PARSONS THE NEW SCHOOL FOR DESIGN
MFA IN FINE ARTS APPLICATION INSTRUCTIONS

GENERAL INFORMATION

- All applicants are required to apply online. The application, application fee, and most supporting materials are submitted through the online application.
- Plan ahead so that you have enough time to prepare additional supporting materials such as official transcripts, test scores, or other requirements as specified below.
- Mail supplemental application materials in a single packet to the Office of Admission. Include a Materials Cover Sheet, which can be downloaded from the instruction section of the online application or found at www.newschool.edu/admission/coversheet/parsons-grad/.
- Official transcripts and test scores can be sent directly to the admission office.
- ALL supplemental materials are due at the same time that you submit your application. Your application cannot be reviewed until all necessary items have been received by Admission.

DEADLINE

- Fall Term Dean's Scholarship Applicants: January 10; applications received after January 10 will be considered on a rolling basis

REQUIRED APPLICATION MATERIALS

1. APPLICATION
2. APPLICATION FEE
3. OFFICIAL COLLEGE TRANSCRIPTS
4. RÉSUMÉ
5. STATEMENT OF INTEREST AND INTENTIONS
6. RECOMMENDATION LETTERS
7. PORTFOLIO
8. INTERVIEW

DESCRIPTION OF REQUIRED APPLICATION MATERIALS

1. APPLICATION: Complete the online application found at www.newschool.edu/parsons/apply.
2. APPLICATION FEE: A non-refundable $50 application fee, payable as part of the online application.
3. OFFICIAL COLLEGE TRANSCRIPTS: Submit a sealed original copy of your official college transcripts along with your application packet. If that is not possible, instruct the institution to send transcripts directly to the Office of Admission at the address below. Photocopies are not acceptable.
4. RÉSUMÉ: Submit a brief resume/vitae summarizing your academic qualifications, relevant work experience, volunteer/community work, travel, exhibitions, public speaking, or any other relevant experiences as they may relate to your field of study, including dates and positions held. Please also note any special language or computer skills that you have.
5. STATEMENT OF INTEREST AND INTENTIONS (500-750 word limit): Please outline your reasons for applying to this program. In what ways will you contribute to the subject matter of the program? You should include a thoughtful description of your background, tentative plan of study or area of inquiry in the field as you now envision it, your professional goals, and how this graduate program will help you realize those goals. If you have not been enrolled as a student in the past five years, please address anticipated opportunities and challenges in pursuing the degree, and future career expectations upon completion of the program.
6. RECOMMENDATION LETTERS: You are required to submit two letters of recommendation from faculty or people with whom you have worked professionally. There are two ways to send recommendations to the graduate admission office:
   · The Online Application (preferred). Using the online application, you can request the recommendation and the recommender can email it directly to the Office of Admission.
   · Paper. In the rare occurrence that your reference cannot use email, he or she can mail a hardcopy letter to the admission office using the following form: www.newschool.edu/admission/recommendation/parsons-grad/. Then follow the written instructions on the form.
7. PORTFOLIO: Submit 20 images of fine art work, which may include painting, drawing, sculpture, printmaking, photography, video, installation, or performance. The portfolio may be submitted on a CD

MAILING ADDRESS FOR SUPPLEMENTAL MATERIALS

Parsons The New School for Design
Office of Admission
Graduate Programs (PS 300)
72 Fifth Avenue
New York, NY 10011

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

ADDITIONAL CONTACT INFORMATION

Email: thinkparsonsgrad@newschool.edu
Phone: 212.229.5150
Fax: 212.627.2695
Website: www.newschool.edu/parsons

APPLYING FOR FINANCIAL AID OR SCHOLARSHIP

Graduate students are automatically considered for merit scholarships as part of the admission process. If you are a U.S. Citizen, or an 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
Spring: November 1

The New School's federal school code is 002780.

INTERNATIONAL APPLICANTS

See additional requirements regarding transcripts and TOEFL.

TEST SCORE CODES

TOEFL: The institution code for The New School is 2638.

in PDF format and/or on a DVD containing four three-minute clips of time-based work in any medium. We do not accept slides or URL links.

INVENTORY LIST: Please enclose an inventory list of work with your disk, including the title (in italics), medium, dimensions (height first), date, and a thumbnail picture of the work in the right-hand margin. The numbers used in your inventory list should correspond to the numbering of your image files.

EXAMPLE:

1. Title, oil on canvas, 50" x 40", 2008
2. Title, wood, steel and plaster, 16" x 20" x 5", 2008

Images in a folder labeled in the following manner:

LASTNAME_FIRSTNAME

Within the folder, number each image along with your name. The numbers should correspond to your inventory list:

EXAMPLE:
LASTNAME_FIRSTNAME1
LASTNAME_FIRSTNAME2

All mailed materials must be accompanied by a Materials Cover sheet found at www.newschool.edu/admission/.

8. INTERVIEW: All finalists for the Fine Arts MFA program must be interviewed by the graduate faculty.

INTERNATIONAL APPLICANTS OR APPLICANTS WITH FOREIGN CREDENTIALS

INTERNATIONAL TRANSCRIPTS

- All applicants with transcripts from international institutions are required to submit an original transcript from each institution attended outside the United States. Additionally, a certified English language translation must be provided for all official international transcripts that are not written in English.
- Applicants who would like to transfer academic credits earned at non-U.S. institutions are also required to have their transcript(s) evaluated by World Education Services (WES) at www.wes.org, our preferred provider, or by another member of the National Association of Credit Evaluation Services (NACES). A course-by-course evaluation report must be prepared for each transcript. Please start the evaluation process as early as possible, including the submission of all required documents to WES (or another provider), in order to ensure the timely completion of the evaluation report. In addition, an admission counselor may require a transcript evaluation by WES or an NACES-approved evaluator if it is deemed a necessary part of the admission decision process, even when applicants do not want transfer credits applied to a program of interest. Instruct the provider to send the report to

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- If you request your report online, search for "New School Parsons" when selecting our institution. If your provider is unable to send the evaluation report directly to the school, please obtain the report and send it to Parsons The New School for Design along with a Materials Cover Sheet, found at www.newschool.edu/admission/coversheet/parsons-grad/.

ENGLISH LANGUAGE PROFICIENCY

- English is the language of instruction at The New School. You must be able to understand English well and express yourself clearly in speech and writing.
- TOEFL or IELTS is not required if you are a citizen of any of the following countries and your native language is English: England, Wales, Scotland, Ireland, Australia, New Zealand, Canada, or South Africa. TOEFL or IELTS is not required if you have earned a 4 year degree from a U.S. College/University.

  Minimum Scores Required:
  TOEFL Internet-based test: 92
  IELTS: 7.0

- The TOEFL score report must be submitted directly to The New School by the Educational Testing Service (ETS). Information on taking the TOEFL can be found online at www.ets.org/toefl. Contact the office of admission if you have questions on comparison scores for other forms of the TOEFL (e.g. paper-based). Parsons The New School for Design's TOEFL code is 2385.

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- Additional information for the IELTS can be found on their website at www.ielts.org.
- Applicants also have the option of enrolling in The New School English as a Second Language (ESL) program. Students must pass Level 6 to waive the TOEFL requirement. Visit the ESL website for more information at www.newschool.edu/ce/englishlanguagestudies/.

ADDITIONAL INFORMATION

- 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.
- Students wishing to apply to more than one academic program must contact the office of admission to receive instructions on how to complete a second application. You can reach an admission counselor at 212.229.5150 or toll free at 800.292.3040.
- Students who do apply to multiple programs must submit separate, complete applications (including application fees) for each academic program they apply to.
- When notified of acceptance, applicants will receive complete instructions for additional procedures regarding financial aid, housing, tuition and fees, I-20 visas (for nonresidents of the United States), and other matters. The decision to admit applicants is always contingent upon their successful completion of any current studies and the receipt of their final transcripts by the Admission Committee. All accepted students are required to send their official final transcripts before they begin classes. International applicants, please do not submit bank statements until the visa process.

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