PARSONS THE NEW SCHOOL FOR DESIGN
AAS PROGRAM 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/parsons-aas/. All supporting materials must be received before your application can be reviewed.
- See below for additional information regarding submission of transcripts and recommendations.

REQUIRED APPLICATION MATERIALS

❒ **Application**

❒ **Application Fee**

❒ **Official Transcripts**

❒ **Statement of Intent**

❒ **Creative Assignment**

❒ **Test Scores (see below for requirements)**

❒ **Résumé (Optional)**

APPLICATION

Complete the online application found at www.newschool.edu/application/parsons/aas.

APPLICATION FEE

A non-refundable $50 application fee and 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.

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 at the Mailing Address for Supplemental Materials.

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. Students who have completed any college coursework must apply as transfer students, regardless of whether or not students plan to apply those credits to their studies at Parsons. Fashion Marketing and Graphic Design applicants who plan to complete their degree entirely online must already have an undergraduate degree or sufficient undergraduate credits to fulfill the AAS degree requirement of 21 credits in humanities, including 6 credits in English.

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

Foreign Credentials with Transfer Credits: Applicants who would like to transfer academic credits earned at non-U.S. institutions 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.

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 Parsons" 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.

Electronic Transcripts: The New School will accept electronic transcripts sent from the following approved vendors:

- National Student Clearinghouse

IMPORTANT DATES AND DEADLINES

- Fall Term Priority Applicants: April 1
- Spring Term Priority Applicants: November 1
- Spring Term Priority International Applicants: October 1

MAILING ADDRESS FOR SUPPLEMENTAL MATERIALS

Parsons The New School for Design
Office of Admission, AAS Programs (PS 200)
72 Fifth Avenue
New York, NY 10011

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

TEST SCORE CODES

TOEFL: The institution code is 2683.

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: thinkparsons@newschool.edu
Phone: 212.229.5150 or 800.292.3040
Fax: 212.229.5355
Website: www.newschool.edu/parsons

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 deadlines:

Fall: March 1

- Naviance by Hobsons
- Parchment, which includes Avow Systems Inc. and Docufide Inc.
- SCRIP-SAFE International

We do not accept electronic transcripts sent directly by a student or school offices as official transcripts. This policy does not apply to international documents. All international academic credentials must be translated and evaluated by either WES or another NACES provider.

STATEMENT OF INTENT

Upload a one-page, single spaced, 500-550 word Statement of Intent describing the events and ideas that led to your interest in this major. Please note that this must be included when you submit your online application.

CREATIVE ASSIGNMENT

It is strongly recommended that you submit the creative assignment with your online application. If work must be mailed, original artwork larger than 8.5" x 11" will not be accepted. You may also submit your work on a cross-platform CD-ROM or DVD. Save each of your images as a JPEG no larger than 2MB. Clearly label the CD or DVD with your name and date of birth, and attach the Application Materials Cover Sheet found at www.newschool.edu/admission/coversheet/parsons-aas/.

Fashion Design: Create a collage that defines the lifestyle of the kind of woman or man for whom you would like to design. Use images taken from magazines, and pay attention to color, textures, and other basic elements.

Fashion Marketing: Write a one-page, single spaced, 500-550 word analysis of a fashion marketing campaign you feel has been successful.

Graphic Design: Design a postage stamp depicting your favorite fruit or vegetable. Submit an 8"x8" solution.

Interior Design: Present a collage of images illustrating your ideas for the design of a small advertising agency office in an urban townhouse. Your collage should include details (descriptions, images, or both) of the kinds of furniture, the colors, and the materials you would use to execute your ideas.

TEST SCORES

TOEFL, IELTS, and PTE: All applicants whose first language is not English must submit valid TOEFL, IELTS, or PTE scores. The minimum TOEFL (IB) score required for on-campus programs is 79, and for online programs is 92. The minimum IELTS score is 6.5, and the minimum PTE score is 53. Our TOEFL institution code is 2638.

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, or South Africa.

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.

Applicants also have the option of enrolling in The New School English as a Second Language (ESL) program. Students must pass Level 5 to waive the TOEFL/IELTS/PTE requirement. Visit the ESL website for more information at www.newschool.edu/continuing-education/english-language-studies/.

RÉSUMÉ (Optional)

A brief résumé (CV) listing education, relevant work experience, travel, etc., including dates and positions held, must be submitted online.

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.

Spring: November 1

The New School's federal school code is 002780.

INTERVIEWS

Interviews are not required. Applicants with questions about Parsons or the admission process are encouraged to attend an information session. Please review the Admission Calendar found at www.newschool.edu/parsons/aas-admission-events/.