificate.

Program Title: Writing for Animation Certificate

Program Objective:

The purpose of this program is to teach students how to write for animation. Students will learn to create premises, outlines, and final scripts for animation in the proper format; as well as develop and present original properties of their own. Included will be a study of writing for animated short films, features, and TV episodes.

At the end of this program, students will be able to recognize the different genres that exist in films. Students will be able to identify the different parts of story structure and how-to breakdown a story. They will be able to format and write a final draft of an original script.

Program Outline:

This 12-week program leads student through the process of developing and writing their own original script.

Number of Clock/Credit Hours:

This 12-week Program has a total of 240 hours of online participation. Students are required to attend 2 live classes per week. In addition, they will have 10-20 hours of homework assignments per week.

Method of Instruction:

All instruction for this Program is online Live with an instructor.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones, internet broadband or high-speed connection, and are responsible for supplying their own computer hardware and writing software.

Career Occupation:

Animated feature film writer, television series writer, video game writer, animated short film writer.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Certificate.

Program Title: 2D Computer Animation Diploma

Program Objective:

This online program is designed to enable aspiring animators to learn the process of creating 2D computer animation. Through a series of assignments students will learn how to apply the principles of animation, locomotion, pantomime, and character dialogue to their own animation. Students will learn the process of transitioning from thumbnail drawings to keyframe blocking, breakdowns and finally polished animation. Students will create their own characters and assets for their final project.

Program Outline:

Students are required to complete 4 courses in the 2D Animation Program:

Term 1: Animation Principles and Drawing Preparation

Term 2: Animation Locomotion

Term 3: Introduction to Acting

Term 4: Animated Sequence

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own Computer Software and Hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

The school will provide all students with a letter of enrolment for a student discount when purchasing hardware and software. Once purchased, such computer hardware and software licenses belong to the student, and it is their responsibility to keep them up to date.

Adobe® Animate® (formerly Adobe Flash Professional) is a multimedia authoring and computer animation program. Animate is used to design vector graphics and animation for television programs, online video, websites, web applications, rich internet application, game development and other interactive projects. The program also offers support for raster graphics, rich text, audio video embedding, and ActionScript 3.0 scripting.

Career Occupations:

Junior Animator, Animator, Builder

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: 3D Computer Character Animation Diploma

Program Objective:

Students learn the important role animators play in the Animation, Visual Effects and Video Game Industries. The animator's mandate is to bring the illusion of life to animated characters such that characters will connect with the audience and make them believe through acting, emotions and stories. Animators are in the middle of the process of the studio pipeline; they are digital actors and storytellers bringing their talents to create the next generation of blockbuster entertainment.

Program Outline:

Students are required to complete 4 courses in the 3D Animation Program:

Term 1: Software Foundations, Animation Principles and Drawing Preparation

Term 2: Animation Locomotion

Term 3: Introduction to Acting

Term 4: Advanced Acting in a Sequence

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own Computer Software and Hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Autodesk® Maya® is a modeling, animation, rendering, and visual effects software offering film, game, television, and design visualization artists an end-to-end creative workflow. Maya 2022 features powerful new tools for helping create and re-purpose character animation: enhanced skinning capabilities and non-destructive live motion retargeting, now with support for 64-bit Mac OS® X operating systems.

QuickTime® is an extensible proprietary multimedia framework developed by Apple Inc., capable of handling various formats of digital video, picture, sound, panoramic images, and interactivity. It is available for Mac OS classic (System 7 onwards), Mac OS X and Microsoft Windows operating systems. The latest version is QuickTime X (10.0) and is currently only available on Mac OS X v10.6 and Mac OS X v10.7.

Career Occupations:

Entry level positions as Match mover, Jr. Animator, Animation Assistant, Computer Animator.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: 3D Modeling Diploma

Program Objective:

This online program is designed to enable aspiring modelers to learn the process of creating 3D models. Through a series of assignments students will learn how to apply different workflow methods to create their models. Students will learn how to create organic and inorganic models. Students will create their own characters and environments for their final project.

Program Outline:

Students are required to complete 4 courses in the 3D Modeling Program:

Term 1: Inorganic Modeling and Anatomy Foundations

Term 2: Environment Modeling and Anatomy Intermediate

Term 3: Advanced Modeling (Mud box) and Animal Anatomy

Term 4: Final Modeling Projects

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own Computer Software and Hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Autodesk® Maya® is a modeling, animation, rendering, and visual effects software offering film, game, television and design visualization artists an end-to-end creative workflow. Maya 2022 features powerful new tools for helping create and re-purpose character animation: enhanced skinning capabilities and non-destructive live motion retargeting, now with support for 64-bit Mac OS® X operating systems.

Zbrush® software is a digital sculpting tool that combines 3D/2.5D modeling, texturing, and painting. It uses a proprietary "pixol" technology (see below) which stores lighting, color, material, and depth information for all objects on the screen. The main difference between ZBrush and more traditional modeling packages is that it is more akin to sculpting. Instead of ZBrush, students can also use Mudbox® from Autodesk®.

Career Occupations:

Junior Modeler, Character Modeler, Environment Modeler, Hard Surface Modeler

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Concept Art Diploma

Program Objective:

Students will learn why concept artists play such an integral role in the Animation, Visual Effects and Video Game Industries. Their mission is to inspire, to generate ideas and make people believe. At the end of this Program students will have gone through the process of bringing life to an idea from conception to completion; all in their own personal style.

Program Outline:

Students are required to complete 4 courses in the Concept Art Program:

Term 1: Software Foundations and Drawing Preparation

Term 2: Character and Creature Design

Term 3: Production Design

Term 4: Portfolio Development

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lessons per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Adobe® Photoshop® software redefines digital imaging with powerful new photography tools and breakthrough capabilities for complex image selections, realistic painting, and intelligent retouching. Enjoy cross-platform 64-bit support and a wide range of workflow enhancements. Zbrush® software is a digital sculpting tool that combines 3D/2.5D modeling, texturing, and painting. It uses a proprietary "pixol" technology (see below) which stores lighting, color, material, and depth information for all objects on the screen. The main difference between ZBrush and more traditional modeling packages is that it is more akin to sculpting.

Career Occupations:

Graduates will be able to obtain entry level positions as Jr. Concept Artists, Character Designers, Vehicle Designers, Texture Artists.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Digital Matte Painting Diploma

Program Objective:

This online program is designed to enable aspiring matte painters to learn the process of creating digital matte paintings. Through a series of assignments students will learn how to apply the principles of perspective, 2D foundations, 3D foundations and 2.5D processes to their own digital shots. Students will learn the process of transitioning from idea to conception to final polished animation. Students will create their own digital scenes and assets for their final project.

Program Outline:

Students are required to complete 4 courses in the Digital Matte Painting Program:

Term 1: 2D Foundations

Term 2: 3D Software Foundations

Term 3: Advanced 2.5D Matte Painting

Term 4: Portfolio and demo reel

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Software:

Autodesk® Maya®

ProEXR® by fnord, is a set of 6 plug-ins to provide complete support for the Open EXR file format in Adobe Photoshop and After Effects. ProEXR provides access to important features of the format including multiple image layers, preservation of color space information, and choice between all compression options available in the latest Open EXR libraries. With ProEXR, artists working in Photoshop can work with layered EXR files and save projects as EXR without collapsing layers. This one file can then be opened in digital compositing applications such as After Effects, Shake, Nuke, and Fusion.

Nuke® by Foundry® is a node-based digital compositing and visual effect application used for television and film post-production. In 2015, The Foundry released Nuke Non-commercial with some basic limitations.

V-Ray® is a 3D rendering software that is compatible with most major digital content creation applications including Maya, Nuke and Katana.

Adobe® Creative Cloud® is a collection of 20+ desktop and mobile apps and services for photography, graphic design, video editing, web development, UX and more.

Career Occupations:

Jr. Matte Painter, Matte Painter, Assistant Matte Painter

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Effects Animation Diploma

Program Objective:

This online program is designed to enable aspiring effects animators to learn the process of creating 3D technical effects using various 3D computer software. Through a series of assignments students will learn how to create different types of effects simulations. Students will learn how to create both expressions and procedural geometry generation. Students will create their own technical effects for their final project.

Program Outline:

Students are required to complete 4 courses in the Effects Animation Diploma:

Term 1: Effects Software Foundations

Term 2: Effects Design

Term 3: Effects Production

Term 4: Final Effects Projects

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Houdini® is a 3D animation software application developed by SideFX. Houdini's exclusive attention to procedural generation distinguishes it from other 3D computer graphics software Houdini is most commonly used for the creation of visual effects in films and games. SideFX also publishes *Houdini Apprentice*, a limited version of the software that is free of charge for students.

Career Occupations:

TD Effects Animator, Environmental Effects Animator

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Esports Diploma

Program Objective:

Students will have a thorough knowledge and understanding of the Esports industry. How it works, its history, regional markets, and how tournaments are structured. Students will also understand game player roles, game mechanics, physical, mental, and social game playing skills.

Program Outline:

Students are required to complete 4 courses in the Esports Diploma Program:

Term 1: Esports Foundations

Term 2: Industry Knowledge & Analysis

Term 3: Business & Marketing

Term 4: Team / Player Development

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have their own computer software, including Word Processing, and hardware.

Broadband Internet Connection: 256k minimum

Webcam and Headphones with a built-in microphone, are essential tools for Online Programs

Firefox 3.0 or higher

Discord® is built to create and manage private and public communities. It gives users access to tools focused on communication like voice and video calls, persistent chat rooms and integration with other gamer-focused services. Chat with your gaming squad for free on Discord, the #1 chat app for gamers.

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Career Occupations:

Video Game Analyst, Team Manager, Player Development Coach, Esports Recruiter, Esports Coordinator, PAs, Event Manager, Content Creator, Shout Caster.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Animated Short Films Diploma

Program Objective:

This online program is designed to enable aspiring animators and filmmakers to learn the process of creating an animated short film. Through a series of assignments students will learn a full production pipeline, transitioning from pre-production to production to post-production. All story elements and animation assets will be created by the student.

Prerequisites:

Students must have one of the following to qualify for admission to the Animated Short Films Program:

3D Animation Diploma (1 Year)

BFA Animation Degree

Masters Animation Degree

2 Years of Professional Animation experience

Program Outline:

Students are required to complete 4 courses in the Animated Short Films Program:

Term 1: Animated Film Preproduction

Term 2: 3D Layout

Term 3: Animated Film Production

Term 4: Animated Postproduction

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Career Occupations:

Junior Animator, Animator, Pre-visualization, Story Artist

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Video Game Design Diploma

Program Objective:

This Program teaches students how to design interactive digital entertainment. Students study game design theory, system design, gameplay design, and level design, economics, rewards and monetization. Students are introduced to tools used by professional designers. Video Game Design students will know how to design, test and polish their own games.

Program Outline:

Students are required to complete 4 courses in the Esports Diploma Program:

Term 1: Game Design Foundations

Term 2: Game Design Roles and Tools

Term 3: Gameplay and Levels

Term 4: Final Project

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor.

Each student also has access to 2 optional Live sessions each week: Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

Unity® is a cross-platform game engine developed by Unity Technologies. Unity makes real-time 3D projects for Video Games and Animation.

Microsoft® Excel®, the spreadsheet app, lets you create, view, edit and share your files quickly and easily. Manage spreadsheets, tables and workbooks. It features calculation, graphing tools, pivot tables, and a macro programming language called Visual Basic for Applications.

Career Occupations:

Entry level position as Video Game Designer, Systems Designer, Gameplay Designer, Level Designer

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Virtual Reality Diploma

Program Objective:

This online Program is designed to enable aspiring virtual designers to learn the process of creating 3D virtual reality through computer animation. Through a series of assignments students will learn how to apply 3D modeling techniques, principles of animation, locomotion for environments and characters. Students will learn the process of transitioning from idea to conception to final polished 3D virtual reality work. Students will create their own organic and inorganic assets for their final project.

Program Outline:

Students are required to complete 4 courses in the Esports Diploma Program:

Term 1: VR Modeling Foundations

Term 2: Organic Environment Modeling

Term 3: Animation Foundations

Term 4: Virtual Reality Experience

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

Windows OS: XP, 11 or newer

Processor: 3GHZ or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

or

Mac OSX Tiger or newer

Processor: Core Duo/Intel or higher

12 GB RAM (16 GB recommended)

Nvidia GeForce GTX 1060 3 GB or better graphics card

Quill® on Oculus Rift is a virtual reality illustration and animation tool built to empower artists and creators, whether to create final art or as a production tool for concept creation aid. Quill allows users to paint and animate in virtual reality on an infinitely scalable canvas – with rich colors and intuitive tools.

Adobe® Creative Cloud® is a collection of 20+ desktop and mobile apps and services for photography, graphic design, video editing, web development, UX and more.

Career Occupations:

Junior VR Animator, VR Modeler, VR Experiences Builder

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Production Management Diploma

Program Objective:

This Program teaches students how to manage digital artists, schedule productions, coordinate digital productions, prepare budgets, and create, organize and optimize digital assets. Students will have a comprehensive understanding of the production process and the business aspects of digital entertainment.

Program Outline:

Students are required to complete 4 courses in the Production Management Diploma Program:

Term 1: Production Management Foundations

Term 2: Time Management, Deadlines, Scheduling, Logistics

Term 3: Individual Coordination for Animation, Visual Effects, and Video Games

Term 4: Entire Production Coordination

Number of Clock/Credit Hours:

Each of the 4 courses consists of 247.5 hours for a total of 990 hours over 48 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor.

Each student also has access to 2 optional Live sessions each week: Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have webcam and headphones with a built-in microphone, internet broadband or high-speed connection, and are responsible for supplying their own computer software and hardware.

ShotGrid® is a project management software owned by Autodesk. ShotGrid is primarily used for visual effects and animation project management in television shows and movie production and video game development.

Microsoft® Excel®, the spreadsheet app, lets you create, view, edit and share your files quickly and easily. Manage spreadsheets, tables and workbooks. It features calculation, graphing tools, pivot

tables, and a macro programming language called Visual Basic for Applications.

Career Occupations:

Entry level position as junior production coordinator, production assistant, assistant manager, and assistant producer.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Digital Entertainment Art Foundations

Program Objective:

In this online course students learn about Concept Art, 3D Modeling and 2D Computer Animation. Students develop drawing techniques, using anatomy, silhouette and portraits and create original artwork for online exhibition. They learn to create realistic and cartoony models, learn basic Adobe Animate and create 2D Animations. This course introduces students to proper 2D animation workflows and methods, to learn the 12 principles of animation. Students learn live action film for reference and produce a film of their own animation.

Program Outline:

Students are required to complete 3 courses in the program:

Term 1: Software Foundations & Drawing Preparation

Term 2: Inorganic Modeling Foundations and Anatomy Foundations

Term 3: Animation Principles and Drawing Foundations

Number of Clock/Credit Hours:

Each of the 3 courses consists of 247.5 hours for a total of 742.5 hours over 36 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have their own computer software and hardware.

Desktop or Laptop Computer w/webcam

Recommended Graphics card: Nvidia GeForce GTX 1060 3 GB or better

Headphone with built-in microphone.

Internet broadband / High Speed connection.

Career Occupations:

This introductory Program serves as a pre-requisite for entry into higher level Animation and Digital Arts Programs.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Program Title: Digital Entertainment Technology Foundations

Program Objective:

In this online course you will learn about 3D Animation, Effects Animation and Video Game Design. Various aspects and functionality of the 3D software Maya are covered. This course introduces students to proper 3D animation workflows and methods, to learn the 12 principles of animation. Students are shown the fundamentals for creating computer generated visual effects. The basic interface of the high-end 3D effects software Houdini, Pyro and Mantra are reviewed. Game design principles and foundations will be studied. Through a series of assignments, students will learn to design a game.

Program Outline:

Students are required to complete 3 courses in the program:

Term 1: Animation Principles & Drawing Preparation

Term 2: Effects Software Foundations

Term 3: Game Design Foundations

Number of Clock/Credit Hours:

Each of the 3 courses consists of 247.5 hours for a total of 742.5 hours over 36 weeks. Lessons are delivered live online, and students must attend 2 live lesson per week with 15-25 hours of homework and project assignments each week. Attendance is monitored each time a student logs in to the online Campus.

Method of Instruction:

All instruction for this Program is online Live with an instructor. There are recorded videos to review, demonstrating how to complete each assignment.

Each student also has access to 3 optional Live sessions each week: Software Support, Digital Arts Support and Homework Help. Additionally, each student has full access to VANAS Plus, our online learning platform, which has supplemental lessons pertaining to the software each course uses.

Training / Instructional Aids and Facilities:

Students are required to have their own computer software and hardware.

Desktop or Laptop Computer w/webcam

Recommended Graphics card: Nvidia GeForce GTX 1060 3 GB or better
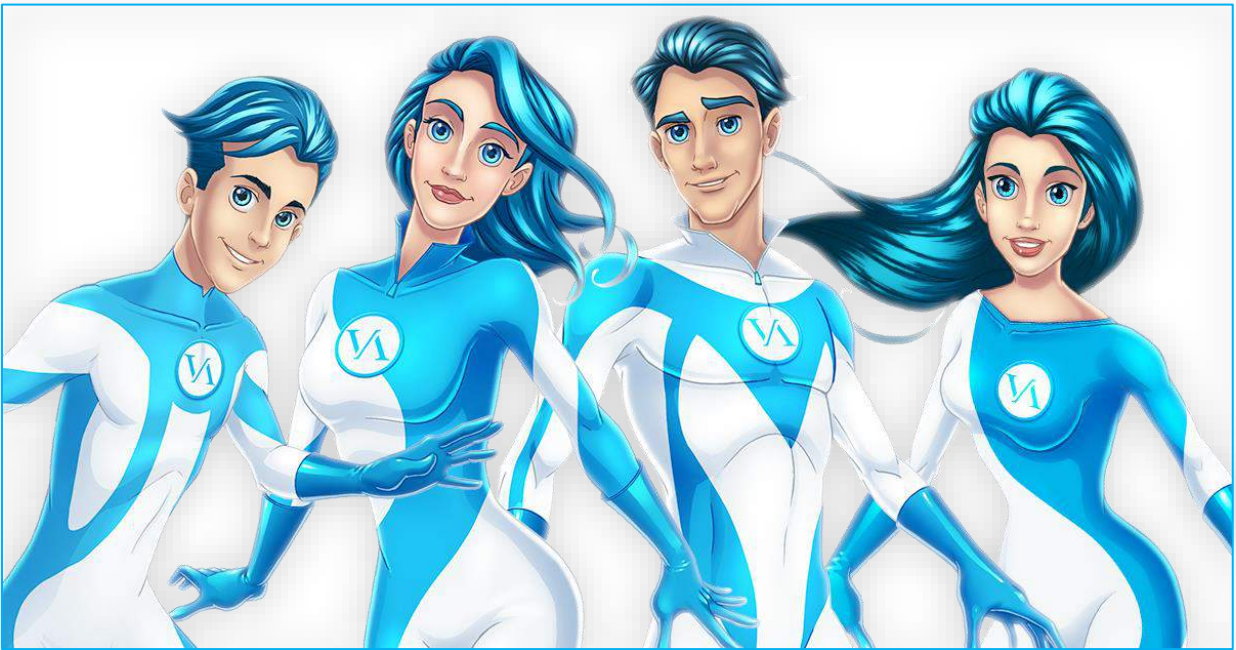
Headphone with built-in microphone.

Internet broadband / High Speed connection.

Career Occupations:

This introductory Program serves as a pre-requisite for entry into higher level Animation and Digital Arts Programs.

Completion Document:

Students who successfully complete all Program requirements will be granted a VANAS Diploma.

Vancouver Animation School

www.vanas.ca