Pennsylvania College of Art & Design

LAPTOP, CAMERA & SOFTWARE REQUIREMENTS & GUIDELINES

All students at PCA&D are required to own a camera and laptop by the first day of classes of the semester in which enrollment begins. The following charts show College-wide laptop and camera ownership requirements. They are the same for all students in each of the studio majors and foundation year.

Laptop Requirements	
Laptop	Mac Book Pro 15”
Memory	8 GB RAM (4GB is possible)
Hard drive	500 GB Hard Drive minimum
Apple Care	Required
Software	Microsoft Office 365 University Adobe Creative Cloud* FireFox Sophos Antivirus
Other	Flash Drive: minimum 8 GB

*Adobe Creative Cloud will be provided to all students by PCA&D at no additional cost. Instructions on the installation process will be provided before the beginning of the fall semester.

Optional Purchases:

- External hard drive (500 GB or greater)
- A protective carrying bag
- 3-Button external mouse
- Printer – postscript is preferred
- Scanner
- iWork

Camera Requirements
RAW capability
10 Megapixel (minimum)
Digital SLR
18-55 mm lens

Suggested Cameras:

- Canon EOS T2i (or better)
- Nikon 3100 (or better)

Frequently Asked Questions:

When should I purchase my laptop?
While a student can access the PCA&D Apple store at any time, most updates to hardware occur in late spring to early summer. To ensure that you are entering PCA&D with the most current technology, we advise waiting until June if you are entering PCA&D in a fall semester.

Where should I purchase my laptop?
The laptop can be purchased through any Apple Store (PCA&D has one close to our campus. The store is located at Park City Mall) or online through the PCA&D Apple store at http://store.apple.com/us_edu_52439.

How much will the laptop cost?
Currently our recommended system costs $2,000-3,000 (with Apple Care).

When should I purchase my camera?
The camera can be purchased at anytime prior to the start of classes.

Where should I purchase my camera?
We suggest www.adorama.com, www.bhphotovideo.com or www.keh.com (we suggest purchasing the camera new, not used)

How much will the camera cost?
Camera price ranges from $450-675

When should I purchase my software?
We suggest purchasing software in July or August when you have received your schedule. Students need their schedule as proof of enrollment to receive large discounts from vendors. Additonal information can found at http://help.pcad.edu/downloads.shtml

How will I get Adobe Creative Cloud from PCA&D?
We will provide instructions on how to obtain Adobe Creative Cloud from PCA&D as we get closer to the beginning of the fall semester. Watch out for emails from pcad-it@pcad.edu.

Where should I purchase my software?
AICUP Student Select: http://www.journeyed.com/select

How much will the software cost?
Microsoft Office 365 University for Mac - $79 (Four year subscription)
Firefox – Free download from www.firefox.com
Sophos AntiVirus – Free download from http://www.sophos.com/en-us/products/free-tools/sophos-antivirus-for-mac-home-edition/download.aspx

We ask that all incoming students purchase, download, and install software prior to orientation.
These prices are through AICUP Student Select. Prices may vary. We always suggest watching for sales and utilizing academic/student pricing discounts.

Can I use financial aid to cover the cost of my hardware and software?
You can opt to borrow additional money though a Parent PLUS loan or a Private/Alternative loan above and beyond tuition costs. All funds owed to the College will be deducted from the first available source of financial aid. For instance, if tuition and fees are charged, and a student loan has been credited to the student's account, these charges will be deducted from the total loan amount and the balance (refund) returned to the student. PCA&D's Business Office will issue refund checks for any amount above and beyond tuition. Student's can then use this money for any educational expense including, rent, supplies, transportation etc. Generally, all cash payments from financial aid, including Federal Stafford Loans, Federal PLUS Loans and Alternative Loans received by the Business Office, will be disbursed to students roughly four to five weeks from the beginning of the term. If you have additional questions, please contact the PCA&D financial aid office.

I am a transfer student. Are the laptop and camera requirements the same for me?
You should follow the laptop requirements that are listed. You should also contact your admissions counselor after you have received your transfer evaluation from our Dean of Students to discuss the camera.

How can I insure my laptop?
While all students are required to purchase Apple Care, this covers issues that do not extend to damage or theft of the computer. To read the details of Apple Care for your laptop, visit: http://www.apple.com/support/products/proplan.html
Students should check with their family's homeowner's policy or their own renter's insurance policy to determine coverage and deductibles. You may wish to cover the computer, camera and software by adding a rider to an existing policy to deal with issues of damage or theft.

If I am having a problem with my laptop or software, where can I go for help?
Students can call or email the IT Department to setup an appointment to have one of our people assist them with computer needs or advice. The IT department can assist students with basic laptop difficulties (for example their Mac Book Pro will not boot or it will not connect to the wireless network). We are not able to do any computer repairs.
IT Department Assistance for Students
Hours: 8am to 5 pm, Monday - Friday
Phone: 717-396-7833 xt.1004
Email: pcad-it@pcad.edu

Repairs and warranty service through your Apple Care can be taken to the Apple Store. The closest Apple Store to PCA&D is located in the Park City Mall. You will need to use the Apple Store online system to make an appointment with their Genius Bar prior to your visit.

- Please note that information and prices are subject to change. If you have questions, please contact pcad-it@pcad.edu. 3/14