

Suffolk University

Digital Collections @ Suffolk

College of Arts and Sciences and Sawyer
Business School Academic Catalogs

Suffolk University Academic Catalogs

1991

Suffolk University Academic Catalog, New England School of Art and Design (NESAD), 1991-1992

New England School of Art and Design

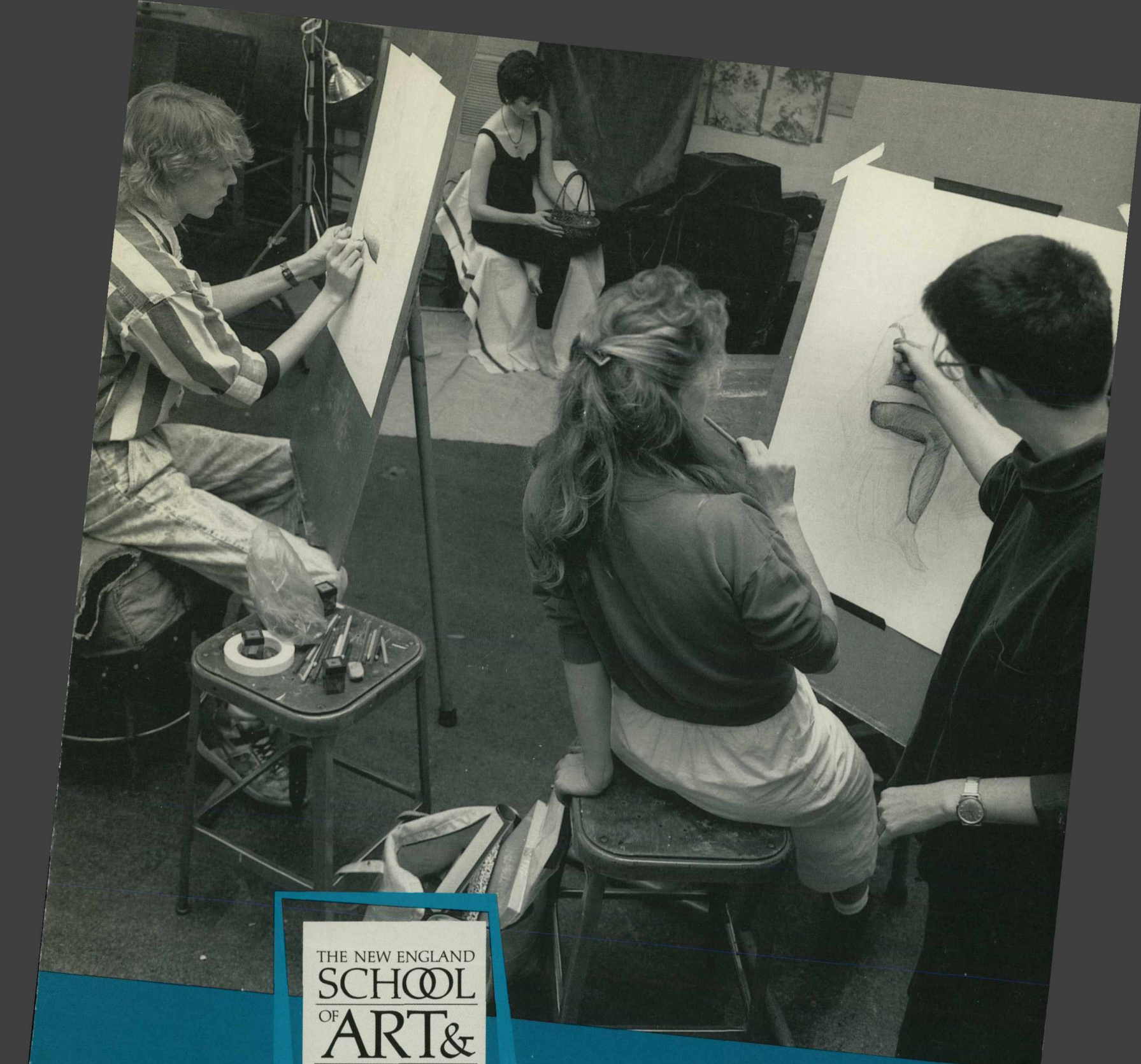
Follow this and additional works at: <https://dc.suffolk.edu/cassbs-catalogs>

Recommended Citation

New England School of Art and Design, "Suffolk University Academic Catalog, New England School of Art and Design (NESAD), 1991-1992" (1991). *College of Arts and Sciences and Sawyer Business School Academic Catalogs*. 132.

<https://dc.suffolk.edu/cassbs-catalogs/132>

This Catalog is brought to you for free and open access by the Suffolk University Academic Catalogs at Digital Collections @ Suffolk. It has been accepted for inclusion in College of Arts and Sciences and Sawyer Business School Academic Catalogs by an authorized administrator of Digital Collections @ Suffolk. For more information, please contact dct@suffolk.edu.



THE NEW ENGLAND
SCHOOL
OF
ART &
DESIGN

GENERAL CATALOGUE

1991 - 1992



The New England School of Art & Design
28 Newbury Street
Boston, Massachusetts 02116-3276
Telephone: (617) 536-0383

A non-profit educational institution incorporated under Chapter 180 of the General Laws of the Commonwealth of Massachusetts. Recognized by the Internal Revenue Service as a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code. Founded in 1923 as New England School of Art. Licensed by the Commonwealth of Massachusetts, Department of Education

General Catalogue 1991-92
Published May 1991

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.

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

The Interior Design Program of The New England School of Art & Design is accredited by the Foundation for Interior Design Education Research (FIDER), a specialized accrediting body recognized by the Council on Post-Secondary Education and the U.S. Department of Education.

28 Newbury Street
 Boston, Massachusetts 02116-3276

DAY PROGRAMS APPLICATION FORM

This Form must be completed and returned to the Admissions Office together with the \$25 Application Fee. Please type or print clearly and legibly.

All applicants must complete the unshaded portions of this Application Form.

Candidates for the Suffolk University / NESAD BFA Program must also complete the shaded portions.

Applicant

Last Name _____ First Name _____
 Middle Initial _____ Social Security Number _____

Current Mailing Address

Number and Street _____
 City _____ State _____ Zip Code _____
 Home Telephone _____ Business Telephone _____
 Current Address Valid Until: _____

Permanent Home Address
 (if different from current address)

Number and Street _____ City _____
 State _____ Zip Code _____ Telephone _____

Program

A. I am applying for the semester beginning:
 Fall (September) 19 _____ Spring* (January) 19 _____
 *Ordinarily only part-time and transfer students are accepted in January.

B. I am applying for admission to the following Program of Study:
 Diploma Program _____ Suffolk / NESAD BFA _____ Part-Time Special Program _____

C. I am applying for admission as:
 First Year Student _____ Transfer Student _____
 Full-Time Student _____ Part-Time Student _____

D. My intended Major Program is:
 Graphic Design _____ Interior Design _____
 Fine Arts _____ Undecided _____

E. Have you previously attended NESAD? _____ When? _____

F. How did you first hear of NESAD? _____

Personal Data

Date of Birth _____ City/State of Birth _____
 Country of Birth _____ Country of Citizenship _____
 Name of Parent, Guardian or Spouse _____
 Number and Street _____ City _____
 State _____ Zip Code _____ Country _____
 Home Telephone _____ Business Telephone _____

Ethnic Origin

The School requests this information in order to comply with Federal Government reporting requirements.

- Non-Resident Alien Black, Non-Hispanic White, Non-Hispanic American Indian/Alaskan Native
- Hispanic Asian/Pacific Islander Choose not to report Other

International Students

Will you need a Student Visa? _____ Do you currently hold a Student Visa? _____

Current Student Visa Number _____ Current Visa issued by _____
(Please attach a copy of your current I-20) (Name of U.S. Educational Institution)

If your native language is not English, what is the score of your last TOEFL exam, and when was it taken? _____

How do you plan to finance your education?

Personal Funds _____ Family Funds from abroad _____ Funds from another source _____

Education

A. Name of High School _____

City _____ State _____ Date Graduated _____

B. List all colleges attended for credit, with dates of enrollment and degree earned, if any:

College _____ Dates Attended _____

City _____ State _____ Credits/Degree Earned _____

College _____ Dates Attended _____

City _____ State _____ Credits/Degree Earned _____

C. To what other colleges have you applied or do you intend to apply? Please asterisk (*) your first choice.

Part-Time Students Only

Please list below the course or courses for which you are applying. Include course codes, titles and credits as they appear in the catalogue. Only part-time students should complete this section.

Course Code _____ Course Title _____ Credits _____

Course Code _____ Course Title _____ Credits _____

Course Code _____ Course Title _____ Credits _____

Course Code _____ Course Title _____ Credits _____

Course Code _____ Course Title _____ Credits _____

Course Code _____ Course Title _____ Credits _____

Financial Aid

If you anticipate applying for Financial Aid, please indicate below the programs to which you intend to apply:

Pell Grant Program _____ Stafford (GSL) Loan _____ PLUS Loan _____

SLS Loan _____ Mass. State Scholarship _____ Private Scholarship _____

Veterans Benefits _____ Other _____

Have you previously received financial aid? _____ When? _____

At which college? _____

All applicants for the Suffolk University / NESAD BFA Program must complete the following section.

Have you ever applied to Suffolk University before? _____ When? _____

Have you ever attended Suffolk University before? _____ When? _____

College Board Examinations

All applicants for the Suffolk / NESAD BFA are required to submit SAT and/or Achievement Test results. These must be sent to NESAD directly from The College Entrance Examination Board. When requesting scores, NESAD's CEEB/CSS number is 3645.

SAT's: Date(s) taken _____ Will be taken _____

Achievement Test(s) Date(s) taken _____ Will be taken _____

Honors, Awards and Activities

Please list below any significant honors/awards you have received and/or describe any school or community activities in which you have participated.

Employment

If you are not currently attending school, are you employed?

Yes _____ No _____ Full-Time _____ Part-Time _____

Your Employer _____ Your Position _____

Employer's Address _____

How long have you been employed by this firm? _____ How long in this position? _____

Describe your activities (work, travel, etc.) since leaving school.

Essay

Please write an essay about one of the following (use a separate sheet of paper if necessary).

1. What accomplishment is your greatest source of pride?
2. If you could 'switch places' with any person, present or past, with whom would you switch and why?
3. In your own words, discuss an issue of international, national or local concern. Give some arguments surrounding the issue and express your personal opinion.

(continued on next page)

Blank lines for additional information or notes.

Check List

Diploma Program Applicants

- 1. This Application Form (unshaded portions only)
- 2. Application Fee (\$25)
- 3. Official transcripts from high school and any college(s) attended
- 4. Two letters of recommendation
- 5. Portfolio of original artwork

Suffolk / NESAD BFA Applicants

- 1. This Application Form (both shaded and unshaded portions)
- 2. Application Fee (\$25)
- 3. Official transcripts from high school and any college(s) attended
- 4. Two letters of recommendation
- 5. Portfolio of original artwork
- 6. SAT and/or Achievement Test scores

****International Students:** Please consult the NESAD and Suffolk catalogues for additional admissions requirements for International Students.

Signatures

The Applicant certifies that all of the information used in this application is complete and accurate. The Applicant and his/her parent or guardian (if the student is under legal age) have received and read the current General Catalogue of The New England School of Art & Design and agree to abide by the provisions and policies contained therein.

Student Signature _____ Date _____

Signature of Parent or Guardian _____ Date _____

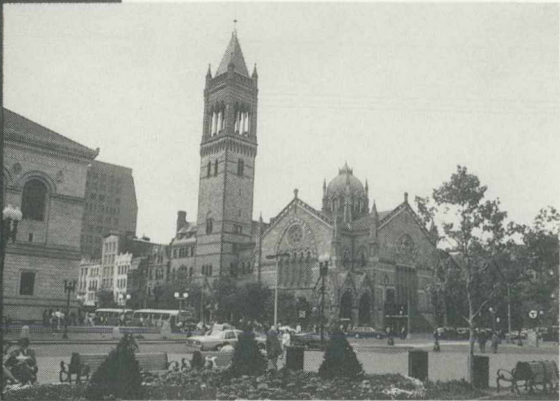
Please Note

Please return this Application Form together with the \$25 Application Fee to:

Director of Admissions
The New England School of Art & Design
28 Newbury Street
Boston, Massachusetts 02116-3276

For Office Use Only

NESAD		Suffolk	
Rec _____ by _____	FP _____	Rec _____ by _____	
Dip _____	BFA _____	AD _____	DN _____ DN2 _____ CN _____
Con _____ by _____		INT _____ by _____	
Appt _____	wt _____	V _____	M _____ T _____
Int _____ by _____		RIC _____ % _____	RTG _____
Port _____ by _____		GPA _____	TC _____ TOEFL _____
ADip _____	APDip _____ RDip _____	E9 _____	E10 _____ E11 _____ E12 _____
ABFA _____	RBFA _____	A1 _____	A2 _____ G _____ OT _____
DipTC _____	BFATC _____	JCR _____	



CONTENTS

FACULTY	3
THE SCHOOL / PROGRAMS OF STUDY	5
DEPARTMENTS / COURSE REQUIREMENTS	
FOUNDATION DEPARTMENT	11
GRAPHIC DESIGN DEPARTMENT	15
INTERIOR DESIGN DEPARTMENT	23
FINE ARTS DEPARTMENT	31
ADMISSIONS	36
ACADEMIC INFORMATION	40
FINANCIAL INFORMATION	44
CALENDAR 1991-92	48

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 (Stafford, SLS, PLUS); 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.

BOARD OF DIRECTORS



Wendell A. Arsenault
General Manager, Reprographics Division,
Benjamin Franklin Smith Printers

Brian J. Connell
Attorney

William M. Davis
Vice President, The New England School of Art & Design

Michael J. Fertitta
Special Agent, Northwestern Mutual Life

James G. Kelso
Consultant

Robert Marrigan
President, Vital Data Management

Christy R. Rufo
President, The New England School of Art & Design

Saul Woll
CPA

ADMINISTRATIVE STAFF

Christy R. Rufo
President

William M. Davis
Vice President

Anita E. Stathakes
Treasurer
Financial Aid Officer

Sara E. Chadwick
Director of Administration
Registrar

Anne M. Blevins
Director of Admissions
Placement Director

Felicia A. Onksen
Director of Adjunct Programs

Brian Tynemouth
Librarian

Paula Rie
School Store Manager

Ann T. Daniele
Administrative Assistant

Richard L. Fahlander
Publications Coordinator

Linda B. Freeley
Administrative Support



OFFICERS

Christy R. Rufo
President

William M. Davis
Vice President

Anita E. Stathakes
Treasurer

Michael J. Fertitta
Secretary



DAY PROGRAM FACULTY

James M. Aromaa
advertising design

James Aromaa Design & Advertising
BFA Massachusetts College of Art

Harry W. Bartnick
color/painting

MFA Syracuse University
BFA Tyler School of Art

Gabrielle Barzaghi
drawing

School of the Museum of Fine Arts

Steven J. Basque
interior design

Senior Project Manager, ADD Inc.
BFA Syracuse University

Michael R. Brodeur
design/painting

Chairman, Foundation Department
MFA Boston University
BA University of New Hampshire

Linda L. Brown
drawing/painting

Director, Gallery 28
MAE Rhode Island School of Design
School of the Museum of Fine Arts

John T. Cooney
advertising design

BFA Massachusetts College of Art
BA Notre Dame University

Terry A. Cracknell
architectural rendering

Terry Cracknell Architect & Architectural Delineator
MArch Harvard University
BSCE Duke University

Marg Dion
history of furniture

Principal, Dion Design Associates
New England School of Art

Joe R. Eiler
production/package design

Principal, Smith/Eiler Design
BFA Ohio University

Robin B. Emerson
business of art

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

Irene Fatsea
history of architecture

MArch University of Oklahoma
Dip-Arch Aristotle University of Thessaloniki (Greece)

Ted T. Fillios
airbrush

Free-lance Airbrush Illustrator

Gregory P. Garvey
computer graphics

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

John T. Gatie
illustration

Principal, John T. Gatie Associates
Vesper George School of Art

Steven A. Gildea
computer graphics

Computer Graphics Coordinator
MFA University of Illinois
BFA Massachusetts College of Art
BA Colorado University

Charles E. Giuliano
art history

MA Boston University
AB Brandeis University

Michael P. Goldberg
computer graphics

Free-lance Computer Graphics Artist
MEd Boston University
BA Boston University

Audrey Goldstein
drawing/painting

Chairman, Fine Arts Department
BFA Tufts University
School of the Museum of Fine Arts

Laura A. Golly
graphic design/typography

Principal, Laura Golly Graphic Design
BFA Rhode Island School of Design

James D. Haberman
photography

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

Jean O. Hammond
graphic design/typography

Jean Hammond Design
Chairman, Graphic Design Department
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 Karl Hatch
art direction

Marketing Services Manager, Polymer Technology Corp.
(a Bausch & Lomb Co.)
Middle Tennessee State University

Virginia M. Just
graphic design

Free-lance Graphic Designer
Vesper George School of Art

Rainer Koch
interior design

Principal, Rainer Koch Architects
Dip-Arch University College, London

Francine A. Koslow
art history

Art Historian/Critic
PhD Boston University
MA University of California, Berkeley
BA Brandeis University

Amy Lieberman
television production

Free-lance Producer
MEd Boston University
BA Boston University

Gale A. Lindsay
interior design

Principal, Gale A. Lindsay Interior Design
AAS Chamberlayne Junior College

Richard A. List
landscape design

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

Douglas W. MacElroy
drafting

Partner, Clarke-MacElroy Design Associates
The New England School of Art & Design
BA Union College

James D. Magarian
interior design

Associate, TMP Consulting Engineers
BSME Northeastern University
BSET Wentworth College

Lydia Martin
drawing/painting

Free-lance Artist
Certificate, Pennsylvania Academy of Fine Arts
BA West Chester University

Gay E. Moore
computer graphics

Computer Graphics Consultant
BA/BS University of Rochester

Kathleen E. Murray
typography

Free-lance Computer Graphics Illustrator
MFA Maryland Institute College of Art
BA Clark University

John G. Parrillo
drafting/business

President, John G. Parrillo, Inc. Architect
MS Columbia University
BS Rhode Island School of Design

ADJUNCT PROGRAM FACULTY

Jonathan L. Pieslak
marker rendering
Graphic Designer, Clark/Linsky Design Inc.
New England School of Art
Art Institute of Boston

Linette M. Renaudie
lettering
Free-lance Graphic Designer/Calligrapher
BFA Massachusetts College of Art

Heidi A. Richards
interior design
Free-lance Interior Designer
Chairman, Interior Design Department
BD University of Florida

Anne V. Robinson
lighting
Manufacturer's Representative, Omni-Lite, Inc.
New England School of Art

Paul E. Sanchez
interior design
Senior Designer, Jordan Marsh
BFA Rhode Island School of Design

Anthony Siracusa
advertising design
Principal, Siracusa Advertising & Design
BFA Massachusetts College of Art
BS Northeastern University

Richard C. Spencer
publication design
Principal, Spencer Design
BFA Syracuse University

Roderick E. Thomas
illustration
Rod Thomas Illustrator
Art Institute of Boston
BA Colgate University

Linda K. White
photography
BFA School of Visual Arts

Linda A. Wielblad
illustration
Linda Wielblad Illustrator
BFA Rhode Island School of Design

Glenda M. Wilcox, FIBD
interior design
President, Wilcox Associates
BFA Rhode Island School of Design

Jennifer Bittner
visual merchandising
Principal, Display and Design
BA Harvard University

Jane Borrowman
graphic design
Principal, Borrowman & Company
BA Illinois College

David Campbell
painting
New York Art Students League

Jessee A. Carter
desktop publishing
Systems Manager, Allison Associates
AA St. Petersburg Junior College

Stuart Cooperrider
copywriting
President/Creative Director, Cooperrider & Associates
BA University of Massachusetts

Susanne C. Csongor
interior design
Free-lance Interior Designer
MS University of Massachusetts
BS University of New Hampshire

Sharon Dyson
computer graphics/production
Art Department Liaison, Benjamin Franklin Smith Printers
University of New Hampshire

Leslie Frank
interior design
Free-lance Interior Designer
BS University of Wisconsin

Jennifer Fuchel
computer graphics
Free-lance Computer Graphics Artist
MFA Boston University
BA State University of New York, Binghamton

Phoebe Gallagher
textile design
AAS Fashion Institute of Technology
BA Eastern Mennonite College

Robert A. Ganong
drawing/painting
MFA Boston University
BA Boston University

Jennifer A. Griffith
painting
BFA Massachusetts College of Art

David Jorgensen
illustration
Children's Book Illustrator
MFA Rhode Island School of Design
BFA University of Hartford

John Lehan
computer graphics/interior design
Computer Systems Manager, Frederic R. Harris, Inc.
BS Roger Williams College
Wentworth Institute of Technology

Michael Marlow
design
City University of New York
School of Visual Arts

Ellen McDonough
graphic design/computer graphics
Principal, McDonough Communications
MBA Pepperdine University
BS Syracuse University

Darci Mehall
publication design
Senior Designer, Houghton Mifflin Company
BFA Columbus College of Art & Design

Susan Nichter
drawing
MFA Boston University
BFA Boston University

Edward Polk
interior design
Interior Designer, Perry, Dean, Rogers & Partners
BFA Virginia Commonwealth University

Denison W. Schweppe Jr.
lighting
President, Schweppe Lighting Design
MFA New York University
BA St. Lawrence University

Louminda R. Torbett, IBD
interior design
Interior Designer, Earl R. Flansburgh & Associates
MS University of Tennessee
BS University of Tennessee

FACILITIES / EQUIPMENT

The New England School of Art & Design is firmly committed to providing its students with facilities conducive to the study of art and design, and with equipment which reflects the realities of the professional world. The building at 28 Newbury Street is located in the center of Boston's design community and so provides ready access to art galleries, libraries and museums, and internship and employment resources.

Because of the rapidly changing technology involved in the study and practice of art and design, and the School's commitment to providing state-of-the-art equipment for that study, we have built and equipped 3 computer graphics labs (2 IBM-based and 1 Macintosh-based). Enrollment in all computer graphics courses is limited to one student per computer and students registered for computer graphics courses are guaranteed regularly scheduled access to the labs outside of class time. In addition, students may reserve additional computer time through a weekly sign-up system.

The Macintosh lab houses 5 Macintosh Iicx computers with 40 megabyte hard drives and color monitors, 2 Macintosh Iici computers with 80 megabyte hard drives, and a Macintosh Iix computer equipped with an 80 megabyte hard drive and a NU-VISTA graphics adapter which can display up to 16,000,000 colors and which allows for video image-grab. In addition the Macintosh lab has an Apple LaserWriter laser printer, an Abaton flatbed scanner, and a Macintosh SE. The entire lab is connected with an AppleTalk network. Software available for use in the Macintosh lab falls into 3 basic categories: 1. Paint and graphics programs that allow the user to draw, design and use color electronically (SuperPaint, PixelPaint, Adobe Illustrator); 2. Desktop publishing and related programs which give the graphic designer electronic control of text, typography, layout and design (Aldus PageMaker, Quark XPress, Microsoft Word, Adobe Type Manager, Type Align, Suitcase II); 3. Presentation graphics, which can be used to create multimedia presentations (Swivel 3D, MacroMind Director).

Our 2 IBM-based labs contain 12 IBM PC AT-compatible computers with 20 to 40 megabyte hard drives, graphics tablets, mice and color monitors. One lab houses 6 computers equipped with TARGA 16 graphic adapters with up to 32,000 simultaneous colors and video image-grab capabilities. The computers in the second IBM lab are equipped with VGA cards which can display 256 colors. Output can be to film via a Dunn film recorder, to paper using a pen plotter and a color dot-matrix printer, or to videotape using VHS format VCR's. Software used in the IBM-based labs falls into 4 major categories: 1. Paint and image-processing programs which can be used to draw, use color, and manipulate video images (TIPS, Carousel, PC Paint, Deluxe Paint); 2. CAD (computer-aided design) programs such as are in widespread use in architecture and engineering (AutoCAD, Auto-Shade); 3. 3D modeling and animation programs, which give the designer the tools to represent and

move objects in full 3-dimensionality (Autodesk Animator, TOPAS); and 4. Desktop publishing (Aldus PageMaker, Microsoft Word).

The School's building also houses a library which supports the School's educational mission by providing a carefully focused collection of resources necessary for the study of graphic design, interior design, and fine arts. Its offerings include 5200 books, 55 periodical subscriptions, and over 100 videotapes. The library's 14,000 slides afford unique coverage of the history of furniture and the history of graphic design. Special collections include a variety of type specimen books, paper samples, picture files, and an ad file. Sweet's Catalogues and a vertical file of interior design product brochures provide comprehensive information on building products and furnishings. Additional resources are available in the interior design studio, which houses a sample collection, supplied by manufacturers, of materials such as floor and wall coverings.

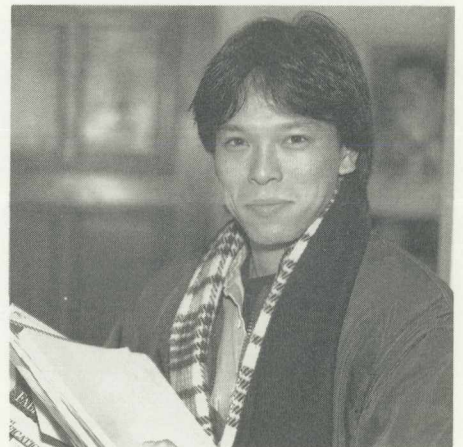
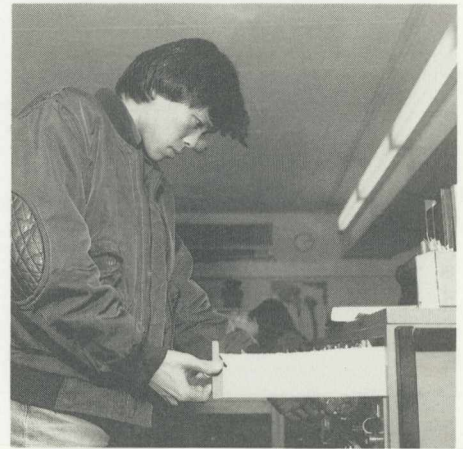
Students enrolled in the Suffolk University / NESAD BFA Program or NESAD students registered for at least one course at Suffolk are entitled to use Suffolk University's Sawyer Library. NESAD students can also make use of the extensive resources available in the general collection and research divisions of the Boston Public Library, located two blocks from the School in Copley Square.

The School's gallery, Gallery 28, is located on the first floor and, like many of the commercial galleries in the area, is accessible directly from Newbury Street. Gallery 28 provides outstanding space for the exhibition of professional art work by outside artists, faculty members and, once a year, students and alumni. In addition it provides NESAD students with regular exposure to the contemporary art scene.

The School building provides over 18,000 square feet of floor space on five floors. Specialized lab, classroom and studio spaces available to our students include: the 3 computer graphics labs described above; an audio-visual classroom for lecture and slide courses; a darkroom for developing and printing photographs; a reprographics room which houses photostat cameras and proofing equipment; graphic design and interior design studios equipped with drafting tables and parallel rules; a life drawing studio; a painting/airbrush studio.

The School maintains up-to-date instructional and support equipment including: VHS and 3/4-inch videotape equipment; darkroom equipment for printing and enlarging black and white photographs; equipment for Cibachrome color printing; compressors and outlets for airbrush work; reprographics equipment including 2 photostat cameras for the reproduction of original art in black and white or color; blueprint equipment; silkscreen materials.

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 & THE NESAD EDUCATION

It is the goal of the School to prepare students for professional employment in the fields of art and design, an institutional objective that is reflected in virtually all aspects of the School. Most important in this regard is our faculty, all of whom are themselves practicing artists and designers. It would be difficult to overstate the importance of having current professionals instructing future professionals.

Our basic objective is also reflected in the curriculum, from the content and format of individual courses, to the organization and scope of the Major Departments, all of which are designed to equip students with the background required by the design professions.

School policies and standards regarding admissions, student conduct, academic progress and requirements for graduation are similarly designed to encourage professional attitudes and performance. The School's internship program provides senior students with the opportunity to gain practical experience in their chosen field and is a valuable tool in preparing students for employment.

The School also has a system of required portfolio reviews in all departments, beginning in the freshman (Foundation) year. During the Spring semester of the first year, faculty members are given the opportunity to view a body of each student's work and evaluate strengths and weaknesses regarding the student's chosen Major Program. During the second and third years portfolio reviews are held toward the ends of the Fall and Spring semesters. Junior-level reviews give students and department faculty members a chance to objectively evaluate portfolios and to plan corrective action where weaknesses exist. Senior reviews are significant because the quality of the graduates' portfolios will be a major factor in determining their success in seeking professional employment. Panels of professional designers unaffiliated with the School give students a realistic evaluation of their readiness for employment.

Finally the School has an active placement assistance program which is designed to help graduates locate appropriate job situations (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 Placement Office.

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

Placement

The New England School of Art & Design is committed to assisting students in identifying and locating potential sources of employment whenever it is possible to do so. Placement services are available to currently enrolled full and part-time students, as well as to graduates, and students are encouraged to contact the Placement Office early in their program to discuss their future plans and to begin investigation of the job market. The Placement Director maintains listings of full and part-time, as well as free-lance, employment opportunities, requiring differing levels of experience. Students should consider the benefits of work experience gained while still in school, but must also balance carefully the demands of work and class time. Part-time or free-lance employment must not conflict with required class hours and students will not be excused from classes to accept employment.

The Placement Office at NESAD is also the source of information on internships. Usually available only to full-time senior students, internships are designed to give students the experience of working in a professional situation related to that student's choice of a Major Program. Internships take the place of elective courses; all departmental requirements must be completed as outlined in the General Catalogue. Internships done for credit through NESAD are unpaid positions; rather, academic credit is given based on the number of hours per week the student is employed. Students should be aware that internships are a valuable source of work experience as well as an opportunity to expand one's knowledge of the local employment market. Past internship opportunities have included: the Greater Boston Chamber of Commerce; WHDH-TV (Channel 7) and WBZ-TV (Channel 4); Crimson Travel; Boston Edison; Emerson Lane Fortuna; Ingalls Quinn & Johnson; Hill Holliday Connors Cosmopolus Inc.; Dyer/Brown & Associates.

NESAD faculty members and alumni form another valuable source of referrals and suggestions regarding employment opportunities (see *Students/Faculty*). The Placement Office will be happy to direct interested students to appropriate faculty and alumni for assistance.

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

Housing

The New England School of Art & Design has itself no student housing facilities. There are, however, a wide variety of housing options in Boston and surrounding communities, including both dormitories and apartments.

There are a number of dormitories within walking distance of the School, some affiliated with groups or organizations, some independent and privately owned. In addition, there are several 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. Space in dormitories is limited and those interested should make application well in advance of the start of school. 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. One should be aware, however, that apartments in the Boston area tend to be expensive relative to other parts of the country. On request the Admissions Office will offer information on accessible neighborhoods and approximate costs. As it is virtually impossible to locate apartment space from a distance, applicants from out-of-state should plan to spend time in the Boston area touring neighborhoods and looking at available properties. The School can assist students in identifying and contacting other NESAD students who are seeking roommates. In general, however, the School can offer only limited housing assistance and housing should be considered primarily the responsibility of the student and/or his or her family.

School Store

NESAD operates a store for the benefit and convenience of the School community. A wide range of art supplies, equipment and books commonly used or required for course assignments is available, generally at 20% to 40% below normal retail price. Supplies not normally stocked can in most cases be ordered or the Store Manager can suggest alternate suppliers. The Store also maintains certain equipment that may be signed out for use by students and faculty, such as slide projectors and darkroom equipment.

PROGRAMS OF STUDY

DIPLOMA / DEGREE PROGRAMS

Full-Time Diploma Program

The full-time Diploma Program is designed for committed students who are seeking an intense professional education over a relatively short period of time. A Diploma may be earned in three years of full-time study in Graphic Design or Fine Arts. The Diploma in Interior Design requires four years of full-time study, since the Interior Design Program also includes a liberal arts component.

A full-time Diploma Program in Graphic Design or Fine Arts 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 either Major Program. A full-time Diploma Program in Interior Design will include one year (two semesters) of Foundation Program study, two years (four semesters) of Interior Design coursework, and 30 credits of liberal arts, making a total of 8 semesters of study or 4 years. The completion of the Foundation Program is a prerequisite for entry into any of the Major Programs and students will ordinarily choose a Major Program during the second semester of their Foundation year. The course requirements for each of the Major Programs may be found under *Departments/Course Requirements*.

The New England School of Art & Design defines a full-time student as one who is enrolled for 12 to 16 credits per semester. Because this is a heavy course load, the full-time Diploma Program is not recommended for any but the most committed students. 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. All courses are studio courses unless otherwise indicated by the letter "A" (academic) following the course code. In the case of academic courses, a credit is defined as a total of 15 clock hours of class time, or one class hour per week for a semester.

A full-time Diploma Program will include 18 to 30 clock 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. With a minimum of 78 credits required for Graduation in Graphic Design or Fine Arts, those programs will require a minimum of 2250 clock hours of class time; Interior Design, requiring 120 credits, will require a minimum of 2400 clock hours of class time at NESAD, plus an additional 30 credits of liberal arts to be taken at a regionally accredited college or university. 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 course loads in excess of the full-time minimum (12 per semester) since a minimum of 78 credits (or 120 in Interior Design) is required for graduation. Please see *Academic Information* for complete details regarding Requirements for Graduation.

BFA Program

The New England School of Art & Design and Suffolk University offer a jointly-taught Bachelor of Fine Arts Degree with Major Concentrations in Graphic Design, Interior Design, and Fine Arts. This program comes under the jurisdiction of the College of Liberal Arts and Sciences (CLAS) at Suffolk and it is Suffolk University which awards the degree. Designed as a 9-semester program, the BFA will combine the intensive studio art course work for which NESAD is justly respected with a strong liberal arts component, insuring a well-rounded educational background and a wider base of knowledge from which to draw design solutions. The SU/NESAD BFA allows the student several significant advantages: comprehensive studio art training under the guidance of a faculty of currently practicing artists and designers, the professionalism and practical preparation which that implies to employers, and a supporting liberal arts background to foster the broader vision all successful artists and designers reflect.

In order to earn a BFA, the student must complete 128 credits (Graphic Design, Fine Arts) to 134 credits (Interior Design), of which 60% will be studio courses, 12% art history, and 28% liberal arts/general academic studies. The breakdown is as follows:

1. Studio Course Work (NESAD)	
a. Foundation Studies:	24 credits
b. Major Department Studios, Elective Studios, and Related Courses:	51-57 credits
Total	75-81 credits
2. Art History	
a. Ideas of Western Art I&II (NESAD):	6 credits
b. Art History electives (Suffolk):	9 credits
Total:	15 credits
3. Liberal Arts/General Academic Studies (Suffolk)	
a. Integrated Studies:	6 credits
b. English:	6 credits
c. Speech, and Mathematics or Logic:	6 credits
d. Natural Science:	8 credits
e. Social Science:	6 credits
f. Humanities:	6 credits
Total:	38 credits
Total Required for BFA:	128-134 credits

BFA candidates will be required to take a minimum of 25 credits in their declared major field at NESAD and a minimum of 30 credits at the College of Liberal Arts and Sciences at Suffolk University in order to graduate. Please see *Departments/Course Requirements and Requirements for Graduation* for details.

Students in the joint BFA Program will ordinarily earn both a Diploma from The New England School of Art & Design and a Bachelor of Fine Arts from the College of Liberal Arts and Sciences of Suffolk University. For this reason, all BFA candidates must satisfy the academic and administrative requirements of both NESAD and SU in order to remain enrolled in the program.

A joint committee, comprised of members of the administrations of the two schools, will monitor the progress of each student enrolled in the BFA Program. A student dismissed from either institution, for academic or disciplinary reasons, may or may not be allowed to continue in the other school, at the discretion of the joint committee. All decisions of the committee will be final.

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 earn a Diploma, part-time Diploma Candidates must meet course and credit requirements identical to those required of students in the full-time Diploma Program but may spread their studies over a longer period of time. Part-time Diploma Candidates may earn a Diploma in Graphic Design, Interior Design, or Fine Arts.

Students may apply initially as part-time Diploma Candidates, by so indicating on the Day Programs Application Form. The part-time Diploma Program is also open to those students who have been previously enrolled as Special or Adjunct students and who now wish to make the transition to Diploma Candidate status. Such students must have earned a minimum of 12 credits as Special or Adjunct students before seeking recognition as Diploma Candidates, at which time all credits previously earned will be applied toward Requirements for Graduation.

A part-time student is defined as one who is enrolled for fewer than 12 credits per semester, and completion of a part-time Diploma Program will therefore require more years of study than are required for full-time students. While the length of time required to complete a part-time Diploma Program will vary widely, 6 years (12 semesters) of Graphic Design or Fine Arts study or 8 years (16 semesters) of Interior Design study 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 are prepared to take on the long-term commitment required by the Diploma Programs, the School has created the part-time Special Program, designed to permit students with specialized or tentative goals to take Diploma Program courses, provided they can demonstrate appropriate qualifications. Special Students are distinct from Diploma Candidates and are not eligible to earn a Diploma while so enrolled.

Although the part-time Special Program does not constitute a vocational program, it is closely allied with NESAD Diploma Programs. Once a Special Student has earned a minimum of 12 credits, he or she may apply for recognition as a Diploma Candidate and, if accepted, may apply previously earned credits toward Requirements for Graduation. Please see *Admissions Procedures* for details on admissions requirements for Special Students.

ADJUNCT PROGRAMS

The purpose of the Adjunct Programs (Evening and Summer Divisions and Intensives) is to make a selection of course offerings accessible to students who are unavailable for or unprepared for Day Program study. Thus the Adjunct Programs include opportunities for beginners, for students investigating changes in career direction, for those updating professional skills, or for those who simply wish to indulge their artistic interests by taking a course or two. 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, in that courses and faculty are generally drawn from Day Programs. Credits earned as an Adjunct Student may subsequently be applied toward Requirements for Graduation, provided the Adjunct Student has applied for and been accepted as a Diploma Candidate.

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

Evening Division

The Evening and Saturday Division consists of two ten-week terms per school year, with the Fall term beginning in early October and the Spring term in early March. Evening and Saturday offerings include:

1. 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 those already involved in art and design employment.

Evening classes are generally held between 6:00 p.m. and 9:00 p.m., with most courses meeting once per week. Saturday classes meet during daytime hours. Students may enter in either the Fall or Spring terms. The Evening Division catalogue for the Fall term is available in August, the Spring term catalogue in January.

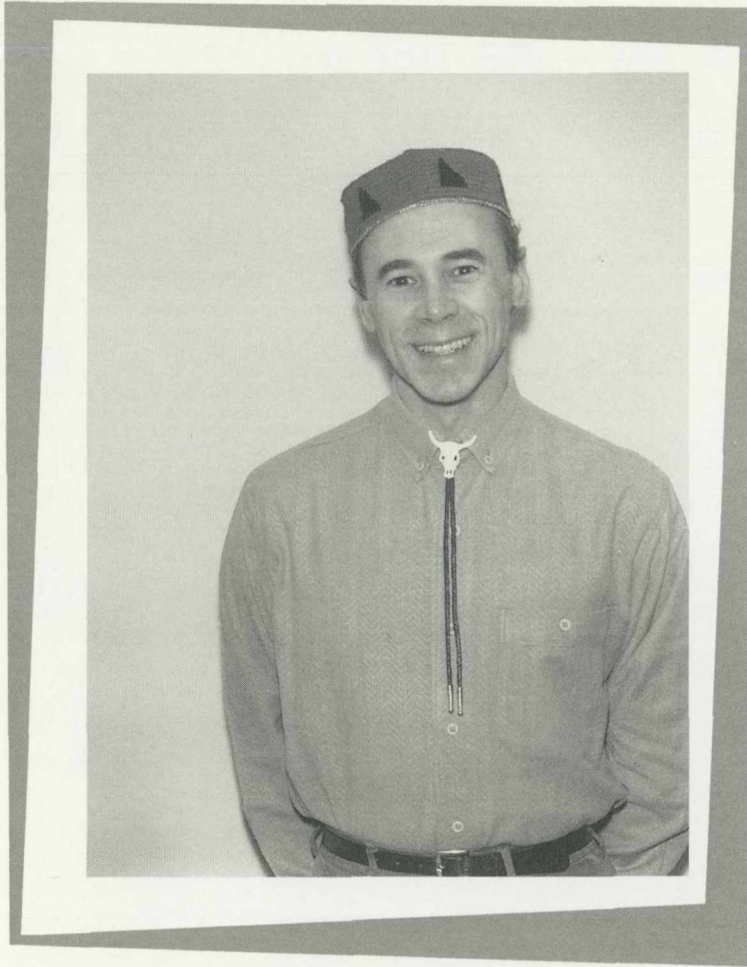
Summer Division

The Summer Division consists of one ten-week term which begins in early June. Like the Evening Division, the Summer Division includes beginning and intermediate course offerings 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 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 includes full information on course offerings, tuition costs, etc.

Intensives

Because of the enormous demand for course offerings in computer graphics, on the part of beginning students and professionals alike, the School has instituted a program of one-month intensive courses in January and May. These intensive courses are designed to give the serious student the experience of a ten-week course in a time span of four weeks. Courses meet twice a week and involve the same amount of class time and out-of-class computer availability as the comparable ten-week course. A schedule of Intensive course offerings for January is included in the Fall Evening Division catalogue; the Spring Evening Division catalogue includes information on May Intensives.



FOUNDATION

DEPARTMENT

“The chief goal of a foundation program is to teach students

how to see. This ‘seeing’ relates the external world of space,

Michael Brodeur

form, line, color to the internal experience of ideas, aspiration

Chair, Foundation Department

and risk.”

FOUNDATION

The purpose of the Foundation Program is to provide students with the basic elements of visual communication, those components which are necessary for the professional development of all artists and designers. Within the Foundation Program we have developed a carefully structured approach to the study of the aesthetics and logic of design, drawing skills, the nature and use of color, the tools and techniques of various painting media, the application of computer technology, the design and use of letter forms, and the relation of the present world of art to its past. 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. The Foundation Program is therefore designed to provide a comprehensive base of skills and experiences which in the short term will prepare students to meet the specific demands of the Major Programs that follow and in the long term will serve the professional artist or designer in the pursuit of his or her craft.

In today's 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 a rapidly changing society than will his counterpart with a highly specialized, yet limited education. The first will be able to grow and change with the times; the latter may well find himself becoming obsolete.

The Foundation Program does not constitute a separate major but rather is a program taken by all

students prior to their entering the Departments of Graphic Design, Interior Design, or Fine Arts.

Completion of the Foundation Program or its equivalent, as determined by NESAD's Admissions Committee, is a prerequisite for entry into any of the Major Programs.

Course Descriptions

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.

Drawing Foundations I: Observational Drawing

This is a basic drawing course which will focus on the process of drawing from an observed situation. Assignments and exercises will be aimed at developing three basic abilities: perceptual acuity, motor control skills, and tool use and handling.

B02 fall semester, 2 credits
two 2 hour meetings per week
60 class hours total

Drawing Foundations II: Drawing Systems

This basic drawing course will focus on the various systems, methods and techniques which constitute the language of drawing. Several different linear, tonal and textural approaches will be employed to

describe form. The course will also explore alternative treatments of the drawn image such as collage, transformation and pastiche.

B04 fall semester, 2 credits
two 2 hour meetings per week
60 class hours total

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. In addition, the issues of interpretation and expression within a representational context will be introduced.

B05 prerequisite: B02
spring semester, 2 credits
two 2 hour meetings per week
60 class hours total

Life Drawing I

An introductory course in drawing the human figure which will emphasize the study of anatomy with a corresponding emphasis on the movement, weight and balance of the figure. Study of the drawing of past artists will aid the student in understanding the processes involved.

B07 prerequisite: B02
spring semester, 2 credits
two 2 hour meetings per week
60 class hours total

Foundation Program: Diploma and BFA

First Year	fall semester	credits	spring semester	credits		
	B02	Drawing Foundations I: Observational Drawing	2.0	B05	Representational Drawing	2.0
	B04	Drawing Foundations II: Drawing Systems	2.0	B07	Life Drawing I	2.0
	B08	Introduction to Lettering*	1.0	B23	Painting Foundations II	1.5
	B22	Painting Foundations I	1.5	B31	Color in Image & Design	1.5
	B30	Color I: Principles & Techniques	1.5	B35	Basic Design II: Application & 3-D Principles	2.0
	B34	Basic Design I: Visualization & Process	2.0	B41	Pictorial Space II: 20th Century Art Movements	1.0
	B40	Pictorial Space I: Perspective	2.0	B50	Foundation Computer Graphics*	1.5
	B70A	Ideas of Western Art I	3.0	B71A	Ideas of Western Art II	3.0
	B80	Seminar*	0.5		Semester Total	14.5
		Semester Total	15.5			

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

Introduction to Lettering

This course is an introduction to the production and use of handmade letters, specifically Roman and Chancery Cursive styles. Through the study of spacing, layout, design, color, and concept formation, the student will learn the relationship between the creation of letters and their use in specific contexts. The history of writing as an art, contemporary calligraphy, and the ways in which calligraphy is used in today's communication arts and advertising fields will be explored through lectures, slides and demonstrations. A major goal of the course is to help students recognize and understand well-made letters and to use them effectively, appropriately and creatively.

B08 fall or spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

Painting Foundations I

This basic painting course will introduce students to the materials and procedures necessary for acrylic and oil painting. Through a series of in-class paintings and outside problems, students will address the technical and conceptual issues of abstraction and realism, with an emphasis on the re-creation of form through light and shadow. The goal of the course is to make students aware of and open to the creative potential of paint as a medium of expression.

B22 fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Painting Foundations II

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

B23 prerequisite: B22
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Color I: Principles & Techniques

The study of color is supportive of all other studio disciplines and is a vital prerequisite to the understanding of any other visual medium. This course will approach the study of color through the medium of paint, allowing the student to create and modify the ranges of hue, value and color strength. A large portion of the course will deal with mastering color/paint mixing and paint application. Other areas of study will include color chords based on the geometry of the color circle; mixing near grey tones from complements; the harmony of analogous colors; contemporary and traditional views of color proportion; chromatic light; temperature contrast as a means of suggesting space, light and shadow; the effect of context on color perception.

B30 fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Color in Image & Design

This second semester course addresses design and pictorial issues regarding color in greater depth before moving into more diversified areas of color exploration. Students will consider the use of color to enhance the illusion of space in a pictorial context; the possibilities of representing the dimensions of color through three-dimensional sculptures; phenomena of color and light transmission, reception and perception; chromatic light and shadow; color assimilation; color psychology and past and present views on the use of color in art. In this course a greater emphasis will be placed on the process of color/design decision-making.

B31 prerequisite: B30
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

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. Emphasis will be placed on the "designing process" and various visualization techniques utilized in the development of solutions to problems of visual communication.

B34 fall semester, 2 credits
two 2 hour meetings per week
60 class hours total



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 to the area of three-dimensional space and form. The student will also be encouraged to apply his or her developing critical faculties to the practical problem of analyzing and critiquing artwork.

B35 prerequisite: B34
 spring semester, 2 credits
 two 2 hour meetings per week
 60 class hours total

Pictorial Space I: Perspective

This 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.

B40 fall semester, 2 credits
 two 2 hour meetings per week
 60 class hours total

Pictorial Space II: Twentieth 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 systems. This course is designed to give students a hands-on familiarity with 20th century art movements such as cubism, neo-plasticism, abstract expressionism and others that undertook important experiments with the nature of space.

B41 spring semester, 1 credit
 one 2 hour meeting per week
 30 class hours total

Foundation Computer Graphics

This course is designed to give all entering NESAD students hands-on experience with the computer as an art medium. Because the Apple Macintosh and IBM PC compatibles are the computers of choice in the design world, this course will give students half a semester's experience with each, familiarizing them with both graphics capabilities and operating systems. The software used (PC Paint on the PC and Super-Paint on the Macintosh) was chosen for simplicity and similarity of structure, and because one is a paint program and the other object-oriented. Each student will have his or her own individual workstation during both the class time and the required lab period.

B50 fall or spring semester, 1.5 credits
 one 2 hour class and one 2 hour lab per week
 60 class hours total

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 objective of the course is to provide a path by which the student may take the ideas and lessons extracted from the study of art history and turn those ideas into meaningful insights to be utilized in the studio.

B70A,71A fall and spring semesters
 3 credits per semester
 two 1.5 hour meetings per week
 45 class hours per semester

Seminar

A series of lectures, discussions and demonstrations by faculty members, alumni and guest speakers whose purpose is 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.

B80 fall or spring semester, .5 credit
 one 1 hour meeting per week
 15 class hours total



GRAPHIC DESIGN

DEPARTMENT

“Graphic design gives structure and style to information,
making communication more effective and expressive.

Our aim is to lead students to actively choose the symbols,

Jean Hammond

images and words which reveal and transcend the message.”

Chair, Graphic Design Department

GRAPHIC DESIGN

Graphic designers convert ideas, information and emotions into visual symbols designed to influence 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 produce the visual communications which persuade and inform all of us. The results of their efforts may be seen in forms ranging from letterheads and logos, to print and television advertising, books, catalogues and brochures, to packages, annual reports and illustrations.

The Graphic Design Program at NESAD is designed to equip students with the intellectual and practical abilities required of graphic communicators. The departmental faculty is comprised of a group of practicing professionals whose interests and experience span the range of graphic design concerns, including advertising, illustration and computer graphics, and whose day to day involvement in the field insures that they are as up-to-date in the classroom as they are in their practices.

Students in the Graphic Design Program begin by taking a range of courses in all disciplines – advertising, computer graphics, illustration and design, with supporting coursework in typography, production, photography and publication design. In this way they become aware 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 therefore been structured so as to allow students to choose a Concentration in order that they may devote a significant portion of their studies to the concerns of such a specialization.

Those students interested in acquiring a broad design background, encompassing such areas as corporate and package design, publication design and various print applications such as brochures and posters, may follow the Design Concentration. Those students interested in pursuing a career in advertising can develop the requisite skills by choosing the Advertising Concentration, while students in the Illustration Concentration can similarly refine the drawing and conceptual skills which compose the illustrator's vocabulary. The Computer Graphics Concentration is designed to provide students with an understanding of computers and expertise in their use as a graphic medium in order that they may employ these powerful tools to their best advantage in the pursuit of design solutions. These four Concentrations are intended to allow for somewhat different directions within the Graphic Design Program at NESAD and subsequently within the graphic design profession. Students in all Concentrations take a core of departmentally required courses designed to develop and refine the skills relevant to all aspects of graphic design; thus the Concentrations do not constitute separate majors but rather variations within a single program. Students may also combine elements of one Concentration while following another in its entirety.

The Graphic Design Program at NESAD demands much of its students in terms of time, energy and talent, as the goal of the program is the development of genuine professionals. Graduates may seek employment in any of a number of areas, examples of which follow.

Advertising Agencies: Advertising agencies create promotional campaigns and support materials for products, 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 specialize in such diverse areas as industrial design, package design, brochure and catalogue design, corporate design, and architectural graphics. Such studios have traditionally been a major source of employment for NESAD graduates.

Computer Graphics: Computers have become a major tool of the graphic designer and opportunities for integrating design and computers abound. Video production houses create sophisticated computer images for use in advertising and promotional work. Architecture and engineering firms employ computer artists to produce 3-dimensional models, while presentation graphics has become an important aspect of corporate work. Desktop publishing software allows the print designer to create page layouts on the computer, increasing both speed and flexibility.

Publishing: There are several major book publishers in the Boston area which have substantial art departments requiring the diversified talents of graphic designers and illustrators. The in-house designer controls the visual 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 to develop titles and news graphics for live television, film production and promotions. Computer graphics expertise is often a prerequisite here because of the immediate time frame of much news gathering work.

Industry: Many corporations have their own in-house design departments, giving them closer control, both artistic and financial, over publications such as annual reports, sales presentations, newsletters and company advertising.

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

Free-Lance: Many designers and illustrators work on what is called a free-lance basis; that is to say they supply their services to agencies or individuals 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.

Course Descriptions

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

Reprographics

This course is designed to provide students with practical skills related to the preparation of artwork for reproduction and printing. A major emphasis will be placed on the operation and control of the photostat camera. The course will also include an in-depth introduction to the half-tone through exercises with several types of contact screens, and to various types of proofing systems such as 3M color-key and chromatek color transfers.

G04 fall or spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Graphic Design Production

This course is designed to introduce students to the concepts and techniques involved in the development of art work from concept through to final printing. Layout, mechanical preparation, printing and finishing processes, and the business aspects of production will be covered in lectures and field trips.

G06,07 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

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.

G08,09 prerequisite: G07
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Typography for the Designer

The aim of this course is to develop in the student an awareness of the enormous impact typography has on design and the importance of communication in 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. Major areas of study will include: the history of type faces; typographic terminology; type classification and identification; copyfitting; type selection and specification; typesetting technology; typographic design and legibility.

G10,11 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Advanced Typography

This advanced level course focuses on the study and application of typography and typographic design as they relate to clear communication by the graphic designer, as well as exploration of the expressive uses of type in advertising, design and publications.

G12,13 prerequisite: G11
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Introduction to Computerized Typesetting

This course will provide an *in-depth* introduction to the use of computerized typesetting equipment, specifically the Compugraphic MCS Powerview 10/8000 system. Students will execute composition exercises throughout the course. Issues of editing and file management, as well as typesetting terminology, conventional rules of typography, and typeface classification and recognition will also be discussed. Enrollment will be limited to six persons to insure adequate hands-on exposure on the system.

G14 fall or spring semester, 2 credits
one 3 hour meeting per week
45 class hours total

Introduction to Desktop Publishing

This course is an introduction to the use of page make-up software for people who have previous experience in design. PageMaker software by Aldus will be used on Macintosh and/or IBM PC compatible computers. In the first half of the course students will master basic and intermediate skills in PageMaker software. During the second half of the course students will work on more complex techniques and commands, designing and producing several documents. Each class will include time for students to use the computers, receiving individual attention from the instructor. Students will also be assigned computer time outside of class to practice skills learned in class.

G15 prerequisite: B50
fall or spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Introduction to Quark XPress

This course is intended to serve as an introduction to Quark XPress page make-up software, word-processing, and the merging of graphics with text. Microsoft Word and Adobe Illustrator will be used in conjunction with Quark XPress on Macintosh computers. In the first half of the course students will master basic skills in Quark XPress, with introduction to Microsoft Word (for word processing) and Adobe Illustrator (for graphics generation). During the second half of the course students will work on more complex techniques and commands, designing and producing several documents. Each student will have access to a workstation both during class and outside of scheduled class time.

G16 prerequisite: B50
fall or spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Object-Oriented Computer Graphics

Graphics created with object-oriented systems such as Adobe Illustrator can be reproduced at any resolution, limited only by the output device. In this course students will be given assignments to create full-color logos, letterheads, labels, book covers, etc. on Macintosh computers using Adobe Illustrator software. Designing on this platform the artist can see full-color "previews" of artwork before it is output to a color film recorder (for color prints or slides) or to a laser printer for monochrome prints or color separated negatives. This is a course designed to move beyond the simplicity of computer "paint" programs.

G17 prerequisite: B50
fall or spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Illustration I

In this course students will learn the skills necessary to meet the specific illustration needs of a client and to work in a variety of media used in professional illustration. The course will concentrate on developing the ability to draw from a client's specifications, as well as from a manuscript or layout. The markets available to the illustrator and the media appropriate to that market will also be discussed.

G26,27 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Applied Illustration I

This senior level course will concern itself with the preparation of illustrations for specific markets within the advertising, graphic design, publishing, corporate and retail art fields. Aspects of professional presentation will also be covered, including correspondence with the client, preparation of a written quote and the invoice for a completed illustration, and proper rough sketch and finished art presentation. Such practical considerations as working with an art director, designer or representative, production problems encountered in illustration, and Polaroid slide references will also be addressed. Special emphasis will be placed on the development of a body of work reflective of the student's strength and personal style.

G28 prerequisite: G27
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Applied Illustration II

This continuation of *Applied Illustration I* is designed specifically for those students who are pursuing the Illustration Concentration of the Graphic Design Program and will emphasize working toward the creation of a professional portfolio.

G29 prerequisite: G28
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

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 simply render illustration, photography and lettering for layout purposes.

G36 fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

Diploma Program: Graphic Design

Second Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	G06	Graphic Design Production	G07	Graphic Design Production
	G10	Typography for the Designer	G11	Typography for the Designer
	G26	Illustration I	G27	Illustration I
	G36	Marker Rendering	G41	Graphic Design I
	G40	Graphic Design I	G55	Advertising Design I
	G50	Basic Publication Design	NESAD	Choice of Junior Concentration (<i>see below</i>)
	G54	Advertising Design I		Electives
	G60	Basic Photography		<i>Semester Total</i>
	G86	Electronic Design & Illustration		
		Electives		
		<i>Semester Total</i>		

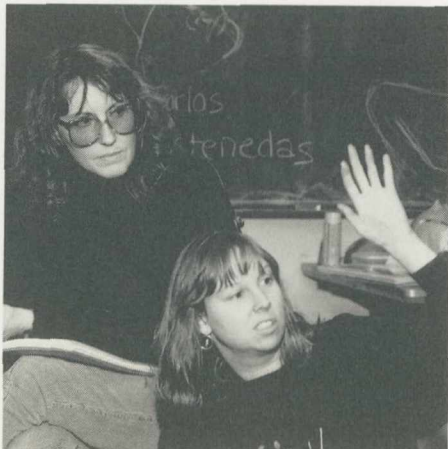
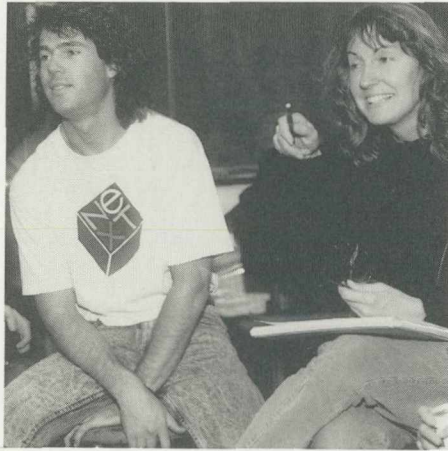
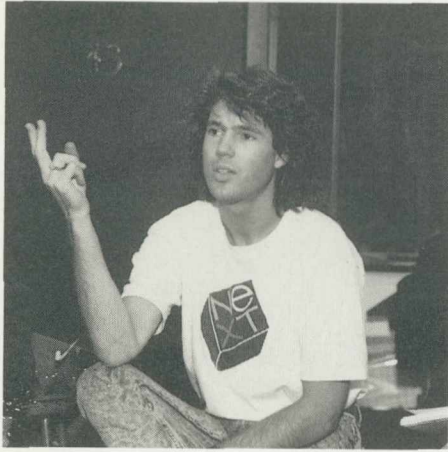
Third Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	G08	Production Workshop	G09	Production Workshop
	G12	Advanced Typography	G13	Advanced Typography
	G90A	The Business of Art	G91A	The Business of Art
	G94A	History of Graphic Design I	G95A	History of Graphic Design II
	NESAD	Choice of Senior Concentration (<i>see below</i>)	NESAD	Choice of Senior Concentration (<i>see below</i>)
		Electives		Electives
		<i>Semester Total</i>		<i>Semester Total</i>

Junior Concentrations	<i>spring semester</i>			
	Design		Computer Graphics	
	G15	Introduction to Desktop Publishing	G15	Introduction to Desktop Publishing
	G51	Intermediate Publication Design	G17	Object-Oriented Computer Graphics
	G61	Intermediate Photography	E48	Basic AutoCAD
	Advertising		Illustration	
	NESAD	Computer Graphics Elective	F03	Drawing Techniques
	G51	Intermediate Publication Design	F61	Life Drawing II: Rendering
	G61	Intermediate Photography	G61	Intermediate Photography

Senior Concentrations	<i>fall semester</i>		<i>spring semester</i>	
	Design		Design	
	G28	Applied Illustration I	G47	Package Design
	G46	Package Design	G49	Graphic Design II: Print
	G48	Graphic Design II: Print	G71	Art Direction for Photography
	G92	Corporate Design	G93	Corporate Design
	Advertising		Advertising	
	G28	Applied Illustration I	G57	Advertising Design II: Print
	G56	Advertising Design II: Print	G59	Advertising Workshop
	G58	Advertising Workshop	G71	Art Direction for Photography
	G96A	Broadcast Advertising	G99	TV Broadcast Production Techniques
	Computer Graphics		Computer Graphics	
	G48	Graphic Design II: Print	G49	Graphic Design II: Print
	G84	2D Computer Animation	G87	3D Computer Animation
	G88	Computer Presentation Graphics I	G89	Computer Presentation Graphics II
	G90	3D Computer Modeling	G97	Computer Graphics Portfolio
	Illustration		Illustration	
	G28	Applied Illustration I	G29	Applied Illustration II
	G38	Techniques & Concepts of Illustration	G39	Techniques & Concepts of Illustration
	F70	Life Drawing III	F35	Technical Painting
	F72	Life Painting Studio	F71	Life Drawing III

BFA Program: Graphic Design

Second Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	G06 Graphic Design Production	1.5	G07 Graphic Design Production	1.5
	G10 Typography for the Designer	1.5	G11 Typography for the Designer	1.5
	G26 Illustration I	1.5	G27 Illustration I	1.5
	G40 Graphic Design I	1.5	G41 Graphic Design I	1.5
	G54 Advertising Design I	1.5	G55 Advertising Design I	1.5
	G60 Basic Photography	1.5	NESAD One Course from chosen Junior Concentration (see facing page)	1.5
	Suffolk Art History	3.0	Suffolk Art History	3.0
	Suffolk English 101	3.0	Suffolk English 102	3.0
	<i>Semester Total</i>	<i>15.0</i>	<i>Semester Total</i>	<i>15.0</i>
Third Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	G08 Production Workshop	1.5	G09 Production Workshop	1.5
	G12 Advanced Typography	1.5	G13 Advanced Typography	1.5
	G36 Marker Rendering	1.0	G91A The Business of Art	1.5
	G50 Basic Publication Design	1.5	G95A History of Graphic Design II	1.5
	G86 Electronic Design & Illustration	1.5	NESAD Two Courses from chosen Junior Concentration (see facing page)	3.0
	G90A The Business of Art	1.5	Suffolk Integrated Studies 112	3.0
	G94A History of Graphic Design I	1.5	Suffolk Humanities Elective	3.0
	Suffolk Art History	3.0	<i>Semester Total</i>	<i>15.0</i>
	Suffolk Integrated Studies 111	3.0		
	<i>Semester Total</i>	<i>16.0</i>		
Fourth Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	NESAD Choice of Senior Concentration (see facing page)	6.0	NESAD Choice of Senior Concentration (see facing page)	6.0
	Suffolk Social Science	3.0	Suffolk Social Science	3.0
	Suffolk Natural Science	4.0	Suffolk Natural Science	4.0
	<i>Semester Total</i>	<i>13.0</i>	<i>Semester Total</i>	<i>13.0</i>
Ninth Semester	<i>fall or spring semester</i>	<i>credits</i>		
	NESAD Studio Electives from Major Department or Internship	3.0		
	Suffolk Humanities Elective	3.0		
	Suffolk Speech (CJN 103)	3.0		
	Suffolk Math or Logic	3.0		
	<i>Semester Total</i>	<i>12.0</i>		



Techniques & Concepts of Illustration

The first semester of this course will be an advanced extension of *Drawing Techniques* and will concentrate on the translation of a verbal idea into a viable visual image while attaining a level of finish worthy of publication. In the second semester assignments will be fewer and each will be treated as finished artwork 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.

G38,39 prerequisite: F03 or departmental permission
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Graphic Design I

Emphasizing the creative processes from thumbnail to comprehensive, this course will also introduce the student to the language, tools and techniques of the professional graphic designer. Attention will be paid both to conceptualization and presentation in solving design problems including logos, posters, brochures and mailers. As a survey of graphic design the goal of this course is to deal with typical problems faced by graphic designers in a realistic manner.

G40,41 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Package Design

This course will cover both the creative and practical aspects of designing for packages, and the restrictions and requirements of a number of package types (boxes, polybags, cans, plastics, blister cards, etc.). Emphasis will be placed on the effective use of typography, photography, illustration and color in a three-dimensional format. Also studied will be basic aspects of marketing, including product positioning and audience appeal.

G46,47 prerequisite: G41, G55
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Graphic Design II: Print

This senior level course will emphasize creative solutions to a variety of typically encountered professional design problems. Its aims are to stress the effective communication of well developed concepts, to teach the student to work as a professional graphic

designer in a challenging environment, and to prepare the graduating senior with practical job-seeking skills, as well as experience in making professional presentations.

G48,49 prerequisite: G41
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Basic Publication Design

This beginning course will focus on the skills necessary to create a text page for book and magazine formats, as well as a jacket design. Topics covered will include the use of the haber-rule, type specification, choosing type faces suitable for text and display, the importance of leading, and what determines legibility and readability. Also covered will be sizing and positioning photographs and illustrations. In addition to preparing the traditional pencil and paper layouts, students will be given the opportunity to set sample pages on the School's typesetting and computer equipment.

G50 fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Intermediate Publication Design

This continuation of *Basic Publication Design* 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 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 in graphics, illustration, computer graphics or photography.

G51 prerequisite: G50
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Advertising Design I

An 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.

G54,55 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Advertising Design II: Print

This senior level course is designed to provide students with the experience of solving actual advertising problems under real time and media constraints. The course will also expose students to the practice of working in creative teams and will afford them the opportunity to develop a professional quality portfolio to assist them in finding employment as advertising designers.

G56,57 prerequisite: G55
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

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.

G58,59 prerequisite: G55
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

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.

G60 fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Intermediate Photography

This continuation of *Basic Photography* is concerned with more advanced camera and darkroom techniques. Students will learn to integrate photography into their other course work and to more effectively communicate a personal or commercial message. The course will involve extensive use of the darkroom and class discussions and critiques.

G61 prerequisite: G60
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Photo-Art Processes

This course provides students with the opportunity to integrate a variety of media in a creative and experimental environment. Using photographic emulsions applied to paper, canvas and other materials, participants will produce unique visual ideas. Drawings, paintings, computer-generated images and photographs are some of the elements that can be combined to create finished photo-art processed pieces.

G65 prerequisite: G60
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Advanced Photography

The aim of this course is to introduce students to a wide variety of photographic topics in order that they, as professional designers, will be able to deal more effectively with photographs and photographers. The course is designed to expand the basic concepts learned in earlier photography courses, allowing the creation of more sophisticated images. Among the topics included in the course are studio work, documentary photography, non-silver processes, color photography and the manipulated print.

G66 prerequisite: G61
fall or spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

The Color Print

The aim of this course is to introduce students to the techniques and concepts of color photographic printing with the positive-to-positive Cibachrome process and the C-print negative-to-positive print process. The course will emphasize darkroom procedures, including choice of chemicals for contrast control and methods of diagnosing color printing problems.

G68 prerequisite: G60
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Art Direction for Photography

Since the work of the professional designer often involves incorporating photography in advertisements, packaging, collateral and other areas, this course seeks to address the issues involved, from the initial decision to use photography to the planning and execution of the photographic shoot. Through a series of classroom discussions, lectures by professional photographers and trips to photography studios, students will learn to creatively and intelligently design with photography.

G71 prerequisite: G41 or G55, G61
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

3-D Computer Animation

The computer has ushered in a new "golden age" of animation largely because of its ability to produce three-dimensional animation. Students will be given a solid foundation in three-dimensional animation using AutoDesk's Animator, AutoCAD, AutoShade and AutoFlix software. An animated VHS video with sound track will comprise the student's final portfolio for the course.

G87 prerequisite: G84, E48
spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Introduction to Airbrush

The airbrush is a unique method of applying paint, dyes or ink to a surface, offering subtle tonal gradations virtually impossible to achieve by any other process. Application of the airbrush includes illustration, photo-retouching, architectural rendering, fine arts, toys, textile design and ceramics. Classes will cover airbrush rendering in both transparent and opaque media, freehand and stencil (frisket) techniques, and cleaning, maintenance and repair of the airbrush.

G82 fall or spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

2-D Computer Animation

This course allows the student to produce quality animated presentations using AutoDesk Animator. Cell animation, cycle animation, polymorphic tweening, scripting and image presentation will be covered during the semester. The student's final portfolio will consist of a VHS video with sound track.

G84 prerequisite: G86
fall semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Electronic Design & Illustration

This course is designed to familiarize students with the use of the computer as a tool for electronic design, illustration and presentation. Topics of discussion will include basic computer concepts and applications in industry. Students will be designing with AT&T's TIPS software and the TARGA 16 graphics board, allowing a multitude of graphics functions with 32,000 simultaneous colors. Portfolios will consist of photographic prints and slides made using a film recorder, and a VHS video presentation with sound track.

G86 prerequisite: B50
fall or spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Computer Presentation Graphics I

This course will involve the use of the Macintosh computer for Desktop Presentations. MacroMind Director will be the primary software used, in conjunction with Pixel Paint, to combine painted and digitized images, video, text and animation.

G88 prerequisite: G17, G86
fall semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Computer Presentation Graphics II

This course will build upon the knowledge and experience gained in *Computer Presentation Graphics I* (G88) and will introduce Swivel 3D for generating three-dimensional animations used in conjunction with MacroMind Director.

G89 prerequisite: G88
spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

3-D Computer Modeling

This course will emphasize the use of TOPAS software as a texture mapping tool, using AutoCAD and CADvert software to create three-dimensional models. Students will learn Geraud and Phong shading, texture and reflection mapping. Final portfolios will consist of photographic slides, prints and VHS video with sound track.

G90 prerequisite: G86, E48
fall semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

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. Within the context of an actual design situation, students are exposed to such issues as agency management and structure, business systems and forms, production, resumes, interviewing and presentation skills.

G90A,91A fall and spring semesters
1.5 credits per semester
one 1.5 hour meeting per week
22.5 class hours per semester

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.

G92,93 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

History of Graphic Design I & II

The first semester of this two-semester lecture course will focus on the history of graphic design from pre-historic times to the Industrial Revolution, including the origins of graphic communications in the ancient world, the development of the alphabet, and early printing and typography. The second semester will concentrate on the period from the late 19th century to the present, and will include the Arts and Crafts Movement, the influence of modern art, the Bauhaus and International Style, and contemporary visual systems and image-making.

G94A,95A fall and spring semesters
1.5 credits per semester
one 1.5 hour meeting per week
22.5 class hours per semester

Broadcast Advertising

This course will explore the creation of graphics for television, videotape and film. Problems unique to this industry will be discussed and their impact on design solutions explored. Students will be given an opportunity to see commercials followed through all stages of production from storyboarding through production to distribution.

G96A prerequisite: G55
fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Computer Graphics Portfolio

It is the aim of this course to simulate a production studio where artists and designers produce visual solutions to real problems, using computer graphics as the primary tool. No new software will be introduced; instead the emphasis will be on using software already encountered as visual tools for creativity and problem solving.

G97 prerequisite: enrollment as a Senior in the Computer Graphics Concentration
spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

TV Broadcast Production Techniques

In order to communicate in any language an artist must first know the vocabulary, grammar, syntax and slang of that language. Television broadcast production has generated its own language, and it is this

language, as well as the technical, legal and marketing forces that shape it, that will be the focus of this course. As such, the course is less concerned with concept than with the effective execution of that concept in the medium of television.

G99 prerequisite: G96A
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Research Tutorial

The highly motivated, inquisitive student will sometimes find that a specific direction of study in which he or she is interested in not covered by an existing course at NESAD. In order to accommodate such students NESAD has developed the Research Tutorial. Working closely with a faculty member a student will write a clearly defined program of study, drawing on the resources available at NESAD. 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 the appropriate credit given. A maximum of two credits per semester will be given for tutorial work.

RT2,3

Work-Study Internships

The internship program of The New England School of Art & Design 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. This program is open to full time students only and is ordinarily limited to seniors. Participating students receive credit for such work, the amount of credit being dependent on the amount of time devoted to the internship. Students may earn no more than 6 credits total for internships and one credit will be given for each 45 hours of internship time (i.e. 3 hours per week for a semester). As the objectives of the internship are purely educational in nature, students may not be paid for internship time. Internships may take the place of elective courses but no student will be released from courses required by their particular department. All internship time must be confirmed in writing in order for credit to be given and no student will be permitted to begin an internship until all necessary paperwork has been completed and filed with the Placement Office.

WS



INTERIOR DESIGN

DEPARTMENT

"The role of the Interior Designer is ever-changing, blending

many disciplines. The chief goal of the Interior Design

Program is to teach students how to think - to weigh vast

Heidi Richards

amounts of information and make responsible decisions,

Chair, Interior Design Department

balancing both function and aesthetics."

INTERIOR DESIGN

The objective of the Interior Design Program at The New England School of Art & Design is to provide students with the intellectual and practical background necessary to enable them to pursue professional careers as commercial and residential interior designers. The Program strikes a balance between the theoretical aspects of design and the practical skills necessary to ensure the "marketability" of the graduate. At NESAD we feel both are important; the former is lasting, the latter immediate and necessary in today's competitive world. The ability to think through a problem, rather than to rely on textbook solutions, is of paramount importance. Projects are designed to teach students to weigh vast amounts of information – design theories, product sources, code requirements, technical applications – and apply those most relevant to the situation. This is the basis for interior design that is functional, innovative and imaginative.

The Interior Design Program at NESAD is a four-year Diploma Program and is accredited by the Foundation for Interior Design Education Research (FIDER), the national accrediting agency for post-secondary interior design programs. The curriculum includes one year of Foundation courses, two years of Interior Design coursework, as described below, and 30 credits of liberal arts, for a total of 120 credits. Since NESAD does not itself offer liberal arts courses, that portion of the program is offered in conjunction with Suffolk University, also in Boston. Liberal arts credits earned at other institutions may also be applied toward NESAD Diploma requirements, with the approval of the Chairman of NESAD's Interior Design Department.

Students wishing to earn a degree may make application to the joint Suffolk / NESAD BFA Program. The BFA requires 134 credits (ordinarily taken over 9 semesters) and the transferability of liberal arts credits earned at other institutions will be determined by Suffolk's College of Liberal Arts and Sciences.

The faculty of the Interior Design Department is comprised of a group of practicing professionals whose day-to-day work experience spans the range of interior design concerns, including 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. Faculty members also 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.

Coursework in the Interior Design Department covers three major areas: studio courses in interior design, lecture courses covering interior design-related history and technology, and a liberal arts component. Studio courses involve the study and practice of design process and methodology, programming and space planning, drafting, rendering,

interior and exterior landscape design, furniture and lighting, and graphic design and presentation techniques. Lecture courses cover such areas as acoustics, environmental control systems, building construction, materials and their applications, and the history of furniture and architecture. Liberal arts coursework is designed to polish written and oral presentation skills and to give the student a broader cultural background from which to draw inspiration for design solutions.

NESAD's Interior Design Program is comprehensive yet specialized, so as to provide graduates with the broadest range of employment options. Possibilities include:

Commercial Interior Design Firms: Commercial design firms deal with such public spaces as hotels, restaurants, hospitals, corporate offices, schools and retail stores.

Residential Design Firms: Residential interior designers are involved in planning and designing the spaces in which people live, including single-family homes, apartments and condominiums, and historically significant properties.

Architectural Firms: Interior design departments are commonly incorporated within architectural firms, since designers and architects work closely on architectural projects. The tasks of the interior designer may include marketing, programming, interior architectural drawings (i.e. floor plans, elevations and sections, reflected ceiling plans, detail drawings, specifications), and the coordination of materials and furnishings, as well as construction administration.

Retail Stores: Retail opportunities generally fall into three categories: store planning and design, in which the interior designer is responsible for the function, organization and overall appearance of the retail outlet itself; visual design, which includes the seasonal appearance of the store including props and furniture; and design services, in which the store assists customers in planning and furnishing their own residential spaces.

Corporations: Larger corporations often include in-house facilities planning departments, whose responsibility it is to plan and implement the design of, or changes to, the structure and organization of that company's physical space.

Hotel Corporations: Larger hotel chains employ in-house interior designers to design guest suites and public spaces, such as restaurants and lobbies, for the individual hotels under their control. This includes renovation as well as new construction.

Furniture Dealerships: A furniture dealership is a company involved in selling furniture to corporations and small businesses. Designers are often employed to provide plans and design expertise, ensure the workability of the furniture selections, and write specifications.

Free-Lance: Free-lance designers are essentially self-employed and often choose to specialize in one aspect of design, such as rendering. Clients and projects may be secured independently or a designer may wish to work for various design firms on a project-to-project basis.



Course Descriptions

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

Environmental Control Systems: HVAC

This lecture course will introduce the interior design student to the mechanical systems of heating, ventilation and air conditioning and the implications such mechanical systems have for environmental/human comfort.

E12A fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Lighting & Electricity

An introduction to the art and science of illumination. This lecture course will discuss electrical and lighting principles as they relate to the application of lighting into commercial and residential interior environments for aesthetic, functional and spatial effects.

E14A spring semester, 2 credits
one 2 hour meeting per week
30 class hours total

Acoustics: Theory, Application & Design

This lecture course deals with the practical applications of the fundamentals of acoustics to building construction and interior design. Topics will include room finish design for sound reverberation control, sound transmission, speech privacy and mechanical system noise control.

E15A fall semester, 2 credits
one 2 hour meeting per week
30 class hours total

Lighting Applications

In this course students will explore and develop the application of the lighting principles and theories presented in *Lighting & Electricity* (E14A). In a studio format the course will emphasize the use of lighting solutions in both commercial and residential design applications.

E17 prerequisite: E14A
fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

Interior Design Studio I

This first interior design studio will require the student to apply the principles learned in the Foundation Program to specific problems in interior design. Through the use of diagrams, relief studies, volumetrics, and spatial analysis, the student will develop solutions from conceptualization through to two or three-dimensional form.

E20 prerequisite: B40 or departmental permission
fall semester, 3 credits
two 3 hour meetings per week
90 class hours total

Interior Design Studio II

This continuation of *Interior Design Studio I* (E20) will expose the student to a series of problems of increasing complexity and longer duration. Conceptualization, design methodology, spatial planning and environmental systems will become of greater importance in dealing with both commercial and residential design situations.

E21 prerequisite: E20
spring semester, 3 credits
two 3 hour meetings per week
90 class hours total

Site Planning & Landscape Design

This course is intended to introduce interior design students to the fundamental principles and theories of landscape architecture. Beginning with the history of landscape architecture, the course will continue through site analysis, graphic techniques, and energy conservation to specific problems in urban design.

E22 prerequisite: B40 or departmental permission
fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

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 indoor plant materials, their physical needs and design capabilities. Lectures, field trips, and studio problems will enable the student to use plants in interior spaces for a variety of effects.

E23 prerequisite: E22
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

Furniture Design & Construction I

Through a series of lectures, field trips, independent study and assigned design problems, this course will develop in the student a clear understanding of furniture construction techniques, both traditional and progressive. The furniture styles and construction techniques of the masters, as well as 20th century design and construction methods, will also be addressed.

E24 prerequisite: E41
fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

Furniture Design & Construction II

A continuation of *Furniture Design & Construction I* (E24), this course will allow the student to pursue the design of various pieces of cabinetry, furniture and accessories. Where applicable, this course will work in conjunction with drafting courses in developing informational detailing.

E25 prerequisite: E24
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

Interior Design Studio III: Commercial Design

This senior level design studio concentrates on the programming and schematic phases of a design problem. The programming phase covers the design problem definition through information gathering and research. 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, site analysis, general appearance and scope of the project).

E26 prerequisite: E21, E41, E45
fall semester, 2.5 credits
two 2.5 hour meetings per week
75 class hours total

Diploma Program: Interior Design

Second Year		<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
E20	Interior Design Studio I		3.0	E21	Interior Design Studio II
E22	Site Planning & Landscape Design		1.0	E23	Landscape Design & Interior Plantings
E40	Contract Drafting I: Basic		1.5	E41	Contract Drafting II: Intermediate
E44	Architectural Rendering I: Freehand Drawing		1.0	E45	Architectural Rendering II: Design Drawing
E60A	Interior Structural Systems: Basic Elements of Construction		1.5	E63A	Architecture: History & Analysis II
E62A	Architecture: History & Analysis I		1.5	E65	Materials for the Interior Designer II
E64	Materials for the Interior Designer I		1.0	E67A	Interior Structural Systems: Structural Space
E82A	History of Furniture I		1.5	E83A	History of Furniture II
Suffolk	English 101		3.0	Suffolk	English 102
	<i>Semester Total</i>		<i>15.0</i>		<i>Semester Total</i>
					<i>15.0</i>
Third Year		<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
E12A	Environmental Control Systems: HVAC		1.5	E14A	Lighting & Electricity
E24	Furniture Design & Construction I		1.0	E25	Furniture Design & Construction II
E26	Interior Design Studio III: Commercial Design		2.5	E27	Interior Design Studio V: Commercial Design
E28	Interior Design Studio IV: Residential Design		1.5	E43	Contract Drafting IV: Contract Documents
E42	Contract Drafting III: Advanced		1.5	E46	Architectural Rendering III: Mechanical Perspective
E68A	Building Technologies		1.5	Suffolk	Art History
Suffolk	Art History		3.0	Suffolk	Integrated Studies 112
Suffolk	Integrated Studies 111		3.0		<i>Semester Total</i>
	<i>Semester Total</i>		<i>15.5</i>		<i>14.5</i>
					<i>14.5</i>
Fourth Year		<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
E15A	Acoustics: Theory, Application & Design		2.0	E29	Interior Design Studio VI: Residential Design
E17	Lighting Applications		1.0	E49	Advanced AutoCAD: 3D
E48	Basic AutoCAD		1.5	E81A	Business Orientation & Professional Practice
E84	Graphics for Interior Design		1.5	E85	Presentation Techniques
Suffolk	Speech (CJN 103)		3.0	Suffolk	Math or Logic
Suffolk	Social Science		3.0	Suffolk	Social Science
Suffolk	Humanities Elective		3.0	Suffolk	Humanities Elective
	<i>Semester Total</i>		<i>15.0</i>		<i>Semester Total</i>
					<i>15.0</i>

BFA Program: Interior Design

Second Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	E20 Interior Design Studio I	3.0	E21 Interior Design Studio II	3.0
	E22 Site Planning & Landscape Design	1.0	E23 Landscape Design & Interior Plantings	1.0
	E40 Contract Drafting I: Basic	1.5	E41 Contract Drafting II: Intermediate	1.5
	E44 Architectural Rendering I: Freehand Drawing	1.0	E45 Architectural Rendering II: Design Drawing	1.0
	E60A Interior Structural Systems: Basic Elements of Construction	1.5	E63A Architecture: History & Analysis II	1.5
	E62A Architecture: History & Analysis I	1.5	E65 Materials for the Interior Designer II	1.0
	E64 Materials for the Interior Designer I	1.0	E67A Interior Structural Systems: Structural Space	1.5
	E82A History of Furniture I	1.5	E83A History of Furniture II	1.5
	Suffolk English 101	3.0	Suffolk English 102	3.0
	<i>Semester Total</i>	<i>15.0</i>	<i>Semester Total</i>	<i>15.0</i>

Third Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	E12A Environmental Control Systems: HVAC	1.5	E14A Lighting & Electricity	2.0
	E24 Furniture Design & Construction I	1.0	E25 Furniture Design & Construction II	1.0
	E26 Interior Design Studio III: Commercial Design	2.5	E27 Interior Design Studio V: Commercial Design	2.5
	E28 Interior Design Studio IV: Residential Design	1.5	E43 Contract Drafting IV: Contract Documents	1.5
	E42 Contract Drafting III: Advanced	1.5	E46 Architectural Rendering III: Mechanical Perspective	1.5
	E68A Building Technologies	1.5	Suffolk Art History	3.0
	Suffolk Art History	3.0	Suffolk Integrated Studies 112	3.0
	Suffolk Integrated Studies 111	3.0	<i>Semester Total</i>	<i>14.5</i>
	<i>Semester Total</i>	<i>15.5</i>		

Fourth Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	E17 Lighting Applications	1.0	E29 Interior Design Studio VI: Residential Design	1.0
	E48 Basic AutoCAD	1.5	E49 Advanced AutoCAD: 3D	1.5
	E84 Graphics for Interior Design	1.5	E81A Business Orientation & Professional Practice	2.0
	Suffolk Art History	3.0	E85 Presentation Techniques	1.5
	Suffolk Social Science	3.0	Suffolk Humanities Elective	3.0
	Suffolk Natural Science	4.0	Suffolk Social Science	3.0
	<i>Semester Total</i>	<i>14.0</i>	Suffolk Natural Science	4.0
			<i>Semester Total</i>	<i>16.0</i>

Ninth Semester	<i>fall or spring semester</i>	<i>credits</i>
	E15A Acoustics: Theory, Application & Design	2.0
	E90 Interior Design Seminar	3.0
	Suffolk Humanities Elective	3.0
	Suffolk Speech (CJN 103)	3.0
	Suffolk Math or Logic	3.0
	<i>Semester Total</i>	<i>14.0</i>

Interior Design Studio V: Commercial Design

This course is a continuation of *Interior Design Studio III* and will concentrate on the processes of design development through working drawings and specifications. As such it will expand on basic programming and research understanding to include schedules, budgets, design concepts and interior design contract documents as they relate to barrier-free, retail and office design.

E27 prerequisite: E26
 spring semester, 2.5 credits
 two 2.5 hour meetings per week
 75 class hours total

Interior Design Studio IV: Residential Design

This course addresses the interior and volumetric design of residential spaces and includes a survey of American and selected European styles and periods. All disciplines encountered to date will be incorporated into final design solutions and presentations. Throughout the course, emphasis will be placed on a clear thought process, requiring careful analysis of the problem, organization, spatial design, use of materials, creativity and resourcefulness.

E28 prerequisite: E21, E41, E45
 fall semester, 1.5 credits
 one 3 hour meeting per week
 45 class hours total

Interior Design Studio VI: Residential Design

A continuation of the studies of *Interior Design Studio IV* (E28), this course will involve a single residential design problem which will serve as a senior thesis project. Major emphasis will be placed on a comprehensive final presentation, which will include pertinent research, site visits, full program analysis, design development, and the finishes and furnishings to support the design.

E29 prerequisite: E28
 spring semester, 1.0 credit
 one 2 hour meeting per week
 30 class hours total

Contract Drafting I: Basic

This course is designed to familiarize students with the basic equipment and concepts of visualizing interior and architectural space in graphic illustrative terms (i.e. plan, elevation and section). The course aims to provide students with a working knowledge of the processes used to produce a basic set of contract drawings necessary in the planning and design of interior spaces.

E40 prerequisite: B40 or departmental permission
 fall semester, 1.5 credits
 one 3 hour meeting per week
 45 class hours total

Contract Drafting II: Intermediate

A continuation of *Contract Drafting I* (E40), this course will emphasize increasing sophistication in concepts, techniques and use of tools. More specific attention will be placed on those drawings necessary to complete a set of construction documents.

E41 prerequisite: E40
 spring semester, 1.5 credits
 one 3 hour meeting per week
 45 class hours total

Contract Drafting III: Advanced

The purpose of this course is to further develop the drawing and drafting skills acquired in *Contract Drafting I and II* and to expose the student to the related issues that distinguish contract documents from design and presentation drawings. The course will also explore various drafting media and reprographic techniques in the preparation of graphics and the presentation of information.

E42 prerequisite: E41
 fall semester, 1.5 credits
 one 3 hour meeting per week
 45 class hours total

Contract Drafting IV: Contract Documents

This continuation of *Contract Drafting III* will focus on the preparation of a set of contract documents. The course will also examine the purpose of drawings within the design and contract documents process and the relationship between drawings and other parts of the contract. Major areas of study will include the various components necessary for proper communication of information and the techniques required for implementation.

E43 prerequisite: E42
 spring semester, 1.5 credits
 one 3 hour meeting per week
 45 class hours total

Architectural Rendering I: Freehand Drawing

This course is designed to help students develop their skills in rendering interior space. The course will focus on understanding the relationships between two and three-dimensional drawings and the actual space in order to help students convey their design ideas more clearly. Also addressed will be the media most appropriately used to convey space, texture, light and color.

E44 prerequisite: B40 or departmental permission
 fall semester, 1 credit
 one 2 hour meeting per week
 30 class hours total

Architectural Rendering II: Design Drawing

A continuation of *Architectural Rendering I* (E44), this course will concentrate on applying the principles of freehand design drawing. Emphasis will be placed on enabling the student to visually describe design solutions to a variety of problems through application of a complex graphic vocabulary.

E45 prerequisite: E44
 spring semester, 1 credit
 one 2 hour meeting per week
 30 class hours total

Architectural Rendering III: Mechanical Perspective

This course will introduce the student to the study of mechanical perspective, isometric and axonometric drawing techniques, and will strive to develop skills for describing designed space with a wide range of graphic possibilities in a highly refined and specific manner.

E46 prerequisite: E45
 spring semester, 1.5 credits
 one 3 hour meeting per week
 45 class hours total

Basic AutoCAD

This course will provide a thorough introduction to AutoCAD's many features and will include the use of AEC templates and the rudiments of CAD as a three-dimensional presentation and animation tool. Areas covered will include layers, blocks, dimensioning, 3D skills, use of the plotter and animated walkthroughs. Final portfolios will include 2D and 3D plots, an architectural rendering using CAD, and an animated walkthrough on disk or video tape.

E48 prerequisite: B40, B50
fall or spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Advanced AutoCAD: 3D

This course will focus on the use of AutoCAD for three dimensional design and drafting as applied to interior design and architecture. Students will learn the techniques necessary to create isometric, axonometric and perspective view drawings. Through the use of AutoShade software, students will create three dimensional renderings of their design projects.

E49 prerequisite: E48
spring semester, 1.5 credits
one 2 hour meeting per week
30 class hours total

Interior Structural Systems: Basic Elements of Construction

This lecture course is intended to introduce the interior design student to the fundamentals of building technology as applied to commercial and residential construction projects. 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.

E60A fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Architecture: History & Analysis I

The goal of this course is to develop in the student a critical understanding of the significance of architecture in the age of its design as well as its role in solving current design problems. This first semester of a two-semester course will provide the student with a knowledge of major architectural developments from the ancient civilizations of Egypt, Greece and Rome through the beginnings of the Renaissance.

E62A fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Architecture: History & Analysis II

This continuation of *Architecture: History & Analysis I* will deal with architectural developments from the Renaissance through Post Modernism.

E63A prerequisite: E62A
spring semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Materials for the Interior Designer I

A course which investigates the construction and professional use of a broad array of materials available to the interior designer, including floor systems, paints and wall coverings, ceiling materials, window treatments, and wood mouldings and doors. Methods of application and related fire, health and safety guidelines will also be considered.

E64 fall semester, 1 credit
one 2 hour meeting per week
30 class hours total

Materials for the Interior Designer II

A continuation of *Materials for the Interior Designer I* (E64), this course will stress the practical application of the knowledge and principles gained during the first semester, as well as increased awareness of and familiarity with available resources.

E65 prerequisite: E64
spring semester, 1 credit
one 2 hour meeting per week
30 class hours total

Interior Structural Systems: Structural Space

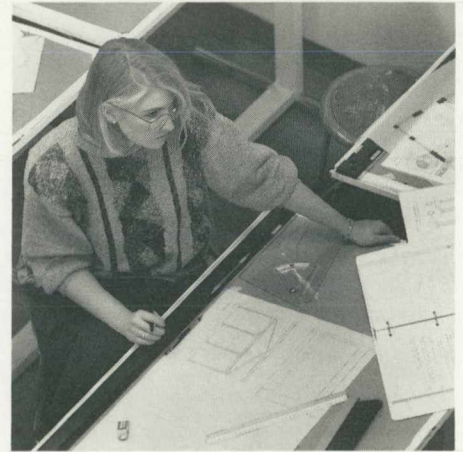
An examination of constructional elements and their effect on interior/architectural space and design. Areas of study include doors, windows, stairs, elevators, fireplaces and interior finish work.

E67A prerequisite: E60A
spring semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Building Technologies

This lecture course deals with the further development and study of construction assemblies in the following areas: interior loadbearing and non-loadbearing partitions; fire-rated construction alternatives for walls, floors, ceilings and doors; ceiling systems; interior wall and floor finishes, their materials and application alternatives. The requirements of building and fire protection codes will also be addressed.

E68A prerequisite: E67A
fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total



Business Orientation & Professional Practice

An introduction to the basic business considerations of a design practice. The course will focus on the contractual responsibilities of and the relationships between the designer, owner and contractor. Various AIA documents and Standard Forms of Agreement will be used as guides to understanding the terms, conditions and responsibilities of these parties in design and construction contracts.

E81A prerequisite: senior status
spring semester, 2 credits
one 2 hour meeting per week
30 class hours total

History of Furniture I

Through a series of slide lectures, readings and in-class discussions, students will become familiar with furniture styles from 2600 BC to the 19th century and the political, technological and social factors that influenced their design.

E82A fall semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

History of Furniture II

A continuation of *History of Furniture I*, this course focuses on the most popular English and American furniture styles, from Elizabethan to Chippendale to Art Nouveau and the Bauhaus.

E83A prerequisite: E82A
spring semester, 1.5 credits
one 1.5 hour meeting per week
22.5 class hours total

Graphics for Interior Design

This senior level course in visual communication for Interior Design Majors will cover the basics of two and three-dimensional graphic design as a part of the total interior design environment.

E84 prerequisite: senior status
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

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.

E85 prerequisite: E84
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Interior Design Seminar

The purpose of the Interior Design Seminar is to insure that BFA candidates in their final semester maintain active involvement in interior design studies, while completing the liberal arts portion of their program. A combination lecture/studio course, the Seminar will address design issues vital to those whose intention is to enter the profession upon completion of the semester, while helping students keep current the necessary studio skills.

E90 prerequisite: senior status
fall semester, 3 credits
one 3 hour studio and one 1.5 hour lecture per week
67.5 class hours total

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. In order to accommodate such students NESAD has developed the Research Tutorial. Working closely with a faculty member a student will write a clearly defined program of study, drawing on the resources available at NESAD. 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 the appropriate credit given. A maximum of two credits per semester will be given for tutorial work.

RT2,3

Work-Study Internships

The internship program of The New England School of Art & Design 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. This program is open to full time students only and is ordinarily limited to seniors. Participating students receive credit for such work, the amount of credit being dependent on the amount of time devoted to the internship. Students may earn no more than 6 credits total for internships and one credit will be given for each 45 hours of internship time (i.e. 3 hours per week for a semester). As the objectives of the internship are purely educational in nature, students may not be paid for internship time. Internships may take the place of elective courses but no student will be released from courses required by their particular department. All internship time must be confirmed in writing in order for credit to be given and no student will be permitted to begin an internship until all necessary paperwork has been completed and filed with the Placement Office.



FINE ARTS

DEPARTMENT

"The fine arts are a mirror, showing the artist's mind, the prevailing culture, its history, political climate, transcendent themes. Our role is to guide the individual through the maze of possibilities. Our purpose is to help develop clarity and strength in the student's work."

Audrey Goldstein
Chair, Fine Arts Department

FINE ARTS

The Fine Arts Program is designed to equip students with the skills necessary to give energy and expression to their insights of the world, unifying talent and discipline with ideas and perceptions. At NESAD, fine artists mix with designers, sharing their common visual language and enriching each other's understanding of form and function, concept and technique.

As NESAD provides an intimate learning environment, students and faculty become working partners in furthering the development of the student's individual vocabulary of expression. Classes are small and provide the student individual attention combined with the challenging atmosphere of the group. Faculty members, all practicing fine artists themselves, are committed and energetic.

Also available to students in the Fine Arts Program are courses from the other Major Departments, which allow additional experimentation and which can be of immense value to the student as the distinctions between the fine and commercial arts become increasingly blurred. Illustration and computer graphics, for example, are two disciplines in which the fine artist can readily apply his skills.

Diploma Program: Fine Arts

Second Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	F02 Drawing Techniques	1.5	F03 Drawing Techniques	1.5
	F24 Concept & Image Development I	1.5	F25 Concept & Image Development I	1.5
	F50 Printmaking Techniques I	1.5	F35 Technical Painting	1.5
	F60 Life Drawing II: Anatomy	1.5	F51 Printmaking Techniques I	1.5
	F68 Life Drawing II: Structure & Expression	1.5	F61 Life Drawing II: Rendering	1.5
	F88 Contemporary Art Seminar I	1.5	F69 Life Drawing II: Structure & Expression	1.5
	G60 Basic Photography	1.5	F89 Contemporary Art Seminar I	1.5
	NESAD Studio Elective	1.5	NESAD Studio Elective	1.5
	Electives	0.0 to 3.0	Electives	0.0 to 3.0
	Semester Total	12.0 to 15.0	Semester Total	12.0 to 15.0
Third Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	F04 Advanced Drawing	1.5	F05 Collage & Assemblage	1.5
	F26 Concept & Image Development II	1.5	F27 Concept & Image Development II	1.5
	F40 Sculptural Processes	2.0	F41 Sculptural Processes	2.0
	F52 Printmaking Techniques II	1.5	F71 Life Drawing III	1.5
	F70 Life Drawing III	1.5	F73 Life Painting Studio	1.5
	F72 Life Painting Studio	1.5	F91 Contemporary Art Seminar II	1.5
	F90 Contemporary Art Seminar II	1.5	G65 Photo-Art Processes	1.5
	NESAD Studio Elective	1.5	NESAD Studio Elective	1.5
	Electives	0.0 to 2.5	Electives	0.0 to 2.5
	Semester Total	12.0 to 15.0	Semester Total	12.0 to 15.0

BFA Program: Fine Arts

Second Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	F02 Drawing Techniques	1.5	F03 Drawing Techniques	1.5
	F24 Concept & Image Development I	1.5	F25 Concept & Image Development I	1.5
	F50 Printmaking Techniques I	1.5	F51 Printmaking Techniques I	1.5
	F60 Life Drawing II: Anatomy	1.5	F61 Life Drawing II: Rendering	1.5
	F88 Contemporary Art Seminar I	1.5	F89 Contemporary Art Seminar I	1.5
	NESAD Studio Elective	1.5	NESAD Studio Elective	1.5
	Suffolk Art History	3.0	Suffolk Art History	3.0
	Suffolk English 101	3.0	Suffolk English 102	3.0
	<i>Semester Total</i>	<i>15.0</i>	<i>Semester Total</i>	<i>15.0</i>
Third Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	F26 Concept & Image Development II	1.5	F27 Concept & Image Development II	1.5
	F40 Sculptural Processes	2.0	F35 Technical Painting	1.5
	F52 Printmaking Techniques II	1.5	F41 Sculptural Processes	2.0
	F68 Life Drawing II: Structure & Expression	1.5	F69 Life Drawing II: Structure & Expression	1.5
	F90 Contemporary Art Seminar II	1.5	F91 Contemporary Art Seminar II	1.5
	G60 Basic Photography	1.5	G65 Photo-Art Processes	1.5
	Suffolk Art History	3.0	Suffolk Integrated Studies 112	3.0
	Suffolk Integrated Studies 111	3.0	Suffolk Humanities Elective	3.0
	<i>Semester Total</i>	<i>15.5</i>	<i>Semester Total</i>	<i>15.5</i>
Fourth Year	<i>fall semester</i>	<i>credits</i>	<i>spring semester</i>	<i>credits</i>
	F04 Advanced Drawing	1.5	F05 Collage & Assemblage	1.5
	F70 Life Drawing III	1.5	F71 Life Drawing III	1.5
	F72 Life Painting Studio	1.5	F73 Life Painting Studio	1.5
	NESAD Studio Elective	1.5	NESAD Studio Elective	1.5
	Suffolk Social Science	3.0	Suffolk Social Science	3.0
	Suffolk Natural Science	4.0	Suffolk Natural Science	4.0
	<i>Semester Total</i>	<i>13.0</i>	<i>Semester Total</i>	<i>13.0</i>
Ninth Semester	<i>fall or spring semesters</i>	<i>credits</i>		
	NESAD Two Studio Electives	3.0		
	Suffolk Humanities Elective	3.0		
	Suffolk Speech (CJN 103)	3.0		
	Suffolk Math or Logic	3.0		
	<i>Semester Total</i>	<i>12.0</i>		

Course Descriptions

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

Drawing Techniques

An in-depth continuation of the study of drawing with emphasis on techniques applicable to illustration and narrative forms of fine art. A major aspect of the course will be the exploration of media, and in-class discussions will introduce students to a wide variety of artistic styles and approaches. Homework assignments and class work will be integrated to allow for close instructor supervision.

F02,03 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Advanced Drawing

This process-oriented course is intended to aid senior Fine Arts students in formulating a personal vocabulary of symbols and images. Using a variety of media, students will attempt to translate both the visual and subliminal qualities of various objects to drawings.

F04 prerequisite: F03
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours per semester

Collage & Assemblage

This course deals with imagery and objects, and the relationship between two-dimensional and three-dimensional illusion. The relationship of objects with seemingly different meanings and contexts will also be explored and students will be asked to create unified imagery using found and created materials.

F05 prerequisite: F04
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Concept & Image Development I

This course is designed to aid the student in developing an artistic persona, a sense of self which, when coupled with discussion about the meaning and content of art, form and value, will give that student a body of ideas from which to create a personal imagery. Class time will be taken up with discussion and critique of work completed outside of class.

F24,25 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Concept & Image Development II

This senior-level continuation of *Concept & Image Development I* will allow the student to develop a personal body of work based on the concepts investigated in the preceding course. The goal will be the development of a cohesive series of images with which the graduate may approach galleries and art dealers.

F26,27 prerequisite: F25
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Technical Painting

This course will involve an intensive study of either oil or water-based painting materials and techniques, depending on the student's intended area of concentration. Fine arts as well as illustrative methods and applications will be investigated. Each student will be given several mediums from which to choose and will learn to utilize these with skill.

F35 spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Sculptural Processes

This course will involve the modeling of additive and reductive constructive pieces from various materials, requiring students to think three-dimensionally. The objective of the course is to teach students to see and feel the volumes and solidity, the enclosed spaces of the three-dimensional world they inhabit and to analyze natural forms in order to expand their artistic vocabulary.

F40,41 fall and spring semesters
2.0 credits per semester
one 4 hour meeting per week
60 class hours per semester

Printmaking Techniques I

An introduction to several forms of printmaking: silkscreen, monoprint and linoleum block. Both fine arts and commercial applications will be explored. Experimentation will be encouraged and individual instruction given according to the student's interests and needs.

F50,51 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Printmaking Techniques II

An advanced studio course which will continue the investigation of printmaking. Monoprint, silkscreen and linoleum block will again be the focus and students will be expected to produce multicolor prints using more intricate and complex methods.

F52 prerequisite: F51
fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Life Drawing II: Anatomy

An in-depth continuation of the anatomical studies begun in *Life Drawing I* (B07), with specific attention paid to muscle groupings and their behavior. Surface anatomy and its forms comprise the emphasis of this course.

F60 fall semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Life Drawing II: Rendering

This second semester course will deal with translating the volumes, movement and physicality of the figure onto the two dimensional plane. The way in which light and shadow play upon the body and the specific techniques for rendering this interplay will form the focus of the course. A variety of media will be explored.

F61 prerequisite: F60
spring semester, 1.5 credits
one 3 hour meeting per week
45 class hours total

Life Drawing II: Structure & Expression

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. The interdependence of an economical and direct response to the living figure and the expressive potential of visual elements in drawing will be stressed.

F68,69 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Life Drawing III

The focus of this course will be the unification of the student's previous experiences in life drawing and the formulation of a more sophisticated artistic statement based on those experiences. The choice of media for this final exploration will be based on the nature of each student's work.

F70,71 prerequisite: F61, F69
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Life Painting Studio

This course 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. Ongoing critiques will address individual student progress while providing direction and inspiration for further development of paintings outside of class time.

F72,73 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Contemporary Art Seminar I

This course will involve trips to galleries and museums in order that students may observe art in its actual rather than reproduced form, and so may investigate the work in its context and for its true meaning. Included will be discussions of the ways in which we look at art and how particular pieces of art are made. Monthly critiques of the students' own work will further expand these concepts.

F88,89 fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Contemporary Art Seminar II

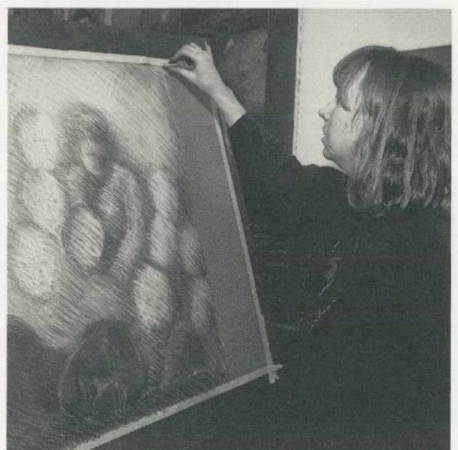
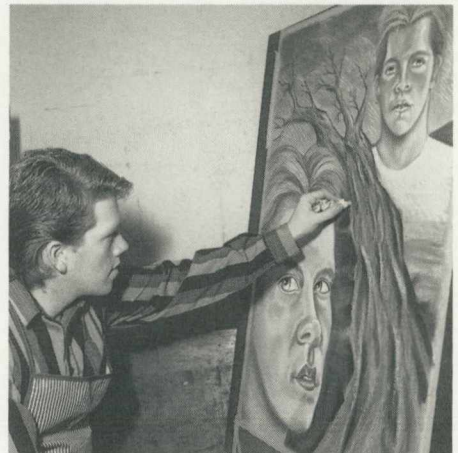
This senior level continuation of *Contemporary Art Seminar I* will examine in more depth the conceptual and theoretical bases of several contemporary art streams. Students will learn to recognize regional, national and international trends in art making and will become conversant with major points of dialogue among contemporary artists. Oral and written presentations of the student's own work will round out the course.

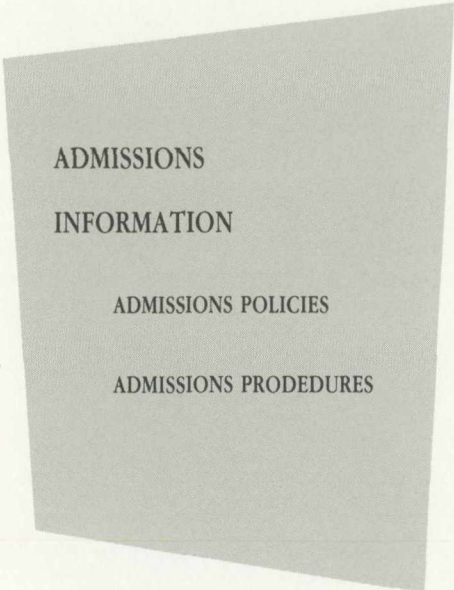
F90,91 prerequisite: F89
fall and spring semesters
1.5 credits per semester
one 3 hour meeting per week
45 class hours per semester

Research Tutorial

The highly motivated, inquisitive student will sometimes find that a specific direction of study in which he or she is interested in not covered by an existing course at NESAD. In order to accommodate such students NESAD has developed the Research Tutorial. Working closely with a faculty member a student will write a clearly defined program of study, drawing on the resources available at NESAD. 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 the appropriate credit given. A maximum of two credits per semester will be given for tutorial work.

RT2,3





ADMISSIONS
INFORMATION

ADMISSIONS POLICIES

ADMISSIONS PRODEDURES

ADMISSIONS POLICIES

The New England School of Art & Design welcomes applications from students interested in pursuing professional careers in Graphic Design, Interior Design, or Fine Arts. It is the responsibility of the Admissions Office to determine which applicants possess the abilities and background to enable them to substantially benefit from NESAD programs. The School 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 designed to give applicants the opportunity to present and explain their goals and qualifications in order that the School may make a fair and appropriate decision regarding that applicant.

NESAD utilizes a rolling admissions system, meaning that applications will be accepted as long as there is space in an entering class. Decisions regarding acceptance into the Diploma Programs at NESAD are based in large part on the quality of the portfolio presented. Attention is also given, however, to the applicant's past high school or college record, as grades earned tend to reflect not only competence but seriousness of purpose, attitude and maturity. Presentation skills as evidenced by the personal interview are also considered.

Information and Visits

The Admissions Office is pleased to provide interested persons with information about the School at any time. We suggest that you first call or write the School to request a General Catalogue. Then, in order that you may be fully and accurately informed, and to help you obtain a sense of the School, its facilities, students and faculty, we suggest you schedule an appointment to speak with a member of our Admissions Staff. It is not necessary at this point for formal application to have been made; we are pleased to meet with you on a "general information" basis. It is not the School's practice, however, to review the portfolios of non-applicants.

To obtain a catalogue or arrange an appointment, please call the School at (617) 536-0383 or write:
Director of Admissions, The New England School of Art & Design, 28 Newbury Street, Boston, MA 02116.

Application Forms

Individuals requesting the General Catalogue will also receive the Day Programs Application Form. Additional copies of the Application Form may be obtained on request from the Admissions Office. The Adjunct Program Application Form is included in both the Evening and Summer catalogues. Students applying for re-admission to NESAD should request a Re-Application Form from the Admissions Office.

The School utilizes a rolling admissions plan, meaning that there is no fixed deadline for submitting an application; rather, applications will be accepted for a particular semester as long as space remains available. It should be stated, however, that early application is advisable, particularly for those students who intend to apply for financial aid.

Applicants for admission as Diploma Candidates are ordinarily accepted only for the Fall semester, as January course offerings in most cases presume the background of the Fall semester. However, students with previous college-level art background equivalent to the Fall semester may be admitted in January as transfer students. Applicants interested in Spring semester admission are advised to schedule an appointment with a member of the Admissions Staff to discuss their individual situation. Transcripts of past coursework and a portfolio of that work will be the major factors governing Spring semester admission. Adjunct students may be accepted for either the Fall or Spring semester.

Eligibility

All candidates for admission must be high school graduates or holders of a GED (General Education Development Certificate). 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. They may, however, apply at a later date for recognition as Diploma Candidates, provided they have in the meantime earned a high school diploma or its equivalent.

Application to the Suffolk University/NESAD BFA Program

Application to the joint Suffolk University (College of Liberal Arts and Sciences)/NESAD Bachelor of Fine Arts Degree Program may be made at the time of initial application to The New England School of Art & Design, by so indicating on the NESAD Day Programs Application Form. Application may also be made during enrollment at NESAD, or after one has graduated from or otherwise discontinued enrollment at NESAD.

Applicants to the BFA program must satisfy the Admissions requirements of both NESAD and Suffolk University (see *Admissions Procedures*) and decisions on acceptance will be made by a joint committee comprised of Admissions Representatives from both institutions. As the institution granting the degree, however, Suffolk University has ultimate control over the admission of students to the program and their continuation in it. Admission to the joint program will require: 1) joint action of both schools prior to enrollment in either; or 2) action of one school for students enrolled in the other. Acceptance to one program in no way implies or guarantees acceptance to the other. Students who enter NESAD as Diploma Candidates will be required to complete at least one year (25-30 credits) at NESAD before becoming eligible for admission to the BFA Program.

Students with previous college level background who wish to apply to the BFA Program as transfer students will have previously earned credits evaluated on the following basis: Suffolk University will determine the transferability of liberal arts and art history course work, while NESAD will be responsible for evaluating studio art credits. In general, a grade of C or better must have been earned in a course in order for transfer credit to be granted.

Former students and/or graduates of NESAD are also welcome to apply to the BFA Degree Program. NESAD graduates should apply directly to the Admissions Office at Suffolk University, having first requested a transcript of coursework completed at NESAD. Studio course work completed at NESAD within the previous eight years may be applied toward requirements for the BFA Degree. However, all BFA candidates will be required to satisfy Suffolk University's art history requirements. Studio course work completed more than eight years ago shall be applicable to program requirements only at the discretion of the NESAD Committee on Academic Standing, based on departmental review and evaluation. The application of previously earned credits to requirements of the BFA Program is not automatic and decisions on transferability and acceptability will ultimately rest with the joint Admissions Committee.

Students who have completed coursework at NESAD but did not graduate should apply for re-admission to NESAD as a BFA candidate by submitting a Day Programs Application Form to the NESAD Admissions Office. Acceptance into the BFA Program will be determined by the joint Admissions Committee, as will the transferability of previously earned credits.

Diploma Candidates at NESAD who are interested in taking courses at Suffolk University as non-degree students rather than as BFA candidates may do so, with the approval of SU's Admissions Office, provided they have met any prerequisite requirements.

Those persons interested in the Suffolk/NESAD BFA Program are advised to consult the Course Bulletin of the College of Liberal Arts and Sciences at Suffolk, a copy of which may be obtained by writing: Office of Undergraduate Admissions, Suffolk University, 8 Ashburton Place, Boston, Massachusetts 02108, or by calling (617) 573-8460. Admissions representatives at either institution will be pleased to provide additional information or clarification.

International Students

The School welcomes applications from qualified international students with demonstrated artistic background and adequate English language skills. In addition to normal admissions requirements, international students must supply the following:

1. For those applicants whose native language is not English, the results of the Test of English as a Foreign Language (TOEFL) with a minimum score of 500. Such applicants should arrange to take the test early as no acceptance can be issued until the School has received the test results. Students who hold a diploma from a U.S. high school or a bachelors degree from a U.S. college or university will generally be exempted from the TOEFL requirement. Regardless of an applicant's educational background, however, the School reserves the right to require TOEFL scores of any applicant whose English language skills are in question.
2. A statement of financial resources indicating available funds sufficient to cover school expenditures, including tuition and fees, art supplies and living expenses. International students should be aware that financial aid is generally not available to them and therefore they must be prepared to pay all school expenses personally. International students are not permitted to accept outside employment without permission from the Immigration and Naturalization Service.

The New England School of Art & Design is authorized by the US Immigration and Naturalization Service to issue a Certificate of Eligibility for Non-Immigrant [M-1] Student Status (Form I-20 M-N) to eligible international students who have been accepted as full-time Diploma Candidates and who have paid the Advanced Tuition Deposit and signed the Enrollment Contract.

Application

All persons applying for admission to the School are required to complete the Application Form appropriate to the Program for 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.

Acceptance/Rejection

Day Program applicants will receive written notification of acceptance or rejection within 30 days of completion of all admissions procedures, including submission of the appropriate Application Form and supporting documentation (transcripts, letters of recommendation, etc.), the personal interview, and portfolio review. Exceptions can be made only in the case of serious extenuating circumstances at the discretion of the Director of Admissions. Adjunct Program applicants will receive verbal notification of acceptance, 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, together with an Advanced Tuition Deposit of \$100, 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. Adjunct Program students are not required to pay an Advanced Tuition Deposit and may enroll at any time following acceptance.

Registration

Day Program students may register for courses in July and December for the Fall and Spring semesters by submitting a Day Program Registration Form, the \$25 Registration Fee, and a class schedule; however, no Day Program student will be permitted to register until the Advanced Tuition Deposit has been paid and the Enrollment Contract signed. Adjunct Program students may register for courses at any time following acceptance by submitting a signed Enrollment Contract together with the \$25 Registration Fee.

ADMISSIONS PROCEDURES

Full-Time Diploma Program

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 Programs 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, performance and interests.

International students must, where applicable, submit original documentation, along with certified English language translations.

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 Admissions 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. Slide portfolios will not be returned to the applicant unless return postage is included. The Admissions Office will contact all applicants directly concerning the date and time of the interview.

The applicant's portfolio should include the pieces listed below, along with other examples of work reflecting the interests and abilities of the applicant. A minimum of 10 and a maximum of 25 pieces should be included. Neatness of presentation is important as it is a reflection of the artist's attitude toward his work. Copies of photographs or drawings, or pieces based on the work of other artists, are not acceptable and will not be considered by the Admissions Officer.

The following should be included in the portfolio:

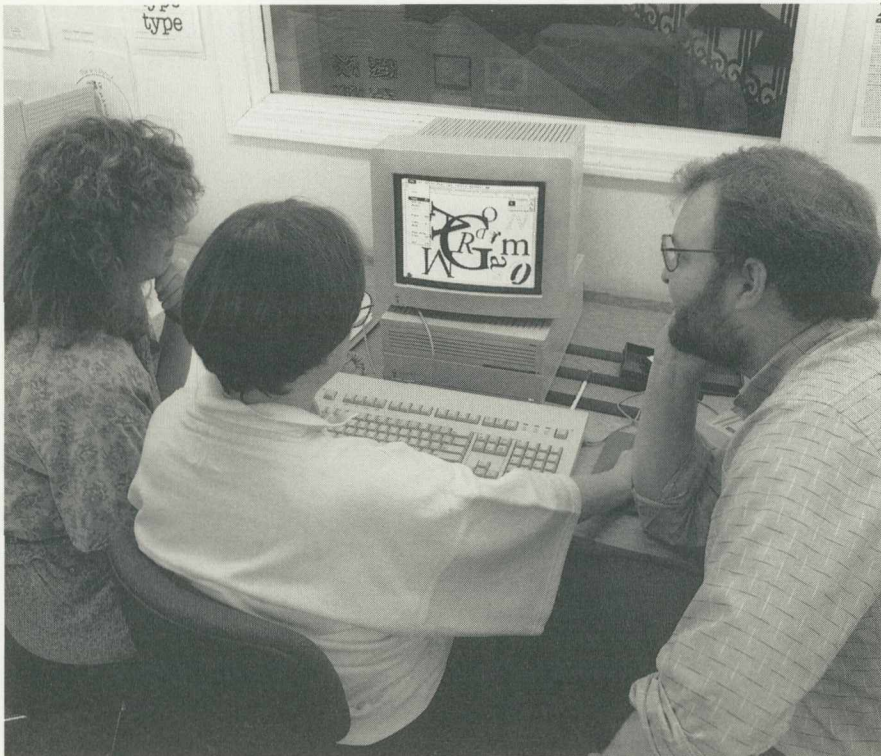
1. A life-sized self-portrait (head only please), in any drawing medium.
2. Two drawings of a chair, in any drawing medium. The two drawings should be done from different angles or points of view or can be two interpretations.
3. A drawing, in any drawing media, which includes a full human figure.
4. 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 medium 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.

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 appear advisable.

Transfer Students

Students with previous college-level art background who wish to enter the Diploma Programs should follow the procedure outlined above, except that they should replace the portfolio requirements with as broad a selection as possible of work done in previous art courses. Transfer credit can only be granted for coursework which parallels that at NESAD, so the more complete the portfolio, the more likely we are to grant credit for work completed elsewhere. In addition to portfolio evidence, a transcript showing a grade of C or better in each course for which transfer credit is being sought must be submitted. All decisions regarding transfer credit are subject to the approval of the appropriate Major Department Chairman, as well as the Director of Admissions, and candidates for transfer credit may be asked to meet with Chairmen to discuss their previous background.



Bachelor of Fine Arts Program

Candidates for admission to the joint Suffolk University / NESAD Bachelor of Fine Arts Program must satisfy the admissions requirements of both institutions. They should, therefore, 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 Programs Application Form together with the \$25.00 Application Fee. The applicant should indicate on the Form that he is applying for the Bachelor of Fine Arts Program and should designate the major concentration he intends to pursue (Graphic Design, Interior Design, or Fine Arts).
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, performance, and interests.
4. Official SAT and CEEB scores.

International students must, where applicable, submit original documentation, along with certified English language translations. Transfer students must submit high school as well as college transcripts, if they earned fewer than 24 hours of transferrable college credit, and must also include descriptions of courses taken, if the college they attended was located outside the New England area.

In addition to the documents listed above, each applicant for the BFA Program must submit a portfolio of original art, following the guidelines listed above for Full-Time Diploma Program candidates, and must have an interview with a member of the Admissions Committee. 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 slide form. Please see *Admissions Procedures/Full-Time Diploma Programs* for details regarding portfolio content, etc.

Part-Time Diploma Program

Persons wishing to apply as Part-Time Diploma Candidates should follow the procedures listed above for Full-Time applicants, with the following exception: Those applicants who have previously been enrolled as Part-Time Special or Adjunct Students at NESAD should be certain to submit transcripts of grades for all courses taken at NESAD. At least one of the two letters of recommendation should be written by an instructor under whom the student studied while at NESAD and the portfolio should include artwork completed in those courses.

Applicants who are not accepted as Part-Time Diploma Candidates may, with the permission of the Director of Admissions, begin as Special or Adjunct students and may re-apply 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 Special Students (see *Programs of Study*) should so indicate on the Day Programs Application Form. Students in this program are 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).

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, MA 02116.

1. A completed copy of the Day Programs 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 (the GED 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 is being 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. 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.
3. Most Evening and Summer Division courses do not require the submission of a portfolio. There are, however, exceptions to this and such exceptions will be noted with individual course descriptions listed in the catalogue.

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

REQUIREMENTS FOR GRADUATION

ACADEMIC

INFORMATION

REQUIREMENTS FOR GRADUATION

REQUIREMENTS & POLICIES

Diploma Candidates

All candidates for the Diploma in Graphic Design, Interior Design, or Fine Arts must fulfill the following requirements in order for the Diploma to be conferred:

1. Students in the Graphic Design and Fine Arts Programs must have earned a minimum of 78 credits, and students in the Interior Design Program a minimum of 120 credits in order to earn a Diploma from The New England School of Art & Design.
2. Students must also have earned a minimum of 25 of those credits in an approved Major Program at NESAD and must have satisfied all course requirements of that Major Program, including participation in departmental portfolio reviews. Substitutions for departmentally required courses may be made only with the prior written approval of the appropriate Major Department Chairman and the Administration.
3. Students must have earned a minimum cumulative grade point average of at least 2.0. Senior-level students (students who have earned 51 or more credits) must have earned a third year (non-cumulative) grade point average of at least 2.3, and must have earned a grade of C or better in all senior-level courses required by their Major Department. (Candidates for the Diploma in Interior Design should consider "third year" and "senior level" as referring to third year Interior

Design Department coursework at NESAD, not liberal arts coursework being completed at another institution.) Please see *Departments/ Course Requirements* for details regarding departmental requirements.

4. Diploma Candidates must earn credits according to the schedule below.
5. Eight years is the normal limit for completion of a Diploma Program and credits earned before that shall be applicable to program requirements only at the discretion of the Committee on Academic Standing, based on departmental review and evaluation.

BFA Candidates

The Bachelor of Fine Arts degree program comes under the jurisdiction of the College of Liberal Arts and Sciences (CLAS) at Suffolk University and it is Suffolk University which awards the degree. All BFA candidates must satisfy NESAD Diploma Program Requirements for Graduation (see above), as well as the Requirements for Graduation of Suffolk's College of Liberal Arts and Sciences, since those earning the BFA from Suffolk will also earn a Diploma from The New England School of Art & Design. Please consult the Suffolk University catalogue for details.

BFA candidates will earn credits according to the schedule below.

Diploma Requirements

	Studio & Related	Art History	Liberal Arts *	Electives	Total
Graphic Design	72	6	—	0-12	78-90
Interior Design	72	18	30 *	—	120
Fine Arts	72	6	—	0-12	78-90

* The New England School of Art & Design does not itself offer liberal arts coursework within its Interior Design curriculum. Students with prior college-level background may petition to transfer credits from schools previously attended or may complete the liberal arts requirement at any regionally accredited college or university during or after their time at NESAD.

BFA Requirements

	NESAD		Suffolk		Total
	Studio & Related	Art History	Art History	Academic	
Graphic Design	75	6	9	38	128
Interior Design	75	12	9	38	134
Fine Arts	75	6	9	38	128

Of the total credits required for graduation, a minimum of 30 must be earned at Suffolk University and a minimum of 25 credits at NESAD.

REQUIREMENTS & 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, Department Chairmen or members of the Administration.

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:

First-Year Students: 1.7
(Students who have earned 0.0 to 23.5 credits)

Second-Year Students: 2.0
(Students who have earned 24.0 to 50.5 credits)

Third-Year Students: 2.0
(Students who have earned 51.0 to 82.5 credits)

Fourth-Year Students: 2.0
(Students who have earned 83.0 or more credits.
Applies to Interior Design Majors only)

Fourth-year Interior Design students taking the required liberal arts component of their program while enrolled predominantly at another institution must satisfy the conditions of Good Standing of that institution.

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 taking 12.0 or more credits per semester) enrolled in the Graphic Design or Fine Arts Programs at NESAD will be considered to be making Satisfactory Progress when they are in Good Standing, earn a minimum of 12.0 credits per semester, and complete all Diploma Program Requirements for Graduation within a maximum of 7 semesters of full-time study. Full-time students in the Interior Design Program must meet the same Satisfactory Progress requirements but may do so within 10 semesters.

Three-Quarter-Time Students (students enrolled for 9.0 to 11.5 credits per semester) in the Graphic Design or Fine Arts Programs 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 Diploma Program Requirements for Graduation within a maximum of 10 semesters of three-quarter-time enrollment. Students enrolled in the Interior Design Program will be given 15 semesters in which to complete the same requirements.

Half-Time Students (students enrolled for 6.0 to 8.5 credits per semester) in the Graphic Design or Fine Arts Programs at NESAD will be considered to be making Satisfactory Progress when they are in Good Standing, earn a minimum of 6.0 credits per semester, and complete all Diploma Program Requirements for Graduation within a maximum of 14 semesters of half-time enrollment. Interior Design students must fulfill the same requirements but may have 16 semesters in which to do so.

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

Fourth-year Interior Design students taking the required liberal arts component of their program while enrolled predominantly at another institution must satisfy the conditions of Satisfactory Progress of that institution.

Students should be aware that failure to maintain Satisfactory Progress may result in loss of financial aid for the following semester.

Attendance

Attendance is the student's responsibility and will be considered a factor in determining final grades. Attendance records are maintained for each class and are monitored regularly. Students with 3 or more absences from any one course in a single semester may be placed on Probation and students with 5 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. As all absences from class count toward the total, students are advised to reserve allowable absences in case of illness or other extenuating circumstances. 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. Auditing of classes is not permitted.

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 Design, 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 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 names 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 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.

Dismissal

Academic: 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 credit 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: 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.



A student enrolled in the BFA Program who is dismissed by either The New England School of Art & Design or Suffolk University for academic or disciplinary cause may or may not be permitted to continue at the other institution, at the discretion of that institution's Committee on Academic Standing.

Readmission

Day Program students who discontinue enrollment in NESAD and who wish to resume their studies must complete a Re-Application Form and pay a \$10.00 Re-Application Fee. Credits earned at NESAD will ordinarily be recognized for a period of 8 years, though the Admissions Committee reserves the right to require a portfolio review of any student seeking readmission to any Day Program. Credits earned before that shall be applicable to program requirements only at the discretion of the Committee on Academic Standing. All decisions regarding readmission will be made by the Admissions Committee. Students who are readmitted to NESAD will be required to meet any new studio and/or academic requirements for graduation in effect at the time of return.

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 Chairmen, the President, the Vice President, the Registrar, the Director of Admissions, the Financial Aid Officer and an elected full-time senior student.

Transcripts

On request, graduates, students and former students may receive transcripts of grades for all courses taken at The New England School of Art & Design for a charge of \$2.00 per copy. All requests for transcripts must be submitted in writing.

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), I (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 I.

Passing

A grade of P (passing) may be issued for seminars, research tutorials or internships. 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 I (incomplete) may be given in cases where a student is unable to complete all required assignments on time due to serious extenuating circumstances (e.g. illness, emergencies). In such cases an extension of up to 30 days from the end of the semester may be granted to permit the student to complete all course requirements. A grade of Incomplete is temporary and will be changed to a final letter grade at the end of the extension period. Failure to complete required assignments within the extension period will result in a grade of F (failing) being given. Regardless of extenuating circumstances, students who have not met minimum attendance requirements will not be eligible to receive a grade of Incomplete. Any student who feels he or she is eligible for the 30-day extension must complete a "Request for Incomplete Grade Form" and receive written permission from the instructor and department chairman concerned, as well as the Administration, prior to the end of the semester.

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. 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).

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, one internship credit represents 45 hours of work time, or three hours per week for the Day Program semester. Internship 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 I 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 1991-92

FINANCIAL

INFORMATION

TUITION AND FEES 1991-92

ESTIMATED STUDENT EXPENSES

FINANCIAL AID

FINANCIAL AID PROGRAMS

Full-Time Programs	<i>per semester</i>
Tuition	\$3760.00
General Fee	300.00
Registration Fee	25.00
Total	\$4085.00

Tuition and fees for a school year (2 semesters) will be double the semester amount or \$8170.00.

Part-Time Day/Adjunct Programs

<i>Tuition per credit:</i>	
Studio Courses	\$380.00
Academic Courses	286.00
Registration Fee (per semester)	25.00

Total tuition per semester 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 indicated by the letter "A" following the course code. All other courses are studio courses.

Application Fees

Day Programs	\$25.00
Adjunct Programs	none
Re-Application	10.00

Penalty Charges

<i>Late Payment Charge:</i>	
Full-Time Students	\$75.00
Part-Time/Adjunct Students	35.00
Charge for Withdrawal	
Without Notification	25.00
Charge for Redeposit of Checks	15.00

An additional Late Payment Charge (\$75.00 for full-time students, \$35.00 for part-time students) will be assessed every 30 days against any student account not paid in full within 30 days of the original Payment Deadline for the semester.

Terms and Conditions

Enrollment Contract: All students will receive a copy of the Enrollment Contract appropriate to the Program for which they are applying or registering prior to paying any tuition. The Enrollment Contracts specify 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 submit a completed Application Form appropriate to the Program to which they are applying. In addition, Day Program applicants must include a \$25.00 Application Fee with their completed application. Adjunct Program students pay no Application Fee but are required to submit a completed Application Form for each semester of enrollment. The School will not accept incomplete applications or Day Program applications submitted without the Application Fee.

Re-Application/Re-Admission: Day Program students who discontinue enrollment in the School must submit a Re-Application Form along with a \$10.00 Re-Application Fee. Adjunct Program students are exempt from this requirement as they must re-apply each semester.

Acceptance/Enrollment: All students who have been accepted for enrollment by NESAD must submit a signed Enrollment Contract appropriate to their particular program prior to matriculation. If the student is under legal age (18 years), the Enrollment Contract must also be signed by the student's parent or guardian. Day Program students must submit an Advanced Tuition Deposit of \$100.00 with the signed Enrollment Contract. This Deposit signifies acceptance of the School's offer of enrollment and is deducted from tuition due for the initial semester of enrollment. Newly accepted Day Program students are required to pay the Advanced Tuition Deposit within 30 days of receipt of written notification of acceptance in order to guarantee their place in the entering class. Currently enrolled Day Program students are required to pay an 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 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 Day Program students wishing to register for courses must submit a completed Day Program Registration Form, together with a \$25.00 Registration Fee, for each semester of enrollment. Day Program students may not register for courses until such time as they have paid the Advanced Tuition Deposit and signed the appropriate Enrollment Contract (see the paragraph immediately above). Adjunct Program students may register for courses at any time following acceptance by submitting a signed Enrollment Contract along with the non-refundable \$25.00 Registration Fee. The School will not accept incomplete registrations or registrations submitted without the Registration Fee.

General Fee: The General Fee is required only of full-time students. The General Fee is charged in lieu of separate lab, library, departmental, graduation, etc. fees and covers School expenditures for materials, services and equipment directly related to School programs and courses. 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 and reprographics equipment, the blueprint machines; the computer systems; 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. The General Fee is payable by the Payment Deadline of the semester for which the student is enrolling and will appear on the student's bill along with charges for tuition.

Method of Payment: Tuition and fees are charged on a semester basis and must be paid on or before the Payment Deadline of the semester for which the student is enrolling. Payment may be in the form of check or money order or may be charged to either MasterCard or VISA, with written authorization of the cardholder.

Payment Deadline: The Payment Deadline for each semester of each Program is included in the catalogue, the Enrollment Contract, and the School calendar for that particular program and semester. In addition the Payment Deadline is noted on Student Invoices. Persons failing to make full payment of tuition and fees by the stated Payment Deadline will be subject to 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 they have completed all Registration procedures and have paid all tuition and fees for the semester.

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.

Concurrent Enrollment at NESAD and Suffolk University

Diploma and BFA Candidates enrolled simultaneously at NESAD and Suffolk University, both full and part-time, will be subject to the financial regulations of the institution in which they are enrolled for the majority of credits in a given semester. Applicable tuition and fees will be paid to the Institution of Enrollment and students will be required to adhere to that institution's regulations regarding payment deadlines, etc. Should a student be enrolled for an equal number of credits at each school, he or she will be considered to be enrolled in the institution of last previous enrollment. In the case of cancellation or withdrawal, any applicable refunds will be made by the Institution of Enrollment, according to the policies of that institution. Please consult the General Catalogue of the College of Liberal Arts and Sciences of Suffolk University for details regarding tuition and fee charges, refund policy, etc.

Cancellation

Students may cancel their application, registration or enrollment at any time prior to matriculation. Students wishing to cancel must notify the School in writing by Certified Mail of such cancellation. Cancellation will be dated on the day such notification is received. Students who fail to attend any classes within the first 15 days of the semester 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

Students may withdraw from any program or course at any time following matriculation. Students wishing to withdraw must so notify the School in writing by Certified Mail. The date of withdrawal will be determined as 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.

Refunds

Day Program 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) and attendance time will be computed from the beginning of the semester until the last day of actual attendance by the student. For information on Adjunct Program refunds, please see the appropriate Adjunct Program catalogue.

Application Fee: The Application Fee 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.

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

General Fee: The General Fee is refundable according to the schedule specified below for tuition.

Advanced Tuition Deposit: The Advanced Tuition Deposit is refundable according to the schedule specified below for tuition. Payment of the Advanced Tuition Deposit constitutes a tuition payment.

Special Cases: If cancellation or withdrawal occurs within 3 days of a student's initial visit to, or interview at, the School, all monies paid by the student will be refunded.

Tuition

1. If cancellation occurs within 3 days of signing the Enrollment Contract and/or 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 8% 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 28% 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 53% of the semester tuition.
6. If withdrawal occurs after the first 50% of the semester, but within the first 75% of the semester, the School will retain 78% of the semester tuition.
7. If withdrawal occurs after 75% of the semester, there will be no refunds.

ESTIMATED STUDENT EXPENSES

The expenses listed below are not included in tuition and fees. These are estimates of expenses the typical student can reasonably expect to incur, though exact amounts will vary widely according to the Program or course in which the student is enrolled, and use and maintenance of books and supplies.

Full-Time Programs *per semester*

Art Supplies*	\$690.00
Books	85.00
Total	\$775.00

*Students enrolled in the Foundation Program should, in general, allow approximately 25% more than this amount for art supplies (i.e. \$860.00).

Part-Time/Adjunct Programs *per semester*

Art Supplies per course	\$70.00
Books per course	25.00
Total per course	\$95.00

FINANCIAL AID

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 they have a legitimate financial need to apply for financial aid. Applying for aid in no way affects decisions made by the Admissions Committee regarding the status of an applicant. In spite of impressions to the contrary, both the State and Federal governments remain committed to providing financial assistance to students with proven need. Financial aid is not, however, intended to pay all expenses associated with a college education and the student and/or his or her parents should therefore expect to pay a portion of those costs. 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 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.

This section is intended to provide you with basic information on the programs and procedures in effect at The New England School of Art & Design. We ask that those of you who intend to apply for financial aid request a NESAD Financial Aid Brochure from the Admissions Office and review the information contained therein carefully before beginning the application process.

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 candidates).
- The student must be a Diploma or Degree 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/she has either registered with the Selective Service or that he/she is not required to do so.
- The student must not be in default on any Federal loan or grant.
- The student must sign a Statement of Updated Information, certifying that information on the Student Aid Report (SAR) was correct at the time the SAR was submitted to the School.
- The student must also sign an Anti-Drug Abuse Certification Form.
- All students with previous college background are required to submit a Financial Aid Transcript (FAT) for each college attended, whether they received financial aid while a student or not.

Please be aware that specific criteria for eligibility vary and those interested in applying for financial aid should carefully review the Financial Aid Brochure for information on the particular program in which they have an interest.

FINANCIAL AID PROGRAMS

The New England School of Art & Design participates in the following 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 to eligible students in the form of grants that need not be repaid. Awards for the 1990-91 school year ranged from \$200 to \$2400 and similar amounts are anticipated for 1991-92. In addition to meeting normal eligibility requirements as outlined above, Pell Grant recipients must be undergraduate students who have not received a Bachelor's Degree.

Stafford Loans

Formerly known as Guaranteed Student Loans, the Stafford Loan Program provides Federally guaranteed, low interest loans to eligible students enrolled on at least a half-time basis. First and second year students may borrow up to \$2625 per school year, third and fourth year students up to \$4000. Graduate and professional 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. In order to qualify for Stafford Loans, students must prove financial need and must meet all the general eligibility requirements listed above.

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 Stafford (GSL) amounts. SLS is therefore a good supplementary source of funds for students who may require additional assistance. SLS applicants are not required to show need, though they must meet normal eligibility requirements as outlined above. Interest rates for SLS Loans are higher than for Stafford Loans and repayment of the interest incurred begins within 60 days of the original date of the loan, though repayment of the principal may be deferred as long as the student is enrolled on at least a half-time basis.

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. As with the SLS program, interest on PLUS loans is higher than for Stafford Loans and repayment of interest on the loan begins within 60 days of the original date of the loan. PLUS applicants are likewise required to meet normal eligibility requirements.

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 in the form of scholarships (of up to \$3100) that need not be repaid. In addition to meeting the normal eligibility requirements, applicants for this program must be Massachusetts residents enrolled as full-time undergraduate 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 the training of eligible veterans. 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 need. Scholarship recipients and amounts are determined by the Scholarship Committee of the School's Board of Directors and application may be made through the School's Financial Aid Office.

On-Campus Employment

The New England School of Art & Design is a small school and, as such, offers only limited opportunities for on-campus employment. There are, however, part-time positions available in both the School Store and Library, for which students are paid on an hourly basis. Interested students should contact the Store Manager or Librarian directly.

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, towns, trusts and foundations. Students are encouraged to research such possibilities. The Higher Education Information Center located in the Boston Public Library is an excellent source of information concerning financial aid opportunities. The Center can be reached at (617) 536-0200.

Financial Aid Catalogue

Before beginning the financial aid application process, students are urged to review carefully the information in the School's Financial Aid Brochure, available from the Admissions Office. Additional information may be obtained from the School's Financial Aid Officer, Anita Stathakes, by writing: Financial Aid Office, The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116 or by telephoning (617) 536-0383.

CALENDAR 1991-92

Diploma Programs

1991

Aug. 1	Fall Semester registration period begins
Aug. 9	Payment Deadline, Fall Semester
Aug. 28	Orientation, new students
Aug. 29	Orientation, returning students
Sept. 3	Fall Semester classes begin
Nov. 28	Thanksgiving recess begins
Dec. 2	Classes resume
Dec. 2	Spring Semester registration period begins
Dec. 13	Payment Deadline, Spring Semester
Dec. 20	Fall Semester classes end

1992

Jan. 6	Spring Semester classes begin
Feb. 17	Spring vacation begins
Feb. 24	Classes resume
May 1	Spring Semester classes end
May 17	Graduation

Holidays

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

1991

July 4	Independence Day
Sept. 2	Labor Day
Oct. 14	Columbus Day
Nov. 11	Veterans Day

1992

Jan. 20	Martin Luther King Day
Feb. 17	Washington's Birthday
April 20	Patriots Day
May 25	Memorial Day

Adjunct Programs

1991 Evening Division

Aug. 1	Fall Semester registration period begins
Sept. 23	Payment Deadline, Fall Semester
Sept. 30	Fall Semester classes begin
Nov. 27	Thanksgiving recess begins
Dec. 2	Classes resume
Dec. 16	Fall Semester classes end

1992 Winter Intensives

Aug. 1	Winter Intensives registration period begins
Jan. 6	Payment Deadline, Winter Intensives
Jan. 14	Classes begin
Feb. 6	Classes end

1992 Evening Division

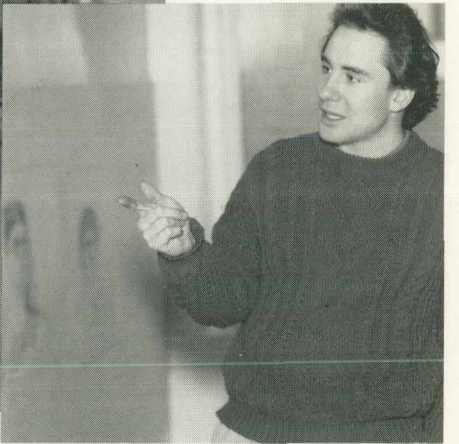
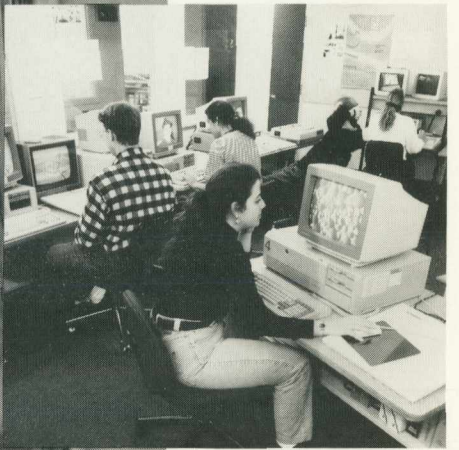
Jan. 6	Spring Semester registration period begins
Feb. 18	Payment Deadline, Spring Semester
Feb. 24	Spring Semester classes begin
May 4	Spring Semester classes end

1992 May Intensives

Jan. 6	May Intensives Registration period begins
April 27	Payment Deadline, May Intensives
May 5	Classes begin
May 28	Classes end

1992 Summer Division

April 6	Summer Semester registration period begins
June 1	Payment Deadline, Summer Semester
June 8	Summer Semester classes begin
Aug. 13	Summer Semester classes end



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.

The New England School of Art & Design
28 Newbury Street
Boston, Massachusetts 02116-3276
Telephone: (617) 536-0383