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New England School of Art and Design

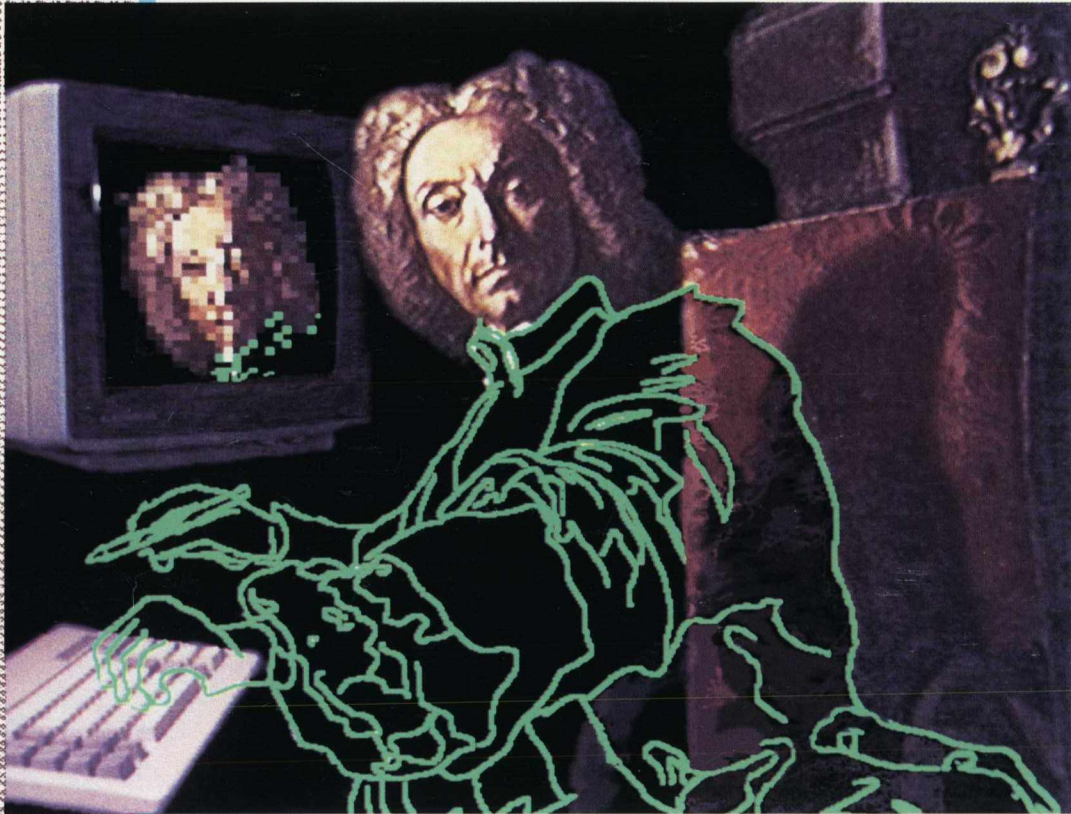
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THE
NEW ENGLAND
SCHOOL OF ART
& DESIGN

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The New England School of Art & Design admits students of any race, color, sex, creed, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, sex, creed, national and ethnic origin in the administration of its educational policies, admissions policies, scholarships and loan programs, and other School administered programs.

This catalogue does not constitute a contractual agreement. The New England School of Art & Design reserves the right, with the approval of the Commonwealth of Massachusetts, Department of Education, to change any program, department, course, policy and the personnel of the faculty at its discretion. The School has no responsibility for loss or damage to student work, supplies or other personal property.

28 Newbury Street
Boston, Massachusetts 02116
Telephone: (617) 536-0383

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Faculty 1987-88

James M. Aromaa

advertising design

James Aromaa Design & Advertising
BFA Massachusetts College of Art

Ann Marie Barsness

interior/environmental design

Architect, OKS Architects
Editor, Harvard Architectural Review
MArch Harvard University
BSME Boston University
BA Boston University

Harry W. Bartnick

color

MFA Syracuse University
BFA Tyler School of Art

Gabrielle Barzaghi

Drawing

School of the Museum of Fine Arts

Steven J. Basque

interior/environmental design

Associate Designer, Griswold Heckel & Kelly
BFA Syracuse University

Joseph F. Bille

interior/environmental design

Project Manager, ADD Inc.
Boston Architectural Center
University of Massachusetts

Michael R. Brodeur

design/painting

Co-Chairperson, Foundation Department
MFA Boston University
BFA University of New Hampshire

Linda L. Brown

drawing/painting

MAE Rhode Island School of Design
School of the Museum of Fine Arts

Marsha K. Caine

art direction

Art Director, Woodland Graphics
BFA Middle Tennessee State University

Jessee A. Carter

typesetting

Systems Manager, Allison Associates
AA St. Petersburg Junior College

Albert G. Columbro

interior/environmental design

President, Albert Columbro Interiors
BFA Massachusetts College of Art
AA Chamberlayne Junior College

Terry A. Cracknell

interior/environmental design

Senior Associate,
Huygens DiMella Shaffer & Associates
MArch Harvard University
BSCE Duke University

Bonnie Dann

illustration/drawing

Free-lance Illustrator
BFA Carnegie Mellon University

Ernest S. Durb

interior/environmental design

Principal, EDC Engineering Services
Coyne Electrical and Technical School

Joe R. Eiler

production

Principal, Smith/Eiler Design
Co-Chairperson, Department of Graphic Design
BFA Ohio University

Robin B. Emerson

business of art

President, Emerson & Associates Advertising
BS Skidmore College
AA Green Mountain College

Ted T. Fillios

airbrush

Free-lance Airbrush Illustrator

David R. Forman

lettering

Free-lance Calligrapher
BA Oberlin College

James W. Futral

interior/environmental design

Architect, Huygens DiMella Shaffer & Associates
MArch University of Pennsylvania
BS Auburn University

Gregory P. Garvey

computer graphics

Computer Graphics Consultant
MS Massachusetts Institute of Technology
MFA University of Wisconsin
BS University of Wisconsin

Edward P. Germano

illustration
Illustrator, The Enterprise
Vesper George School of Art

Steven Gildea

computer graphics/drawing
Co-Chairperson, Foundation Department
MFA University of Illinois
BFA Massachusetts College of Art
BA Colorado University

Charles E. Giuliano

art history/communications
MA Boston University
AB Brandeis University

Audrey Goldstein-Diamond

drawing
Co-Chairperson, Department of Fine Arts
BFA Tufts University
School of the Museum of Fine Arts

Laura A. Golly

graphic design/typography
Partner, Crystal Design Group
BFA Rhode Island School of Design

James D. Haberman

photography
Free-lance Photographer/Sculptor
MFA Goddard College
BA University of Wisconsin

Jean O. Hammond

publication design
Free-lance Graphic Designer
Co-Chairperson, Department of Graphic Design
The New England School of Art & Design
MEd Framingham State College
BS Framingham State College

Christine S. Hardiman

reprographics/production
Free-lance Graphic Designer
The New England School of Art & Design

Marsha E. Hewitt

graphic design
Free-lance Graphic Designer
BFA University of Michigan
MA University of Michigan
BA University of Michigan

Alan C. Holliday

advertising
Associate Creative Director, Doremus/Boston
MTS Harvard University
AB Kenyon College

Ross Horrocks

drawing
MFA Boston University
BA University of California at Santa Cruz

Virginia M. Just

graphic design/typography
Art Director, MARCOA DR GROUP
Vesper George School of Art

Barbara G. Kingsbury

interior/environmental design
Associate, The Architects Collaborative
Chairperson, Department of Interior/
Environmental Design
BArch Syracuse University

Rainer Koch

interior/environmental design
Architect, Cambridge Architects International
Dip-Arch University College, London

Deborah S. Lipman

business of art
Artists' Representative
MS Lesley College
BA Simmons College

Richard A. List

interior/environmental design
President, Richard List & Associates
MLA Harvard University
BLA State University College of Forestry at
Syracuse University

Stephen Lyons

graphic design/advertising
Graphic Design Consultant/Art Director
BFA Virginia Commonwealth University

Douglas W. MacElroy

interior/environmental design
Interior Designer, Albert Columbro Interiors
The New England School of Art & Design
BA Union College

James D. Magarian

interior/environmental design
Associate, TMP Consulting Engineers
BSME Northeastern University
BSET Wentworth College

William Maynard

painting
Co-Chairperson, Department of Fine Arts
School of the Museum of Fine Arts
Massachusetts College of Art

Kathleen A. Murray

typesetting
Computer Graphics Illustrator,
Digital Equipment Corporation
MFA Maryland Institute College of Art
BA Clark University

John G. Parrillo

interior/environmental design
President, John G. Parrillo Architect
MS Columbia University
BS Rhode Island School of Design

David H. Perry

interior/environmental design
Graphics and Exhibit Designer,
Cambridge Seven Associates
BArch Lawrence Institute of Technology
BS Lawrence Institute of Technology

Uldis Purins

package design
Design Director, Sheaff Design
BFA Boston University

Frank Raneo

fashion illustration
Free-lance Fashion Illustrator
Chairperson, Department of Fashion Illustration
New England School of Art

Anne V. Robinson

interior/environmental design
Principal, Robinson Roth & Associates
New England School of Art

John J. Roman

illustration
Free-lance Illustrator/Cartoonist
New England School of Art

Nancy J. Roper

interior/environmental design
Interior Design Consultant
The New England School of Art & Design
AA Harvard University

Lawrence Santaw

broadcast advertising
President, Santaw & Company
Design/Programmer, Robert Gilmore Productions
Lowell Institute
BA Franklin College

Dorothea R. Sierra

illustration
Illustrator/Designer
MFA Syracuse University
BFA Syracuse University

Gregory C. Tocci

interior/environmental design
Partner, Cavanaugh Tocci Associates
MS Massachusetts Institute of Technology
BS Tufts University

Judith R. Tufts

fashion illustration
Free-lance Fashion Illustrator
BFA Massachusetts College of Art

Paul S. Weiner

airbrush
Free-lance Airbrush Illustrator
BFA Massachusetts College of Art

Linda K. White

photography
BFA School of Visual Arts

Glenda M. Wilcox

interior/environmental design
President, Wilcox Associates
BFA Rhode Island School of Design

Adjunct Program Faculty

John T. Cooney

advertising design
Associate Creative Director,
Ingalls Quinn & Johnson
BFA Massachusetts College of Art
BA Notre Dame University

Richard M. Ender

advertising
Vice President/Creative Group Head,
Cabot Advertising
BS Boston University
Suffolk University

Robert A. Ganong

drawing
MFA Boston University
BFA Boston University

John R. Goodwin

magazine design
Art Director, Weingarten Publications
The New England School of Art & Design

Stephen Licare

production
Production Director
BS Boston University

Lisa A. Morrill

advertising design
Art Director
BFA Massachusetts College of Art

Anne C. Noble

interior/environmental design
Project Director, Griswold Heckel & Kelly
The New England School of Art & Design
BA Mercy College of Detroit

Jonathan L. Pieslak

marker rendering
Graphic Designer, Nason Design
New England School of Art
Art Institute of Boston

Alice Gray Read

interior/environmental design
Architect
MARCH University of Pennsylvania
BA Kirkland College

Denison W. Schweppe Jr.

lighting design
President, Schweppe Lighting Design
MFA New York University
BA St. Lawrence University

Margery Stegman

typography
Principal, Stegman Design
BA, American University

Pamela Sullivan

graphic design
Manager of Creative Services, Hill & Knowlton
Art Institute of Boston

John Tricomi

color/design
MFA University of Tennessee
BFA Massachusetts College of Art

Michael P. Valvo

interior/environmental design
Principal, Michael Valvo Design
The New England School of Art & Design
Bentley College

David Omar White

illustration
Author/Illustrator

Introduction

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GENERAL INFORMATION

Introduction

Educational Philosophy

The New England School of Art & Design is a professional school of visual communications. It is our fundamental objective to provide students with an educational background which fosters the development of the artistic, intellectual and practical abilities which are necessary for the success of working professional artists and designers.

It is our conviction that true professionalism demands a literal union of theoretical knowledge and practical skills. We believe that it is no longer enough to educate students in principles and aesthetic theory while largely ignoring the impact which rapidly changing attitudes and technologies have had on the practical application of those principles. Neither is it enough to train students in specialized skills and techniques without providing them with an understanding of why they are learning such skills and how they can be applied creatively and effectively. In the contemporary world both are necessary for professionalism in visual communications: theory and practice; principles and techniques; understanding and skill.

Our society is changing rapidly and unpredictably, and we are committed to providing an education which will have meaning and value, whatever the changes. This demands almost continuous reassessment and frequent adjustments of programs, methods and attitudes. But we are willing to face these often difficult adjustments because we believe in the artist as a communicator, creator and innovator. Our programs are therefore specialized, yet designed to be flexible and adaptable.

In recent years programs and course offerings at The New England School of Art & Design have been expanded in both number and scope, thus providing a broad range of opportunities suitable to a wide variety of individual needs, circum-

stances and interests. For the student who is looking for an intensive professional education there are full-time Diploma Programs in four Major Departments. At the same time students whose personal, family or business commitments make the full-time programs inappropriate or impossible can take advantage of the more flexible involvement which is possible in the part-time Diploma Programs. And for those who are unable to make a major commitment at the moment, yet who would eventually like to pursue a professional goal, it is possible to enter as a Special Student and then at a later date make the transition to one of the Diploma Programs. Finally, the Adjunct Programs (Evening and Summer Divisions) offer opportunities for students whose commitments do not permit daytime or school year study.

While studying at NESAD a student is bound to change—intellectually, artistically and personally. This is a natural, necessary growth process. We encourage experimentation, creativity and openness precisely because we believe this. But at the same time we also believe that structure, direction and a clearly defined sense of purpose are equally essential prerequisites for genuine growth and progress. At NESAD we attempt at all times to maintain a productive balance of structure and flexibility, a balance which will encourage a sound professional background and purposeful striving.

The New England School of Art & Design is a relatively small school and because of its size is able to offer students the opportunity for a personalized, individually suitable education. Our student body is extremely diverse and has included students of widely varying age, background and nationality (see *Students/Faculty*).



Students enrolled in The New England School of Art & Design are responsible for their own progress through the School and will be held responsible for completing course, Departmental and School requirements, and for monitoring their own progress toward completion of such requirements. In addition, all students are responsible for knowing and adhering to currently published requirements, regulations and policies. On request students may obtain information and counsel relative to their progress and status from faculty, Department Chairpersons, or members of the Administration.

The New England School of Art & Design admits students of any race, color, sex, creed, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, sex, creed, national and ethnic origin in the administration of its educational policies, admissions policies, scholarships and loan programs, and other School administered programs.

Licensing

The New England School of Art & Design is licensed by the Commonwealth of Massachusetts, Department of Education.

Accreditation

The New England School of Art & Design is an Accredited Member, National Association of Trade and Technical Schools.

The Interior/Environmental Design Program of The New England School of Art & Design is accredited as a three-year professional program by the Foundation for Interior Design Education Research (FIDER), a specialized accrediting body recognized by the Council on Post-Secondary Education and the United States Department of Education.

Eligibility

The New England School of Art & Design is an eligible institution under the Pell Grant Program; is an eligible school under the Guaranteed Student Loan Program; is an eligible school under the Massachusetts State Scholarship Program.

The New England School of Art & Design is authorized under Federal Law to enroll non-immigrant alien students; approved by the Veterans Administration for the training of eligible veterans; approved by the Massachusetts Rehabilitation Commission for the training of persons under its auspices.

Students/Faculty

Enrollment in NESA/D Day Programs is approximately 200 and the Evening and Summer Divisions also typically involve about 200 part-time students each semester. The average class size within the School is approximately 14 and no studio course may include more than 25 students. Foundation classes generally tend to be somewhat above the school average while upperclass courses are often lower.

While the majority of NESA/D students come from the New England region, our student body is quite varied and in the 1986-87 school year included students from ten foreign countries. The composition of the student body has changed substantially in the last decade and now includes many persons beyond the traditional college age level. Of the new full-time students entering between 1980 and 1986 over 65% came to NESA/D with previous post-secondary education and/or work experience. This, we believe, is due in large part to the essential integrity and quality of The New England School of Art & Design, its programs and its faculty. We are a school which demands discipline, motivation and professionalism; therefore we are attractive to somewhat

older, more experienced students who have developed an appreciation of such qualities. This is not to suggest that we do not actively seek and welcome qualified students entering directly from high school, for we most certainly do. However, NESA/D clearly is not appropriate for the uncommitted or immature.

It is the policy of The New England School of Art & Design to draw its faculty from the ranks of currently practising professional artists and designers. Thus, of the approximately 75 current faculty members, most teach on a part-time basis while maintaining active involvement in the art and design professions. They are men and women whose day to day work experience requires that they be highly competent, current and professional. Because of this they are able to bring a realistic, relevant point of view to the classroom. In brief, we see our student-faculty relationship as one of current professionals teaching future professionals. Please see *Faculty* for details regarding the work experience and educational background of individual faculty members.



History/Facilities

The New England School of Art & Design was founded in 1923 as New England School of Art and for over sixty years has provided educational opportunities for students seeking to enter the professional world of art and design. Our graduates can be found in professional positions throughout New England, ranging from agency art directors and designers, to interior designers and space planners, to free-lance and in-house illustrators, to teachers and painters.

During the summer of 1975 the School moved to 28 Newbury Street in Boston, its current location. The purchase of the building at 28 Newbury Street greatly enhanced the School's learning and working environment and provided dramatic proof of our commitment to improvement and growth. That same spirit of commitment has continued over the ensuing years, as was most recently evidenced by the construction of a mezzanine level over the second floor during the summer of 1983. The creation of this level provided significant new space which made it possible to relocate and totally refurbish our rapidly growing library, while at the same time creating a computer graphics classroom and an expanded interior design studio.

The NESAD building was constructed in 1911-12 by the American Academy of Arts and Sciences and for many years served as the Academy's home. The building has a handsome brick and marble facade with large windows and is an outstanding example of Classical Revival/Federal style architecture. Located in Boston's Back Bay section, just one-half block from the Boston Public Garden, the School is in the heart of the city's art gallery and design studio center. Public transportation is available only one block away and the School is easily accessible from almost anywhere in the greater Boston area.

The School has over 18,000 square feet of floor space and provides comfortable, well-equipped classroom and studio space. Specialized areas include: a computer graphics classroom; an audio-visual classroom for lecture and slide courses; graphic design and interior design studios equipped with parallel rules and drafting tables;

a life drawing studio; a painting/airbrush studio; a darkroom; a reprographics room. The recently constructed mezzanine level houses the School library and its rapidly expanding collection of books, slides, periodicals and other resource materials. The library also provides private study carrels and equipment for slide viewing and storage. A first-floor gallery, Gallery 28, provides space for the regular exhibition of professional artwork.

The computer graphics classroom currently includes ten IBM® PC-compatible computers equipped with 20 to 40 megabyte hard disks, color monitors, TARGA 16 or EGA graphics adapters, and graphics tablets or mice; an Amiga 1000 computer; a Dunn film recorder for producing slides or prints of images generated; a color printer-plotter; VHS format VCRs. Software being used includes AT&T TIPS (Truevision® Image Processing Software), AutoCAD® by Autodesk, PC Paint® by Mouse Systems, Aegis Animator®, and Deluxe Paint®.

The School maintains up to date instructional and support equipment including: a computerized typesetting system with digitized fonts, video display/editing and composition/word management features; slide, film, overhead and opaque projectors; VHS and ¼ inch videotape equipment; darkroom equipment for developing, printing and enlarging black and white photographs; equipment for cibachrome color printing; reprographics equipment including two photostat cameras for the reproduction of original art in black and white or color; compressors and outlets for airbrush work; silkscreen materials; an instant slide system; blueprint equipment.

The New England School of Art & Design does not provide or make available special facilities or services to handicapped persons. Handicapped persons are therefore advised to discuss the accessibility of the School's physical facilities with the Director of Admissions prior to making application to the School.

Employment and the NESAD Education

It is the goal of The New England School of Art & Design to prepare students for professional employment in the field of art and design. This basic institutional objective is reflected in virtually all aspects of the School. The curriculum, from the content and format of individual courses to the organization and scope of the Major Departments, is designed to equip students with the skills and concepts expected in the professional world. School policies and standards regarding admissions, academic progress and graduation requirements are similarly designed to encourage and insure professional attitudes, conduct and performance. The professional qualifications of the faculty add yet another dimension to this design. In addition, the Work-Study Program provides senior students with opportunities to gain practical experience in the working professional world and is a valuable tool in preparing students (see *Course Descriptions* for details of this program).

The School also has a system of required senior portfolio reviews in all Major Departments which are designed both to simulate professional conditions and to guarantee professional quality portfolios. The senior portfolio reviews are an important part of the NESAD education and are significant because the quality of the graduates' portfolios will be a major factor in determining their success in securing professional employment. The Fall reviews give students and departmental faculty members an opportunity to objectively evaluate portfolios and to plan corrective action where weaknesses exist. The Spring reviews are designed to give students an accurate, realistic evaluation of their readiness for professional employment.

Finally, the School has an active placement assistance program which is designed to help graduates find appropriate employment (see *Student Resources*). Clearly, however, the success of the placement effort is contingent on the quality of the educational programs. It is the purpose of the programs, policies and procedures described above to achieve such quality education.



Statistical information concerning the employment of graduates of The New England School of Art & Design may be obtained on request from the Admissions and Placement offices.

While it is the goal of the School to prepare students for professional employment, NESAD is well aware that there are many factors involved in successful employment over which it has little or no control. The New England School of Art & Design cannot guarantee employment or salary levels to any individual and no implication of a guarantee is intended in or should be inferred from the above stated policies.

Student Resources

Housing

The New England School of Art & Design has itself no facilities for student housing. There are, however, both dormitory and apartment options available in close proximity to the School. There are a number of non-affiliated independent dormitories within walking distance of NESAD which are much like any typical college dormitory except that they are privately owned and operated and accept students from a number of schools. In addition there are a number of Boston area colleges which make dormitory space available to students from other schools. The School will, on request, provide students with literature about dormitories, but persons seeking additional information will need to contact these organizations directly. The New England School of Art & Design has no interests, financial or otherwise, in any of these dormitories and assumes no responsibility for their operation. The rental of apartments is another option which many students choose, most often on a shared basis involving roommates. On request School staff members will offer suggestions about accessible neighborhoods, available rental agencies and services, and approx-

imate costs. The School can also assist students in identifying and contacting other NESAD students who are seeking roommates. In general the School can offer only limited housing assistance and housing should be considered primarily the responsibility of the student and/or his family.

Health Insurance

Full-time students between the ages of 19 and 25 who are Massachusetts residents or who reside in Massachusetts while attending the School are eligible for participation in the Student Health Program of Blue Cross and Blue Shield of Massachusetts. Both Major Medical and Master Medical plans are available. General information and applications for this Student Health Program are available at the School. Students under the age of 19 may continue to be covered by their parents' Blue Cross and Blue Shield membership. The New England School of Art & Design does not itself offer any student health insurance and it is the responsibility of students and/or their families to see that appropriate coverage is provided.



Placement

The New England School of Art & Design has an active policy of assisting graduates in identifying and locating potential sources of employment whenever it is possible to do so. The School's Placement Director maintains an Employment Opportunity File which is updated on a continuous basis. This file contains listings of opportunities of which the School has been informed by employers as well as listings from professional journals. In addition, alumni and faculty members make an extremely valuable contribution through personal referrals and suggestions. While designed primarily to assist recent graduates seeking full-time professional employment, the Employment Opportunity File also includes listings of part-time and free-lance opportunities which are often suitable for currently enrolled students. Qualified graduates and students are routinely notified of opportunities suitable to their expertise and interests. We encourage graduates and students seeking employment to register with the Placement Director in order that they may be kept informed and up to date. Graduates and students are welcome to make an appointment to speak with the Placement Director and review the Employment Opportunity File during normal office hours.

While the School will, on request, assist graduates in identifying and locating potential sources of employment, it cannot guarantee employment to any individual.

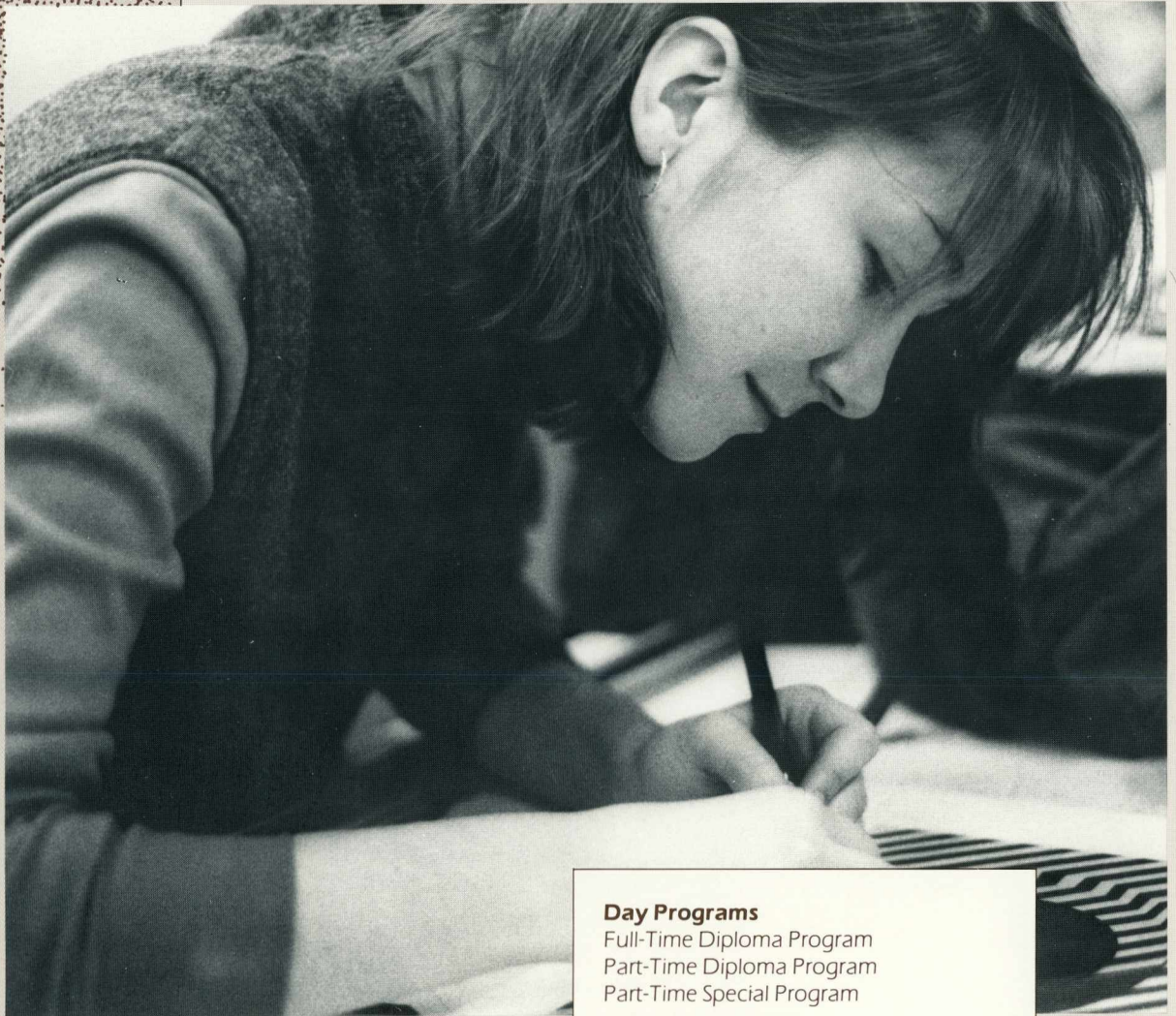
School Store

The NESAD School Store carries a wide range of art supplies, equipment and books commonly used in course assignments and sells most items at a 20% discount. Supplies not generally stocked can in most cases be ordered or the School Store Manager can suggest alternate suppliers. The School Store is maintained and operated solely for the benefit and convenience of the NESAD/D community.

Student Association

The Student Association is the student government of The New England School of Art & Design and is comprised of elected representatives of the student body. The Student Association has been involved in a variety of activities including social events, public service projects, the publication of a student newspaper and the production of yearbooks.





Day Programs

Full-Time Diploma Program
Part-Time Diploma Program
Part-Time Special Program

Adjunct Programs

Evening Division
Summer Division

PROGRAMS OF STUDY

Day Programs

Full-Time Diploma Program

The full-time Diploma Program involves three years of full-time study and is designed for committed students who are seeking an intense professional education over a relatively short period of time. A Diploma may be earned on a full-time basis in the following Major Programs:

Graphic Design
Interior/Environmental Design
Fashion Illustration
Fine Arts

Students wishing to pursue a particular professional goal not strictly within the scope of any single Major Program may earn a Diploma in General Art. Candidates for a Diploma in General Art design an interdepartmental program of courses to suit their individual career goals. The Administration and members of the faculty will assist in the design of such programs and no program may be instituted without the prior approval of the Committee on Academic Standing.

A full-time Diploma Program will include three years (six semesters) of full-time study comprised of one year (two semesters) of the Foundation Program and two years (four semesters) of the Major Program of the student's choice. The completion of the Foundation Program or its equivalent is a prerequisite for entrance into any of the Major Programs. Full-time students in the Foundation Program will ordinarily select a Major Program (which they will follow for the next two years) during the second semester of their Foundation year. The course requirements for each of the Major Programs may be found in the descriptions of each of the Major Departments (see *Departments/Course Requirements*). Diplomas will only

be awarded to students who have completed all Requirements for Graduation (see *Academic Information*).

The New England School of Art & Design defines a full-time student as one who is enrolled for 12 to 15 credits per semester. A Day Program semester consists of a minimum of 15 weeks or 75 school days and a school year is comprised of two such semesters, thus totalling a minimum of 30 weeks or 150 school days.

In the case of studio courses a credit is defined as a total of 30 clock hours of class time, or two class hours per week for a semester (15 weeks). All courses are studio courses unless otherwise indicated by the letter "A" (academic) following the course code. In the case of academic courses (i.e. those with the letter "A" following the course code) a credit is defined as a total of 15 clock hours of class time, or one class hour per week for a semester (15 weeks). Students may register for no more than 6 academic credits per semester and a maximum of 36 credits out of the 76 credits required for graduation may be earned in academic courses.

The above stated definition of a credit and the limitation on credits which may be earned in academic courses means that a full-time Diploma Program will include 18 to 30 hours of class time per week. A semester will therefore consist of 270 to 450 class hours and a school year will include 540 to 900 hours of class time. Since a minimum of 76 credits is required for graduation, no more than 36 of which may be earned in academic courses, a full six semester Diploma Program will require 1740 to 2280 hours of class time. However, since full-time students may earn up to 90

credits, a full-time Diploma Program may include up to 2700 class hours. Credits and class hours in excess of graduation requirements are strictly optional.

While the above stated requirements for full-time students allow for individual variation, most students will find it necessary to carry semester credit loads in excess of the full-time minimum (12 per semester) since a minimum of 76 credits is required for graduation. Please see *Academic Information* for complete details of the requirements for earning a Diploma at NESAD.

Part-Time Diploma Program

The part-time Diploma Program is appropriate for students who have a strong commitment to a professional design education, but whose personal or work commitments make full-time study inadvisable. In order to graduate, part-time Diploma Candidates must meet course and credit requirements identical to those required of students in the full-time Diploma Program (see *Departments/Course Requirements and Academic Information*), but may spread their studies over a longer period of time. Part-time Diploma Candidates may earn a Diploma in any of the Major Programs listed above under *Full-Time Diploma Program*.

In order to be eligible to apply for admission as a part-time Diploma Candidate, a student must have previously earned a minimum of 12 credits as a Special or Adjunct Student at NESAD. Students who have met this credit requirement may apply to the Admissions Committee for recognition as a part-time Diploma Candidate and, if accepted, all credits previously earned at NESAD may be applied toward Requirements for Graduation (see *Admissions* for application procedures). Persons who wish to become part-time students, but who have not met this credit requirements should initially apply as Special Students or Adjunct Students (see *Part-Time Special Program and Adjunct Programs* following this segment).

A part-time student is defined as one who is enrolled for fewer than 12 credits per semester and a part-time Diploma Program will therefore involve more than the three years of study required of full-time students. While the length of time required to complete a part-time Diploma Pro-

gram may vary widely, six years (12 semesters) is the recommended maximum. Total class hours required to complete a part-time Diploma Program are the same as those specified above for the full-time Diploma Program.

Part-Time Special Program

Recognizing that not all students desire or are prepared to take on the long-term commitment required in the Diploma Programs, the School has created the part-time Special Program which is designed to permit students with specialized or tentative goals to take Diploma Program courses without making a commitment to an entire Diploma Program, provided they can demonstrate relevant qualifications. Students in this program are considered Special Students, not Diploma Candidates, and are not eligible to earn a Diploma while enrolled as Special Students.

Although the part-time Special Program does not constitute a vocational program, it is closely allied with NESAD Diploma Programs and credits earned as a Special Student may subsequently be transferred to the Diploma Programs. Special Students take Diploma Program courses for credit, but credits earned may not be applied toward Requirements for Graduation until such time as the student has been accepted as a Diploma Candidate. Special Students may apply to the Admissions Committee for recognition as Diploma Candidates and, if accepted, all credits earned as a Special Student may be applied toward Requirements for Graduation (see *Part-Time Diploma Program and Admissions* for details and requirements.)

Special Students must meet admissions requirements similar to those required of Diploma Candidates except that they need only submit a portfolio relevant to the course or courses for which they have applied (see *Admissions*).

Adjunct Programs

It is the purpose of the Adjunct Programs (Evening and Summer Divisions) to make a selection of course offerings accessible to students who are unavailable for or unprepared for Day Program study. Thus the Evening and Summer Divisions include opportunities for beginners, for persons investigating new career directions, for students with previous art background, and for those with professional experience. Students in these programs are considered Adjunct Students, not Diploma Candidates, and are not eligible to earn a Diploma while enrolled as Adjunct Students.

Although the Adjunct Programs do not constitute a vocational program, they are closely allied with NESAD Diploma Programs (courses and faculty are generally drawn from Day Programs) and credits earned as an Adjunct Student may subsequently be transferred to the Diploma Programs. Adjunct Students take Evening and Summer Division courses for credit, but credits earned may not be applied toward Requirements for Graduation until such time as the student has been accepted as a Diploma Candidate. Adjunct Students may apply to the Admissions Committee for recognition as Diploma Candidates and, if accepted, all credits earned as an Adjunct Student may be applied toward Requirements for Graduation (see *Part-Time Diploma Program and Admissions* for details and requirements).

Admissions requirements for the Adjunct Programs are kept to a minimum (most courses require only the submission of an application and an interview) and are detailed in the Evening and Summer Division catalogues.

Evening Division

The Evening Division consists of two ten-week semesters per school year, with the Fall semester beginning in early October and the Spring semester beginning in early March. Evening Division offerings include: 1) Basic and introductory courses designed to give students background and experience with which to test their abilities and interests. 2) Selected Major Department courses drawn directly from the Diploma Programs. 3) Specialized professional-level courses aimed at persons already employed in art and design related fields.



Evening Division classes are generally held between 6:00 p.m. and 9:00 p.m. with most courses meeting once per week. Students may enter in either the Fall or Spring semesters. The Evening Division catalogue for the Fall semester is available in August and the Spring semester catalogue is available in January.

Summer Division

The Summer Division consists of one ten-week semester which begins in June and extends into the first part of August. As with the Evening Division, the Summer Division includes offerings of a beginning and introductory nature as well as selected courses from each of the Major Departments. The Summer Division provides new students with an opportunity to prove their abilities and better prepare themselves for Day Program study. It also gives students in the Diploma Programs the option of completing certain Major Department courses in advance of the regular school year.

The Summer Division includes both day and evening classes and most courses meet once or twice per week. The Summer Division catalogue is available in April and describes each course in the upcoming Summer semester.



Foundation

First Year Requirements

Graphic Design

Second Year Requirements

Third Year Requirements

Interior/Environmental Design

Second Year Requirements

Third Year Requirements

Fashion Illustration

Second Year Requirements

Third Year Requirements

Fine Arts

Second Year Requirements

Third Year Requirements

DEPARTMENTS/ COURSE REQUIREMENTS

Foundation

The purpose of the Foundation Program is to provide students with the resources through which to learn the concepts, attitudes, tools and techniques which NESAD/D believes are necessary for the development of professionalism in art and design. The Foundation Program is therefore designed to provide a comprehensive base of skills and experiences which in the long term will be of lasting value and which in the short term will prepare students to meet the specific demands of the Major Programs at the second and third year levels.

Within the Foundation Program we have developed a carefully structured approach to the study of visual communications, drawing skills, the structure and logic of design, the nature and use of color, the tools and techniques of various painting media, the design and use of letter forms, and the relation of the present world of art to its past; all with the goal of educating the student in the fundamental language of the visual arts. Because it has become clear that computer technology is significantly influencing the way artists and designers work, NESAD/D has created a Foundation level requirement in computer graphics. The Foundation Computer Graphics course is designed

to provide students with a basic understanding of computers and their use as a graphic medium in order that they be prepared for the technological realities which they will encounter when they graduate. Through a required seminar course first year students are also exposed to elements of the Major Programs and related career opportunities in order that an informed choice of a major field of study may be made at the end of the Foundation year.

In our contemporary world there is substantial evidence to support the view that the graduate with a solid, yet diversified and adaptable background—one that is process and idea oriented—will be better able to function in the face of new problems than will his counterpart with a highly specialized, yet limited education. The first will be able to grow and change with the times; the second may find himself becoming obsolete. Thus the ability of the Foundation Program to provide an interdisciplinary approach to problem solving greatly enhances the value of its graduates to their future employers, to society and to themselves.

The completion of the Foundation Program or its equivalent is a prerequisite for entry into any of the Major Programs.

First Year Requirements

<i>fall semester</i>		<i>credits</i>
B02	Drawing Foundations I: Observational Drawing	2.0
B04	Drawing Foundations II: Drawing Systems	2.0
B08	Intro. to Lettering*	1.0
B22	Painting Foundations I	1.5
B30	Color I: Principles & Techniques	1.5
B34	Basic Design I: Visualization & Process	2.0
B40	Pictorial Space I: Perspective	2.0
B70A	Ideas of Western Art I	1.5
B80	Seminar*	0.5
	Electives	0.0 to 1.0
	<i>Total</i>	<i>14.0 to 15.0</i>
<i>spring semester</i>		<i>credits</i>
B05	Representational Drawing	2.0
B07	Life Drawing I	2.0
B23	Painting Foundations II	1.5
B31	Color II: Image & Design	1.5
B35	Basic Design II: Application & 3-D Principles	2.0
B41	Pictorial Space II: 20th Century Art Movements	1.0
B50A	Foundation Computer Graphics*	1.0
B71A	Ideas of Western Art II	1.5
	Electives	0.0 to 2.5
	<i>Total</i>	<i>12.5 to 15.0</i>

*Indicates a one semester course which may be taken either semester.

Credits: A credit represents a total of 30 clock hours of class time, or two class hours per week for the semester, except in the case of academic courses (indicated by the letter "A" following the course code) where a credit represents a total of 15 clock hours of class time, or one class hour per week for the semester. Full-time students are required to add elective courses sufficient to bring their credit total to at least 12 credits per semester. Students may register for no more than 6 credits of academic courses per semester.



Beth Agersea Photo

Graphic Design

Graphic designers convert ideas, concepts and emotions into visual symbols and in this capacity have the ability to initiate, alter or reinforce the way our society perceives people, products and issues. Utilizing their design skills and their knowledge of typography, illustration, photography, printing and electronic media, graphic designers daily produce the visual communications which influence individual and group attitudes. The results of their efforts are seen in forms ranging from letterheads and logos, to newspaper and magazine advertisements, to television commercials, to books and catalogues, to packages and annual reports.

The Graphic Design Program is designed to equip students with the intellectual and practical abilities required of graphic communication professionals. Thus at the junior (second year) level there are survey courses which emphasize both the conceptual and the pragmatic aspects of design and advertising. In order that students may acquire fluency in the major "languages" of graphic design—typography, illustration, photography—there are specialty courses in all of these areas. There are also requirements in book design and art history, thus broadening students' abilities. In addition students study production processes in order that they may gain a practical means of preparing art work for reproduction.

Recognizing that in the professional world design is often practiced as a number of specialized disciplines, each in part distinct from other applications, the Graphic Design Program has been structured so as to allow senior (third year) students the option of choosing a Senior Concentration in order that they may devote a significant portion of their time to courses dealing with the needs and concerns of such a specialization. Students interested in pursuing a career in advertising can develop appropriate skills through the courses of the Advertising Concentration, while students in the Illustration Concentration can similarly refine the drawing and conceptual skills which compose the illustrator's vocabulary. Students who do not wish to concentrate on advertising or illustration may continue to

develop graphic design skills of a more broadly applicable nature by following the Design Concentration. Students may also combine elements from these areas by electing individual courses from one Concentration while following another Concentration in its totality. These three Concentrations are simply intended to allow for somewhat different directions within the graphic design profession and the NESAD Graphic Design Department. Course requirements at the second year level are uniform for all Departmental Majors and third year students in all Concentrations are required to take a core of advanced level courses aimed at developing and refining the skills needed in all specialty areas within the graphic design field. Thus the Concentrations do not constitute separate majors, but rather variations within a single program.

The effectiveness of the Graphic Design Program is further enhanced by student access to support equipment that is comparable to that encountered in professional situations. The School maintains color key equipment; a dark-room with complete facilities for developing, printing and enlarging; two photostat cameras for the reproduction, enlargement and reduction of original art work in both black and white and color; a computerized typesetting system, the Compugraphic MCS PowerView 10/8000, which comes complete with a video display/editing screen, a composition management keyboard and magnetic disc storage; a computer graphics classroom equipped with personal computers configured so as to provide paint, graphics, video image-grab and animation capabilities, thus giving students hands-on experience in the rapidly growing field of computer graphics. Course requirements and elective options encourage Graphic Design Majors to develop an understanding of and familiarity with such equipment.

In terms of a student's time, energy and talent the Graphic Design Program is a demanding one. It has as its goal the preparation of genuine professionals. The areas in which graduates may find employment are extremely diverse. The following are descriptions of some of these areas.

Advertising Agencies: Advertising agencies create promotional campaigns and support materials for products, corporations, institutions, issues and people. As such they almost always include sizable art departments whose job it is to conceive and produce visual materials which will support and enhance the work of copywriters, account executives and marketing specialists. Artists employed in advertising agencies range from creative art directors, to designers, illustrators and photographers, to mechanical artists.

Design Studios: These independent businesses are generally smaller than advertising agencies and specialize in such diverse areas as industrial design, package design, brochure and catalogue design, corporate design and architectural graphics. Such studios may do work for

organizations such as stores, magazines, advertising agencies, and a wide variety of industrial and consumer companies. Independent studios have traditionally been a major source of employment for NESA/D graduates.

Publishing: There are several major book publishers in the Boston area which have substantial art departments requiring the diversified skills of graphic designers and illustrators. The in-house designer must control the visible appearance of a book at all stages, from manuscript through final printing.

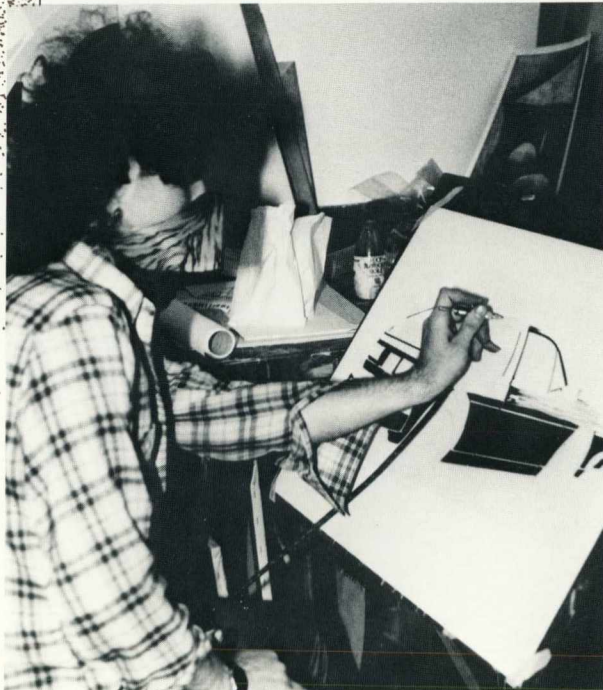
Newspapers and Magazines: Most newspapers and magazines have art departments which are responsible for creating an effective and attractive printed product. Designers with strong backgrounds in typography and graphic reproduction techniques are especially needed in this field.

Television: Television stations employ artists and designers on both a full-time and free-lance basis. Art directors may be involved in live television, film production and promotions. Designers are frequently used to develop titles and news graphics.

Industry: Because of economic considerations and because of the desire for closer supervision and control of company literature, many larger corporations have their own in-house art departments. Such departments may deal with such wide ranging projects as annual reports, company advertising, sales presentations, newsletters, etc.

Printing: Large printing firms frequently supply design-related services for their clients. Such services range from simple paste-up and layout to total supervision of a project.

Free-Lance: Some designers (and many illustrators) work on what is called a free-lance basis—that is to say they supply their services to agencies, individuals, etc. on a project-by-project basis. Free-lance designers and illustrators work for a variety of different clients (such as those listed above) and tend to specialize in particular aspects of design.



Second Year Requirements

<i>fall semester</i>		<i>credits</i>
G06	Graphic Design Production	1.0
G10	Typography for the Designer	1.0
G26	Illustration I	1.0
G36	Marker Rendering*	1.0
G40	Graphic Design I	1.5
G50	Basic Publication Design	1.0
G54	Advertising Design I	1.5
G60	Basic Photography	1.5
F88A	History of 19th Century Art	1.5
	Electives	1.0 to 4.0
	Total	12.0 to 15.0

<i>spring semester</i>		<i>credits</i>
G07	Graphic Design Production	1.0
G11	Typography for the Designer	1.0
G27	Illustration I	1.0
G41	Graphic Design I	1.5
G51	Intermediate Publication Design	1.0
G55	Advertising Design I	1.5
G61	Intermediate Photography	1.5
F89A	History of 20th Century Art	1.5
	Electives	2.0 to 5.0
	Total	12.0 to 15.0

*Indicates a one semester course which may be taken either semester.

Third Year Requirements

<i>fall semester</i>		<i>credits</i>
G08	Production Workshop	1.5
G12	Advanced Typography	1.5
G28	Applied Illustration	1.5
G90A	The Business of Art	1.5
	Choice of Senior Concentration:	4.5
	Design Concentration*	
	Advertising Concentration**	
	Illustration Concentration***	
	Electives	1.5 to 4.5
	Total	12.0 to 15.0

<i>spring semester</i>		<i>credits</i>
G09	Production Workshop	1.5
G13	Advanced Typography	1.5
G71	Art Direction for Photography	1.5
G91A	The Business of Art	1.5
	Choice of Senior Concentration:	4.5
	Design Concentration*	
	Advertising Concentration**	
	Illustration Concentration***	
	Electives	1.5 to 4.5
	Total	12.0 to 15.0

*Design Concentration Requirements

<i>fall semester</i>		<i>credits</i>
G46	Package Design	1.5
G48	Graphic Design II: Print	1.5
G92	Corporate Design	1.5
	Total	4.5

<i>spring semester</i>		<i>credits</i>
G47	Package Design	1.5
G49	Graphic Design II: Print	1.5
G93	Corporate Design	1.5
	Total	4.5

**Advertising Concentration Requirements

<i>fall semester</i>		<i>credits</i>
G56	Advertising Design II: Print	1.5
G58	Advertising Workshop	1.5
G96	Broadcast Advertising	1.5
	Total	4.5

<i>spring semester</i>		<i>credits</i>
G57	Advertising Design II: Print	1.5
G59	Advertising Workshop	1.5
G97	Broadcast Advertising	1.5
	Total	4.5

***Illustration Concentration Requirements

<i>fall semester</i>		<i>credits</i>
F62	Life Drawing III: Rendering	
	or	1.5
F70	Life Drawing III: Concepts	
F72	Life Painting Studio	1.5
G38	Illustration Techniques and Concepts	1.5
	Total	4.5

<i>spring semester</i>		<i>credits</i>
F63	Life Drawing III: Rendering	
	or	1.5
F71	Life Drawing III: Concepts	
F35	Contemporary Realism	1.5
G39	Illustration Techniques and Concepts	1.5
	Total	4.5

Credits: A credit represents a total of 30 clock hours of class time, or two class hours per week for the semester, except in the case of academic courses (indicated by the letter "A" following the course code) where a credit represents a total of 15 clock hours of class time, or one class hour per week for the semester. Full-time students are required to add elective courses sufficient to bring their credit total to at least 12 credits per semester. Students may register for no more than 6 credits of academic courses per semester.

Interior/Environmental Design

It is the objective of the Interior/Environmental Design Program to provide students with the intellectual, practical and creative background necessary for professional work in both commercial and residential interior design. The Program stresses the development of design concepts and methodology, technical competency, aesthetic awareness and creativity—all necessary ingredients for interior design that is functional, creative and innovative.

The Interior/Environmental Design Program is accredited as a three-year professional program by the Foundation for Interior Design Education Research (FIDER), the national accrediting agency for postsecondary interior design programs.

The faculty of the Interior/Environmental Design Department is comprised of a group of dedicated, practicing professionals whose experience and interests span the range of interior design concerns, including related disciplines such as architecture, engineering and graphic design. The composition of the faculty reflects the interdisciplinary interactions encountered in the professional world and, as such, encourages a design team approach to problem solving. The faculty members bring to the Program an intimate familiarity with the realities of the design professions and provide invaluable input in terms of departmental standards, criteria and curriculum.

Studio courses involve the study and practice of design process and methodology, programming and space planning, architectural interiors, landscape design and interior plantings, lighting and furniture design, along with drafting, architectural rendering, graphic design and presentation techniques. Lecture courses cover building construction, interior structural elements, environmental controls, mechanical systems, lighting theory, acoustics, the history of architecture and furniture, and oral and written expression. In addition, students are introduced to professional realities through a course in business practices.

While drawing from the material presented in the Foundation Program, the courses and faculty of the Interior/Environmental Design Department provide the student with a broad, flexible base from which to meet the exacting requirements of the profession. A number of career possibilities available to the graduate are listed below.

Commercial Design: Commercial designers deal with such public spaces as hotels, restaurants, hospitals, schools and retail stores, on either a free-lance or staff basis. Other commercial



designers concentrate on office planning as many major corporations now include in-house planning departments. With the current emphasis on inner-city rehabilitation, the redesign of existing commercial structures for functions other than those originally intended has become more common.

Residential Design: In addition to the design of single-family homes, residential design includes the conversion of existing structures to apartments and condominiums, and the restoration of historically significant properties.

Space Planning: Space planners function as analysts and planners of efficient, functional interior space. Their goal is the optimum effective use of any given space based on the nature of the activity for which the space is intended and the specific requirements of that activity.

Architectural Firms: It is now common for architectural firms to employ interior designers as team members on architectural projects. Interior designers may be involved in a variety of tasks with specific emphasis on architectural interiors.

Such tasks may include securing projects, programming, design concept for the architectural interior, space planning, interior architectural drawings (i.e. floor plans, elevations and sections, reflected ceiling plans, detail drawings, specifications), and the coordination of materials and furnishings.

Rendering Artist: A person capable of capturing the intended atmosphere, mood and setting of a particular interior space in the form of a comprehensive illustration. Oftentimes, when dealing with a lay client rather than a professional, a more illustrative, less technical version of the finished design is required.

Special-Needs Designers: Interior designers with specialized background in other areas may choose to design within the confines of those disciplines. For example, a designer who also has training in the care of handicapped children might choose to design educational, medical and residential spaces for such children.

Second Year Requirements

<i>fall semester</i>	<i>credits</i>
E12A Environmental Control Systems: HVAC	1.5
E20 Interior Design Studio I	3.0
E22 Site Planning & Landscape Design	1.0
E40 Contract Drafting I: Basic	1.0
E44 Architectural Rendering I: Freehand Drawing	1.0
E60A Interior Structural Systems: Basic Elements of Construction	1.5
E62A Architecture: History & Analysis I	1.5
E64 Materials for the Interior Designer I	1.0
E82A History of Furniture I	1.5
E86A Communication Skills I	1.5
<i>Total</i>	<i>14.5</i>
<i>spring semester</i>	<i>credits</i>
E13A Environmental Control Systems: Electricity, Lighting, Plumbing	1.5
E21 Interior Design Studio II	3.0
E23 Landscape Design & Interior Plantings	1.0
E41 Contract Drafting II: Intermediate	1.0
E45 Architectural Rendering II: Design Drawing	1.0
E63A Architecture: History & Analysis II	1.5
E65 Materials for the Interior Designer II	1.0
E67A Interior Structural Systems: Structural Space	1.5
E83A History of Furniture II	1.5
E87A Communication Skills II	1.5
<i>Total</i>	<i>14.5</i>

Third Year Requirements

<i>fall semester</i>	<i>credits</i>
E14A Lighting: Theory, Application & Design I	2.0
E15A Acoustics: Theory, Application & Design	2.0
E24 Furniture Design & Construction I	1.0
E26 Interior Design Studio III: Commercial Design	2.5
E28 Interior Design Studio IV: Residential Design	1.5
E42 Contract Drafting III: Advanced	1.0
E46 Architectural Rendering III: Mechanical Perspective	1.0
E84 Graphics for Interior Design	1.5
Electives	0.0 to 2.5
<i>Total</i>	<i>12.5 to 15.0</i>
<i>spring semester</i>	<i>credits</i>
E17A Lighting: Theory, Application & Design II	2.0
E25 Furniture Design & Construction II	1.0
E27 Interior Design Studio V: Commercial Design	2.5
E29 Interior Design Studio VI: Residential Design	1.5
E43 Contract Drafting IV: Contract Documents	1.0
E47 Architectural Rendering IV: Delineation	1.0
E81A Business Orientation & Professional Practice	2.0
E85 Presentation Techniques	1.5
Electives	0.0 to 2.5
<i>Total</i>	<i>12.5 to 15.0</i>

Credits: A credit represents a total of 30 clock hours of class time, or two class hours per week for the semester, except in the case of academic courses (indicated by the letter "A" following the course code) where a credit represents a total of 15 clock hours of class time, or one class hour per week for the semester. Full-time students are required to add elective courses sufficient to bring their credit total to at least 12 credits per semester. Students may register for no more than 6 credits of academic courses per semester.

Fashion Illustration

The Fashion Illustration Program is designed to prepare the student for work in a variety of fashion related fields. The Fashion Rendering and Fashion Layout courses form the specialized nucleus of the Program. In the Fashion Rendering course the student will receive instruction which emphasizes the development of drawing skills geared toward the special requirements of the fashion field.

A heavy emphasis is placed on the human figure, both male and female, and the course also includes instruction in such specialized areas as shoe and accessory illustration and fabric renderings. The Fashion Layout course deals with layout and design for advertising purposes and

considers the special problems of fashion advertising. In addition the Fashion Illustration Program includes requirements in graphic design in order that the student may gain a broader understanding of design and advertising. Since the fashion illustrator must deal constantly with the human figure there are also course requirements in life drawing.

The Fashion Illustration Program is a specialized one, yet it is broad enough in scope to prepare the student for a variety of possible positions. Employment opportunities in the fashion field come under four major categories: advertising, pattern, general sketching and display. Of these, advertising offers the largest range of possibilities, including work for department stores, specialty stores, catalogues, brochures, mailers and general advertising. Some of the fields in which NESAs/D graduates may find employment are described below.

Department Store Advertising: Involves working on advertisements which are the combined responsibility of many artists and designers, including layout artists. Some of the artists involved may be part of the regular staff of the store's advertising department and some may work on a free-lance basis, depending on the store's policy. Along with newspaper advertising, department stores send brochures and catalogues by direct mail to their charge customers.

Advertising Agencies: Larger agencies often hire fashion illustrators on a free-lance basis to produce work for clients involved in fashion related fields.

Specialty Store Advertising: Since few specialty stores can afford full-time advertising departments they often employ free-lance illustrators for art work appropriate to their advertising.

Pattern Illustrating: Pattern companies, located primarily in New York, have large staffs of artists to produce their catalogues, magazines and pattern envelopes. Such artists range from designers who plan the style to those who sketch the idea to those who do the finished drawing for reproduction in printed form.

Poster and Display Work: Display advertising includes posters and large background illustrations for window and floor display. As a rule these are one-shot sketches to be used as originals, not as the basis for reproduction in printed form. This type of work can be found in display firms or in department stores having display departments.



Beth Agersea Photo



Second Year Requirements

<i>fall semester</i>		<i>credits</i>
I02	Fashion Rendering I	3.0
I06	Fashion Layout I	1.5
G10	Typography for the Designer	1.0
G54	Advertising Design I	1.5
F60	Life Drawing II: Rendering	1.5
F68	Life Drawing II: Concepts	1.5
F88A	History of 19th Century Art	1.5
	Electives	0.5 to 3.5
	Total	12.0 to 15.0

<i>spring semester</i>		<i>credits</i>
I03	Fashion Rendering I	3.0
I07	Fashion Layout I	1.5
G11	Typography for the Designer	1.0
G55	Advertising Design I	1.5
F61	Life Drawing II: Rendering	1.5
F69	Life Drawing II: Concepts	1.5
F89A	History of 20th Century Art	1.5
	Electives	0.5 to 3.5
	Total	12.0 to 15.0

Third Year Requirements

<i>fall semester</i>		<i>credits</i>
I04	Fashion Rendering II	3.0
I08	Fashion Layout II	1.5
G06	Graphic Design Production	1.0
G56	Advertising Design II: Print	1.5
F62	Life Drawing III: Rendering	1.5
F70	Life Drawing III: Concepts	1.5
	Electives	2.0 to 5.0
	Total	12.0 to 15.0

<i>spring semester</i>		<i>credits</i>
I05	Fashion Rendering II	3.0
I09	Fashion Layout II	1.5
G07	Graphic Design Production	1.0
G57	Advertising Design II: Print	1.5
F63	Life Drawing III: Rendering	1.5
F71	Life Drawing III: Concepts	1.5
	Electives	2.0 to 5.0
	Total	12.0 to 15.0

Credits: A credit represents a total of 30 clock hours of class time, or two class hours per week for the semester, except in the case of academic courses (indicated by the letter "A" following the course code) where a credit represents a total of 15 clock hours of class time, or one class hour per week for the semester. Full-time students are required to add elective courses sufficient to bring their credit total to at least 12 credits per semester. Students may register for no more than 6 credits of academic courses per semester.

Fine Arts

The Fine Arts Program educates its students in the visual concepts of good design, drawing, painting and printmaking techniques by means of which the artist may make his/her statement. Instruction emphasizes the development of good craftsmanship in these major areas since NESAD believes that it is not enough to ask the artist to express himself without giving him a spectrum of visual and technical vocabulary to enable him to do so in a professional, mature manner.

A balance between required courses and electives allows the student latitude to specialize in a particular discipline if he so chooses and ensures the scope of background necessary for the professional artist. Also available to the student in the Fine Arts Program are courses from the other Major Departments (Graphic Design, Fashion Illustration, Interior/Environmental Design) which can prove to be of immense value to the fine artist in these days of increasingly arbitrary distinctions between the fine arts and the commercial arts.

The most vital art of the future will not happen in isolation, nor will it be produced by an artist who is not positively interacting with his society. The Fine Arts Program of The New England School of Art & Design is designed to produce professionally educated artists who can take their rightful place as valuable members of our society.

Second Year Requirements

<i>fall semester</i>	<i>credits</i>
F02 Drawing Techniques II	1.5
F24 Concepts & Techniques of Painting I	1.5
F50 Basic Silkscreen Techniques	1.5
F60 Life Drawing II: Rendering	1.5
F68 Life Drawing II: Concepts	1.5
F88A History of 19th Century Art	1.5
Electives	3.0 to 6.0
<i>Total</i>	<i>12.0 to 15.0</i>

<i>spring semester</i>	<i>credits</i>
F03 Drawing Techniques II	1.5
F25 Concepts & Techniques of Painting I	1.5
F51 Intermediate Silkscreen Techniques	1.5
F61 Life Drawing II: Rendering	1.5
F69 Life Drawing II: Concepts	1.5
F89A History of 20th Century Art	1.5
Electives	3.0 to 6.0
<i>Total</i>	<i>12.0 to 15.0</i>

Third Year Requirements

<i>fall semester</i>	<i>credits</i>
F20 Non-Objective Painting	1.5
F26 Concepts & Techniques of Painting II	1.5
F52 Advanced Silkscreen	1.5
F62 Life Drawing III: Rendering	1.5
F70 Life Drawing III: Concepts	1.5
F72 Life Painting Studio	1.5
Electives	3.0 to 6.0
<i>Total</i>	<i>12.0 to 15.0</i>

<i>spring semester</i>	<i>credits</i>
F21 Non-Objective Painting	1.5
F27 Concepts & Techniques of Painting II	1.5
F53 Advanced Silkscreen	1.5
F63 Life Drawing III: Rendering	1.5
F71 Life Drawing III: Concepts	1.5
F73 Life Painting Studio	1.5
Electives	3.0 to 6.0
<i>Total</i>	<i>12.0 to 15.0</i>

Credits: A credit represents a total of 30 clock hours of class time, or two class hours per week for the semester, except in the case of academic courses (indicated by the letter "A" following the course code) where a credit represents a total of 15 clock hours of class time, or one class hour per week for the semester. Full-time students are required to add elective courses sufficient to bring their credit total to at least 12 credits per semester. Students may register for no more than 6 credits of academic courses per semester.

PORTFOLIO

FOUNDATION

GRAPHIC DESIGN

ILLUSTRATION

PHOTOGRAPHY

INTERIOR/ENVIRONMENTAL
DESIGN

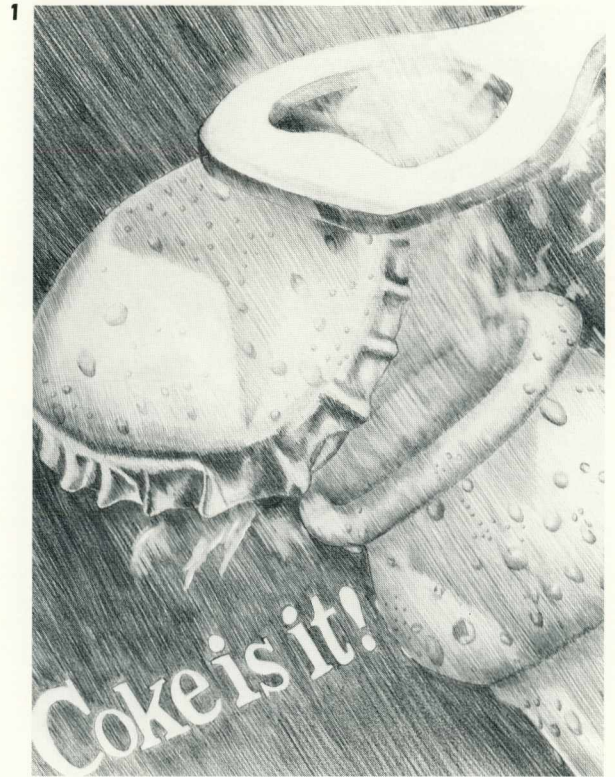
FASHION ILLUSTRATION

FINE ARTS

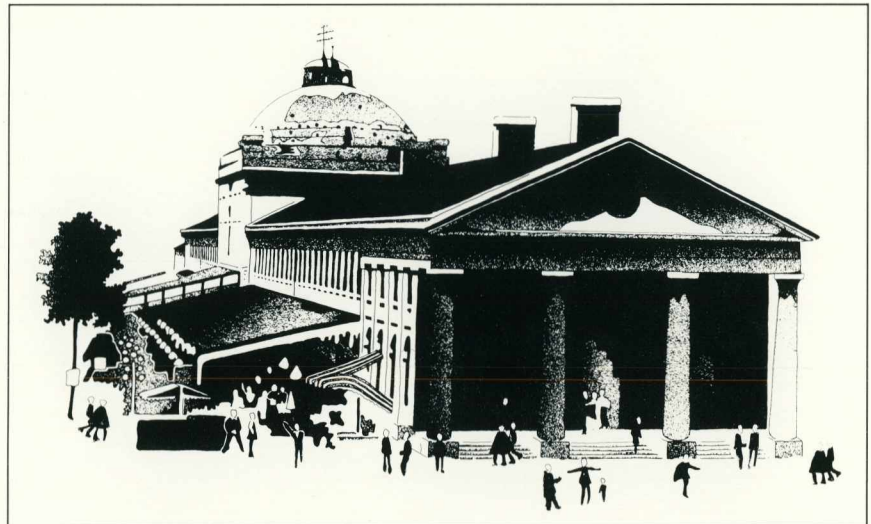


Foundation

- 1. Pencil Illustration**
Kristen Carlson
- 2. Pen & Ink Drawing**
Chris Thayer
- 3. Cut Paper Figure**
Tara Aisling Concannon
- 4. Calligraphy**
Chris Thayer
- 5. Calligraphy**
Chris Thayer
- 6. Trompe L'Oeil**
Julia Leonard
- 7. Pen & Ink Design**
Lisa Manning



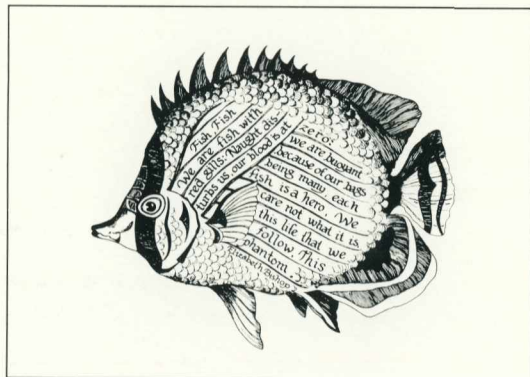
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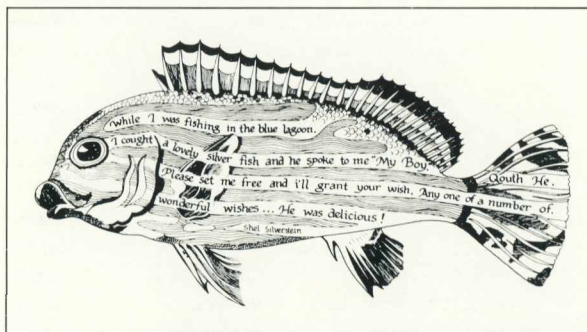
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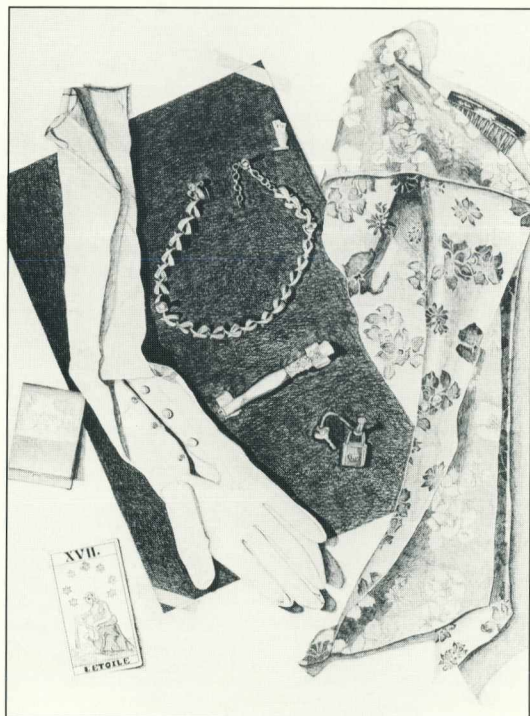
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Graphic Design

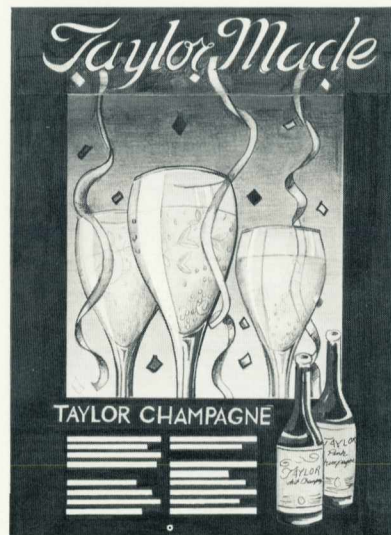
1. **Advertisement**
Joseph Sullivan
2. **Package Design**
Janet Butterworth
3. **Package Design**
Kathleen Cooney
4. **Logo Designs**
Janet Butterworth
Lucia Guerrero
Armando Bettencourt
Leslie Adams
5. **Advertisement**
Lynn Reed
6. **Magazine Cover**
Leslie Adams
7. **Magazine Cover**
Kathleen Cooney
8. **Magazine Cover**
Janet Butterworth



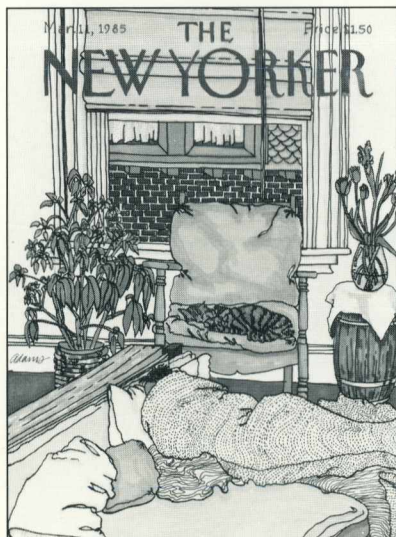
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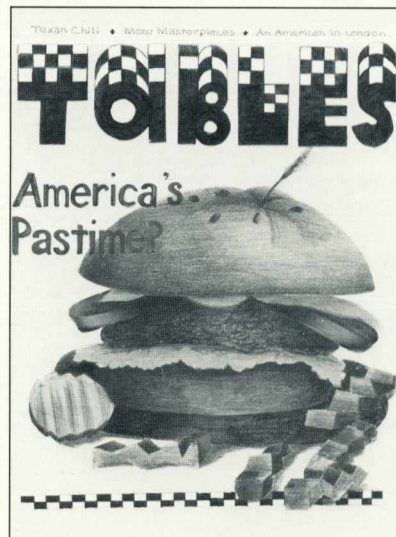
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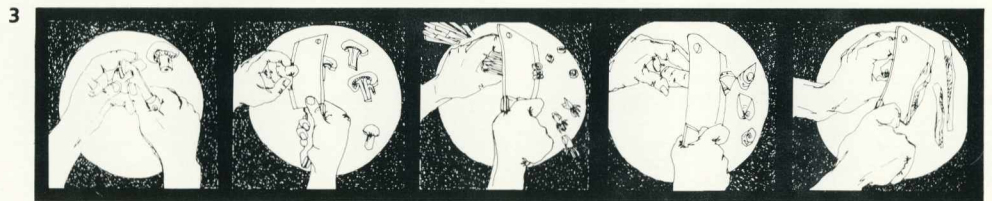
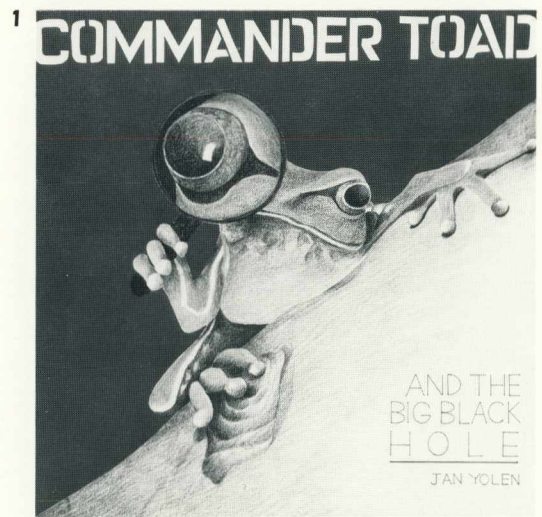


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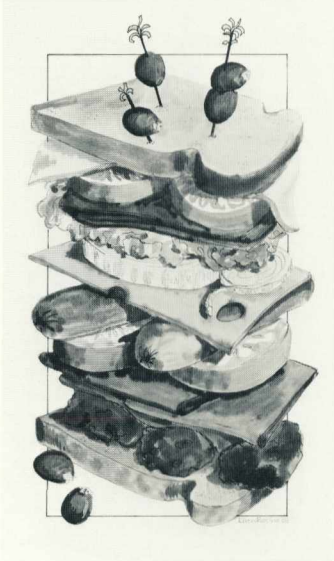


Illustration

- 1. Album Cover**
Kathleen Cooney
- 2. Album Cover**
Lucas Deaver
- 3. Pen & Ink Drawing**
Leslie Adams
- 4. Gouache Illustration**
Ellen Racine
- 5. Scratchboard Illustration**
Julieta Garcia
- 6. Illustrated Poster**
Janet Butterworth
- 7. Airbrush Illustration**
Carl DiRocco
- 8. Pencil Illustration**
Lucas Deaver



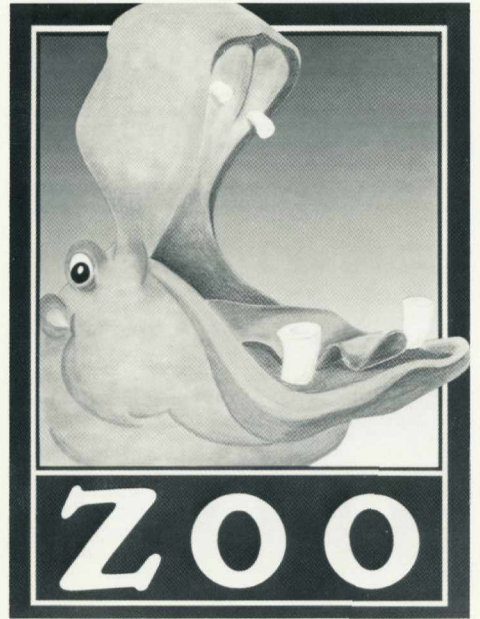
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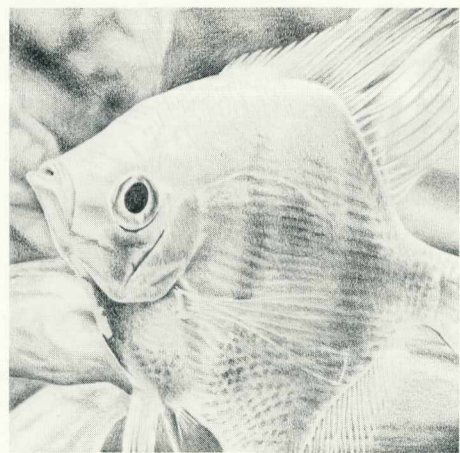
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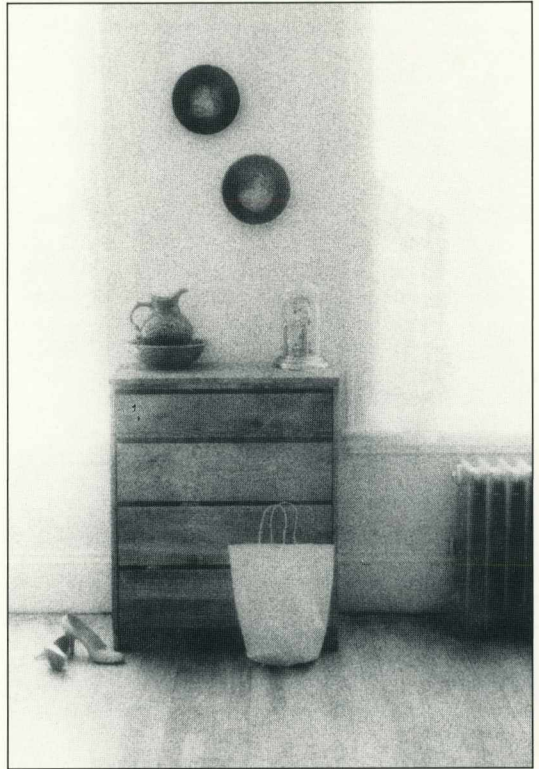
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Photography

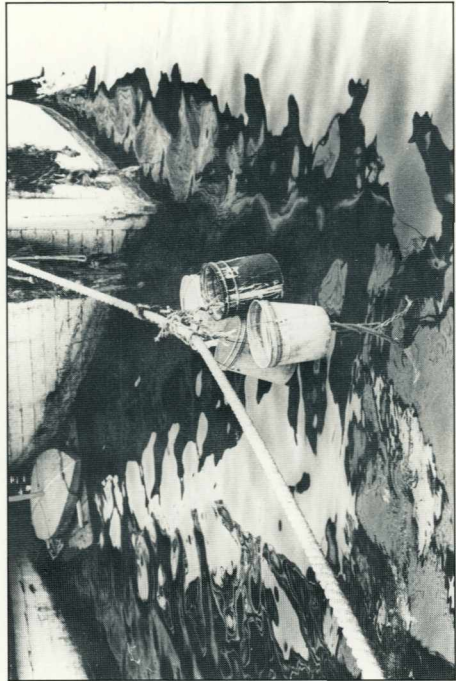
1. **Interior**
Carolyn Dunlap
2. **Portrait**
Todd Miller
3. **Landscape**
Gretchen Bond
4. **Interior**
Lisa Meagher
5. **Portrait**
Janet French
6. **Landscape**
Kathleen Cooney

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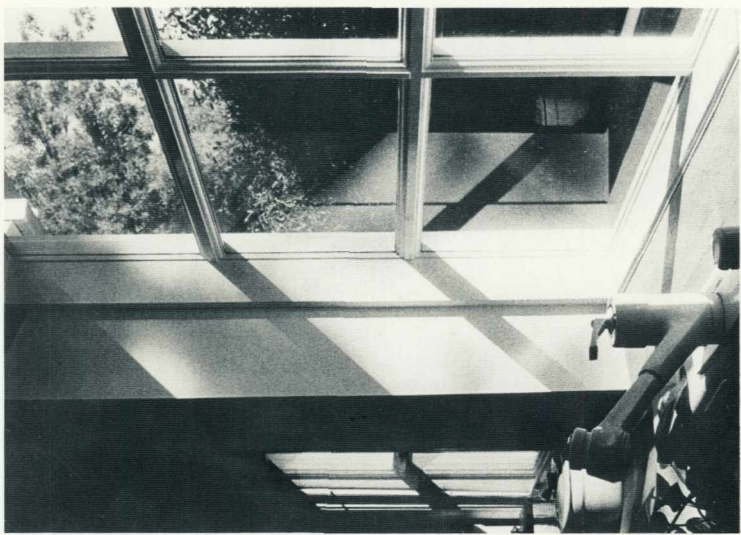


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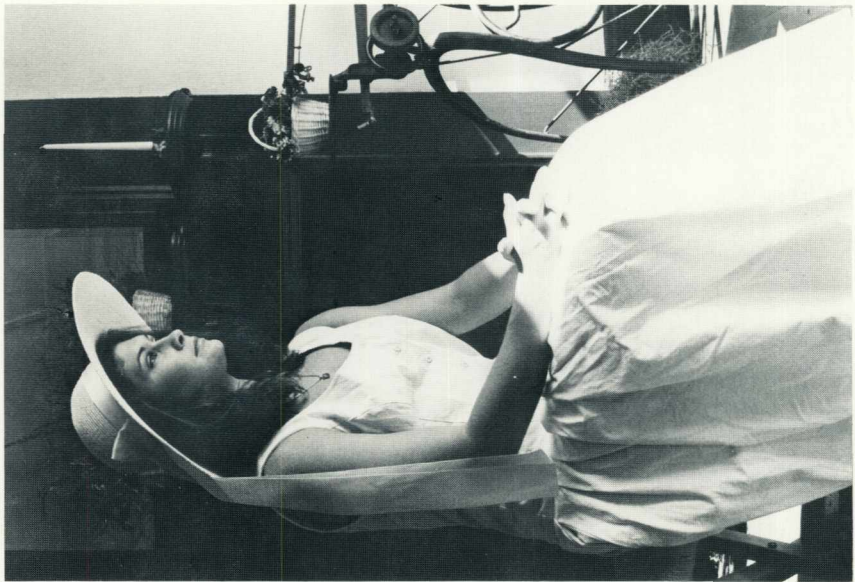




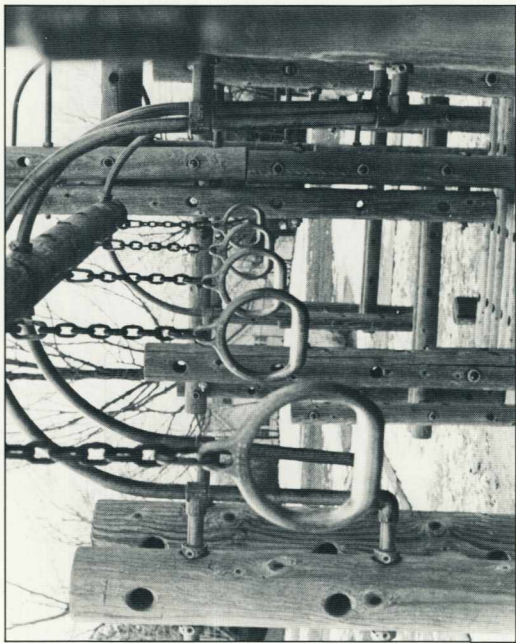
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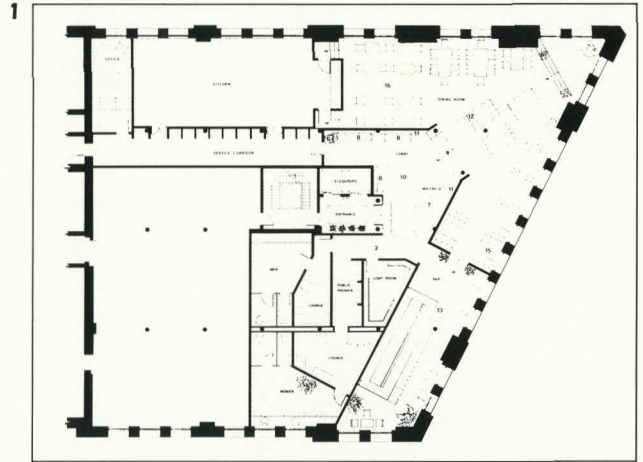
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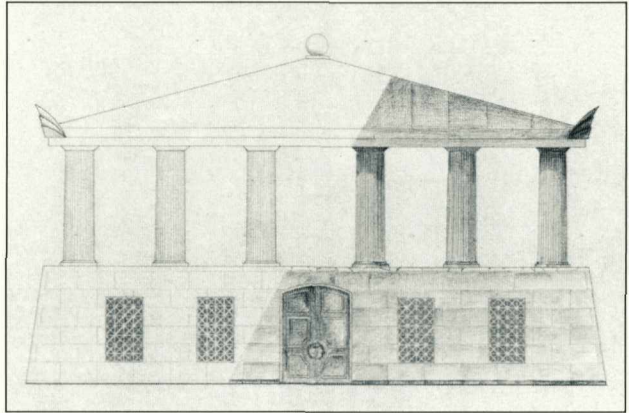
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**Interior/Environmental
Design**

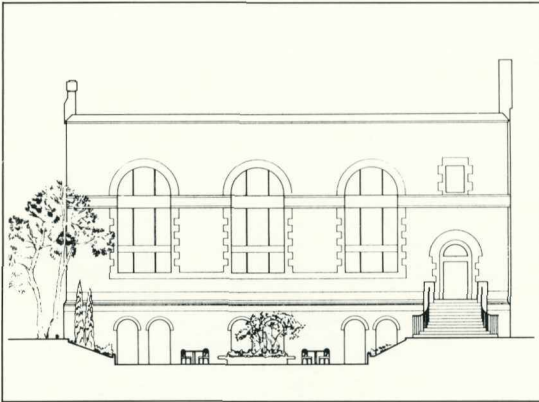
- 1. Floor Plan**
Anne Lenox
- 2. Perspective Rendering**
Anne Lenox
- 3. Elevation**
Peter Torre
- 4. Elevation**
Yolanda Pena
- 5. Light Fixture Detail**
Yolanda Pena
- 6. Floor Plan**
Yolanda Pena



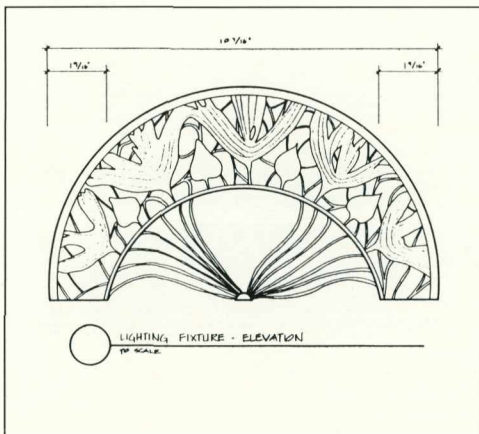
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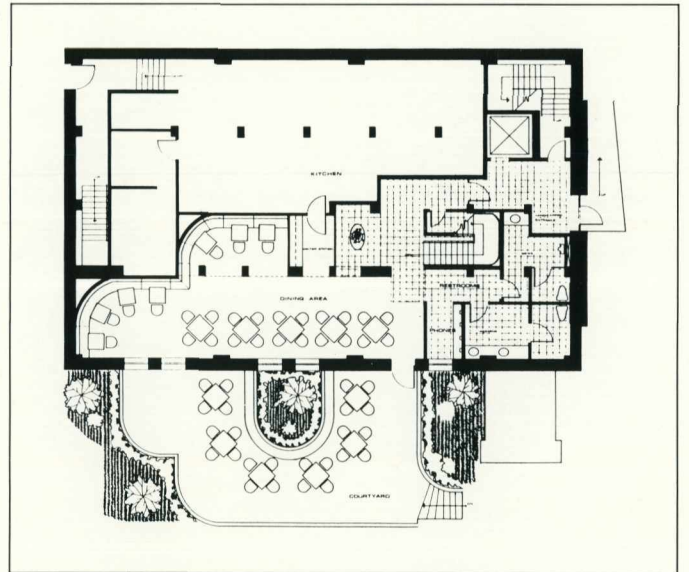
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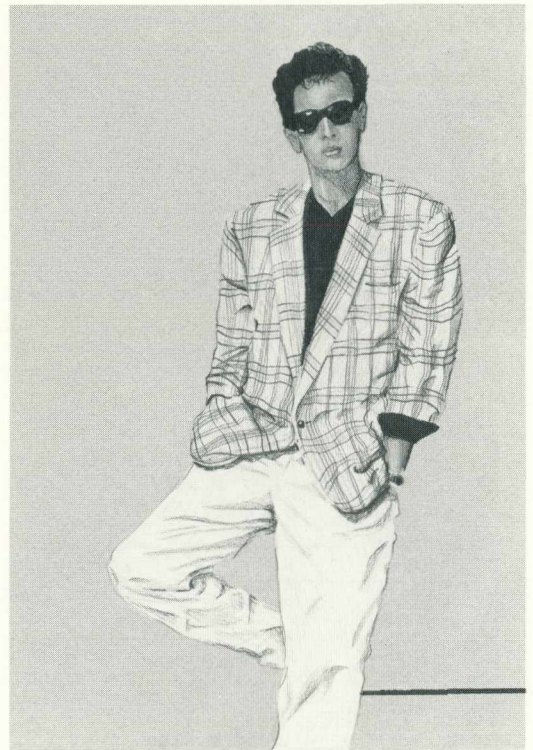
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Fashion Illustration

1. **Pencil Rendering**
Andrea Chapman
2. **Pencil Rendering**
Maryellen Palladino
3. **Advertising Layout**
Diana Newhan
4. **Pencil Rendering**
Russell Crocker
5. **Pencil Rendering**
Maryellen Palladino
6. **Pen & Ink Layout**
Linda Van Auker
7. **Pencil Layout**
Maria DiFronzo

1



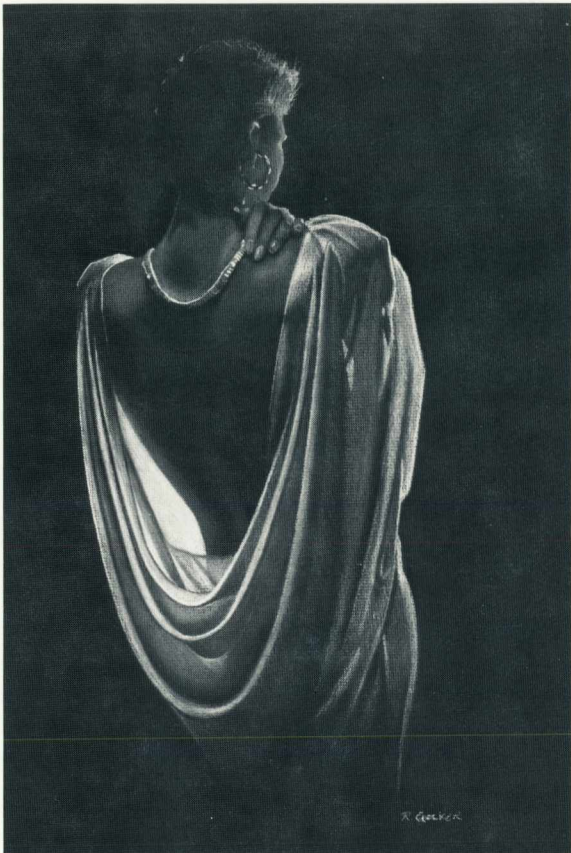
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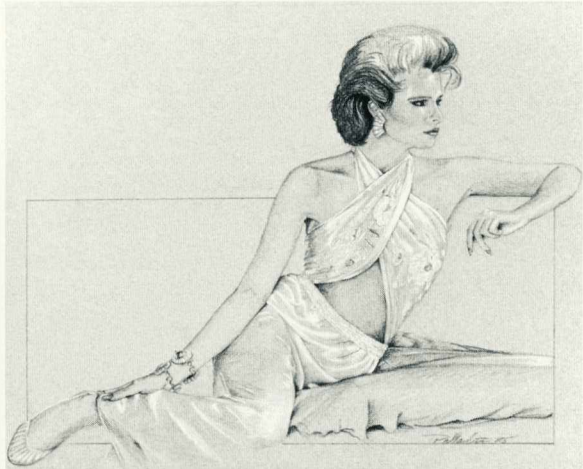
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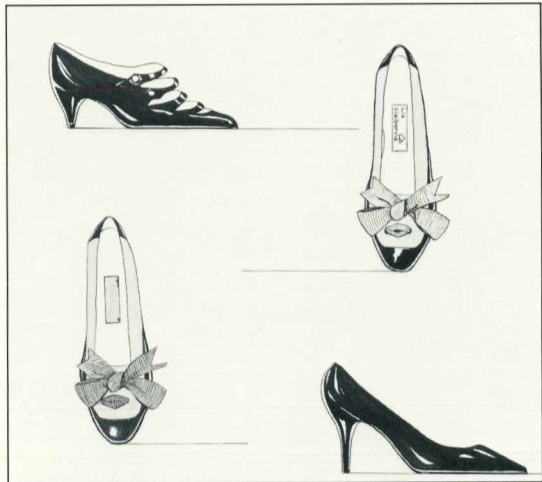
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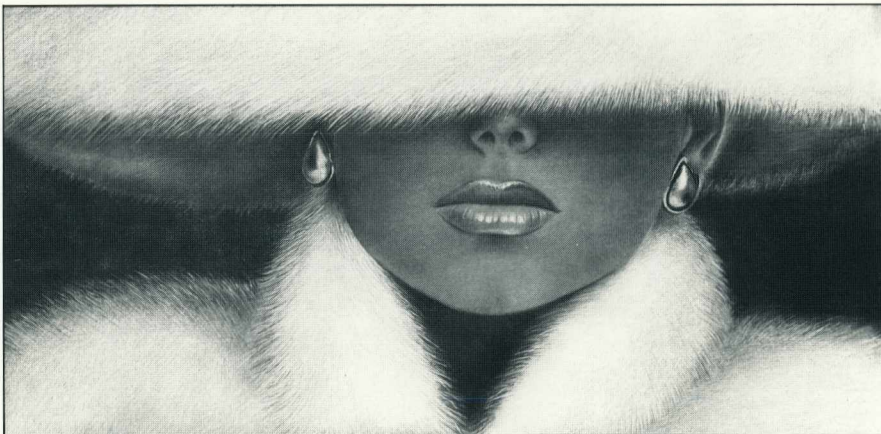
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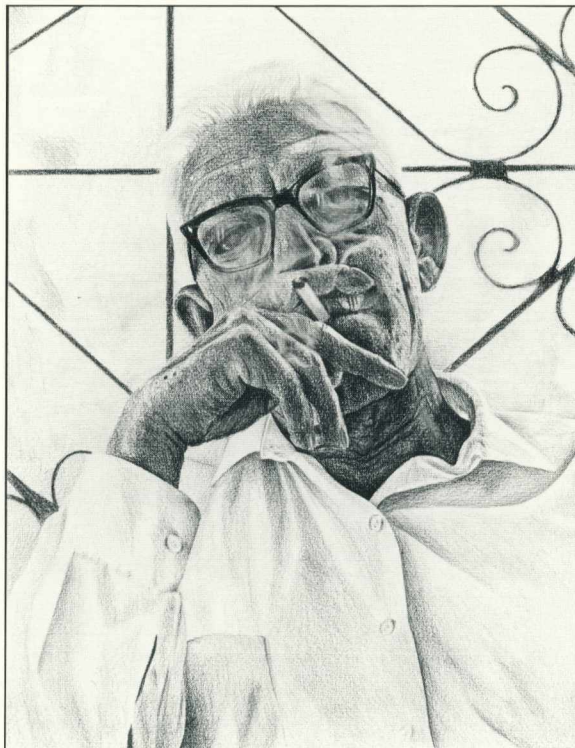
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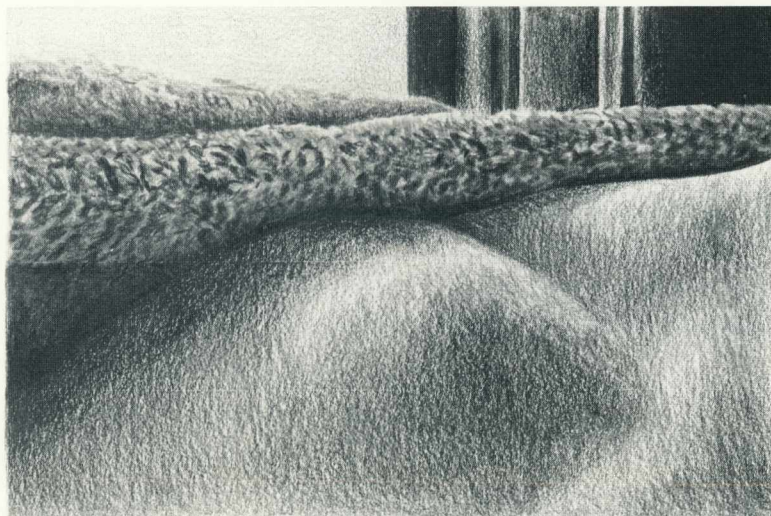
Fine Arts

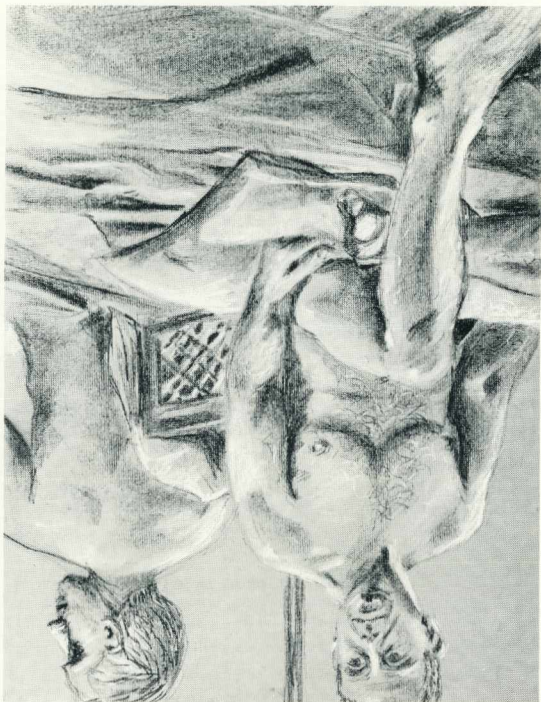
- 1. Portrait**
Don Johnson
- 2. Figure Study**
Don Johnson
- 3. Distortion Study**
Kathy Maguire
- 4. Portrait**
Kathleen Cooney
- 5. Life Drawing**
Carolyn Dunlap
- 6. Life Drawing**
Terri Campbell

1



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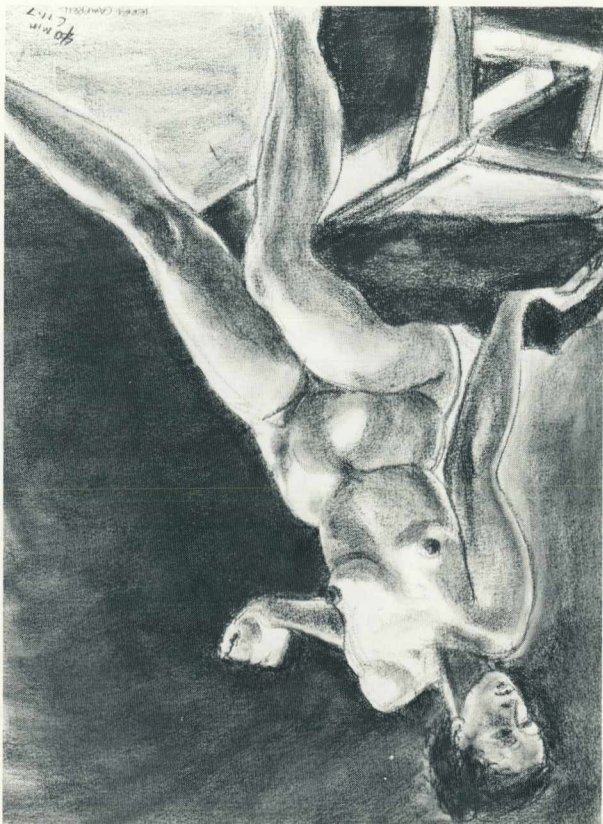




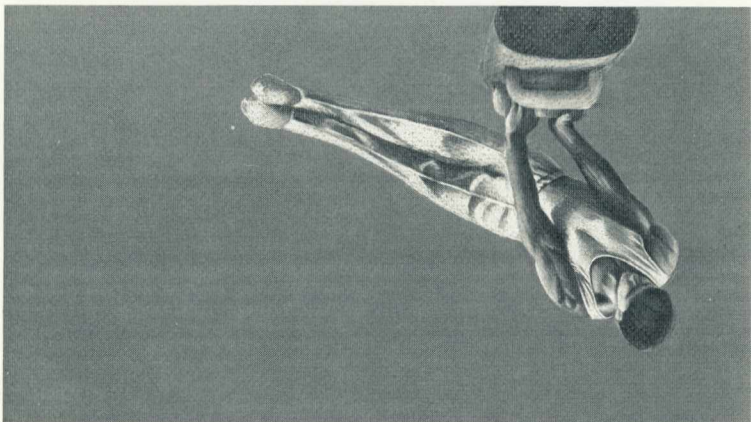
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General Information

Foundation Department

Graphic Design Department

**Interior/Environmental Design
Department**

Fashion Illustration Department

Fine Arts Department

Research Tutorial

Work-Study



COURSE DESCRIPTIONS

General Information

Course Codes: Within each Department courses are listed sequentially according to the assigned course code. In general, courses with even numbered course codes are offered during the Fall Semester and courses with odd numbered course codes are offered during the Spring Semester. Courses with course codes consisting of two numbers (e.g. G10, 11) will run for both Fall and Spring Semesters (i.e. the full school year).

Course Format: Information regarding semesters offered, credits, duration and frequency of class meetings, and total class hours is listed with each course description.

Prerequisites: Where applicable, specific course prerequisites are listed with individual course descriptions. Most courses in the Departments of Graphic Design, Interior/Environmental Design, Fashion Illustration and Fine Arts have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions to this provision may be made only with the permission of the course instructor and the appropriate Department Chairman. Courses listed under the Foundation Department have no specific prerequisites (except where noted) other

than normal admissions requirements. Eligibility for registration in Major Department courses with specific prerequisites requires that a grade of C or better be earned in the prerequisite course.

Departmental Requirements: For information regarding course requirements within each Department, please see *Departments/Course Requirements*.

Course Schedule: A complete schedule of Day Program courses which includes information regarding the days and times of class meetings, and instructors assigned to courses is available by July 15 for the upcoming school year.

Course Offerings: Course offerings, content and format are subject to change, alteration or deletion in accordance with changing needs, course enrollment and the availability of qualified instructors. All such changes are subject to the approval of the Commonwealth of Massachusetts, Department of Education.

Foundation Department

Please note: The completion of the Foundation Program or its equivalent is a prerequisite for entry into any of the Major Programs. Courses listed under the Foundation Department are first year courses and are not ordinarily elective for students enrolled in any of the Major Programs. However, part-time students, transfer students lacking specific courses and students required to repeat courses may elect courses from this list.

B02 Drawing Foundations I: Observational Drawing

This is a basic drawing course which will focus on the process of drawing from an observed situation—that is, making drawings of something that is seen, be it an object, a still-life or an environment. The course will approach drawing from a point of view which will emphasize accurately recording that which is observed and will introduce students to the concepts and procedures necessary for generating such drawings. Assignments and exercises will be aimed at developing three basic abilities: 1) Perceptual acuity—the ability to see accurately. 2) Motor control skills—the ability to get the hand (with the pencil) to go where you want it to. 3) Tool use and handling—the ability to use drawing tools proficiently and comfortably. The development and coordination of these three basic abilities will enable the student to generate drawings that correspond accurately with the observed world. That is the primary objective of the course.

*fall semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B04 Drawing Foundations II: Drawing Systems

This basic drawing course will focus on the various systems, methods and techniques which can be used to convey form and spatial information on a two-dimensional drawing surface. The course will approach drawing from a point of view which emphasizes accurately conveying information about the form of an object and the spatial relationships of one object to another, and will explore the variety of languages or systems which the artist may choose from to convey this kind of information. For example, a cross-contour system of lines can be used to describe the surface of an object, or the same object can be subjected to a light source and its form expressed in terms of light and shadow (*chiaroscuro*). Yet another possible approach would be to convey the form of the object as a function of uniform steps in space (topographical). This course will introduce

students to these and other drawing systems and through assigned problems will develop a familiarity with each. In addition, the course will present specific techniques such as cross-hatching, pointillism and line-weight control which can be used within the drawing systems being studied. By learning to understand the various drawing systems and the particular aspects of form and space which they emphasize, the student will be better prepared to choose a system appropriate to the desired results.

*fall semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B05 Representational Drawing

The aim of this course is to establish proficiency in the skills involved in representational drawing and a corresponding refinement in the use of drawing materials. Attention will be given to strong resolution of problems and the quality of “finish” in drawings. In addition the issues of interpretation and expression within a representational context will be introduced. Materials to be used will include various artist’s pencils, drawing pens and ink, and pastels.

*prerequisite: B02
spring semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B07 Life Drawing I

An introductory course in drawing the human figure which will emphasize learning to judge proportions accurately and, through the use of basic drawing skills, developing a basic proficiency in adapting the three-dimensional reality of the figure onto the two-dimensional surface of the paper. The class will develop an understanding of anatomy and its influence on surface structure and form in order that the student may be better equipped to deal with both the observation and drawing of the model. It is the interaction of the figure observed and the process of drawing that observation that is the focus of this course. Use of an anatomical text and study of the drawing of past artists will aid the student in understanding the processes involved. Materials to be used will include charcoal, pencils, ink, chalks.

*prerequisite: B02
spring semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B08 Introduction to Lettering I

This course is an introduction to letters as graphic symbols, tracing their development from Imperial Roman Capitals to modern type faces. Students will become familiar with the traditional tools and materials used in hand lettering while developing skill in Roman and Italic letter forms. They will also explore the way in which weight, structure and spacing affect visual texture and readability through a series of design problems. The final project will be a small hand-bound and hand-lettered manuscript book.

fall semester, 1 credit

one 2 hour meeting per week

30 class hours total

B22 Painting Foundations I

This is a basic painting course which will introduce students to the basic procedures, tools and materials necessary for acrylic and oil painting. Through a series of structured exercises and problems the student will learn sound technical approaches to the use of these media while exploring the surface, tactile and optical qualities of paint. Assignments will range from the representational to the abstract in order to encourage and foster basic proficiency in the handling of the form, spatial and plastic aspects of painting.

fall semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

B23 Painting Foundations II

Building upon the experiences of *Painting Foundations I*, this course is aimed at establishing competence in the utilization of the oil paint media in conveying form and spatial information. Through both portrait and still life situations the special properties of the oil paint media will be explored. In addition watercolor will be introduced to familiarize the student with the qualities inherent in transparent painting media.

prerequisite: B22

spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

B30 Color I: Principles & Techniques

The study of color is supportive of all other studio disciplines and is a vital prerequisite to any other visual medium. We will approach the study of color through the medium of paint. In this way, the student can create and modify the ranges of

hue, value and color strength, and apply this experience directly to any other color medium. For this reason, a large segment of the color course is given to mastering color/paint mixing and paint application. Other areas of study include: color 'chords' based on the geometry of the color circle; mixing near-grey tones from complements; harmony of analogous colors; contemporary and traditional views of color proportion; color gradation; temperature contrast as a means of suggesting space, light, and shadow; the effect which context has on color perception. The student's response through outside homework is of primary importance and will be reviewed in terms of the degree of comprehension and involvement, as well as excellence in craft and presentation.

fall semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

B31 Color II: Image & Design

This second semester course in color will take the student into more diverse areas of color exploration. Included will be: creation of spatial illusion through color; representation of the qualities of color through three-dimensional models; phenomena of light transmission, reception and perception; investigation of other color media including direct light (additive color), transparent and projected color. Also covered will be the psychological aspects of color and a study of both past and present views on the use of color in art.

prerequisite: B30

spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

B34 Basic Design I: Visualization & Process

The ultimate goal of this course is to develop on the part of the student an understanding of and basic proficiency in the logic and structure of two-dimensional organization. All visual communications consist of the various elements of the visual language (i.e. line, value, shape, texture, color, etc.), and to form an effective communication the divergent elements must be successfully combined resulting in a unified whole. This course will introduce the student to the constituent elements of this language and will provide the principles of organization by means of which the student can successfully create unified and exciting visual statements. Exercises and outside assignments will

progress from the simple to the more complex in order to enable the student to handle the variables involved. Emphasis will be placed upon the "designing process" and various visualization techniques utilized in the development of solutions to problems of visual communication. In addition, basic tools, media and technical skills necessary for effective visual communication will be introduced.

*fall semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B35 Basic Design II: Application & 3-D Principles

A continuation of *Basic Design I*, this course will emphasize the application of principles, studied during the first semester in abstract terms, to a variety of applied situations ranging from the functional to the expressive. This course will also expand the principles of organization from the flat two-dimensional surface into the area of three-dimensional space and form. Additional tools and materials will be introduced throughout the semester. The student will also be encouraged to apply his/her developing critical faculties to the practical problem of analyzing and critiquing artwork.

*prerequisite: B34
spring semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B40 Pictorial Space I: Perspective

Perspective is a system of contour control developed at the beginning of the Renaissance which enables the artist to create a naturalistic illusion of three-dimensional space on a flat surface. The course will introduce the principles and practices of perspective and explore the relationship that these concepts have to the development of images from imagination, observation and plans. Both freehand and mechanical processes will be covered in the development of images where the student's primary focus is the effective control of the illusion of space.

*fall semester, 2 credits
two 2 hour meetings per week
60 class hours total*

B41 Pictorial Space II: 20th Century Art Movements

From the Renaissance through the 19th century artists created images that conveyed the illusion of three dimensions. Beginning in the late 19th century, however, and with accelerating pace and interest in the 20th century, artists began

to experiment with alternative spatial systems. This course is designed to give students a 'hands-on' familiarity with 20th century art movements such as cubism, neoplasticism, abstract expressionism and others that undertook important experiments with the nature of space.

*spring semester, 1 credit
one 2 hour meeting per week
30 class hours total*

B50A Foundation Computer Graphics

Foundation Computer Graphics is a course designed to give all NES/D students a basic understanding of computers and their use as a graphic medium. In addition to graphics assignments students will learn the vocabulary of computer graphics and DOS, knowledge which is applicable to many different computer systems. Field trips and presentations of graphics done with advanced computer graphics systems will provide a broad knowledge of the discipline.

*fall or spring semester, 1 credit
one 1 hour meeting per week
15 class hours total*

B70A,71A Ideas of Western Art I & II

This is a two semester lecture course designed to acquaint the student with the major concepts and ideas of Western art. The role of the artist within a cultural context will be explored as it relates to the image making process. Emphasis will be placed on the interplay of the ideas of the past with the image making process of our contemporary society. The objective of this course is to provide a path by means of which the student may take the ideas and lessons extracted from the study of art history and turn these ideas into meaningful insights that are utilized in the studio.

*fall and spring semesters, 1.5 credits per semester
one 1.5 hour meeting per week
22.5 class hours per semester*

B80 Seminar

A series of lectures, discussions and demonstrations by faculty members and guest speakers which is designed to expose first year students to the career objectives of the Major Programs in order that an informed choice of a Major may be made at the end of the Foundation year.

*fall or spring semester, .5 credit
one 1 hour meeting per week
15 class hours total*

Graphic Design Department

G04 Reprographics

This course is designed to familiarize students with a wide range of graphic arts processes through the study and practice of various methods involved in preparing original art (drawings, designs, photographs) for reproduction and printing. A major emphasis will be placed on learning to operate and control the photostat camera with a variety of image-receiving materials (films, papers, etc.). The course will also include an in-depth introduction to the half-tone through exercises with several types of contact screens (e.g. elliptical dot, line, mezzotint, etc.). Proofing systems such as 3M color-key and Chromatek color transfers will also be used throughout the course, thus providing the student with valuable practical skills.

*fall or spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total*

G06,07 Graphic Design Production

The principles and techniques used in the development of art work from design through to final printing. Layout, comprehensive, paste-up and mechanical preparation will be considered in relation to the various printing media. Field trips and lectures by individuals employed in the various areas of the graphic design production field will familiarize the student with a wide variety of techniques and operations. Also included will be an introduction to practical business aspects such as making estimates, quotations and contracts and adhering to a realistic schedule.

*fall and spring semesters, 1 credit per semester
one 2 hour meeting per week
30 class hours per semester*

G08,09 Production Workshop

This course will stress the practical application of the principles and techniques developed in *Graphic Design Production*. Emphasis will be placed on increasing sophistication in the use of tools and materials and increasing refinement in terms of the speed and accuracy of their application. Where possible, design problems encountered in other courses will be followed through to production stage and examined for practicability.

*prerequisite: G07
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

G10,11 Typography for the Designer

The study and practical application of typography and typographic design as they relate to clear communication by the graphic designer. Major areas of study will include: the history and evolution of alphabets and type faces; typographic terminology; type classification and identification; copyfitting; type selection and specification; typesetting equipment and technology; typographic design and legibility. The aim of this course is to develop in the student an awareness of the enormous impact typography has on design. In addition, the course seeks to develop practical skills which will allow the student to intelligently discuss, select, order and evaluate type and its appropriateness to a given task. Students in this course will also learn about modern computerized typesetting equipment and may have class projects set in type.

*fall and spring semesters, 1 credit per semester
one 2 hour meeting per week
30 class hours per semester*

G12,13 Advanced Typography

A senior level course designed to reinforce and refine the skills developed in *Typography for the Designer*. It is the goal of this course to help the student understand that typography is an integral part of any design/advertising solution. Thus the course will involve projects relating directly to other Senior level courses such as *Advertising Design II* and *Graphic Design II*. Assignments will involve work in areas such as newspapers, magazines, billboards, packaging and tabular material such as charts and coupons.

*prerequisite: G11, G41
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

G14 Introduction to Computerized Typesetting

This course will provide an intensive, in-depth introduction to the practical use, operation and application of phototypesetting equipment. Hands-on time with computerized typesetting equipment (the School's Compugraphic MCS Powerview 10/8000 system) will form an integral part of the course and students will execute actual composition exercises throughout the course. In addition to covering typesetting functions the course will include lessons in computerized editing and file management. Basic typesetting terminology, conventional rules of

typography, and typeface classification and recognition will also be discussed. In order that students may have sufficient time to use the equipment enrollment will be limited to six persons.

fall or spring semester, 2 credits

one 1 hour class and one 2 hour lab per week

45 class hours total

G24 Illustration for Publication

This course is designed for students considering a career in illustration. We will concentrate on editorial or publishing assignments and will try to simulate the professional working process, from the time the illustrator receives the manuscript to the time the piece goes to press. Particular emphasis will be placed on developing the ability to create powerful, effective illustration within a set of guidelines and restrictions. For each assignment the student will receive a manuscript, a layout and color restrictions or specifications. We will discuss methods of interpreting the manuscript to develop visual ideas. We will shoot 35mm photographs to use as reference. The students will present sketches to the class and accept input from others. We will discuss printing production methods and the potential problems some specific pieces could have. The finished pieces from this class will be the beginning of a professional portfolio.

fall or spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

G26,27 Illustration I

In this course students will learn to work in a variety of media used in professional illustration. The markets available to the illustrator and what media are appropriate for a specific market will be discussed. The course will concentrate on developing the ability to draw real objects and real people, often from a client's specifications. Illustrating from a manuscript or from a layout will also be included. Several free projects will be included in the course, but the main emphasis will be learning the skills necessary for meeting a client's specific illustration needs.

fall and spring semesters, 1 credit per semester

one 2 hour meeting per week

30 class hours per semester

G28 Applied Illustration

This senior level course will concern itself with the preparation of illustrations for specific markets within the advertising, graphic design and publishing fields. Areas covered will include illustration for trade and textbooks, newspapers, consumer and trade magazines, catalogues and brochures, and a range of advertising applications (products, people, issues, etc.). Special emphasis will be placed on developing proficiency in a wide variety of media (pencil, pen and ink, watercolor, airbrush, stipple) and on learning different methods of preparing artwork for reproduction. Developing a style appropriate to a particular market will be stressed throughout the course and an important feature of the course will be guest lectures and critiques from professional illustrators and artists' representatives. Also included will be such practical considerations as the role of the art director in buying illustrations, working with a representative, developing a "clip file", and shooting polaroid photos for quick reference.

prerequisite: G27

fall semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

G32,33 Editorial Graphics

This course will consist of the study and practice of newspaper and magazine editorial art. Areas considered will include the editorial cartoon, the editorial illustration and news illustrations. Assigned problems will be based on current news developments and on earlier events which still have an effect on contemporary life. Idea research, a creative approach to the problem, layout skills, production knowledge and a familiarity with the purposes of the publication will be stressed.

fall and spring semesters, 1.5 credits per semester

one 3 hour meeting per week

45 class hours per semester

G36 Marker Rendering

This course offers basic instruction in the proper use and technique of rendering with black and white and colored felt-tip markers as applied to advertising layout and design. The objective of this course is to instruct students in how to quickly and effectively render illustration, photography and lettering for layout purposes.

fall or spring semester, 1 credit

one 2 hour meeting per week

30 class hours total

G38,39 Illustration Techniques and Concepts

The first semester of this course will be an advanced extension of *Drawing Techniques II (F02,03)*. Assignments utilizing various media will be given, but the character of assignments will be much more clearly related to editorial forms of illustration. The concept of translating a verbal idea into a viable visual image while attaining a level of finish worthy of publication is the goal of the first semester. In the second semester assignments will be fewer and each will be treated as finished art work for publication. Students will have more freedom to pursue individual stylistic and media responses to problems. Class discussions, slide presentations and guest lecturers will offer information regarding the variety of opportunities open to skilled illustrators.

prerequisite: F02,03 or instructor permission
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

G40,41 Graphic Design I

Emphasizing the creative process from thumbnail sketch to comprehensive, this course will introduce the student to the language, tools and techniques used by the professional graphic designer. Attention will be paid to both conceptualization and presentation in solving design problems, including logos, posters, brochures and mailers. As a survey and overview of graphic design, a goal of the course is to provide the student with sufficient information to allow him or her to choose an area of concentration at the senior level.

fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

G46,47 Package Design

This course will cover both the creative and practical aspects of designing for packages, and will stress the importance of three-dimensionality. The restrictions and requirements of a number of package types (including boxes, bottles, cans, tubes, blister-packs, etc.) will be examined. Emphasis will be placed on the effective use of typography, photography, illustration and color. Also studied will be basic aspects of marketing: the logic behind a design, product positioning, competitive brands, audience appeal, etc.

prerequisite: G41, G55
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

G48,49 Graphic Design II: Print

A senior level course for students majoring in Graphic Design, this course will emphasize creative solutions to a variety of typically encountered professional design problems. Areas covered will include design for catalogues, posters, brochures, product sheets, and direct mail pieces. Class time will be divided between lectures, critiques and in-class work.

prerequisite: G41
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

G50 Basic Publication Design

A course in beginning book and magazine design for graphic designers which will focus on the skills necessary to create a text page. Topics covered will include the use of the haber rule, understanding picas, the importance of leading, and what type faces are suitable for text and display. Also covered will be sizing and positioning photographs and illustrations, and estimating the length of a book. In addition to the traditional method of preparing pencil layouts, students will be given the opportunity of setting up sample pages on the School's typesetting equipment. A complete book design incorporating illustration, graphics and photography (complete with layouts and specifications) will complete the semester.

fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

G51 Intermediate Publication Design

A continuation of *Basic Publication Design*, this course will involve the student in practical, in-depth application of the principles and skills acquired during the first semester. Three major projects will be executed, each following a problem through from concept to completed design. Emphasis will be placed on the development of an increased sensitivity to book and magazine typography, the ability to create complex layouts, and the utilization of each student's talents (whether they be in graphics, illustration or photography). With the added ability to set type on the School's typesetter, the student will be able to prepare a professional book and magazine design portfolio.

prerequisite: G50
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

G52,53 Advanced Publication Design

This course is designed for those students who wish to develop a special expertise in book and magazine design in order that they can target their portfolios toward this discipline. Primary emphasis will be placed on long-term projects which simulate professional solutions and problems. Use of the student's own design, photography and illustration will be encouraged. Occasional field trips to publishers, printers and binders will be included.

prerequisite: G51

*fall and spring semesters, 1.5 credits per semester
one 2 hour meeting per week
30 class hours per semester*

G54,55 Advertising Design I

A broad introductory survey of typical problems encountered by the professional advertising designer. The course will stress the development of the methodology most commonly used in advertising design: i.e. the progression from concept to thumbnail, to roughs, to layout. Emphasis will be placed on print media, including newspaper and magazine advertising, direct mail, billboard and point-of-purchase.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

G56,57 Advertising Design II: Print

A survey of a broad range of typical advertising design problems which will stress sophistication in concept, development and execution. Projects will range from single ads to fully developed advertising campaigns and will include work for newspapers, magazines (both trade and consumer), billboards and point-of-purchase. The ultimate goal of the course is the preparation of a professional quality advertising art director's portfolio.

prerequisite: G55

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

G58,59 Advertising Workshop

This course will examine the role of the advertising art director and classes will simulate as closely as possible advertising agency situations. Design projects will be examined in terms of

advertising and marketing theory and the course will cover trade and consumer advertising, hard-sell and soft-sell techniques, etc. Advertising concept, copy content and visual solution will be stressed as component parts of a successful whole.

prerequisite: G55

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

G60 Basic Photography

A thorough introduction to the basics of camera use and control, and darkroom procedures for developing and printing black and white photographs. Emphasis will be placed on learning by doing and the course will involve extensive use of the darkroom. An appreciation for aesthetic concerns will be developed by critiques of student work and class discussions of the work of influential photographers.

open to freshmen

*fall or spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total*

G61 Intermediate Photography

This course is a continuation of *Basic Photography* and concerns itself with two major areas: advanced camera and darkroom techniques and the application of these techniques in communicating a personal message. The format of the course will involve extensive use of the darkroom and will feature class critiques of student work and class discussions of the work of influential photographers.

prerequisite: G60

*spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total*

G66,67 Advanced Photography

This course is intended to extend the student's photographic skills to a higher technical and conceptual level. Areas to be covered include the zone system, studio work, documentary photography, various uses of color, and an introduction to view camera techniques. Emphasis will be on individual projects. A more conscious awareness of the technical and aesthetic choices available in photography is the aim of this course.

prerequisite: G61

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

G68 The Color Print

This course will introduce the basic techniques of color print making from slides. The Cibachrome process will be used because it is the simplest and most direct means of producing high-quality color prints. The focus of the course will be on darkroom procedures, including choice of chemicals for contrast control and various methods of diagnosing color printing problems.

prerequisite: G61

fall or spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

G71 Art Direction for Photography

A senior level course for Graphic Design majors, this course is designed to familiarize students with photography for use in advertising and design. Emphasis will be placed on the art director's role in planning and directing photographic sessions both in the studio and on location. Field trips and guest lectures from professional photographers and art directors will help the design student to understand the techniques, equipment and processes involved in order that they may creatively and intelligently design with photography.

prerequisite: G41 or G55, G61

fall or spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

G82 Introduction to Airbrush

The airbrush is a tool that permits the artist to render subtle tonal gradations which are extremely difficult to achieve through any other process. Applications include illustration, photo-retouching, architectural rendering, fine art, toys, textile design and ceramics. This course will introduce students to airbrush rendering in both transparent and opaque medium, freehand and stencil (frisket) techniques, and the cleaning, maintenance and repair of the airbrush. The class will advance from basic exercises to more complex illustration techniques.

fall or spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

G83 Intermediate Airbrush

Building on the basic skills developed in *Introduction to Airbrush* this course will seek to extend and refine the student's airbrush technique. An increasing emphasis will be placed on the production of finished renderings and illustrations.

prerequisite: G82

fall or spring semester, 1.5 credits

one 3 hour meeting per week

45 class hours total

G84,85 Advanced Airbrush

Geared toward the student who is seeking to develop professional proficiency in airbrush, this advanced workshop will emphasize increasingly sophisticated techniques and applications. Exercises in illustration, rendering and retouching will explore the special potential of the airbrush and provide the student with an opportunity to explore individual directions and interests.

prerequisite: G83

fall and spring semesters, 1.5 credits per semester

one 3 hour meeting per week

45 class hours per semester

G86 Computer Design and Illustration

This course is designed to introduce students to the use of the computer as a tool for graphic design and illustration. Topics of discussion will include basic computer concepts and systems, computer terminology, and the major applications of computer graphics in industry. Students will be designing with Truevision Image Processing Software using the AT&T TARGA 16 graphics adapter board on IBM® PC-compatible computers. Portfolios will consist of hard copy produced on a color printer-plotter as well as photographic slides and prints using a film recorder. Students will complete assignments using the computers, the printer and the film recorder. Students taking this course should be prepared to spend a minimum of three hours per week outside of class time on the computers.

fall or spring semester, 2 credits

one 3 hour meeting per week

45 class hours total

G87 Computer Animation

Computer Animation is a course designed to introduce the student to the basics of computer aided animation using Truevision® Image Processing Software and Carousel Presentation Software on IBM PC compatibles. Cycle animation and, most importantly, animation based on 'tweening' will be explored on the Amiga. Assignments will be recorded on video tape with accompanying sound tracks.

prerequisite: G86

fall or spring semester, 1.5 credits

one 2 hour meeting per week

30 class hours total

G90A,91A The Business of Art

It is the goal of this course to introduce senior students in the Graphic Design Program to business practices and procedures as they relate to the design and advertising industries. The course will show students how business and financial practices influence the creation of commercial art and how to properly manage those practices to insure financial success. It is the intent of the subject matter to prepare students to function successfully in a professional, business-like manner, whether they are designing under the supervision of a company or agency art director, or in a free-lance capacity.

fall and spring semesters, 1.5 credits per semester

one 1.5 hour meeting per week

22.5 class hours per semester

G92,93 Corporate Design

This course will focus on the creation and application of designs within business and industry. Areas of study will include identification of client problems, definition of objectives to solve the problems, and the establishment of design strategies to accomplish the objectives. Specific emphasis will be placed on the analysis and development of corporate identity systems including the development of logotypes, stationery, signage systems, annual reports and forms. Also included will be graphic design applications to the various advertising, marketing and public relations pieces associated with corporate design. Emphasis will be given to the role of the artist in the corporate environment.

prerequisite: G41

fall and spring semesters, 1.5 credits per semester

one 3 hour meeting per week

45 class hours per semester

G96,97 Broadcast Advertising

This course will explore and examine the creation of graphics for telecommunications media. Television (including cable and closed circuit), videotape and film will be addressed and students will be made aware of the techniques and applications utilized in these broadcast media. Problems unique to this industry will be discussed and their impact on design solutions explored. Included will be field trips to studios and locations that will expose the student to the wide range of tools and techniques used by professional film, video and A/V producers. Students will thus be given an opportunity to see commercials followed through all stages of production from storyboarding through production to distribution.

prerequisite: G55

fall and spring semesters, 1.5 credits per semester

one 3 hour meeting per week

45 class hours per semester

Interior/Environmental Design Department

E12A Environmental Control Systems: HVAC

This course will provide the student, in a lecture format, with a general background in the control of interior environments by means of heating, ventilation and air conditioning. A study of the physiological effects and requirements relating to human comfort will demonstrate the need for a controlled environment. Methods for achieving that control by the application of engineered HVAC systems and their integration into the overall building design will follow.

fall semester, 1.5 credits

one 1.5 hour meeting per week

22.5 class hours total

E13A Environmental Control Systems: Electricity, Lighting & Plumbing

An introduction to the control systems which regulate and nourish the built environment, such as electricity, lighting, plumbing and water systems. Issues relating to the quality of space as affected by control systems and the implications on design solutions will be pursued through an examination of interior design students' studio work as case studies.

spring semester, 1.5 credits

one 1.5 hour meeting per week

22.5 class hours total

E14A Lighting: Theory, Application & Design I

An introduction to the art and science of illumination. This lecture series will discuss lighting principles, the state of the art, and the application of lighting into interior environments for aesthetic, functional and spatial effects. A semester-long studio project will be utilized for the discussion and practical application of lighting from conceptual design to the specification of equipment and sources.

fall semester, 2 credits

one 2 hour meeting per week

30 class hours total

E15A Acoustics: Theory, Application & Design

Lectures on the practical applications of the fundamentals of acoustics to building and interior design. Topics covered include room finish design for sound reverberation control, sound transmission, speech privacy, mechanical system noise control, etc.. Whenever possible, studio problems are used for class projects and for discussion.

fall semester, 2 credits

one 2 hour meeting per week

30 class hours total

E17A Lighting: Theory, Application & Design II

A continuation of the introductory course on the art and science of illumination, with greater stress on applications. This lecture and workshop series will draw on the knowledge obtained in *Lighting: Theory, Application & Design I*, enabling the student to become more familiar with the procedures for designing, and the particular design criteria for, specific types of residential and commercial spaces.

prerequisite: E14A, E40

spring semester, 2 credits

one 2 hour meeting per week

30 class hours total

E20 Interior Design Studio I

The first interior design studio in a series, this course will address itself to the understanding and meaning of three-dimensional, real space or the "built environment". An objective of the studio will be the student's ability to develop a methodical and rational approach to dealing with problems of light, shadow, color, texture, rhythm, pattern and volume in space. The elements of interior space and the planning of that space will be discussed in seminars and the design solutions particular to individual problems will be investigated through freehand drawing, drafting and models. Projects will be short in duration, sometimes complex in nature and dealing with both commercial and residential environmental situations.

fall semester, 3 credits

two 3 hour meetings per week

90 class hours total

E21 Interior Design Studio II

This design studio will further the investigations of *Interior Design Studio I* through a more complex series of problems of longer duration. Design methodology, spatial planning, environmental systems, and construction techniques will become of greater importance in problems of commercial and residential spaces. As in the first studio, the objectives will be the student's understanding of and ability to effectively deal with interior problems of light, color, shadow, sound, texture and volume.

prerequisite: E20

spring semester, 3 credits

two 3 hour meetings per week

90 class hours total

E22 Site Planning & Landscape Design

A course intended to introduce students of interior/environmental design to the fundamental principles, theories and resources necessary to establish a working vocabulary of site planning and landscape design. Topics covered will include: history, site analysis techniques, selection of site elements such as plant materials, paving, street furnishings, sociology of space, city elements, environment factors, etc..

*fall semester, 1 credit
one 2 hour meeting per week
30 class hours total*

E23 Landscape Design & Interior Plantings

A continuation of the study and investigation of site planning and landscape design, this course is intended to further the student's knowledge and understanding of the theory, application and practice of landscape design as it relates to interior environments. Included will be an overview of the requirements for indoor plant materials, their physical needs and design capabilities. Field trips, lectures and studio problems will enable the student to use plants in interior spaces for a variety of effects.

*prerequisite: E22
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total*

E24 Furniture Design & Construction I

A seminar/studio which will investigate the various materials and techniques used in the fabrication of furniture, as well as drawing and presentation techniques appropriate to this study. Through a series of design problems the student will develop the design process from concept to presentation. Lectures, field trips and class critiques aid the student in developing a thorough knowledge of the furniture design industry.

*prerequisite: E41
fall semester, 1 credit
one 2 hour meeting per week
30 class hours total*

E25 Furniture Design & Construction II

A continuation of the studies of *Furniture Design & Construction I*, this course will allow the student to pursue the design of various pieces of cabinetry, furniture and accessories pertinent to particular projects undertaken in the design studios. Where desirable, this course will work in conjunction with drafting courses in developing informational detailing.

*prerequisite: E24
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total*

E26 Interior Design Studio III: Commercial Design

This senior (third year) level design studio concentrates on the beginning phases of the design process. Programming and schematic design are the particular phases that will be covered in the course. The programming phase covers the design problem definition through information gathering and research of a particular client type. It is a brief directive, outlining the course of actions and the criteria to be followed in both planning and design. The schematic design phase is the interpretation of the program requirements by studies and drawings to illustrate basic interior architectural concepts (i.e. space requirements and relationships, circulation, scale, general appearance and scope of the project). This will be accomplished by the following methods: lecture/slide/discussion, individual term projects, sketch problems, desk critiques, and formal presentations.

*prerequisites: E21, E41
fall semester, 2.5 credits
two 2.5 hour meetings per week
75 class hours total*

E27 Interior Design Studio V: Commercial Design

This second semester course in commercial design will be a continuation of *Interior Design Studio III* and will concentrate on the processes of design development through working drawings and specifications. The design development phase follows the approval of schematic design. It includes the design determination and coordination of all interior architectural elements. This phase results in drawings and documentation, plus additional material as necessary to illustrate final development and insure that all significant design questions and problems have been answered. The working drawing and specifications phase transforms the preceding approved design development package into a set of detailed documents. This will be accomplished by the following methods: lecture/slide/discussion, individual term projects, sketch problems, desk critiques, and formal presentations.

*prerequisite: E26
spring semester, 2.5 credits
two 2.5 hour meetings per week
75 class hours total*

**E28 Interior Design Studio IV:
Residential Design**

This course will address itself to the planning and design of residential structures. A survey of American residential styles from Colonial to contemporary times will be undertaken in conjunction with field trips. Design problems will address adaptive reuse, multi-family and single family housing, using drawings and models as tools.

prerequisite: E21, E41
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

**E29 Interior Design Studio VI:
Residential Design**

A continuation of the studies of *Interior Design Studio IV*, this course will focus on contemporary residential buildings. The student will study and analyze a variety of current approaches to single and multi-family residences. Design problems will be undertaken using previously acquired drawing and model-building skills.

prerequisite: E28
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

E40 Contract Drafting I: Basic

A course designed to familiarize students with the basic concepts and equipment necessary for visualizing three-dimensional space and geometric objects in specific graphic illustrative terms known as plans, elevations and sections. In addition, the student will be introduced to the three-dimensional measured parallel drawing. The course aims to provide students with a working knowledge of the processes, graphic and reproductive, used to produce a basic set of contract drawings necessary in the planning and design of interior spaces for commercial or residential use.

fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

E41 Contract Drafting II: Intermediate

A continuation of the studies of *Contract Drafting I* with an emphasis on increasing sophistication in drawing techniques, the rendering of materials and finishes, and presentation skills. In addition to floor plans, elevations and sections the student will be introduced to production manuals; the problems of electrical, lighting, telephone and furniture requirements; working

with typical specifications and finish schedules. Projects included will sometimes involve problems initially encountered in *Interior Design Studios I and II*.

prerequisite: E40
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

E42 Contract Drafting III: Advanced

This course will serve as an extension of the studies of *Contract Drafting I and II*. Its objectives are the production of professional quality work for presentation and portfolio purposes. Class problems will refine drafting skills and will work in conjunction with some problems from *Interior Design Studios III and IV*.

prerequisite: E41
fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

E43 Contract Drafting IV: Contract Documents

Contract documents, which are perhaps better known as "working drawings" will be the focus of this course. Drawing on the student's prior background in drafting techniques, this course will continue the study of informational detailing in the pursuit of professional quality drawings which will document design work.

prerequisite: E42
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

**E44 Architectural Rendering I:
Freehand Drawing**

A course designed to introduce students to fundamental concepts, tools and techniques necessary for visualizing and representing three-dimensional space. The course is directed toward developing the ability to draw with speed and accuracy in three dimensions as well as increasing the student's spatial awareness and sensitivity.

prerequisite: B40
fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

E45 Architectural Rendering II: Design Drawing

A continuation of *Architectural Rendering I* which will concentrate on developing the principles of design drawing. Heavy emphasis will be placed on trace overlays as this course will act primarily as a workshop and will enable the student to quickly describe a wide variety of design solutions. Specific areas of study include commercial and residential environments, and landscape design problems.

prerequisite: E44

spring semester, 1 credit

one 2 hour meeting per week

30 class hours total

**E46 Architectural Rendering III:
Mechanical Perspective**

An introduction to the study of mechanical perspective, isometric drawing techniques and axonometric drawing techniques. This course will utilize Interior Design Studio problems and will strive to develop skills for describing designed space with a wide range of graphic possibilities in a highly refined and specific manner. The course will also consider delineation techniques, media and materials, and the technical method of rendering light, shade and shadow.

prerequisite: E45

fall semester, 1 credit

one 2 hour meeting per week

30 class hours total

E47 Architectural Rendering IV: Delineation

A course aimed at producing students capable of a high resolution of graphic presentation of space. The student will pursue several projects from concept through design drawing to finished presentation drawing. Specific areas of study include: hardline drawings; detailed renderings; media and materials; delineation techniques for interior materials, textures, glass, water, sky and ground cover.

prerequisite: E46

spring semester, 1 credit

one 2 hour meeting per week

30 class hours total

**E60A Interior Structural Systems:
Basic Elements of Construction**

A lecture course intended to introduce the interior/environmental design student to the foundations of contemporary technology and methods as they apply to the preliminary investigations of residential and commercial structural environments. The aim of this course is to make the student aware of the resources available and the

limitations of construction techniques which ultimately affect any design solution.

fall semester, 1.5 credits

one 1.5 hour meeting per week

22.5 class hours total

E62A Architecture: History & Analysis I

This course is the first part of a two semester survey of the history of architecture and the analysis of architecture. In order to gain a full and usable understanding of history, it is important to study history in two ways: 1) in its historical context and 2) as an artifact from the past. In the spirit of its historical context, history will be studied as a survey course with illustrated lectures, readings and discussions. In order to study examples from history as artifact and to gain a means for using architecture for contemporary design needs, a formal analysis of architecture and discussion time will be allocated. The goal of the course is to develop the student's critical abilities in the understanding of the significance of architecture in the age of its design as well as the ability to use the understanding of a building as we see it now in current design problems. The course will provide the student with a knowledge of major architectural developments from the ancient civilizations of Egypt, Greece and Rome through to the Baroque era.

fall semester, 1.5 credits

one 1.5 hour meeting per week

22.5 class hours total

E63A Architecture: History & Analysis II

A continuation of *Architecture: History & Analysis I*, this course will review the major developments in architecture from the dawn of the modern world to the present day. This course will conclude with an examination of contemporary architecture and will attempt, through an historical survey and architectural analysis, to place current trends and thought in historical perspective.

spring semester, 1.5 credits

one 1.5 hour meeting per week

22.5 class hours total

E64 Materials for the Interior Designer I

A survey of the materials used in building construction and an in-depth study of materials used as finishes in commercial and residential interiors. Emphasis will be placed on research and comparative analysis leading to the appropriate selection and specification of interior finish materials. Through independent research assignments each student will present to the class a study of specific

materials, both fixed and decorative, including history, development, compliance with building codes, and aesthetic characteristics.

*fall semester, 1 credit
one 2 hour meeting per week
30 class hours total*

E65 Materials for the Interior Designer II

A continuation of the studies begun in *Materials for the Interior Designer I*, this course will begin with an in-depth examination of textiles, their history and application. The second half of the semester will focus on the relationship between interior designers and contractors and the importance of communication between the two, starting with specification sheets for fixed materials and ending with specification sheets for custom detailing. Field trips will supplement class discussions and lectures.

*prerequisite: E64
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total*

E67A Interior Structural Systems: Structural Space

An examination of constructional elements and their effect on interior/architectural space and design. Elements examined will include doors, windows, stairs, elevators, plumbing fixtures and finish work. Studies will be supplemented by readings from *Building Construction Illustrated* by Francis D.K. Ching.

*prerequisite: E60A
spring semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total*

E81A Business Orientation & Professional Practice

A seminar/lecture course which addresses the realities of business practice in the interior design profession. The course will pursue topics which include contracts, business procedures and management, client relations and the basics of establishing and maintaining a business.

*prerequisite: senior status
spring semester, 2 credits
one 2 hour meeting per week
30 class hours total*

E82A History of Furniture I

A survey of the development of furniture types and their uses, this course offers an overview of the 'hows' and 'whys' of furniture design. Since furniture and architecture are inescapably

linked, the threads of these fields will be intertwined to present a concise and cohesive presentation of the interconnection between these decorative and practical arts. The first semester will consider furniture from 3000 B.C. to the Medieval period.

*fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total*

E83A History of Furniture II

A continuation of the studies of *History of Furniture I*, this course will discuss furniture styles from the beginnings of the Renaissance in Italy through to the present Post-Modern era.

*spring semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total*

E84 Graphics for Interior Design

This course is designed for Interior/Environmental Design seniors and will cover the basics of two and three-dimensional design as part of the total design environment. It will also review the basic elements of visual communication. This will be accomplished through the following methods: lectures and examples of graphic techniques, visual communication projects, individual reviews, formal presentations, and field trips.

*prerequisite: senior status
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total*

E85 Presentation Techniques

This course will cover the numerous presentation techniques available to the interior architectural profession. Methods of presentation covered in this course will be applied to the senior level design studios and to student portfolios.

*prerequisite: E84
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total*

E86A,87A Communication Skills I & II

This is a two semester lecture/discussion course which is designed to strengthen the student's proficiency in both oral and written expression. Emphasis will be placed on the practical application of such skills to professional problems such as proposals, presentations, etc.

*fall and spring semesters, 1.5 credits per semester
one 1.5 hour meeting per week
22.5 class hours per semester*

Fashion Illustration Department

102,03 Fashion Rendering I

This course will emphasize the development of drawing skills as they relate to the special requirements of the fashion field. A heavy emphasis will be placed on the human figure, both male and female, and its interpretation for fashion and advertising purposes. Included are studies in anatomical proportion, movement, foreshortening, facial expression and hair styles. Exercises in fabric rendering will explore techniques for rendering textures (e.g. cotton, wool, leather, velvet, knits) and patterns (e.g. stripes, floral prints, plaids, paisley) commonly encountered in professional work. Fashion related products and accessories such as jewelry, handbags, cosmetics and shoes will also be dealt with. The execution of these exercises will involve the student in the practical application of a wide variety of drawing media and techniques, ranging from simple line art to full-color renderings. Throughout, the emphasis will be placed on the preparation of camera-ready art work.

*fall and spring semesters, 3 credits per semester
two 3 hour meetings per week
90 class hours per semester*

104,05 Fashion Rendering II

This course will continue the studies of *Fashion Rendering I* on a more sophisticated and professional level. A heavy emphasis will be placed on interpretive renderings of products and styles — i.e. learning how to effectively project both the literal reality and the desired image or impression simultaneously. Using life studies as a basis for anatomical understanding, each student will develop a series of line and wash drawings. The use of watercolor, gouache, color overlays, etc. will also be explored. The ultimate goal of the course is the preparation of a professional quality portfolio of fashion illustrations.

*prerequisite: 103
fall and spring semesters, 3 credits per semester
two 3 hour meetings per week
90 class hours per semester*

106,07 Fashion Layout I

This course will concern itself with the overall layout and design of fashion advertising pieces. Far more than good drawing is involved in the preparation of successful advertising and it is the goal of this course to make the student competent in dealing with these other elements. The course will therefore deal with problems which overlap with graphic design: problems in page organization, type measurement and specification, mechanicals and paste-up. Throughout the emphasis will be placed on the special problems encountered in fashion advertising. Such problems will include the effective arrangement of figures and products illustrated and the relationship between the illustration and other elements such as copy, logos and photographs.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

108,09 Fashion Layout II

A continuation of *Fashion Layout I*, this course will deal primarily with the practical application of the principles and skills learned in the prerequisite course. Assignments given will emphasize the production of finished layouts and will throughout stress an effective balance of drawing, type and space. Students will also be given an opportunity to expand their skills beyond the level of single page advertisements and into brochure and catalogue design. As with the senior level rendering course, this course will aim for the preparation of a professional quality portfolio.

*prerequisite: 107
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

Fine Arts Department

F02,03 Drawing Techniques II

An in-depth continuation of the study of drawing with emphasis on techniques applicable to illustration and narrative forms of fine art. Slide presentations and in-class discussions will introduce students to a wide variety of artistic styles and possible approaches. A major aspect of the course will be exploration of media and exercises will be geared toward improving student skills. As feasible, homework assignments and in-class work will be integrated to allow for close instructor supervision.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F20,21 Non-Objective Painting

Through a study of several major schools of twentieth century painting students will develop an understanding of abstraction. Assignments will reflect the concepts being studied. The schools of painting included are Impressionism, the New York School, Cubism, Dada and Surrealism, Abstract Expressionism, Pop Art, Optical Art, Minimal Art and Conceptual Art.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F24,25 Concepts & Techniques of Painting I

This course is designed to give the student, through a series of problems, an opportunity to gain additional knowledge of and proficiency in the use of watercolors, oils and acrylics.

Assignments will include exercises in both representational and semi-abstract approaches. Each member of the class will be trained in sound technical approaches to the subject and the media.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F26,27 Concepts & Techniques of Painting II

This course for senior students is designed to give the student a greater degree of flexibility in pursuing individual directions. Themes and concepts will be left largely to the student and the course will concentrate on the refined application of a variety of painting media, including oils, acrylics, watercolors, stains, collage, photographs and combinations of these.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F34 Contemporary Realism

A studio painting course which will explore current directions (both painterly and super-realist) in representational painting. Following the lead of Pop Art (and often strongly influenced by abstraction) contemporary realists have expanded the possibilities of representational painting to create a new, distinctly modern art, generally referred to as 'New Realism'. Students will combine given problems with self-determined projects to gain an understanding of the qualities and motives behind this work and to find an expressive vehicle in the depiction of perceived reality. Occasionally the class will visit galleries to see and discuss painting related to the course.

*fall or spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total*

F50,51 Basic & Intermediate Silkscreen Techniques

The technical and aesthetic possibilities of a variety of silkscreen techniques will be explored in this introductory course. Fine arts and commercial uses of the medium will be considered, including cut paper stencils, cut film stencils, single and multi-color prints and an introduction to photographic techniques. Individual and group criticisms will evaluate the student's work and progress.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F52,53 Advanced Silkscreen

Students will concentrate on the production of print editions of professional quality which are clear expressions of their personal application of the possibilities of the medium of silkscreen. In addition several new techniques will be introduced: direct emulsion photostencils, lift transfers, drypoint positives, litho crayon and touche, halftones and halftone color separations.

*prerequisite: F51
fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F60,61 Life Drawing II: Rendering

Building on the Foundation Program course in life drawing this course will continue to build insights and abilities in drawing from the nude and draped model. Proportion, foreshortening, the use of space, compositional problems and anatomical structure will all be considered in relation to a growing familiarity with a variety of drawing techniques and media.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F62,63 Life Drawing III: Rendering

Designed for senior students who are pursuing fine arts or illustration, this course will stress independent yet disciplined studies based on the model. Emphasis will be placed on the application of a wide variety of media to a series of longer poses.

prerequisite: F61 or F69

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F68,69 Life Drawing II: Concepts

This course will focus on the study of the nude in relation to the history of the use of the nude in art. The styles of contemporary and past artists will be discussed in relation to the student's own progress in making use of the nude as a vehicle for expression. Both representational and more abstract techniques will be studied and practiced.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F70,71 Life Drawing III: Concepts

This course is designed for senior students whose drawing abilities have reached an advanced level and will stress the use of the model as the starting point for interpretive drawing and illustration. A continuing historical study of the use of the figure will suggest styles and approaches to be explored.

prerequisite: F61 or F69

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F72,73 Life Painting Studio

Life Painting Studio is designed to explore basic technical and conceptual approaches as they apply to painting the figure from life. Using a direct, alla prima method, students will work on exercises in composition, light and shadow modeling, and with several alternative color systems on white and toned grounds. The model will be studied both clothed and nude, with attention given to texture and detail in drapery as well as anatomical construction. Ongoing critiques will address individual student progress while providing direction and inspiration for further development of paintings outside of class time. The course will foster a deeper understanding of the human form while allowing students to pursue personal painterly expression and interpretation. In addition it can be of significant value to students of fashion and book illustration by offering them an opportunity to strengthen technique in line, color and brushwork.

*fall and spring semesters, 1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester*

F88A History of 19th Century Art

An introduction to significant movements and artists in 19th century European and American art history. The course will consider the movements of Neoclassicism, Romanticism, Realism, Impressionism and Post-Impressionism in painting, architecture and sculpture from 1785 to 1900. Emphasis will be on painting and painters from Jacques Louis David to the early work of Pablo Picasso. Architecture and sculpture lectures will focus on American contributions. The course will rely heavily on slide lectures.

*fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total*

F89A History of 20th Century Art

A survey of art history from 1900 to the present. This course will focus on the artistic realms of expressionism, abstraction, fantasy and realism, including such subgroups as the Fauves, the Stieglitz Group, Cubism, Dadaism, Surrealism, Abstract Expressionism, Pop art and Op art. Parallel developments in contemporary painting, sculpture and architecture will be discussed. The course will rely heavily on slide lectures and supplementary readings.

*spring semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total*

RT2,3 Research Tutorial

The highly motivated, inquisitive student will sometimes find that a specific direction of study in which he or she is interested is not covered by an existing course at NESAD. For example, an Interior/Environmental Design student may desire to develop his or her ability to photograph interior and architectural space, and although this area of photography may have been introduced in an existing photography course, no course is currently offered which covers the subject in depth. In order to accommodate such students NESAD has developed the Research Tutorial. Working closely with a faculty advisor a student will write a clearly defined program of study, drawing on the resources available at NESAD and elsewhere. Such a proposal will then be presented to the appropriate Department Chairman and the Administration. If found acceptable, the student may then pursue this individually designed program of study. At the end of the semester the student's work will be evaluated and appropriate credit given. Only full-time students in good standing may apply for Research Tutorial and a maximum of two credits per semester will be given. All Research Tutorial proposals must have clearly defined objectives, methods and schedules and must demonstrate significant professional/vocational relevance. All such proposals must be approved by a faculty advisor, the appropriate Department Chairman and the Administration.

WS Work-Study

The Work-Study Program of The New England School of Art & Design is a program which is designed to give senior students experience in and exposure to the realities of the professional world of art and design. Under this program a student may be placed with an agency, studio, business firm, etc. whose work is directly related to the student's major field of study. In such settings students work on a part-time basis and function essentially as apprentice employees. Participating students receive credit for such work, the amount of credit being dependent on the amount of time devoted to Work-Study. This program is open to full-time students only and is ordinarily limited to seniors. Participating students may substitute Work-Study for elective courses, but may not be released from required courses of their Department. Students may earn no more than 6 credits for Work-Study and one credit will be given for every 45 hours of Work-Study. All Work-Study time must be confirmed in writing in order for credit to be given. All Work-Study arrangements must be approved by the appropriate Department Chairman and the School prior to student participation. The objectives of the Work-Study Program are purely educational in nature and therefore students may not be paid for their Work-Study time (i.e. that time for which they are receiving credit).

Requirements and Policies

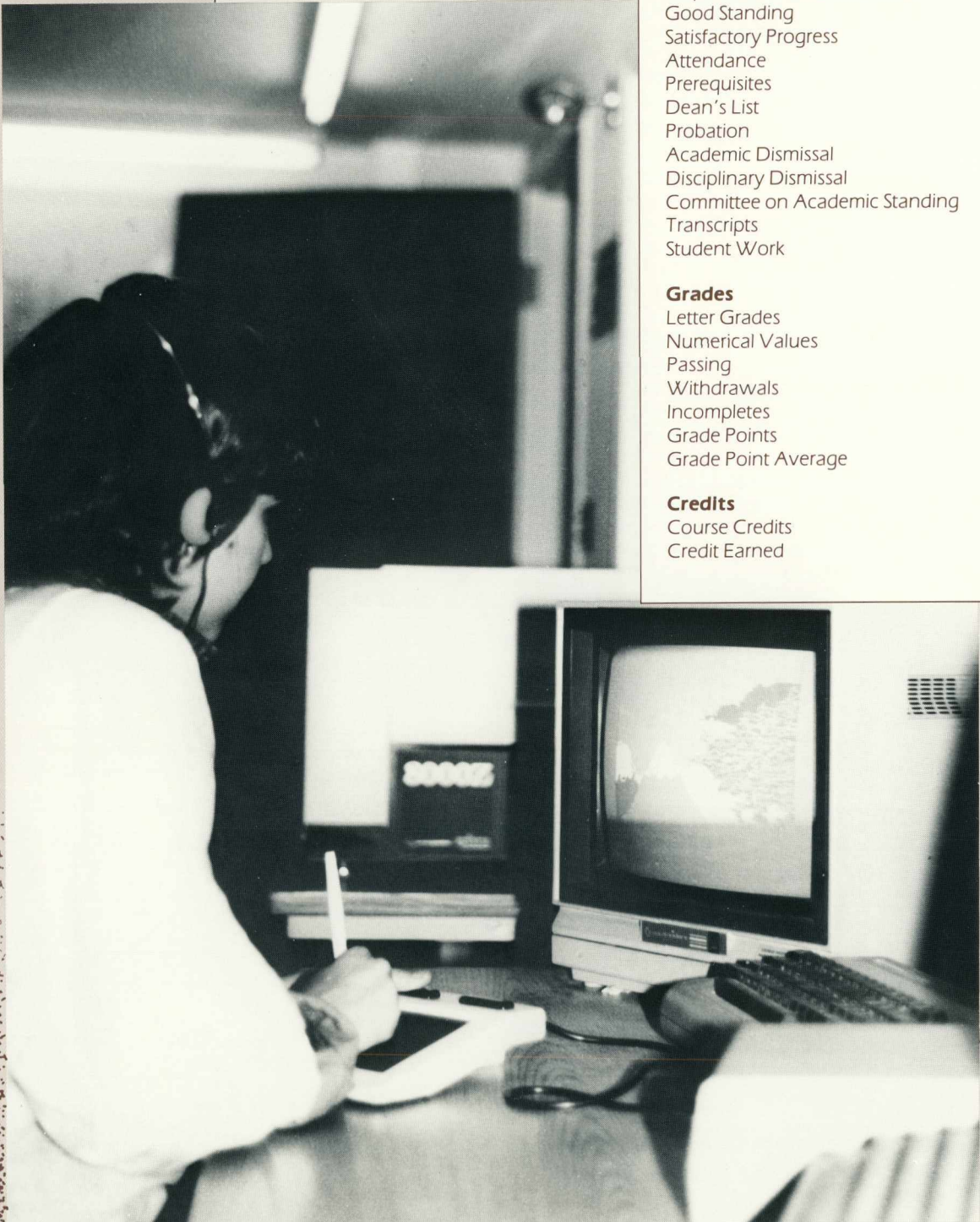
Student Responsibility
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ACADEMIC INFORMATION

Requirements and Policies

Student Responsibility

Students are responsible for their own progress through the School and will be held responsible for completing course, departmental and School requirements. In addition, all students are responsible for knowing and adhering to currently published requirements, regulations and policies. On request students may obtain information and counsel relative to their progress and status from faculty, Departmental Chairpersons, or members of the Administration.

Requirements for Graduation

A minimum of 76 credits total is required for graduation, of which a minimum of 25 credits shall be earned in an approved Major at The New England School of Art & Design. In addition, students must have an overall grade point average of at least 2.0 and must have satisfied all course requirements of their approved Major Program. Substitutions for departmentally required courses may be made only with the prior written approval of the appropriate Major Department Chairman and the Administration. Senior students (students who have earned 48 or more credits) must maintain a senior year (i.e. non-cumulative) grade point average of at least 2.3 and must earn a grade of C (2.0) or better in all senior level courses required by their Major Department in order to be considered eligible for graduation. Please see *Departments/Course Requirements* for details regarding departmental requirements.

Good Standing

In order to be considered in Good Standing students must maintain a semester grade point

average of at least 1.7 and a cumulative grade point average of at least the following:

Freshmen (students who have earned 0.0 to 21.5 credits): 1.7

Juniors (students who have earned 22.0 to 47.5 credits): 2.0

Seniors (students who have earned 48.0 or more credits): 2.0

Students placed on Probation for two consecutive semesters may not be considered in Good Standing until such time as they complete at least 6.0 credits beyond the date of the second semester of Probation with a grade point average of at least 2.3 for those credits. Dismissed students may not be considered in Good Standing until such time as they have successfully petitioned the Committee on Academic Standing for Reinstatement.

Satisfactory Progress

Full-Time Students (students enrolled for 12.0 or more credits per semester) will be considered to be making Satisfactory Progress when they are in Good Standing, earn a minimum of 11.0 credits per semester, and complete all Requirements for Graduation within a maximum of 7 semesters of full-time study.

Three-Quarter-Time Students (students enrolled for 9.0 to 11.5 credits per semester) will be considered to be making Satisfactory Progress when they are in Good Standing, earn a minimum of 8.0 credits per semester, and complete all Requirements for Graduation within a maximum of 10 semesters of three-quarter time enrollment.

Half-Time Students (students enrolled for 6.0 to 8.5 credits per semester) will be considered to be making Satisfactory Progress when they are in



Good Standing, earn a minimum of 5.5 credits per semester, and complete all Requirements for Graduation within a maximum of 14 semesters of half-time enrollment.

Students enrolled on less than a half-time basis are not eligible for Satisfactory Progress status.

Attendance

Attendance is the student's responsibility and will be considered a factor in determining final standing. Students with three or more absences from any one course in a single semester may be placed on Probation and students with five or more absences from any one course in a single semester will automatically be considered to have failed the course in question. Since this policy represents the absolute minimum acceptable attendance standard and since it often falls short of what is realistically appropriate for a particular course, individual instructors are permitted to apply more stringent attendance requirements to their individual courses, provided they have so notified their students and the Administration in advance. Faculty members are in general advised to consider three classes per semester the maximum acceptable number of absences in a single semester. Where scheduling permits, students may, with the permission of the instructor concerned, make up missed classes by attending other sections of the same course. Students arriving one-half hour or more after the scheduled beginning of a class will be marked absent.

Prerequisites

Where applicable, specific course prerequisites are listed with individual course descriptions. Please see *Course Descriptions* for details. Most courses in the Departments of Graphic Design, Interior/Environmental Design, Fashion Illustration and Fine Arts have as a prerequisite the completion of the Foundation Program or its equivalent. Exceptions to this provision may be made only with the permission of the course instructor and the appropriate Major Department Chairman. Courses listed under the Foundation Department have no specific prerequisites (except where noted) other than normal admissions requirements. Please see *Admissions* for details. Eligibility for registration in Major Department courses with specific prerequisites requires that a grade of C (2.0) or better be earned in the prerequisite course. This provision may be waived only with the permission of the appropriate Major Department Chairman and the instructor concerned.

Dean's List

The Dean's List contains the name of students who have a grade point average of 3.3 or higher for the semester, with no grade below C. A student must be making Satisfactory Progress and be enrolled for a minimum of 12 credits to be eligible.

Probation

Students may be placed on Probation for failing to remain in Good Standing, for failure to maintain Satisfactory Progress, for receiving a grade of F in any course, for receiving a grade below C (2.0) in any departmentally required course, for having a semester grade point average below 2.0, for having three or more absences from any course in a single semester, or for overall poor performance which is judged to place the student in academic danger. Students placed on Probation will be required to maintain a perfect record of attendance and are liable to Academic Dismissal should they fail to observe this provision. When imposed during a semester the Probationary period will include the remainder of the semester and when imposed following the end of a semester the Probationary period will include the following semester.

Academic Dismissal

A student may be dismissed by majority vote of the Committee on Academic Standing for failure to remain in Good Standing, for failure to maintain Satisfactory Progress, for two consecutive semesters of Probation, for three semesters of Probation in any sequence, or for failure to observe the provisions of Probation. Dismissed students may, at the discretion of the Committee on Academic Standing, be permitted to continue as Special or Adjunct students, *but not as Diploma Candidates*, and credits earned after the date of Dismissal may not be applied toward Requirements for Graduation until such time as the dismissed student has successfully petitioned the Committee on Academic Standing for Reinstatement. A petition for Reinstatement may not be submitted for at least one full semester following the date of Dismissal or, if permission is granted to continue as a Special or Adjunct student, until such time as the dismissed student has completed at least 6.0 credits with a grade point average of at least 2.3 for those credits. All decisions regarding Reinstatement are subject to majority vote of the Committee on Academic Standing and the decision of the Committee, after hearing all parties concerned, will be final.

Disciplinary Dismissal

Stealing, cheating and plagiarism will be considered grounds for Dismissal. In addition, the School reserves the right to withdraw the privilege of enrollment from any student whose activities or behavior are disruptive of the ongoing educational and professional life of the School, or from any student who fails to meet his or her financial obligations to the School in a timely manner.

Committee on Academic Standing

The Committee on Academic Standing is charged with administering, interpreting and applying academic policies and requirements. The Committee is the final authority in all matters pertaining to academic policy. No individual has the authority to change, alter, make substitutions for or grant exemptions from currently published requirements and policies without the expressed consent of the Committee. The Committee on Academic Standing is comprised of all Department Chairpersons (including Co-Chairpersons and Assistant Chairpersons), the President, the Vice President, the Director of Admissions, the Financial Aid Officer and an elected full-time senior student.

Transcripts

Graduates, students and former students may receive one free transcript of grades for all courses taken at The New England School of Art & Design. There will be a charge of \$2.00 for each additional copy. All requests for transcripts must be submitted in writing. Transcripts will not be issued to students with unsatisfied School accounts.

Student Work

The School reserves the right, with the permission of the student, to retain two pieces of each student's course related work annually without remuneration to the student. In addition, the School reserves the right to temporarily retain student work for reproduction, promotion and exhibition purposes.



Grades

Letter Grades

Students are graded in each course with one of the following letter grades: A (outstanding), B (good), C (average), D (poor), F (failing), P (passing), W (withdrew), WF (withdrew failing), INC (incomplete).

Numerical Values

The letter grades of A, B, C, D and F have numerical values of 4, 3, 2, 1 and 0 respectively. A "+" notation will add 0.3 to the numerical value of a letter grade (e.g. B+ equals 3.3) and a "-" notation will similarly subtract 0.3 (e.g. B- equals 2.7). Please see explanations below regarding P, W, WF and INC.

Passing

A grade of P (passing) may be issued for seminars, work-study or research tutorials. Courses in which a grade of P is received earn credit, but are not used in calculating grade points or grade point average since a grade of P has no assigned numerical value.

Withdrawals

Students may withdraw from any course at any time. Students withdrawing from a course or courses must so inform the School in writing. Withdrawal will in all cases be dated from the last date of actual attendance. If withdrawal occurs within the first 50% of the semester a grade of W (withdrew) will be issued for the course or courses concerned. W is a non-punitive grade and courses in which a W is received are not included in semester or cumulative totals of course credits, grade points or grade point average. If withdrawal occurs after 50% of the semester a grade of W or WF (withdrew failing) may be issued, depending on the student's standing in the course at the time of withdrawal. Students withdrawing in unsatisfactory standing will receive a grade of WF. WF is a punitive grade with a numerical value of 0 and courses in which a grade of WF is received are included in semester and cumulative totals of course credits, grade points and grade point average.



Incompletes

A grade of INC (incomplete) may be issued in cases where a student is unable to complete all required assignments on time due to extenuating circumstances (e.g. illness, emergencies). In such cases an extension of up to 30 days from the issuance of grades may be granted in order to permit the student to complete all course requirements. Failure to make up required assignments within the 30 day period will result in a grade of F (failing) being given. In order for a grade of INC to be issued students must submit a Petition for Incomplete Status together with a written explanation of the extenuating circumstances involved prior to the conclusion of the semester. All incompletes are subject to Administration approval. A grade of INC is temporary and will be changed to a final letter grade at the end of the 30 day extension period. Regardless of extenuating circumstances students who have not met minimum attendance requirements (see *Attendance* above) will not be eligible to receive a grade of INC.

Grade Points

Grade points are determined by multiplying course credits by the numerical value of the grade issued. Courses in which a grade of P or W is received are not included in grade points since no numerical values are assigned to these grades.

Grade Point Average

The semester grade point average is determined by dividing total grade points for the semester by total course credits for the semester. The cumulative grade point average is determined by dividing total grade points to date by total course credits to date. Courses in which a grade of P or W is received are not included in the grade point average since no numerical values are assigned to these grades. A grade point average is not calculated for students with outstanding incompletes.

Credits

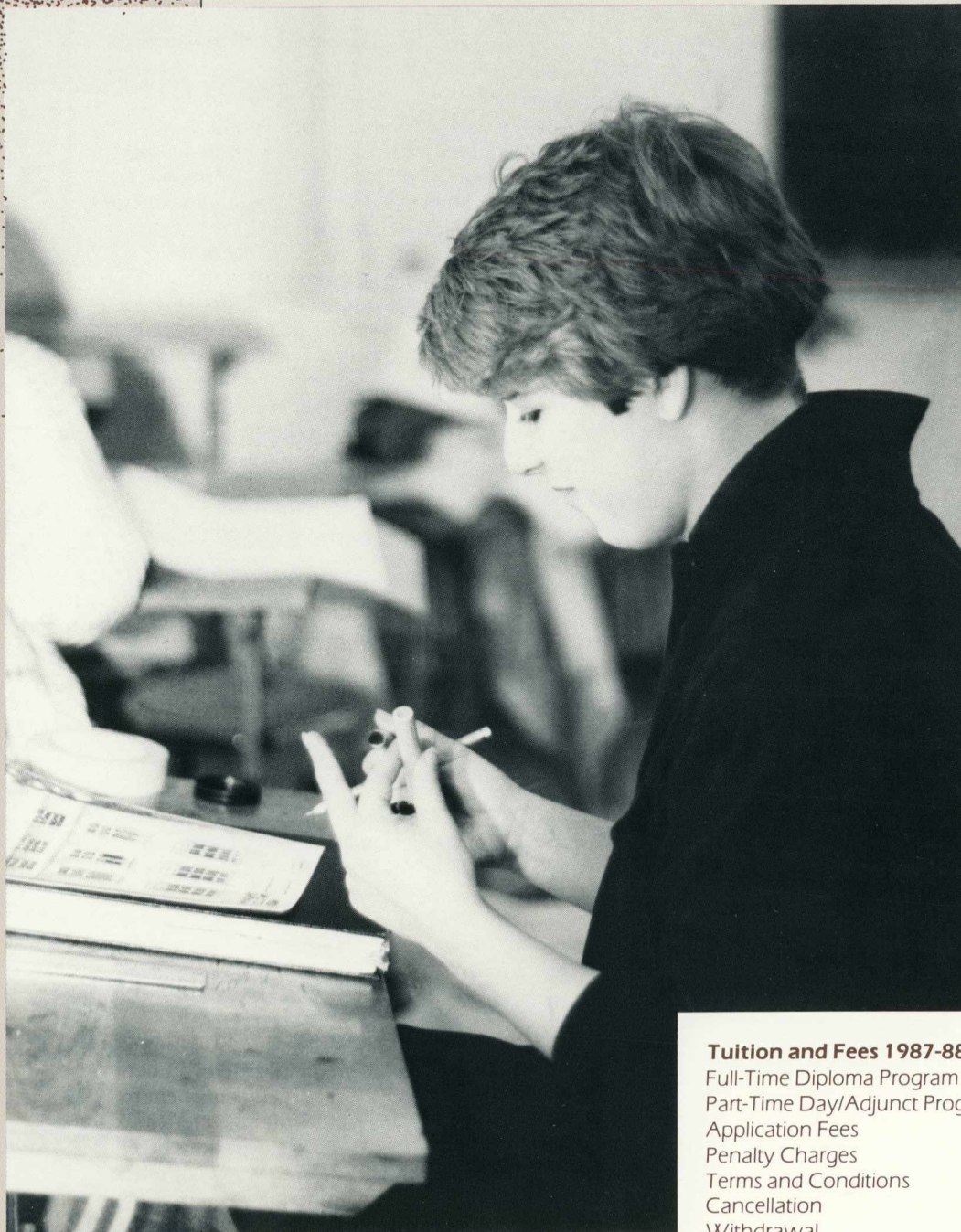
Course Credits

In the case of studio courses a credit is defined as a total of 30 clock hours of class time, or two class hours per week for a Day Program semester (15 weeks). All courses are studio courses unless otherwise indicated by the letter "A" (academic) following the course code. In the case of academic courses (i.e. those with the letter "A" following the course code) a credit is defined as a total of 15 clock hours of class time, or one class hour per week for a Day Program semester (15 weeks). Students may register for no more than 6 credits of academic courses per semester and a maximum of 36 credits out of the 76 credits required for graduation may be earned in academic courses.

In addition to the class hours described above, a typical studio course will involve an estimated 15 hours minimum of outside preparation, research and practice time per credit, or one hour per week for the semester for each credit. A typical academic course will involve an estimated 30 hours minimum of outside preparation, research and practice time per credit, or two hours per week for the semester for each credit. Thus, in the case of both studio and academic courses, one credit represents 45 hours of course involvement (in-class instructional time plus outside preparation, research and practice time), or three hours per week for a Day Program semester. Concurrently, Work-Study/Laboratory credits represent 45 hours of Work-Study time per credit, or three hours per week for the semester. Work-Study/Laboratory time must be confirmed in writing for credit to be granted.

Credit Earned

Credit earned is the credit awarded a student upon completion of a course and is equivalent to course credit when any of the following letter grades are issued: A, B, C, D, P. No credit is earned for courses in which a grade of F, W, WF or INC is received. Major Department required courses in which a grade below C (2.0) was received may be repeated once for credit. No other courses may be repeated for credit.



Tuition and Fees 1987-88

Full-Time Diploma Program
Part-Time Day/Adjunct Programs
Application Fees
Penalty Charges
Terms and Conditions
Cancellation
Withdrawal
Refunds

Estimated Student Expenses

Full-Time Diploma Program
Part-Time Day/Adjunct Programs

FINANCIAL INFORMATION

Tuition and Fees 1987-88

Full-Time Diploma Program	<i>per semester</i>
Tuition	\$2640.00
General Fee	205.00
Registration Fee	20.00
Total	\$2865.00

Tuition and fees for a school year (2 semesters) will be double the semester amount or \$5730.00.

Part-Time Day/Adjunct Programs

Tuition per credit:	
Studio Courses	\$264.00
Academic Courses	198.00
Registration Fee (per semester)	20.00

Total tuition per semester for Part-Time Day and Adjunct students will depend on the course or courses for which the student is enrolled and may be determined by multiplying the above tuition charges by course credits. Please consult the *Course Descriptions* section of the appropriate School catalogue for individual course credits. Academic courses are courses with the letter "A" following the course code. All other courses are studio courses.

Application Fees

Day Programs	\$25.00
Adjunct Programs	none

Penalty Charges

Late Payment Charge:	
Full-Time Students	\$40.00
Part-Time/Adjunct Students	20.00
Charge for Withdrawal	
Without Notification	25.00
Charge for Redeposit of Checks	10.00

Terms and Conditions

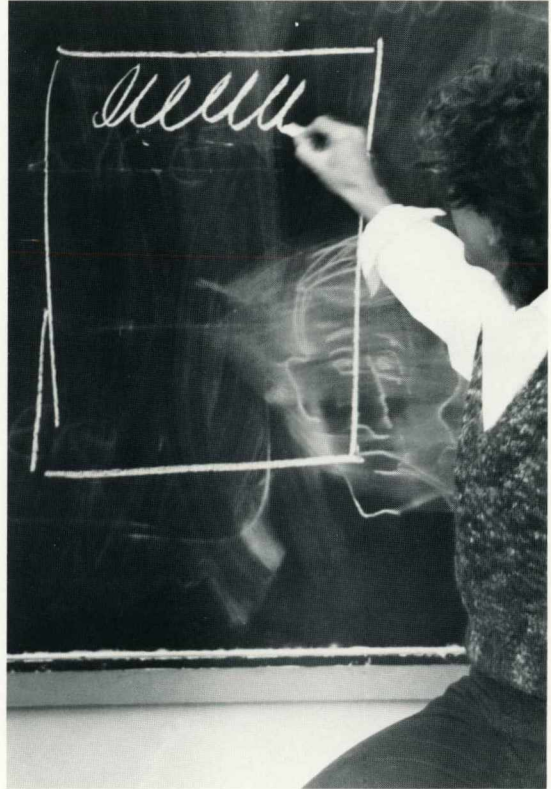
Enrollment Contract: All students will receive a copy of the Enrollment Contract appropriate to the Program for which they are applying, registering or enrolling prior to paying any tuition or fees. The Enrollment Contracts specify in detail all terms, conditions, requirements and charges involved in enrollment in the Programs offered by The New England School of Art & Design. Full-time students will receive an Enrollment Contract for each school year of enrollment and students in Part-Time Day or Adjunct Programs will receive an Enrollment Contract for each semester of enrollment.

Application/Application Fee: All persons applying for admission to the School are required to complete the Application Form appropriate to the Program to which they are applying and submit it to the School. In addition, Day Program applicants must submit the \$25.00 Application Fee which is payable at the time of initial application. Adjunct Program students pay no application fee, but are required to complete and submit an Application Form for each semester of enrollment. The School will not accept incomplete applications or Day Program applications submitted without the Application Fee.

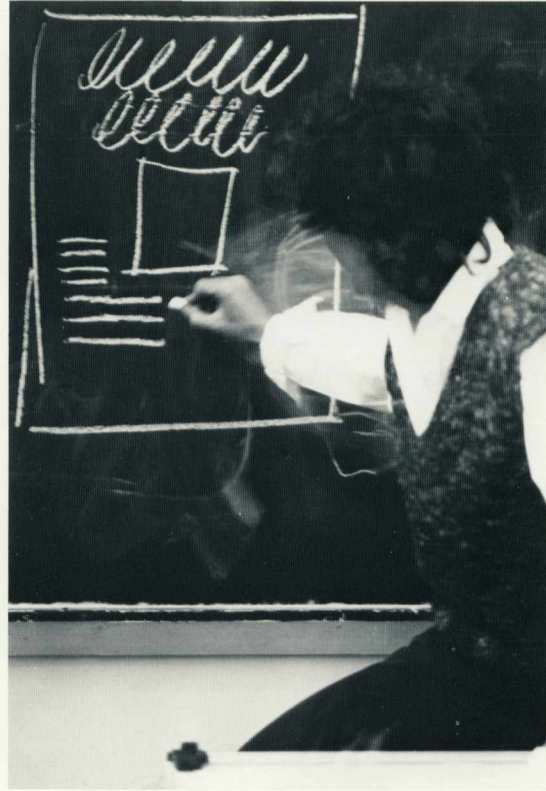
Acceptance/Enrollment: Accepted students wishing to enroll in Programs offered by the School are required to read and sign the Enrollment Contract appropriate to the Program for

which they are enrolling and submit it to the School prior to matriculation. If the student is not of legal age the student's parent or guardian must also read and sign the Enrollment Contract. Day Program students must submit an Advanced Tuition Deposit of \$100.00 with the Enrollment Contract. The Advanced Tuition Deposit is applicable toward tuition and is deducted from tuition due for the initial semester of enrollment in a school year. Newly accepted Day Program students are required to pay the Advanced Tuition Deposit within 30 days of written notification of acceptance in order to guarantee their enrollment in the semester for which they have been accepted. Currently enrolled Day Program students are required to pay the Advanced Tuition Deposit at least 15 days prior to the end of the current school year in order to guarantee their re-enrollment the following school year. Adjunct Program students are not required to pay an Advanced Tuition Deposit. The School will not accept tuition payments for students who have not signed an Enrollment Contract, nor will it accept unsigned Enrollment Contracts or Day Program Enrollment Contracts submitted without the Advanced Tuition Deposit.

Registration/Registration Fee: Accepted students wishing to register for courses offered by the School are required to submit a completed Registration Form appropriate to the Program for which they are registering together with the \$20.00 Registration Fee for each semester of enrollment. The Registration Fee is payable each semester at the time of registration and students will not be registered for courses until such time as the Registration Form has been submitted and the Registration Fee paid. Day Program students may not submit a Registration Form and register for courses until such time as they have paid the Advanced Tuition Deposit (see the paragraph immediately above). Adjunct Program students may submit a Registration Form and register for courses at any time following acceptance. The School will not accept incomplete registrations or registrations submitted without the Registration Fee.



General Fee: The General Fee is required only of students in the Full-Time Diploma Program. Part-Time Day and Adjunct Program students do not pay the General Fee. The General Fee is charged in lieu of separate lab, library, departmental, graduation, etc. fees. The General Fee covers School expenditures for materials, services and equipment directly related to the programs and courses offered by The New England School of Art & Design. Items covered by the General Fee include: fees for models, lockers, diplomas, graduation, guest lecturers, portfolio reviews; library acquisitions and subscriptions; accrediting fees; the maintenance, repair and replacement of audio-visual equipment, photography equipment, reprographics devices, the computer systems, the blueprint machine; chemicals for photography, reprographics, silkscreen, blueprinting. In addition the General Fee covers



Museum of Fine Arts passes for full-time students and identification cards for new full-time students. The General Fee does not cover art supplies and books required to complete course assignments (see *Estimated Student Expenses*). The General Fee is payable by the Payment Deadline of the semester for which the student is enrolling.

Method of Payment: Tuition and fees are charged on a semester basis. Tuition and fees for a semester must be paid on or before the Payment Deadline of the semester for which the student is enrolling.

Payment Deadline: The Payment Deadline for each semester of each Program is included in the catalogue and Enrollment Contract appropriate to the Program for which the student is enrolling. In addition the Payment Deadlines are included in Student Invoices and published as part of the School Calendar. Persons failing to make full payment on or before the applicable Payment Deadline will be required to pay a Late Payment Charge (see *Penalty Charges*).

Matriculation: Students who attend any class or classes are considered to have matriculated. Students may not attend classes until tuition and fees have been paid in full.

Tuition and Fee Changes: Tuition and fees are subject to change with 30 days prior notice. However, tuition and fees will not be changed during the course of a semester.

Student Responsibility: Students are responsible for the full and prompt payment of all tuition, fees and charges applicable to their enrollment in the School. Diplomas will not be issued to students with unsatisfied School accounts and the School reserves the right to dismiss any student who fails to meet his or her financial obligations to the School in a timely manner.

Cancellation

Students may cancel their application, registration or enrollment at any time prior to matriculation (i.e. attendance at any class or classes). Students wishing to cancel must notify the School in writing by Certified Mail of such cancellation. Cancellation will be dated on the day such notice of cancellation is mailed. Students who fail to attend any classes within 15 days of the beginning date of the semester for which they have applied, registered or enrolled will be assumed to have cancelled as of the day immediately preceding the beginning date of the semester. *Notice of cancellation must be mailed Certified to: The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.*



Withdrawal

Matriculated students (i.e. students who have attended any class or classes) may withdraw from any program or course at any time following matriculation. Students wishing to withdraw must notify the School in writing by Certified Mail of such withdrawal. Withdrawal will be dated from the last day of actual attendance by the student. Matriculated students who fail to attend any classes for 15 consecutive school days during a semester, and who fail to notify the School in writing of withdrawal, will be assumed to have withdrawn as of the last day of actual attendance and will be subject to a penalty charge of \$25.00. *Notice of withdrawal must be mailed Certified to: The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.*

Refunds

Students cancelling or withdrawing will receive refunds of tuition and fees according to the following schedule within 30 days of the receipt of notice of cancellation or withdrawal. Refunds for students withdrawing following matriculation will be calculated on a semester basis (15 weeks of classes for Day Programs; 10 weeks for Adjunct Programs) and attendance time will be computed from the beginning of the semester until the last day of actual attendance by the student.

Application Fee: The Application Fee (applies to Day Programs only) will be refunded only if cancellation occurs within 3 days of signing the Application Form and paying the Application Fee. After 3 days or following matriculation it is not refundable. Adjunct Program students pay no application fee.

Registration Fee: The Registration Fee is refundable at any time prior to matriculation. Following matriculation it is not refundable.

General Fee: The General Fee (applies to full-time students only) is refundable according to the schedule specified below for tuition. Part-time Day and Adjunct students do not pay the General Fee.

Advanced Tuition Deposit: The Advanced Tuition Deposit (applies to Day Programs only) is refundable according to the schedule specified

below for tuition. Payment of the Advanced Tuition Deposit constitutes a tuition payment. Adjunct Program students are not required to pay an Advanced Tuition Deposit.

Tuition:

1) If cancellation occurs within 3 days of signing the Enrollment Contract and making an initial tuition payment, but prior to matriculation, all tuition monies paid will be refunded.

2) If cancellation occurs more than 3 days after signing the Enrollment Contract and making an initial tuition payment, but prior to matriculation, the School will retain 5% of the semester tuition or \$100.00, whichever is less.

3) If withdrawal occurs during the first week of classes the School will retain 10% of the semester tuition.

4) If withdrawal occurs after the first week of classes, but within the first 25% of the semester, the School will retain 30% of the semester tuition.

5) If withdrawal occurs after 25% of the semester, but within the first 50% of the semester, the School will retain 55% of the semester tuition.

6) If withdrawal occurs after the first 50% of the semester there will be no refunds.

Estimated Student Expenses

The expenses listed below are not included in tuition and fees and represent school related expenditures which a typical student may reasonably expect to incur. The amounts listed are estimates; actual amounts will vary widely according to the Program or course in which the student is enrolled and also according to student use and maintenance.

Full-Time Diploma Program	<i>per semester</i>
Art Supplies*	\$600.00
Books	60.00
Total	\$660.00

*Students enrolled in the Foundation Program should, in general, allow approximately 25% more than this amount for art supplies (i.e \$750.00 per semester).

Part-Time/Adjunct Programs	<i>per semester</i>
Art Supplies per Course	\$60.00
Books per Course	20.00
Total per Course	\$80.00



Introduction

Applying for Financial Aid

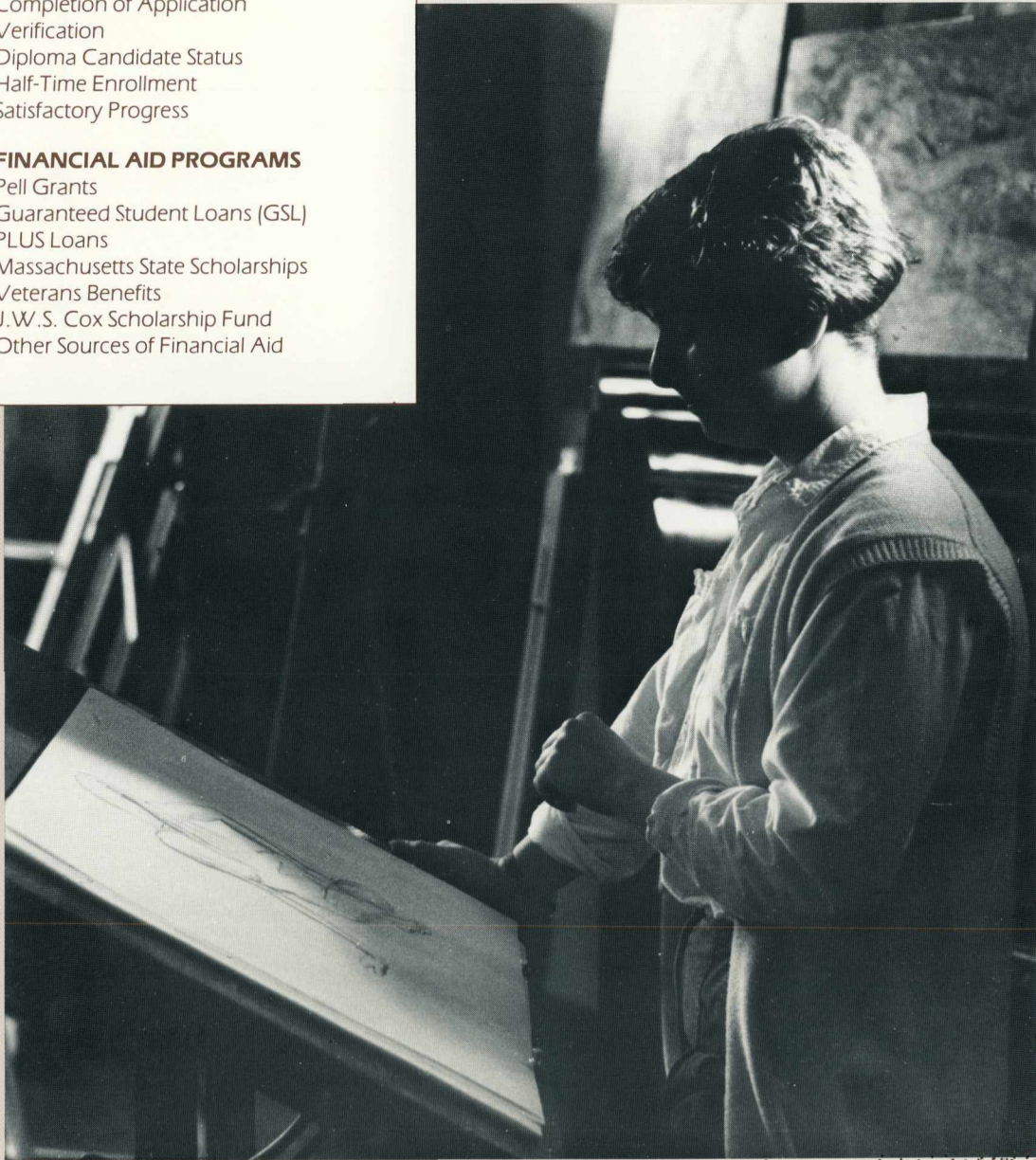
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- Other Sources of Financial Aid



FINANCIAL AID INFORMATION

Introduction

Many students at The New England School of Art & Design receive one or more forms of financial aid—grants, scholarships or student loans—and in general we would encourage all persons who feel that they have a legitimate financial need to apply for financial aid. In spite of impressions to the contrary, the Federal government's commitment to financial aid remains sizeable. The current Federal budget includes more than \$11.9 billion for Federal financial assistance targeted to those who need help to afford the cost of higher education. The state's commitment to financial aid is also substantial. In 1986-87 approximately 50,000 students received Massachusetts State Scholarships.

While Federal and state financial aid programs are intended to assist students in meeting educational costs, they are not intended to cover *all* expenses. Students and their families should therefore expect to pay for a portion of educational costs themselves.

Applying for financial aid can be a complex, sometimes exasperating process. While we can understand and sympathize with the frustration many people feel when confronted with the many requirements and regulations associated with financial aid programs, we would emphasize that it is vital that you follow through, that you not give up. For only by completing the process can you establish your eligibility and receive the aid for which you may be qualified.

The *Financial Aid Information* section is intended to help guide you through the complexities, to help you avoid common pitfalls. Please read this information carefully before filing your application for financial aid. At the same time please realize that because of the complexity of the material, no single source can begin to present all financial aid information in its entirety. Should you have questions (as you probably will) or need additional information, please call the School's Financial Aid Officer at (617) 536-0383, or write to: *Financial Aid Office, The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.*

Applying for Financial Aid

General Guidelines

Most financial aid awards are determined on the basis of a detailed needs analysis which takes into account many factors other than simple annual income (e.g. assets, debts, dependents, marital status, other family members in college, changes in financial status, etc.) and it is therefore inadvisable for one to assume that he does or does not qualify for financial aid. The simple fact is that there is only one definite way of determining whether or not a student is eligible for financial aid—and that is to apply.

Applying for financial aid involves far more than filling out a form, and it is primarily the student's responsibility to see that all necessary procedures are completed. It is the student's responsibility to file the correct application form (see *Financial Aid Forms* below), to complete it accurately, and to submit it on time to the right place. It is the student's responsibility to provide additional documentation required by the School (see *Other Documents Needed* below). And, when requested by the Financial Aid Officer or the agency to which the student has applied, it is the student's responsibility to provide verifications and corrections (see *Verification* in the *Receiving Financial Aid* segment).

Completing a financial aid application takes time. Processing of forms typically takes four to six weeks and it often takes another four to six weeks to obtain and process the additional documentation required. Errors, omissions and corrections will further delay completion and can drastically increase the time needed. NESA/D recommends allowing a minimum of three months for all financial aid applications.

Financial aid applicants are advised that the School cannot make a final determination of financial aid status or certify financial aid documents until the student has 1) been accepted, 2) read and signed the Enrollment Contract, 3) paid the Advanced Tuition Deposit. Please see the *Admissions* and *Financial Information* sections of this catalogue for detailed explanations of these steps.

Eligibility

Generally speaking, students applying for financial aid in order to attend The New England School of Art & Design must meet the following eligibility requirements:

- The student must be a U.S. citizen or eligible non-citizen.
- The student must show financial Need determined on the basis of Federal and/or state needs analysis procedures (except for PLUS and SLS applicants).
- The student must be a Diploma Candidate.
- The student must be enrolled on at least a half-time basis.
- The student must maintain Satisfactory Progress as defined by the School.
- The student must sign a Statement of Registration Compliance indicating that he is either registered with the Selective Service or that he is not required to register.
- The student must not be in default on any Federal loan or grant.

Please note, however, that there are some exceptions to these criteria and that some programs have additional criteria. Please see the *Financial Aid Programs* segment for requirements specific to the various programs.

Need

For the purposes of most financial aid programs, Need is defined as the difference between the student's *Cost of Education* and the student's *Family Contribution*. In simple terms, the Cost of Education is what it will cost the student to attend school. This amount includes tuition, fees, room, board, supplies and books. The Family Contribution is the amount the student and his/her family will be expected to pay according to the guidelines of the program to which the student has applied. This amount is determined by evaluating the family's financial resources (including assets, debts, benefits and income) according to a standard formula. This process is called a needs analysis. For Federal financial aid programs, the Family Contribution is determined by U.S. Department of Education formula and is indicated on the SAR (Student Aid Report) which is sent to the student following the submission of a completed financial aid form. Because Need takes into account many factors, it is generally advisable for one to apply rather than to assume that he does or does not qualify.

Financial Aid Forms

Students applying for financial aid in order to attend The New England School of Art & Design should file one of the following forms:

- **Application for Federal Student Aid (AFSA):** This form is from the U.S. Department of Education and is the form preferred by the School's Financial Aid Officer since it may be used to apply for all Federal financial aid programs. There is no charge for filing this form.
- **Financial Aid Form (FAF):** This form is from the College Scholarship Service and may be used *provided the student also has this form sent to the U.S. Department of Education by checking "yes" in item 43 (for 1987-88) of the form.* The basic charge for filing this form is \$7.00 and there are additional charges for each other program or college you list.
- **Massachusetts Financial Aid Form (MFAF):** This form is also from the College Scholarship Service. *Applicants for the Massachusetts State Scholarship Program must file this form.* Persons using this form should also have it sent to the U.S. Department of Education by checking "yes" in item 43 (for 1987-88) of the form. Charges are the same as for the FAF, plus a \$2.50 fee for sending it to the Massachusetts State Scholarship Program.

These forms are available from most high school guidance offices and college financial aid offices (including NESAD's). Detailed instructions are included with all these forms as well as self-addressed envelopes for mailing them to the proper agency or service. Applicants are advised that leaving portions of these forms blank may impede processing. We suggest answering *all* questions on financial aid forms, even where the answer is zero ("0"), "No" or "Not Applicable".

- **GSL, SLS and PLUS Applications:** In addition to filing one of the forms listed above, students applying for a Guaranteed Student Loan (GSL), SLS Loan or PLUS Loan must also file separate applications for these programs. GSL, SLS and PLUS applications may be obtained from participating banks and lending institutions, and from the State Guarantee Agencies (in Massachusetts, the Massachusetts Higher Education Assistance Corporation).



Student Aid Report (SAR)

Applicants who file an Application for Federal Student Aid (AFSA) will receive a Student Aid Report (SAR) from the U.S. Department of Education within four to six weeks after mailing the form. Applicants who file an FAF or MFAF will also receive an SAR within four to six weeks, provided they have had these forms sent to the U.S. Department of Education.

The SAR will ordinarily include a Student Aid Index (SAI) which is a number used by the U.S. Department of Education to determine the applicant's eligibility for a Pell Grant. In addition the SAR will indicate the amount of the Family Contribution (FC) as determined by the U.S. Department of Education. The SAR may also include a request for additional information. If the SAR indicates that the student is eligible for a Pell Grant, then he or she should sign it and submit it to the School's Financial Aid Officer in order that the amount of the grant may be determined. Even if the student does not qualify for a Pell Grant the SAR should be submitted to the Financial Aid Officer since it contains information which is used to determine eligibility for GSL and other financial aid programs.

Financial aid applicants who do not receive an SAR within four to six weeks of filing their AFSA, FAF or MFAF should write to: *Federal Student Aid Programs, P.O. Box 4167, Iowa City, IA 52244*. They may also call the Pell Grant Processing Center at (319) 337-3738.

Other Documents Needed

Filing a financial aid form is only the first step in applying for financial aid. In order to complete an application for financial aid students must also submit the following documents to the School's Financial Aid Officer:

- **Student Aid Report (SAR):** All financial aid applicants should submit an SAR.
- **Federal Income Tax Returns:** All financial aid applicants should submit signed copies of their form 1040, 1040A or 1040EZ as filed for the most recently completed year. Please see *Verification* in the following *Receiving Financial Aid* segment for additional details.
- **Statement of Registration Compliance:** All financial aid applicants must sign and submit a statement indicating either that they have registered with the Selective Service, or that they are not required to register. Students may sign the Statement of Registration Compliance which appears on the SAR or they may sign a separate statement provided by the School.
- **Statement of Educational Purpose:** All financial aid applicants must sign a statement in which they agree to use their student aid only for education-related expenses. Such a statement appears on the SAR.
- **Financial Aid Transcript:** Students with previous post-secondary (college level) education must submit Financial Aid Transcripts from all schools and colleges attended, *regardless of whether or not financial aid was received*. Requests for Financial Aid Transcripts should be made in writing to any and all post-secondary institutions attended.

Receiving Financial Aid

General Guidelines

Just as applying for financial aid involves responsibility for a number of procedures (see *Applying for Financial Aid* in the preceding segment), so too does receiving financial aid involve certain responsibilities. Major responsibilities are outlined below, but standards do vary between programs. Please see the *Financial Aid Programs* segment for requirements specific to the various programs.

Financial aid applicants should be aware that failure to comply with the procedures and standards outlined below may mean that they cannot receive financial aid, even if they are otherwise eligible. In addition, compliance with certain procedures (e.g. Verification) can take time and therefore delay the awarding of financial aid. The School cannot make a final determination of financial aid awards or credit student accounts until all applicable procedures have been completed.

In general, financial aid programs are intended to help students attain specific educational, professional or vocational goals, and the awarding of funds from such programs is contingent on the student's continued progress toward achieving those goals. Therefore most financial aid programs require that students maintain certain academic standards (e.g. Diploma Candidate Status, Satisfactory Progress, enrollment on at least a half-time basis). Failure to maintain these standards can result in the cancellation of financial aid.

Please read the information in this segment carefully. Should you have any questions, please contact the School's Financial Aid Officer.

Completion of Application

Financial aid funds cannot be awarded or credited until an application is complete. An application for financial aid is not complete until all applicable items specified in the preceding *Applying for Financial Aid* segment have been submitted to the School's Financial Aid Officer. Please note that financial aid does not automatically continue from one school year to the next. Students who have previously qualified for financial aid must reapply and complete all required procedures for each subsequent school year.

Verification

All students applying for financial aid in order to attend The New England School of Art & Design are required to complete a process called *Verification* which involves verifying the information reported on their financial aid application form (AFSA, FAF, MFAF).

As part of the Verification process, all financial aid applicants must submit signed copies of their Federal Income Tax returns (Form 1040,





1040A or 1040EZ) for the most recently completed year to the School's Financial Aid Officer. Dependent students must submit copies of returns for both themselves and their parents or guardian. Independent students must submit copies of returns for themselves and their spouse (if applicable). Records of untaxed income such as Social Security benefits, Veterans benefits, AFDC, Welfare benefits, etc. must also be provided. Persons who were not required to file Federal Income Tax returns must report and document all income.

The Financial Aid Officer may also request other information and documents pertaining to items such as the applicant's status as dependent or independent, household size, investments, medical and dental expenses. If there are discrepancies between the information reported on the student's financial aid application and the information on any of these documents, the applicant will be required to provide additional information as proof. Failure to provide the information requested may make the student ineligible for

financial aid. Financial aid funds cannot be awarded until the Verification process has been completed.

Diploma Candidate Status

Most financial aid programs require that students be working toward a diploma, degree or certificate. For students at The New England School of Art & Design this means that they must be *Diploma Candidates* currently enrolled in the full-time Diploma Program or the part-time Diploma Program. NESA/D students enrolled as Special Students in the part-time Special Program or as Adjunct Students in the Adjunct Programs are not ordinarily eligible to receive financial aid. Failure to remain enrolled in the Diploma Programs or dismissal from Diploma Candidate status (see *Academic Dismissal* in the *Academic Information* section) can result in the cancellation of financial aid. Please consult the *Programs of Study* section of this catalogue for definitions and explanations of the Programs and enrollment status options possible at The New England School of Art & Design.

Half-Time Enrollment

In general, financial aid programs require that students be enrolled on at least a half-time basis. For students at The New England School of Art & Design this means that they must be enrolled for and attending a minimum of 6.0 credits per semester. Failure to remain enrolled for at least 6.0 credits per semester can result in the cancellation of financial aid. Please note that the Massachusetts State Scholarship Program requires full-time enrollment (enrollment for 12.0 or more credits per semester). Changes in attendance status (half-time, three-quarter-time, full-time) can affect the amount of aid for which a student is eligible and it is the student's responsibility to notify the School of any such changes. Students should be aware that it is the policy of The New England School of Art & Design to consider students who fail to attend classes for 15 consecutive school days during a semester to be withdrawn as of the last day of actual attendance.

Satisfactory Progress

In most cases receiving financial aid is contingent on meeting standards of Satisfactory Progress, which generally involve regular and continued progress toward completion of an educational program within a specified period of time. A detailed and explicit statement of Satisfactory Progress standards at The New England School of Art & Design appears in the *Academic Information* section of this catalogue and in the Enrollment Contracts. NES/A/D students who fail to maintain Satisfactory Progress as defined by the School will be ineligible to receive most forms of financial aid, including Pell Grants, Guaranteed Student Loans, SLS Loans, PLUS Loans and Massachusetts State Scholarships.

Financial Aid Programs

Pell Grants

The Pell Grant Program is a Federal student aid program administered by the U.S. Department of Education which provides financial assistance for students who meet eligibility requirements. Awards are in the form of grants which need not be repaid. Awards for the 1986-87 school year ranged from \$250 to \$2100 and it is estimated that awards for the 1987-88 school year will be about the same. Pell Grants are awarded on a school year basis, but awards are disbursed on a semester basis, one half of the school year amount being credited to the qualifying student at the beginning of each semester. In addition to meeting the eligibility requirements described in the preceding *Applying for Financial Aid* segment, Pell Grant applicants must be *undergraduate students who have not received a Bachelor's degree*. Pell Grant applicants should follow the application procedures described under *Applying for Financial Aid* and will be required to meet the standards and guidelines described under *Receiving Financial Aid*.

Guaranteed Student Loans (GSL)

The Guaranteed Student Loan program is a program which provides Federally guaranteed, low interest loans (currently 8%) to eligible students enrolled on at least a half-time basis. First and second year undergraduate students may borrow up to \$2625 per school year. Regulations now permit third year students to borrow up to \$4000 per year. Graduate and professional level students may borrow up to \$7500 per year. Repayment does not begin until six months after the student has graduated or withdrawn and up to ten years are allowed for repayment. To qualify for GSL loans students *prove financial need* by submitting a Pell Grant application (AFSA, FAF or MFAF may be used) and thereby establishing their Pell eligibility. GSL borrowers pay a 5% origination fee to the Federal government and an insurance premium of up to 3% to the State Guarantee agency. Undergraduates may borrow up to \$17,250 total through the GSL program. GSL applicants must meet all of the eligibility requirements described under *Applying for Financial Aid*.

Supplemental Loans for Students (SLS)

Under the SLS program eligible graduate and *independent undergraduate* students may borrow up to \$4000 per year in addition to any GSL amounts. SLS is therefore a good supplementary source of funds for students who may require additional assistance. SLS loans differ from GSL loans in three major respects: 1) SLS applicants *are not required to show need*. 2) The interest rate on SLS loans is higher (currently about 10%). 3) Repayment of the principal on SLS loans may be deferred while the student is enrolled full-time, but repayment of interest begins within 60 days of the original date of the loan. An insurance premium of up to 3% may be charged by the State guarantee agency. Students may borrow up to \$20,000 total through the SLS program. SLS applicants must meet normal eligibility requirements (see *Applying for Financial Aid*) except they are not required to show Need. The guidelines described under *Receiving Financial Aid* also apply to SLS borrowers.

PLUS Loans

The PLUS (Parent Loans for Undergraduate Students) program is similar to the SLS program described above, except that it is designed for *parents* of dependent students rather than the students themselves. PLUS enables parents to borrow up to \$4000 per year for each child up to a total of \$20,000. PLUS applicants *are not required to show need* and the current interest rate is approximately 10%. Repayment of the principal may be deferred while the student is enrolled full-time, but repayment of interest begins within 60 days of the original date of the loan. PLUS applicants are required to meet normal eligibility requirements and are subject to the standards and guidelines described under *Receiving Financial Aid*.

Massachusetts State Scholarships

The Massachusetts State Scholarship program is a State program administered by the Board of Regents of Higher Education which provides tuition assistance for students who meet eligibility requirements. Awards range up to \$3100 and are in the form of scholarships which need not be repaid. In addition to meeting the eligibility requirements outlined under *Applying for Financial Aid*, applicants for this program must be *Massachusetts residents enrolled as full-time undergraduate students*. Please note also that applicants for this program *must file the Massachusetts Financial Aid Form (MFAF) by May 1* in order to be considered candidates for the upcoming school year which begins in September. The standards and guidelines specified under *Receiving Financial Aid* also apply to Massachusetts State Scholarship recipients (except that they must be full-time students). Several other states now have similar scholarship programs for residents and out of state students are advised to contact their state scholarship office for information and appropriate application forms.

Veterans Benefits

The New England School of Art & Design is approved for veterans training. *Since eligibility requirements for veterans differ substantially from the requirements of the other programs described here, veterans planning to use their VA benefits to help finance their education are advised to contact the nearest Regional Office of the Veterans Administration for information regarding application procedures and requirements*. Please note that although most VA benefits are paid to veterans on a monthly basis, the School requires full payment prior to the beginning of each semester and cannot accept monthly payments.

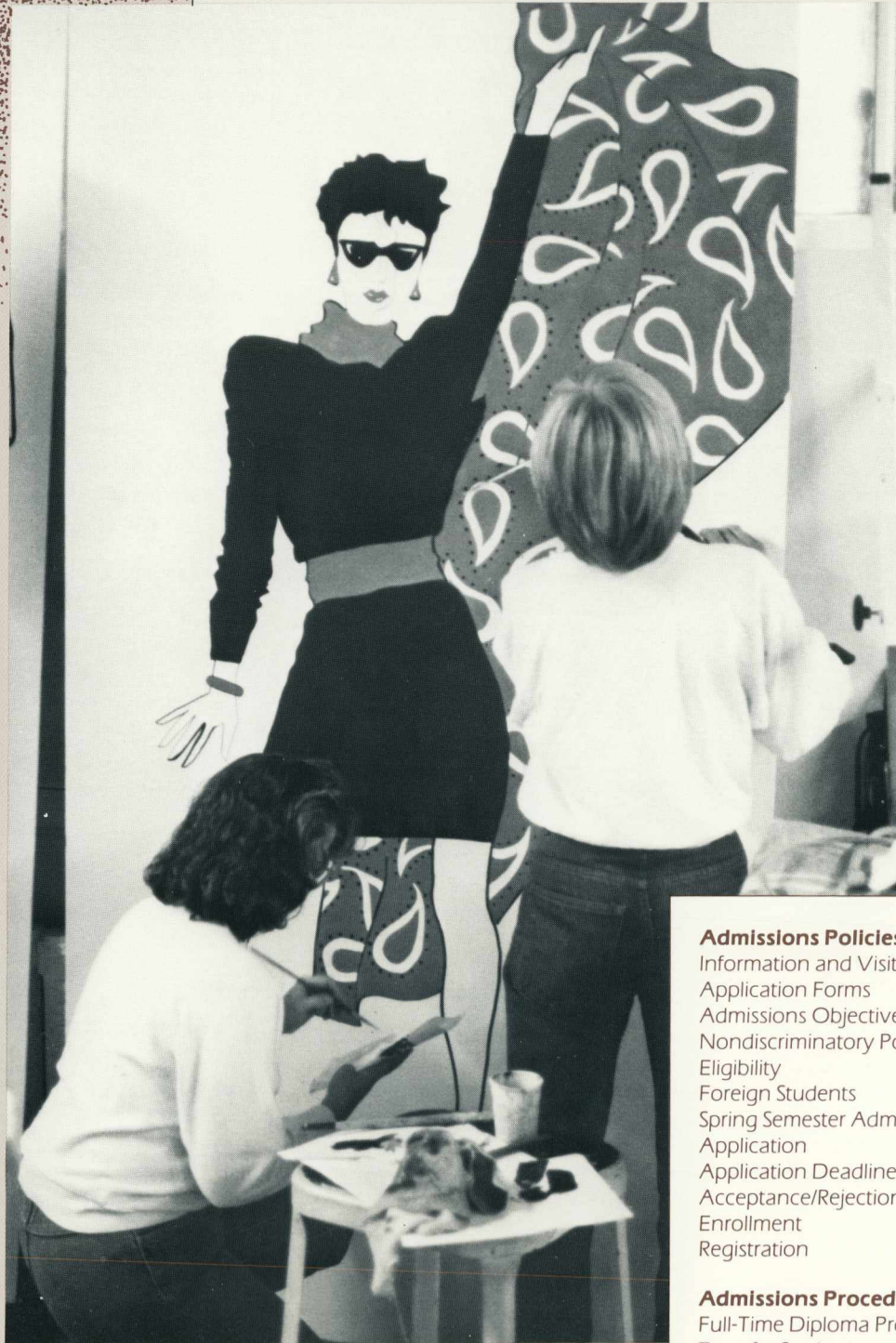


J.W.S. Cox Scholarship Fund

The J.W.S. Cox Scholarship Fund was established in 1984 in honor of a former President of the School. This fund is composed of a principal sum functioning as a scholarship endowment with the income awarded annually to deserving NESAD students with demonstrated financial needs. While intended primarily to provide tuition assistance, scholarships awarded from this fund may also be applied toward other valid student educational expenses, as approved by the Scholarship Committee. Scholarship recipients and amounts are determined by the Scholarship Committee of the School's Board of Directors. Application may be made through the School's Financial Aid Office.

Other Sources of Financial Aid

Applicants for financial aid should be aware that in addition to the government sponsored programs described above, there are many private organizations which have programs designed to assist students and parents in financing educational expenses. Such organizations may include associations, clubs, fraternal orders, churches, trusts and foundations. Students are encouraged to research such possibilities, but the School can offer little assistance in identifying and locating sources appropriate to an individual student.



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ADMISSIONS

Admissions Policies

Information and Visits

The Admissions Office welcomes the opportunity to provide interested persons with information about the School at any time. However, in order that you may be fully and accurately informed we strongly recommend that you personally visit the School and speak with a member of our staff. Applicants are also encouraged to allow time to speak with current students and/or faculty. To arrange an appointment please call the School at (617) 536-0383. It is not the School's practice to review portfolios of non-applicants.

Please address all requests for information to:
Director of Admissions, The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.

Application Forms

Individuals requesting the General Catalogue will also receive an Application Package which includes the Day Program Application Form, application instructions and facsimiles of the Day Program Enrollment Contracts. Additional copies of this Application Package may be obtained on request from the Admissions Office. The Adjunct Program Application Form is included in both the Evening and Summer Division catalogues.

Admissions Objectives

It is the fundamental objective of The New England School of Art & Design to provide students with a sound professional education in the intellectual, aesthetic and practical skills necessary for the success of working professional artists and designers. The School welcomes applications from persons whose goals are consistent with this basic institutional objective and whose abilities and background indicate the capacity to substantially benefit from NESAD programs. The New England School of Art & Design is rigorously demanding of its students' time, energy and talents and applicants must be prepared to meet such demands. The admissions policies and procedures outlined below are therefore designed to give applicants the opportunity to present and explain their goals and qualifications fully in order that the School may make a fair and reasonable decision regarding any applicant while insuring continued adherence to standards appropriate to a professional school of art and design.

Nondiscriminatory Policy

The New England School of Art & Design admits students of any race, color, sex, creed, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does

not discriminate on the basis of race, color, sex, creed, national and ethnic origin in the administration of its educational policies, admissions policies, scholarships and loan programs, and other School administered programs.

Eligibility

All candidates for admission must be high school graduates or possess the equivalent of a high school education. Exceptions to this rule may be made for applicants of unusual motivation or ability at the discretion of the Admissions Committee. Such applicants may only be admitted as Special Students or Adjunct Students. However, they may apply at a later date for recognition as Diploma Candidates, provided they have in the meantime earned a high school diploma or its equivalent. Please see *Admissions Procedures* for additional information regarding requirements specific to the various Programs offered by the School.

Foreign Students

The New England School of Art & Design welcomes applications from qualified foreign students *who can demonstrate adequate English language skills*. Foreign applicants whose native language is not English are required to submit the results of the Test of English as a Foreign Language (TOEFL) with their application. 500 is the minimum acceptable TOEFL score. A Certificate of Eligibility for Non-Immigrant Student Status (I-20) can only be issued to applicants who have 1) been accepted as full-time Diploma Candidates, 2) paid the Advanced Tuition Deposit and signed the Enrollment Contract, 3) submitted to the School

documentation verifying financial resources sufficient to cover expenses for a full school year. Foreign applicants should be aware that foreign nationals are not ordinarily eligible to receive Federal financial aid.

Spring Semester Admissions

Candidates for admission as Diploma Candidates are ordinarily accepted only for the Fall semester since the Spring semester programs in all departments presume the background of the Fall semester programs. However, students with comparable background from other art schools or colleges may be considered for Spring semester admission. Special and Adjunct Students may be accepted for either the Fall or Spring semesters.

Application

All persons applying for admission to the School are required to complete the Application Form appropriate to the Program to which they are applying and submit it to the School. Day Program applicants are required to pay a \$25.00 Application Fee. Adjunct Program students pay no application fee, but are required to complete and submit an Application Form for each semester of enrollment.

Application Deadline

Applications for admission in a specific semester may be submitted at any time prior to the beginning of that semester. Space limitations, however, make it highly advisable that applications for admission to the Diploma Programs be submitted at least two full months in advance of the beginning of the semester.

Acceptance/Rejection

Day Program applicants will receive written notification of acceptance or rejection within 30 days of the date of completion of the appropriate admissions procedures outlined in this catalogue. No Day Program admissions decision can be made until all admissions procedures, including the interview and portfolio review, have been completed. Exceptions can be made only in cases where there are legitimate extenuating circum-

stances which make completion of the normal admissions procedures impossible. In such cases the Director of Admissions may waive or make substitutions for certain requirements. Adjunct Program applicants will receive verbal notification of acceptance from an Admissions Officer, usually at the time of the interview. Persons who fail to complete all required procedures within 120 days of submitting the Application Form will be considered to have cancelled their application.

Enrollment

Accepted applicants wishing to enroll in Programs offered by the School are required to read and sign the Enrollment Contract appropriate to the Program for which they are enrolling and submit it to the School. Accepted Day Program applicants are required to submit a \$100.00 Advanced Tuition Deposit with the Enrollment Contract within 30 days of written notification of acceptance in order to guarantee their enrollment in the semester for which they have been accepted. An extension of one month may be granted with the permission of the Director of Admissions. Please see *Financial Information* for details regarding payment of the Advanced Tuition Deposit. Adjunct Program students are not required to pay an Advanced Tuition Deposit and may enroll at any time following acceptance.

Registration

Accepted students wishing to register for courses offered by the School are required to submit a completed Registration Form appropriate to the Program for which they are registering together with the \$20.00 Registration Fee. Please see *Financial Information* for details regarding payment of the Registration Fee. Day Program students may not submit a Registration Form and register for courses until such time as they have paid the Advanced Tuition Deposit (see the paragraph immediately above entitled *Enrollment*). Adjunct Program students may submit a Registration Form and register for courses at any time following acceptance. Appropriate course and schedule information is made available to students approximately six weeks before the beginning of each semester.

Admissions Procedures

Full-Time Diploma Programs

Candidates for admission to the full-time Diploma Program must submit the following documents to: *Director of Admissions, The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.*

1. A completed copy of the Day Program Application Form together with the \$25.00 Application Fee.
2. A transcript of grades from:
 - a. High School (results of the high school equivalency test may be substituted where applicable).
 - b. Any post-secondary schools attended.
3. Two letters of recommendation, preferably from:
 - a. Present or former teachers.
 - b. Present or former employers.
 - c. Other persons familiar with the applicant's art and/or school background and performance.

In addition to the documents listed above, each applicant for the full-time Diploma Program must submit a portfolio of original art work and have an interview with a member of the Admis-



sions staff. The portfolio should be submitted at the time of the interview. Applicants who live beyond a 300 mile radius of Boston are not required to have an interview (although it is strongly recommended) and may present their portfolio in the form of slides sent to the School. The Admissions Office will contact all applicants directly concerning the time and date of the interview.

The applicant's portfolio, whether sent to the School or presented at the time of the interview, should include the items listed below and must consist entirely of original art work executed by the applicant. *Copies of photographs and pieces based on the work of others will not be considered valid portfolio material.*



1. A life-sized self portrait, in any drawing media.
2. Two drawings of a chair, in any drawing media. The two drawings should be done from different angles or points of view.
3. A drawing, in any drawing media, which includes a full human figure.
4. A carefully detailed drawing of a plant together with a free design based on this plant form. Both drawing and design should be presented in a format of the same size. Any media may be used.
5. A non-figurative (i.e. "abstract") design in black and white together with a color version of the same design, executed in the same scale or size.
6. A sketchbook of unfinished work, idea sketches, etc. Applicants who have not previously kept such a sketchbook are not required to submit this item.
7. A least five additional pieces which the applicant feels will best demonstrate his abilities and background. Please do not feel limited to five additional pieces; the more of your work we can see, the better picture we can get of you and your talents.

Please do not submit three-dimensional objects or works larger than standard portfolio size. These may be presented by means of slides or prints.

In the vast majority of cases an applicant's portfolio will be returned to him at the conclusion of the interview. However, the School reserves the right to retain the portfolio for one week should further evaluation or additional opinions appear advisable. Portfolios mailed to the School will be returned by mail, provided return postage is forwarded by the applicant.

Transfer Students

Students with previous post-secondary art education who wish to enter the Diploma Programs should follow the procedure outlined above, except that they should supplement normal portfolio requirements with as broad a selection as possible of the work done in previous art courses. It is extremely important that transfer applicants present as complete a picture as possible of their previous background and experience. In the case of studio courses, transfer credits are based largely on the evidence of the portfolio. It is therefore vital that all relevant material be submitted. In the case of relevant or comparable academic courses a grade of C or



better is required for the granting of transfer credit. All decisions regarding transfer credit are subject to the approval of the appropriate Major Department Chairman and the Director of Admissions.

Part-Time Diploma Program

In order to be eligible to apply for admission as a part-time Diploma Candidate, a student must have previously earned a minimum of 12 credits as a Special or Adjunct Student at NESAD. Persons who wish to become part-time students, but who have not met this credit requirement should initially apply as Special Students or Adjunct Students (see *Part-Time Special Program* and *Adjunct Programs* immediately following this section).

Part-time students who have met the minimum credit requirement specified above may apply to the Admissions Committee for recognition as part-time Diploma Candidates by submitting the following documents to the Director of Admissions:

1. A completed copy of the Day Program Application Form together with the \$25.00 Application Fee.

2. A transcript of grades for:
 - a. All courses taken at NESAD.
 - b. All courses taken at other post-secondary schools.
3. Two letters of recommendation, preferably from present or former NESAD faculty members.

In addition to the documents listed above, applicants for the part-time Diploma Program must submit a portfolio and have an interview with the appropriate Major Department Chairman and the Director of Admissions.

The portfolio submitted should consist of examples of work from all courses taken at NESAD and any additional material which the applicant feels will be evidence of artistic achievement and commitment to professional art goals. Part-time students not accepted as Diploma Candidates may reapply for Diploma Candidate Status after a wait of at least one semester from the date of the original submission.

Part-Time Special Program

All persons making initial application to the School as part-time Day Program students should make application to the Part-Time Special Program. Students in this program are considered Special Students, not Diploma Candidates, and are not eligible to earn a Diploma while enrolled as Special Students. Special Students may, however, subsequently apply for recognition as Diploma Candidates and, if accepted, all credits earned as a Special Student may be applied toward Requirements for Graduation (see *Part-Time Diploma Program* immediately preceding this section for details).

Candidates for admission to the Part-Time Special Program must submit the following documents to: *Director of Admissions, The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.*

1. A completed copy of the Day Program Application Form together with the \$25.00 Application Fee. Applicants should indicate on the Application Form the course or courses for which they are making application.
2. A transcript of grades from:
 - a. High School (results of the high school equivalency test may be substituted where applicable).
 - b. Any post-secondary schools attended.
3. Two letters of recommendation, preferably from present or former teachers or employers.

In addition to the documents listed above, applicants for entry as Special Students must submit a portfolio of original art work and have an interview with a member of the Admissions staff.

The portfolio submitted should consist of a minimum of five pieces of original art work relevant to the course or courses for which application has been made. In the case of academic courses (those with the letter "A" following the course code), no portfolio is required.

Adjunct Programs

Applicants for the Adjunct Programs (Evening and Summer Divisions) must complete the following application procedures:

1. All applicants must complete an Adjunct Program Application Form (included in the Evening and Summer Division catalogues) and submit it to the School for each semester of

enrollment. Applicants should indicate on the Application Form the course or courses for which they are applying. There is no application fee for the Adjunct Programs.

2. All persons making initial application to the Adjunct Programs are required to schedule an interview with a member of the Admissions staff. Previously enrolled students in good standing are not required to schedule an interview.
3. Most Evening and Summer Division courses do not require the submission of a portfolio. However, where indicated in the course description as it appears in the Evening or Summer Division catalogue, a portfolio or original artwork relevant to the course or courses for which the student has applied must be presented at the time of the interview. No portfolio is required unless so indicated in the course description.

Complete details of the admissions requirements for the Adjunct Programs are contained in the Evening and Summer Division catalogues.



Calendar 1987-88

Day Programs

1987

- Aug. 1 Fall Semester registration period begins
- Aug. 12 Payment Deadline, Fall Semester
- Aug. 27 Orientation, new students
- Aug. 28 Orientation, returning students
- Sept. 2 Fall Semester classes begin
- Nov. 26 Thanksgiving recess begins
- Nov. 30 Classes resume
- Dec. 1 Spring Semester registration period begins
- Dec. 18 Payment Deadline, Spring Semester
- Dec. 22 Fall Semester classes end

1988

- Jan. 11 Spring Semester classes begin
- Feb. 15 Spring vacation begins
- Feb. 22 Classes resume
- May 6 Spring Semester classes end
- May 22 Graduation

Adjunct Programs

1987

- Aug. 12 Fall Semester registration period begins
- Sept. 30 Payment Deadline, Fall Semester
- Oct. 5 Fall Semester classes begin
- Nov. 26 Thanksgiving Day, no classes
- Dec. 17 Fall Semester classes end

1988

- Jan. 4 Spring Semester registration period begins
- Feb. 24 Payment Deadline, Spring Semester
- Feb. 29 Spring Semester classes begin
- May 9 Spring Semester classes end

1988

- April 15 Summer Semester registration period begins
- June 1 Payment Deadline, Summer Semester
- June 6 Summer Semester classes begin
- Aug. 15 Summer Semester classes end

Holidays

In addition to the recesses and vacations previously listed, all Programs will observe the following holidays.

1987

- July 4 Independence Day
- Sept. 7 Labor Day
- Oct. 12 Columbus Day
- Nov. 11 Veterans Day

1988

- Jan. 18 Martin Luther King Day
- Feb. 15 Washington's Birthday
- April 18 Patriots Day
- May 30 Memorial Day

Design/Photography

This catalogue was conceived, designed and produced during the 1985-86 school year by a team of students under the direction of Book Design instructor Jean Hammond. Design team members were:

Leslie Adams, Graphic Design '87
Janet Butterworth, Graphic Design '86
Kathleen Cooney, Graphic Design '86
Carolyn Dunlap, Graphic Design '87
Don Johnson, General Art '86
Linda Van Auker, Fashion Illustration '87
With Assistance from Lynn Reed '86

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