



## CATALOG SUPPLEMENT

The Catalog Supplement is part of the College Catalog & Student Handbook.

## Administration

**Effective: 01/03/2018**

Mike Bailey  
Campus President  
Academic Dean  
ADA Coordinator

Kristina Gross  
Director of Admissions

Mari Huffman  
Director of Financial Aid

Sharita Allen  
Registrar

Alicia Bower  
Student Services Coordinator /  
Library Coordinator

Lori Van Liere  
Corporate Librarian

For education related questions, please see any member of the education team labeled below as a “Program Chair” or “Lead Instructor”.

## Faculty

<b>Name</b>	<b>Job Title</b>	<b>Subject Area</b>	<b>Credentials</b>
Gray, Nancy	Instructor	General Education	B.S., UW Stevens Point; M.S., UW Whitewater
Harjung, Dan	Instructor	Recording & Live Sound	
Ibsen, Ray	Instructor	Video Production & Editing	B.S., UW Green Bay
Vrenna, Chris	Instructor	Recording & Live Sound	B.A., Kent State University
Heckel, Ciara	Lead Instructor	Medical Assistant	
Little, Janet	Lead Instructor	Medical Office Billing and Coding; Allied Health	MA, BBA, University of Phoenix
Bailey, Mike	Program Lead	Media Business	M.S., UW Whitewater; B.S., Charter Oak State College
Citino, Nella	Program Lead	Video Production & Editing	B.A., Kent State University; M.A., Bowling Green State University
Olson, Doug	Program Lead	Recording & Live Sound	B.S., UW Madison
Annette Parson	Program Chair	Online Programs	M.B.A., Heidelberg University; B.S.B.A., Bowling Green State University; Certificate, Stautzenberger College

# Academic Calendar

**Effective: 02/08/2018**

## Program Start Dates

Madison Media Institute schedules ten to eleven modules per year where students are required to take two classes at one time and each module meets for five weeks.

Madison Media Institute observes Constitution and Citizenship Day on September 17th of each year to commemorate the September 17, 1787 signing of the United States Constitution. If September 17th falls on a Saturday, Sunday, or holiday, the College will celebrate Constitution Day during the preceding or following week.

2018		2019	
Start	End	Start	End
1/1/18	2/4/18	12/17/18	1/27/19
2/5/18	3/11/18	1/28/19	3/7/19
3/12/18	4/15/18	3/4/19	4/7/19
4/16/18	5/20/18	4/8/19	5/12/19
5/21/18	6/24/18	5/13/19	6/16/19
6/25/18	7/29/18	6/17/19	7/21/19
7/30/18	9/2/18	7/22/19	8/25/19
9/3/18	10/7/18	8/26/19	9/29/19
10/8/18	11/11/18	9/30/19	11/3/19
11/12/18	12/16/18	11/4/19	12/8/19
12/17/18	1/27/19	12/9/19	1/26/20

## Holidays and Make-Up Days

Due to certain annual holidays, course make-up days are required. These make-up days are identified below.

2018	
Holiday	Make-Up Day
New Year's Day January 1, 2018	January 5, 2018 (alternate January 6, 2018)
Memorial Day May 28, 2018	June 1, 2018 (alternate June 2, 2018)
Independence Day July 4, 2018	July 6, 2018 (alternate July 7, 2018)
Labor Day September 3, 2018	September 7, 2018 (alternate September 8, 2018)
Thanksgiving November 22-25, 2018	November 30, 2018 (alternate December 1, 2018)
Winter Break December 24, 2018 – January 1, 2019	No classes

2019	
Holiday	Make-Up Day
Memorial Day May 27, 2019	May 31, 2019 (alternate June 1, 2019)
Independence Day July 4, 2019	June 28, 2019 (alternate June 29, 2019)
Labor Day September 2, 2019	September 6, 2019 (alternate September 7, 2019)
Thanksgiving November 28 – December 1, 2019	December 6, 2018 (alternate December 7, 2019)
Winter Break December 23, 2019 – January 5, 2020	No classes

# Tuition and Fees

**Effective: 1/3/2018**

Mark Program	Program	Credits	Length (in months)	Estimated Books and Fees	Estimated Equipment and Supplies	Estimated First Term Costs	Estimated Tuition Costs*
<b>DIPLOMA PROGRAMS</b>							
<input type="checkbox"/>	<b>Medical Assistant</b>	60	10	\$0	\$75	\$4,700	\$17,625
<input type="checkbox"/>	<b>Medical Office Billing &amp; Coding</b> (Online Only)	60	10	\$0	\$75	\$5,200	\$19,500
<input type="checkbox"/>	<b>Recording and Live Sound</b>	58	10	\$0	\$75	\$7,138	\$25,875
<input type="checkbox"/>	<b>Video Production &amp; Editing</b>	59	10	\$0	\$75	\$7,017	\$25,875
<b>ASSOCIATE DEGREE PROGRAMS</b>							
<input type="checkbox"/>	<b>Media Business</b> (Online Only)	92.5	7	\$0	\$75	\$5,670	\$18,250

\*Based on current term rate. Tuition rates are subject to change for future terms.

Students are billed each quarter based on the number of credit hours in which they are enrolled for the quarter and the cost per credit hour for their program. Full time students must take a minimum of twelve (12) quarter credit hours or a maximum of nineteen (19) quarter credit hours per term. Although Madison Media Institute encourages all students to attend full time occasionally students may attend part-time. If a student is attending part-time, financial aid will be adjusted based on actual hours attended.

## **Other Costs**

Diploma re-print fee	\$20
Transcript Fee	\$5
Student ID replacement fee	\$10