

THE NEW SCHOOL FOR DRAMA

BFA APPLICATION INSTRUCTIONS

INSTRUCTIONS

- All applicants are required to apply online. Save your work frequently and print a copy for your records. You must complete all required fields and uploads prior to submission.
- Any additional supporting documents that need to be sent by mail must include an Application Materials Cover Sheet, which can be found at www.newschool.edu/admission/coversheet/drama/ug/. All supporting materials must be received before your application can be reviewed.
- Applications to The New School for Drama BFA are only accepted for the Fall term.
- See below for additional information regarding submission of transcripts and recommendations.
- Some of your required materials will be submitted through Acceptd:
 - Begin The New School for Drama BFA online application and save your personal information.
 - Log on to the New School Performing Arts Acceptd portal found at www.getacceptd.com/newschoolfordrama. There is a small charge for Acceptd.
 - Complete and submit your Acceptd submission.
 - Then enter the Acceptd confirmation code into your New School for Drama BFA online application.

REQUIRED APPLICATION MATERIALS

- Application
- Application Fee
- Official Transcripts
- Recommendation Letters
- Acceptd Submissions
- Audition/Interview
- Test Scores (see below for requirements)

APPLICATION

Complete the online application found at www.newschool.edu/application/drama.

APPLICATION FEE

A non-refundable \$50 application fee paid as part of the online application.

OFFICIAL TRANSCRIPTS

All applicants must provide official high school and/or college transcripts. If you are currently in school, submit transcripts for all coursework taken to date. Applicants who have attended multiple high schools may submit only the graduating school's official transcript as long as all prior coursework is reflected on that transcript.

Transfer Applicants: Transfer applicants who have completed fewer than 24 college credits (on a semester system) must submit high school transcript(s) in addition to college transcripts. The New School for Drama BFA will accept up to 30 transfer credits. A transfer credit evaluation (TCE) will be completed once all official transcripts are received. Accepted students can request a consultation with the Associate Director of Drama regarding the acceptance and allocation of transfer credit and plan of study.

By Mail: Official transcripts should have an original signature or a raised university seal, and must be in a sealed envelope that has been signed or stamped by the issuing university's registrar or records office. Applicants may send official transcripts with an Application Materials Cover Sheet, or applicants can request that institutions send transcripts directly to The New School. See "Mailing Address for Supplemental Materials" for mailing address.

Electronic Transcripts (U.S./Domestic Institutions only): The New School accepts electronic transcripts only from our approved vendors. The New School's approved vendors in order of preference are:

- Parchment Exchange
- Naviance by Hobsons
- SCRIP-SAFE International
- National Student Clearinghouse

IMPORTANT DATES AND DEADLINES

- Fall Term Early Action: November 15
- Fall Term Regular Decision: January 10

MAILING ADDRESS FOR SUPPLEMENTAL MATERIALS

The New School for Drama
Office of Admission (DR 100)
79 Fifth Avenue, 5th Floor
New York, NY 10003

All mailed materials should include an Application Materials Cover Sheet, found at: www.newschool.edu/admission/coversheet/drama/ug/

TEST SCORE CODES

TOEFL: The institution code is 2385.

AP and SAT (not required): The institution code is 7336.

APPLICATION STATUS

Applications become complete and ready for review once all required items have been received by the Office of Admission. You may check your application status online at the Admission Hub.

Allow at least 14 days from the date you submitted your application for items to be matched and shown as received on the Hub. Applicants are responsible for following up with schools and recommenders to confirm that items have been sent.

The Office of Admission will periodically notify applicants by email if their file is missing any documents and again when their file is complete for review. These notifications are sent to the email address provided in the online application.

ADDITIONAL CONTACT INFORMATION

Email: dramaBFA@newschool.edu

Phone: 212.229.5150 x2614 or 800.292.3040

Website: www.newschool.edu/drama

APPLYING FOR FINANCIAL AID OR SCHOLARSHIP

All applicants admissible into our program are considered for a merit scholarship award that is determined by the strength of their application. Scholarship award notification is communicated at the same time as the admission decision. International Students are only eligible for merit scholarships. If you are a U.S. Citizen, or eligible non-citizen, we encourage you to complete the Free Application for Federal Student Aid (FAFSA) which can be found on the web at www.fafsa.gov. The FAFSA is available each year on January 1. You do not need to wait for an admission decision to apply for federal aid; we recommend submitting by our FAFSA priority deadline of March 1 for Fall applicants.

The New School's federal school code is 002780.

We do not accept electronic transcripts sent directly by a student or school offices. **Note:** All international academic credentials must be submitted as indicated in the International Academic Credentials sections below.

High School Equivalency: For GED, TASC, and HiSET, send official test score results via postal mail.

Home Schooling: Home school applicants must provide the equivalent of a high school transcript with course or subject titles, duration of study for each title, content of study for each tile, and an assessment of performance or “grade.” Preferably, the courses completed at home are part of a curriculum developed and evaluated by a nationally recognized diploma granting organization or agency. If not connected with such an organization, home school applicants must obtain and submit a GED as confirmation of completing a generally acceptable secondary school curriculum. If an official transcript from a state home school association or sponsoring public high school is not available, home school students must submit an equivalency or GED, TASC, or HiSET exam results. Individual home school transcripts with date of completion do not suffice as official proof of graduation.

International Academic Credentials: All transcripts not written in English must be accompanied by a certified English translation.

International Academic Credentials with Transfer Credits: Applicants who attended post secondary institutions outside of the US are required to have their transcript(s) evaluated by World Education Services (WES), our preferred provider, or by another member of the National Association of Credit Evaluation Services (NACES). A course-by-course evaluation must be prepared for each transcript. In the absence of an evaluation, the Admissions Committee will do their best to render a decision. Please note, in some cases a review cannot be made without an evaluation and a committee decision will be delayed.

If using WES, visit www.wes.org for instructions and to begin the application process. The “Required Documents” section will explain what to send. If you request your report online, search for “New School Drama” when selecting our institution. WES will send your completed evaluation directly to The New School.

If using another NACES provider, follow instructions for that provider. Mailed evaluations and translations should be sent to the mailing address provided for supporting materials. Applicants forwarding these sealed documents should include an Application Materials Cover Sheet.

RECOMMENDATION LETTERS

Two letters of recommendation are required. One should be related to your academics and one related to your dramatic arts experience. Recommenders may submit recommendations online, and instructions are included with the online application. If preferred, the recommendation form may instead be sent by mail in a signed, sealed envelope. To send by mail, download the PDF recommendation form found in the online application, complete personal information, save the form, and forward to recommender for completion and submission. Applicants may also send signed and sealed recommendations to the Office of Admission using an Application Materials Cover Sheet.

ACCEPTD SUBMISSIONS

These elements of the application will be submitted directly through Acceptd. CDs, DVDs, slides, original work, PowerPoint presentations, binders, and flash drives are not accepted.

Photograph: We ask that all applicants upload a photograph. The picture need not be an actor’s head shot (though it may be, if you have one); a simple photograph of you will be fine.

Portfolio: All applicants have to complete a Portfolio submission. You will submit one of four types of Portfolio. You can choose to submit an online audition as your acting portfolio, writing samples as a playwriting portfolio, works related to directing/ stage management as a directing portfolio, or a multi-media theater portfolio. This allows you to show us your strengths. Please visit Acceptd for specific instructions.

Statement of Purpose: Describe your creativity and how that influences the way you view yourself and the world around you. Where do you visualize your creative abilities and academic study taking you after your education at The New School for Drama? (Maximum 500 words.)

Short Essay: Describe what it means to you to be an artist and a citizen. How do your life experiences and your interactions with the world around you inspire and influence you to be both a more engaged citizen and artist? (Maximum 500 words.)

Résumé (optional for BFA applicants): The Admission Committee will be looking for dramatic arts experience, working experience, volunteering experience, leadership experience, awards, and

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honors. This is an opportunity to highlight any civic engagement/community service, leadership, or additional training in which you have participated or trained. If you prefer to write this portion as a short essay, describe what it means to you to be an artist and a citizen. How do your life experiences and your interactions with the world around you inspire and influence you to be both a more engaged citizen and artist? (If preferred, you may write this portion as a short essay. Maximum 500 words.)

AUDITION/INTERVIEW

Once you have submitted your New School for Drama Application, you will be contacted via email to schedule a live audition or interview for our BFA Program. Auditions/interviews will take place on campus in New York City, at several regional locations nationwide, and via Skype for students who cannot attend a live in-person audition/interview. Actors will be asked to prepare one, one-minute, contemporary monologue. All applicants should be prepared to talk about their artistic and academic goals.

TEST SCORES

SAT and ACT: Though SAT and ACT test scores are NOT required for admission, we will accept them as a supplementary credential. The institution code for these tests is 7336. Home school applicants must submit standardized test scores from either the SAT or ACT. Home school applicants may submit two standardized subject test results in lieu of the SAT.

TOEFL, IELTS, and PTE: All applicants whose first language is not English must submit valid TOEFL, IELTS, or PTE scores. The minimum score required for TOEFL (IB) is 100, for IELTS is 7.0, and for PTE is 68. Our TOEFL institution code is 2385.

The TOEFL/IELTS/PTE requirement may be waived for applicants who have earned a 4-year degree from a U.S. College or University, or for citizens of the following countries whose native language is also English: England, Scotland, Wales, Ireland, Australia, New Zealand, Canada, South Africa, or Common Wealth Caribbean (Antigua and Barbuda, Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and Grenadines, and Trinidad and Tobago).

Arrange for the testing service to send your test scores directly to The New School using the institution codes listed above. We accept scores taken within the past two years. If your scores are older, you must retake the test.

For more information, visit TOEFL at www.ets.org/toefl, IELTS at www.ielts.org, or PTE at www.pearsonpte.com.

ADDITIONAL INFORMATION AND INSTRUCTIONS

APPLYING TO MORE THAN ONE PROGRAM

In any given term, a student may apply to only ONE department or program within The New School. Applicants who file more than one application in a given semester will be required to withdraw one of the applications, and application fees will NOT be refunded.

APPLICATION MATERIALS

All materials submitted in association with The New School application become the property of The New School and cannot be returned to you or transmitted to a third party.

ADVANCED LEVEL CREDIT

AP, IB, and A-Level Courses: Accepted applicants will receive further instructions later in the process regarding AP, IB, and A-Level scores.

HOME SCHOOL APPLICANTS

The New School welcomes applications from home schooled students. The Admission Committee does not require advanced preparation in every academic area, but applicants should demonstrate substantial work in English, history, social studies, foreign language, mathematics, and science.