



# HOFA-College

– Information for Course Participant –

**Procedure • Scope of Services • Support • Frequently Asked Questions**



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# INTRODUCTION BY THE PRINCIPAL

*« That's where I saw the potential of a very practice-oriented online course, in which the students are provided with an outstanding team of experienced audio engineers on a daily basis. »*



*« You're interested in studio knowledge and want to learn everything about computer-based recording and mixing music? You found HOFA-College and now you probably have at least two questions:*

- 1. What exactly does HOFA-College do?  
and*
- 2. Do they know what they're doing?*

*When I had the idea for an audio engineering online course sometime in 2003, I asked myself the same questions. By that time there were only a few "large" studios left in Germany. The fantastic possibilities of home recording made it hard for many studios who had relied heavily on expensive technology to survive. When many of these studios closed, the industry also lost many educational- and internship establishments that offered a practice-oriented introduction to audio engineering.*

*That the HOFA-Studios were fully booked in these days was due to the fact that we implemented computer-based recording and mixing in the 1990. We worked with inexpensive home recording equipment early on and achieved professional results. We learned that cheap does not always mean bad.*

*That's where I saw the potential of a very practice-oriented online course, in which the students are provided with an outstanding team of experienced audio engineers on a daily basis. The direct connection to our successful studio still makes sense to me.*

*Thank you for your interest in audio engineering. I hope you have as much fun recording and mixing as I have had so far. »*

A handwritten signature in black ink, appearing to read 'J. Sachse'.

**Jochen Sachse**  
Principal and CEO

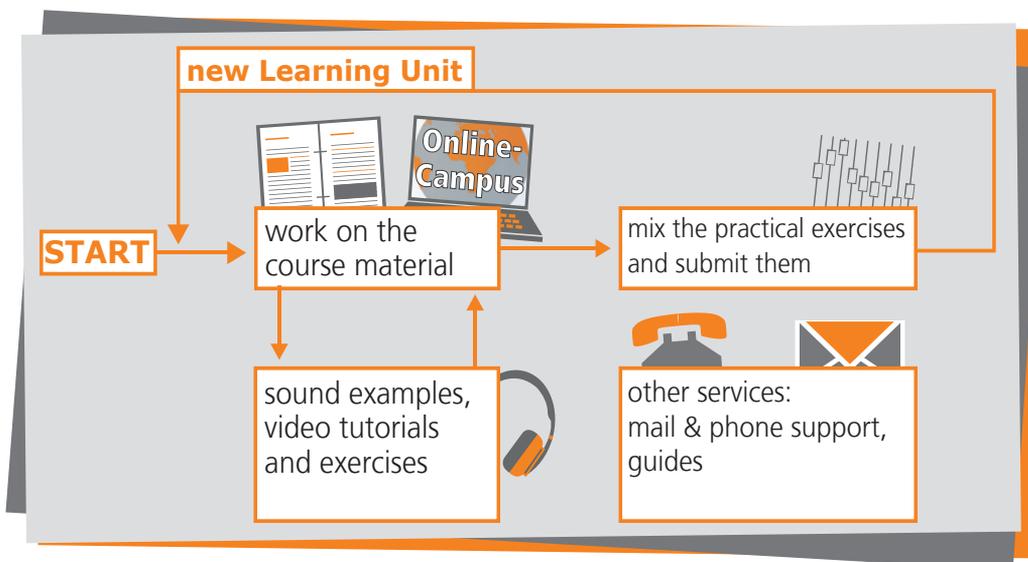
# ONLINE COURSE SCHEDULE

The HOFA-College Online Courses consist of learning units that we provide on the online campus. You receive them either monthly or at the start of the course (if you choose the single-payment option). Each learning unit contains detailed texts, many sound examples, embedded video clips, exercises, practice mixes and many video tutorials.

In addition to the contents of the respective learning unit, you also get access to our "Campus TV" where you can find lots of

audio engineering tutorials, detailed guides, tips & tricks and sound libraries. They are accessible for the entire duration of your course.

If you have any audio engineering related questions, you can contact our support team via email, chat or phone.



## HOFA BASIC

**DURATION:** 6 months

**PRACTICE EXERCISES:** 6 mix analyses  
detailed feedback

**CERTIFICATE:** Participation BASIC

**INCLUDING:** Online Campus, Support, App

## HOFA PRO

**DURATION:** 12 months

**PRACTICE EXERCISES:** 6 mix analyses  
detailed feedback

**CERTIFICATE:** certified HOFA Audio Engineer

**INCLUDING:** Online Campus, Support, App

## HOFA COMPLETE

**DURATION:** 24 months

**PRACTICE EXERCISES:** 6 (BASIC) + 6 (PRO)  
+ one mix analysis per short course with  
detailed feedback

**CERTIFICATE:** Participation (BASIC &  
COMPLETE) & certified HOFA Audio Engineer  
(PRO)

**INCLUDING:** Online Campus, Support, App

## HOFA Short Courses

**DURATION:** 2 months each

**PRACTICE EXERCISES:** one exercise with  
detailed mix analysis each

**CERTIFICATE:** Participation HOFA Short  
Course

**INCLUDING:** Online Campus, Support,  
App

# EXERCISES & PRACTICE MIXES



## Online Campus ([oc.hofa-college.com](http://oc.hofa-college.com))

The HOFA Online Campus is your access to the learning units of the HOFA-College online courses. You can access the entire course content via your web browser or the HOFA-College App on your smartphone and tablet.

Each month you will receive new video tutorials, texts, clips, sound examples, exercises and complete studio productions.

With your individual username and password you will receive access to the largest online learning platform for audio engineering that continually grows.

You will receive the login data with your registration confirmation. On the Online Campus you also have access to the mix upload feature.

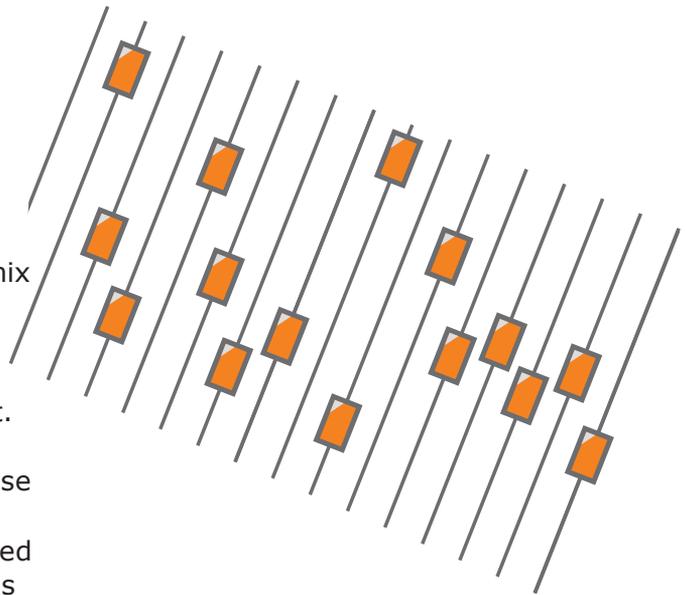
## Exercises

The monthly practical exercises are a central element of the HOFA-College audio engineering training and supplement the course material by a further practical component.

In each learning unit of the BASIC course you receive tracks of a production that you can mix and send in for mix analysis.

In the PRO course you receive the individual tracks of multiple productions in each learning unit. You can then send in up to 6 mixes for mix analyses - more on request.

Experienced audio engineers listen to your mix and analyse it in the HOFA-Studios control rooms. We inform you as soon as we have received your mix and send you a detailed and individual mix analysis within 10 days. These analyses contain specific examples and screenshots to give you a valuable feedback on the strengths and weaknesses of your mix. You also receive our HOFA mix to compare with your own work.



# EDU DISCOUNTS & SUPPORT



TrustedMusic



## EDU Discounts

Active HOFA-College students receive educational discounts from many manufacturers. At the start of the course, you will receive a confirmation of participation from us, which you can use to get discounts from the various manufacturers.

*At HOFA you can get 33% EDU discount on all HOFA audio plugins and 10% EDU discount on HOFA acoustic modules. As soon as you login at hofa-shop.com, you'll automatically see the discounted prices. You'll receive the login data at the start of the course.*

## Support

We're happy to help you with all your questions about access data, organisation of the mix analyses, invoices, etc.

**Additionally, every student will receive audio engineering support from our HOFA-College tutors.** We'll answer all your audio related questions and help you with any problems you might have.

Support is available on weekdays from 9:00 a.m. to 7 p.m. CET by email to [info@hofa-college.com](mailto:info@hofa-college.com) or by phone at +49 7251 3472 111.

In order to have your questions answered by the best suited employee, we might forward you or call you back.

You can also use the chat on our homepage.

**Please have your customer number or project number ready when you contact us.** You can find it on all invoices and on most other documents that we sent you.



# FREQUENTLY ASKED QUESTIONS



*When do I receive which certificate?*

You'll receive the HOFA COMPLETE, HOFA BASIC and the HOFA Short Course certificates automatically after your regular course length has ended.

The HOFA Audio Engineering certificate for the HOFA PRO course requires that you pass the theoretical and practical intermediate and final exams.

*Which DAW do I need for the practice mixes?*

Generally, every DAW that lets you work professionally is suitable. At the start of the course we offer you a Cubase LE license, which is suitable for the HOFA BASIC course. HOFA PRO requires a DAW that can manage up to 71 audio tracks.

*Which login data do I receive from HOFA?*

During your online course you need your login data for the HOFA Online Campus. We will send you an email at the start of the course. Additionally, you receive the login data for the HOFA Shop and the HOFA Plugins Manager.

*Do I have to be on location for certain events?*

No, there is no required attendance - all practical tasks (and exams in HOFA PRO) can be done from home.

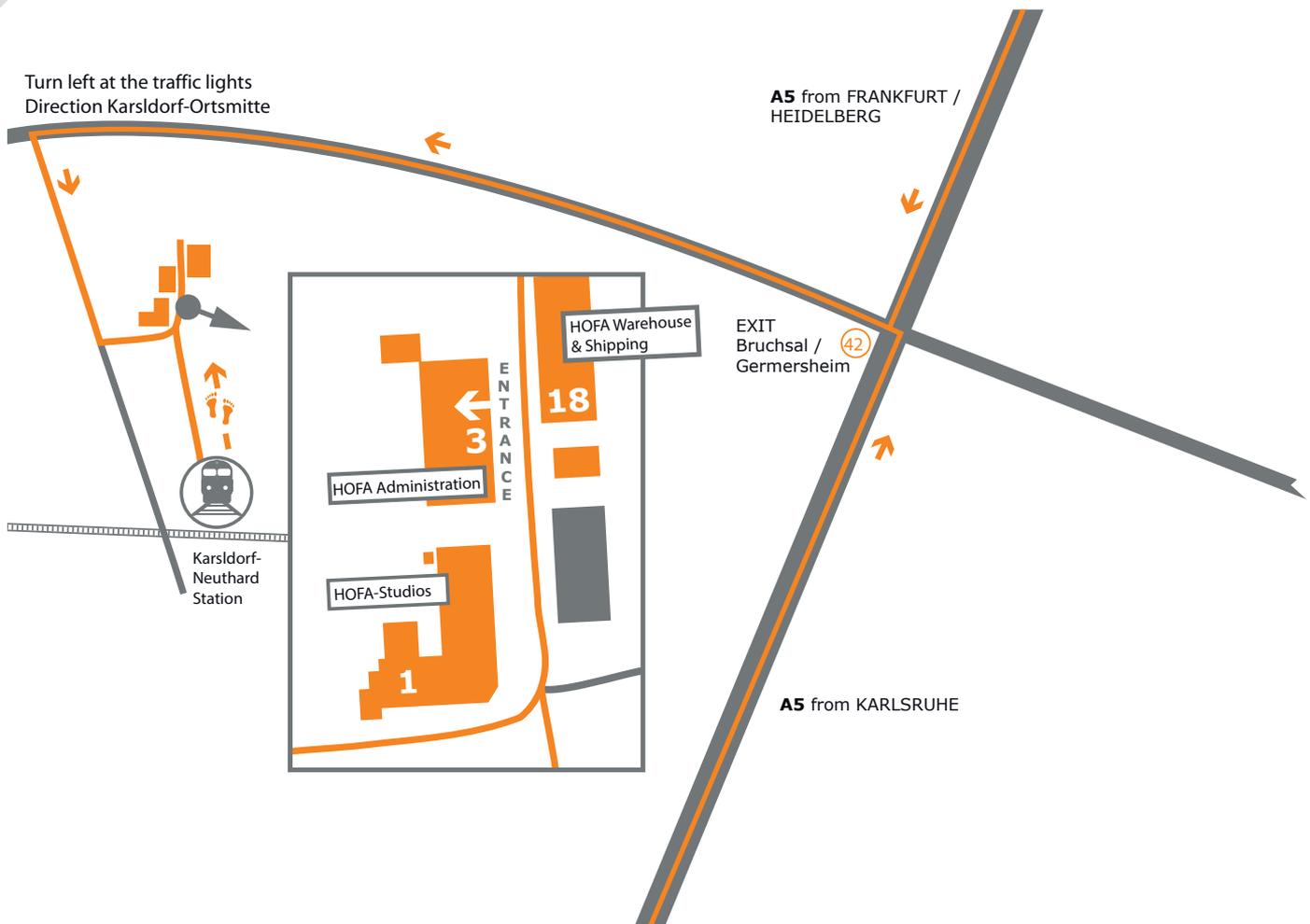
*What if my schedule for the course changes?*

The schedule of the course is flexible. If you have more time for the course, just let us know and we can send you the material earlier. If you don't have the time, you can pause the course for up to 6 months, depending on the course. A quick email is sufficient.

*When will the new learning units be available?*

We always send out the material on the first (or 15th) of a month (or on the next working day). If you choose direct debit as the desired payment option, the debiting happens a couple of days later.

# TEAM & ADDRESS



## HOFA-College

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GERMANY

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Fax: +49 7251 3472 337

Mail: [info@hofa-college.com](mailto:info@hofa-college.com)

# HOFA-Akustik



**HOFA-Akustik** develops and sells bass traps, absorbers, diffusers, mobile walls, acoustic curtains and acoustic pictures for optimal room acoustics. The professional and inexpensive acoustic modules are designed for use in recording studios as well as concert halls, rehearsal rooms and home cinemas.

[www.hofa-akustik.com](http://www.hofa-akustik.com)

# HOFA-Plugins



**HOFA-Plugins** offers extraordinary audio tools that come directly from everyday studio life. The IQ-Plugins, HOFA SYSTEM, the CD- and DDP-Software and the Freeware 4U-Series are innovative and easy to understand tools for a better and faster audio engineering workflow.

[www.hofa-plugins.com](http://www.hofa-plugins.com)

# HOFA-Studios



As one of the largest and most renowned recording studios in Germany, the **HOFA studios** stand for first-class studio productions.

[www.hofa-studios.com](http://www.hofa-studios.com)

# HOFA-Media



**HOFA-Media** duplicates CDs and DVDs in any quantity. Further services such as graphics & design, e-commerce, warehousing, logistics and distribution are available in-house.

[www.hofa-media.com](http://www.hofa-media.com)

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