THE NEW SCHOOL
CREATIVE WRITING
2010-2011 CATALOG

Academic Calendar
About The New School
Master of Fine Arts in Creative Writing
Academics
Admission
Financial Information
Student Life
Academic Policies
Other University Policies
The University
### FALL 2010

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration for continuing students</td>
<td>April 5–30</td>
</tr>
<tr>
<td>Registration for new students; late reg. for cont. students</td>
<td>August 23–27</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, August 30</td>
</tr>
<tr>
<td>Convocation</td>
<td>Thursday, September 2</td>
</tr>
<tr>
<td>Last day to add a class</td>
<td>Monday, September 13</td>
</tr>
<tr>
<td>Last day to drop a class</td>
<td>Monday, September 20</td>
</tr>
<tr>
<td>Last day to withdraw from a class with a grade of W</td>
<td>Monday, December 20</td>
</tr>
<tr>
<td>Classes and exams end</td>
<td>Monday, December 20</td>
</tr>
</tbody>
</table>

*Holidays*
- Labor Day Weekend: Saturday–Monday, September 4–6
- Rosh Hashanah: Wednesday–Thursday, September 8 eve*–September 9
- Yom Kippur: Friday–Saturday, September 17 eve*–September 18
- Thanksgiving: Wednesday–Sunday, November 24–28
- Winter break: Tuesday–Friday, December 21–January 21

*Rescheduled days:* On Tuesday, November 23, classes follow the Thursday schedule. On Monday, December 20, day classes do not meet and evening classes follow the Wednesday schedule.

*No classes that begin Wednesday and Friday 4:00 p.m. or after and no classes all day Thursday and Saturday.*

### SPRING 2011

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration for continuing students</td>
<td>November 1–29</td>
</tr>
<tr>
<td>Registration for new students; late reg. for cont. students</td>
<td>January 18–21</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, January 24</td>
</tr>
<tr>
<td>Last day to add a class</td>
<td>Friday, February 4</td>
</tr>
<tr>
<td>Last day to drop a class</td>
<td>Friday, February 11</td>
</tr>
<tr>
<td>Last day to withdraw from a class with a grade of W</td>
<td>Monday, May 16</td>
</tr>
<tr>
<td>MFA Creative Writing students</td>
<td>Monday, May 16</td>
</tr>
<tr>
<td>Classes and exams end</td>
<td>Monday, May 16</td>
</tr>
<tr>
<td>Graduation</td>
<td>Monday, May 23</td>
</tr>
</tbody>
</table>

*Holidays*
- Martin Luther King Day: Monday, January 17
- President’s Day: Monday, February 21
- Spring break: Monday–Sunday, March 14–20

*Fall 2011 Registration*               | April 4–9                   

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The New School for General Studies  
Office of Admission  
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New York, NY 10011  
www.newschool.edu/bachelorsprogram  
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ABOUT THE NEW SCHOOL

The New School was founded in 1919 by a small band of progressive American educators as a “center for instruction, discussion, and counseling.” Today, it is a leading university, enrolling more than 15,000 students in undergraduate and graduate degree programs and continuing education courses in liberal arts and social sciences, management, art and design, and performing arts. The New School offers programs and courses online as well as on campus in New York City.

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MESSAGE FROM THE DEAN

The catalog you hold in your hands represents an educational journey, one that I hope you will find challenging and exhilarating. This catalog represents the beginning of a journey for us at The New School as well. The division that houses the Writing program is being expanded and transformed as part of an exciting educational venture. In 2010, The New School for General Studies (home to the Bachelor’s Program and graduate programs in International Affairs, Creative Writing, Media Studies, and Teaching English to Speakers of Other Languages) and Milano The New School for Management and Urban Policy began operating as one division. This division will also serve as a hub for interdisciplinary undergraduate programs in environmental, urban, and global studies. In supporting such a broad array of innovative degrees and programs, our division of the university is demonstrating that we value interdisciplinary education; the interconnections of liberal, professional, and practical learning; and civic engagement on a local and global scale.

In one sense, this initiative represents a return to The New School’s founding values of academic innovation and social responsibility. In another, it represents a rethinking of what a great university should look like in the 21st century. It is the result of a year-long planning process that has brought together students, staff, faculty, and administrators from across The New School.

What will the new shape of the division mean for you, as a student in one of our programs? In coming semesters, we will enrich opportunities for interdisciplinary linkage, collaboration, and active learning that engages with real-world issues and problems. I am proud of what we offer you now. I am excited by the opportunities for learning in action that we are developing.

For me personally, this venture also represents a journey. I have come to The New School as executive dean of this division after a quarter-century of teaching at a big public university and a small liberal-arts college. I came because I love The New School’s values and its history of educational daring, and I am excited to help lead the initiative I’ve been telling you about. I look forward to meeting you and hearing your thoughts about what and how we are doing. I am certain that you will find your own ways to make your mark on this new, vibrant educational community we are building.

Sincerely,

David Scobey
Executive Dean

ACCREDITATION

All degree programs at The New School are registered by the New York State Department of Education. The New School has been regionally accredited by the Middle States Commission on Higher Education since 1960. Additionally, professional curricula are accredited by the appropriate professional educational agency or board. Accrediting agencies of individual programs are listed below.

- Parsons The New School for Design has been accredited by the National Association of Schools of Art and Design since 1966.
- The graduate Clinical Psychology program has been accredited by the American Psychological Association since 1981.
- The master’s program in Urban Policy Analysis and Management has been accredited by the National Association of Schools of Public Affairs and Administration since 1988.
- The master’s program in Architecture has been accredited by the National Architectural Accrediting Board since 1994.

DEGREE PROGRAMS

The New School for General Studies and Milano The New School for Management and Urban Policy offers bachelor’s degrees in Liberal Arts (BA and BS), Environmental Studies (BA and BS), Global Studies (BA), and a BFA degree in musical theater for graduates of the American Musical and Dramatic Academy (AMDA) Integrated Program.

The division offers master’s degrees in Creative Writing (MFA), Environmental Policy and Sustainability Management (MS), International Affairs (MA or MS), Media Studies (MA), Nonprofit Management (MS), Organizational Change Management (MS), Teaching English to Speakers of Other Languages (MA TESOL), and Urban Policy Analysis and Management (MS); and a doctoral degree in Public and Urban Policy (PhD).

Higher Education General Information Survey (HEGIS) codes: BA and BS in Liberal Arts, 4901.00; BA and BS in Environmental Studies, 1999.10; BA in Global Studies, 2210.00; BFA in Musical Theater (AMDA program), 1007.00; MS in Environmental Policy and Sustainability Management, 0506.00; MA and MS in International Affairs, 2210.00; MA in Media Studies, 0601.00; MFA in Creative Writing, 1507.00; MS in Nonprofit Management and MS in Organizational Change Management, 0506.00; MA in TESOL, 1508.00; MS in Urban Policy Analysis and Management and PhD in Public and Urban Policy, 2214.00.
Certificate Programs
The division awards certificates in Creative Arts Therapy (HEGIS code 5299.00)*; Documentary Media Studies (graduate level; HEGIS code 0605.00); English Language Teaching (CTE) (HEGIS code 5608.00); English as a Second Language (noncredit only); ESL + Design (noncredit only); Film Production (HEGIS code 5610.00)*; Leadership and Change (graduate level, credit only; HEGIS code 0506.00)†; Organizational Development (graduate level, credit only; HEGIS code 2199.00) Screenwriting (HEGIS code 5610.00)* †; and Sustainability Strategies (graduate level, credit only; HEGIS code 0506.00).*

Each certificate program has specific requirements. Students are responsible for knowing and completing attendance and academic performance requirements for their courses.

*These certificate programs may be taken for undergraduate credit or on a noncredit basis.
†Students can complete these certificates on site, online, or in combination.

NEW SCHOOL ALUMNI
New School graduates are cordially invited to take advantage of free admission to selected public programs; invitations to private events and receptions hosted by degree programs, the dean, and the university president; and reading privileges at the Fogelman, Gimbel, and Scherman libraries; as well as networking and professional development opportunities. Alumni receive and are invited to contribute to an alumni newsletter. Visit www.newschool.edu/alumni or contact Francisco Tezén, Director of Development, 212.229.5662, nsalumni@newschool.edu.

MASTER OF FINE ARTS IN CREATIVE WRITING

Robert Polito, Director of the Writing Program
politor@newschool.edu

Jackson Taylor, Associate Director
taylorj@newschool.edu

Situated in New York City’s Greenwich Village, The New School has been a vital center for writing and writing instruction since 1931. In that year, Gorham Munson, a Manhattan editor and influential member of the Alfred Stieglitz circle, introduced his now-legendary workshop in creative writing.

“We can’t claim a first,” Munson subsequently recalled. “Credit for the first goes to Amherst for inviting Robert Frost to be a poet-in-residence. But when The New School began to offer writing courses, the professional writer was a rare animal on the classroom platform. We led the way in revolutionizing the teaching of writing. For notice that all of us in those years were practicing writers. We washed the typewriter ink off our hands as we started for class.”

The New School Writing Program offers the opportunity to study the craft of writing under the direction of master teachers who are themselves distinguished practitioners. The approach emphasizes the study of literature as a vital artistic discipline, a creative activity, rather than as a field for historical analysis or an object for interpretation, as in English, literary studies, or comparative literature departments. In seminars and workshops, writing teachers in The New School’s practitioner tradition approach works of art from the inside out, moving between close attention to language, craft, and form and history and culture, engaging the full complexity of a work, and resisting critical narrowness, insularity, and reductionism.


When we launched the MFA in Creative Writing in the 1990s, our aim was to assemble a faculty of distinguished and emerging writers that would be the contemporary equivalent of this brilliant legacy.

The New School Writing Program follows the workshop method of teaching: An experienced writer-teacher gives
guidance to students by focusing on their manuscripts and on the creative acts of revision and self-editing through workshops and individual conferences. This program provides a framework and sustained blocks of time for students to focus intensively on developing their craft and creating a substantial body of work. Both in the classroom and through readings and lectures by distinguished visitors, The New School program seeks to animate and intensify the writer’s life.

A MESSAGE FROM THE DIRECTOR

The tradition of experienced writers reflecting on their own practices and disciplines offers a uniquely powerful vantage for the study of literature of the past, since for writers learning or tracking their art, the past is inescapably the present. Think of W.G. Sebald, in 1999, discovering how to write The Rings of Saturn by reading Sir Thomas Browne’s “Hydriotaphia, Urn Burial; or, A Discourse on the Spulchral Urns Lately Found in Norfolk” of 1658. Think of young Elizabeth Bishop creating her early poems under the spectral tutelage of George Herbert and Gerard Manley Hopkins.

In 1996, The New School began offering the master of fine arts degree in creative writing. This is a full-time, two-year graduate program with concentrations in poetry, fiction, nonfiction, and writing for children. We are pleased to note that Poets & Writers Magazine recently ranked The New School Writing Program as the third best nationally in the area of nonfiction, and among the top 30 writing programs in the United States.

Classes, readings, and most other activities take place in the evenings, on the assumption that our students may hold jobs. For students seeking financial assistance, many partial fellowships are available, awarded on merit for the full two years of the program. Additionally, specifically for second-year students, Riggio Writing and Democracy Teaching Assistantships and various faculty Research Assistantships are available.

In this catalog, you will find complete information about the MFA course of study, our distinguished faculty, requirements for admission, as well as financial aid and student life information.

You will also find information about the numerous literary readings, lectures, and other public programs presented by the Writing Program. We offer some 50 public events every semester, featuring some of today’s most exciting poets, biographers, novelists, essayists, critics, and publishers.

Writing Programs, whatever else they might involve, are communities, and those communities emanate from the talent, seriousness, and commitment to teaching of the faculty. Ours is an active and widely published faculty, many of whom work in multiple literary genres and artistic disciplines. Ours is a faculty galvanized by their lives as teachers and mentors at The New School.

I am proud to have been associated with the graduate program in Creative Writing since its inception. The New School has been an important institution for the writer's life in New York City for many decades—and now, more than ever.

All best wishes,

Robert Polito

THE WRITING FACULTY

Led by director Robert Polito, a prize-winning biographer and poet, fiction coordinator Helen Schulman, and poetry coordinator David Lehman, the New School graduate writing faculty is unsurpassed anywhere in the United States. To list our faculty is to represent the richness and variety of modern American fiction, nonfiction, poetry, and children’s literature.

Jeffery Renard Allen: Currently an associate professor of English at Queens College of The City University of New York and an instructor in the graduate writing programs at The New School and Columbia U. He was born in Chicago in 1962 and holds a PhD in English (Creative Writing) from the U. of Illinois at Chicago. He has published four books, Holding Pattern (Graywolf Press), which won the Ernest J. Gaines Award for Literary Excellence, Harbors and Spirits (Moyer Bell), a collection of poems, Stellar Places (a collection of poems), and the novel, Rails Under My Back (Farrar, Straus, and Giroux, 2000), which won The Chicago Tribune’s Heartland Prize for Fiction. Other awards include a Whiting Writer’s Award, The Chicago Public Library’s Twenty-first Century Award, a Recognition for Pioneering Achievements in Fiction from the African American Literature and Culture Association, and a support grant from Creative Capital. He also won the 2003 Charles Angoff award for fiction from The Literary Review. He has been at fellow at The Center for Scholars and Writers at The New York Public Library, a John Farrar Fellow in Fiction at the Bread Loaf Writers’ Conference, and a Walter E. Dakins Fellow in Fiction at the Sewanee Writers’ Conference. His essays, reviews, fiction, and poetry have appeared in numerous publications, including The Chicago Tribune, Poets & Writers, Triquarterly, Ploughshares, Bomb, Hambone, The Antioch Review, StoryQuarterly, African Voices, African American Review, Callaloo, Arkansas Review, Other Voices, Black Renaissance Noire, Notre Dame Review, The Literary Review, and XCP: Cross Cultural Poetics. His work has also appeared in several anthologies, including 110 Stories: New York Writes after September 11, Rainbow Darkness: An Anthology of African American Poetry, and Best African American Fiction 2010. In 2011 Graywolf Press will publish his novel Song of the Shank, based on the life of Thomas Greene Wiggins, a 19th-century piano virtuoso and composer who performed under the stage name Blind Tom.
Robert Antoni: Fiction writer inspired by his 200-year-long family history in the West Indian island of Trinidad. His novels include Divina Trace (1991), Blessed is the Fruit (1997), and Carnival (2005), in addition to the story collection, My Grandmother’s Erotic Folktales (2001). His forthcoming historical novel, As Flies to Whatlers Boys, was awarded a Guggenheim fellowship for 2010. His work has been translated into Spanish, French, Finnish, and Chinese. Antoni received the Commonwealth Prize for Best First Book in 1991, and was shortlisted for this prize in the Best Overall Book category in 2005. He is the recipient of a National Endowment for the Arts grant and James Michener and Orowitz fellowships. Antoni’s short fiction has appeared in Conjunctions, the Paris Review, Bomb, Plowshares, and other periodicals; it was selected as an Editor’s Choice, included in The Oxford Book of Caribbean Short Stories, and chosen for the Aga Kahn Prize by the Paris Review. He is the editor of Archipelago (Conjunctions 27), an anthology of innovative Caribbean writing. Antoni holds an MA from the Writing Seminars at Johns Hopkins U., and an MFA and a PhD from the Writers Workshop at U. of Iowa. He taught fiction writing and literature in the MFA program at U. of Miami for nine years, and more recently at Columbia University and The New School.

Catherine Barnett: Recipient of a 2006 Guggenheim Fellowship, a 2004 Whiting Award, the 2004 Glasgow Prize for Emerging Writers, and a Pushcart Prize. Her book, Into Perfect Spheres Such Holes Are Pierced, won the 2003 Beatrice Hawley Award and was published in spring 2004 by Alice James Books. Her poems have been published in Gulf Coast, Pleiades, The Washington Post, Barrow Street, Shenandoah, The Massachusetts Review, and The Iowa Review. Barnett also teaches at NYU, where she was recently honored with an Outstanding Service Award.

Susan Bell: A former editor at Random House and Conjunctions magazine, Susan Bell has edited fiction and nonfiction professionally for over 20 years. Her books include The Artful Edit: On the Practice of Editing Yourself (W.W. Norton & Co., 2007) and, co-written with Mayor Jason West, Dare to Hope: Saving American Democracy. Her writing has appeared in various magazines, including Tin House and Vogue. She has taught at the New School graduate writing program since 2000, and, since 2004, at the Tin House Summer Writers Workshop.


Peter Cameron: Graduated from Hamilton College in 1982. He sold his first short story to the New Yorker in 1983 and published 10 more stories in that magazine over the next few years. His first collection of stories was awarded a special citation by the PEN/Hemingway Award for First Book of Fiction. Since 1990 he has published five novels, one of which (The City of Your Final Destination) was a finalist for the PEN/Faulkner Prize. His latest novel, Someday This Pain Will Be Useful to You, a coming-of-age story, was selected by Publishers Weekly magazine as one of the best book of 2007. A new novel, Certain Persons, will be published by Farrar, Straus & Giroux in 2011. Cameron, a recipient of grants from The National Endowment for the Arts and The Guggenheim Foundation, has taught writing at Oberlin College, Columbia University, Sarah Lawrence College, The New School, and Yale University.

Susan Cheever: Author of five novels, including Doctors & Women, and Elizabeth Cole; eight nonfiction books, including her most recent memoir, Desire: Where Sex Meets Addiction; and the best-selling American Bloomsbury, Home Before Dark, and the biography My Name Is Bill: Bill Wilson—His Life and the Creation of Alcoholics Anonymous. She is currently working on a biography of Louisa May Alcott. Her work has been published in the New Yorker, the New York Times, Newsweek, and many other places. Her numerous awards include a Guggenheim Fellowship and a National Book Critics Circle Award nomination.

Jonathan Dee: Author of five novels, The Privileges, Palladio, St. Famous, The Liberty Campaign, and The Lover of History. His short fiction, nonfiction, and criticism have appeared in many periodicals, including Harper’s, the New York Times Magazine, and Paris Review, where he was formerly senior editor. He also teaches in graduate writing programs at Columbia U. and Queens U. of Charlotte, NC.

Elaine Equi: Born in Oak Park, Illinois, Elaine Equi earned her undergraduate and graduate degrees at Columbia College of Chicago. Her latest book, Ripple Effect: New & Selected Poems (Coffee House Press, 2007) was a finalist for the L.A. Times Book Award and was on the short list for Canada’s prestigious Griffin Poetry Prize. She has published many other collections of poetry, including Surface Tension, Decoy, Voice-Over, which won the San Francisco State Poetry Award, and The Cloud of Knowable Things. Her work is widely anthologized and appears in Postmodern American Poetry: a Norton Anthology and in several editions of The Best American Poetry. Elaine Equi teaches at NYU and in the MFA program at CCNY in addition to The New School.

**Times Book Review, Rolling Stone, and Virginia Quarterly Review,** among other publications. He is a senior editor at *Newsweek.* He has taught at Harvard U., U. of Virginia, and U. of Connecticut. He received a Guggenheim Foundation Fellowship in 1999.

**Jennifer Michael Hecht:** Author of award-winning books of philosophy, history, and poetry. *Doubt: A History* (HarperCollins, 2003) describes skepticism about religion throughout the world since the origins of written history. Her book *The End of the Soul: Scientific Modernity, Atheism, and Anthropology* (Columbia U., 2003) won the Phi Beta Kappa Society’s prestigious Ralph Waldo Emerson Award “for scholarly studies that contribute significantly to interpretations of the intellectual and cultural condition of humanity.” Hecht’s first poetry book, *The Next Ancient World,* won the Poetry Society of America’s Norma Farber First Book Award in 2002. Her most recent collection of poems, *Funny,* won the U. of Wisconsin’s 2005 Felix Pollak Poetry Prize, and *Publisher’s Weekly* called it “one of the most original and entertaining books of the year.” Her book reviews appear in the *New York Times* and the *Washington Post.* Hecht received her PhD in history and the history of science from Columbia U.

**Ann Hood:** Author of eight novels, including *Somewhere off the Coast of Maine, The Knitting Circle,* and *The Red Thread;* two memoirs, *Comfort: A Journey Through Grief* and *Do Not Go Gentle: My Search for Miracles in a Cynical Time;* a collection of short stories *An Ornithologist’s Guide to Life,* and a young adult novel, *How I Saved My Father’s Life and Ruined Everything Else.* Her essays and stories have appeared in many publications, including the *New York Times,* *Tin House,* *Glimmer Train,* *Traveler,* *Bon Appetit,* *National Geographic Traveler,* and the *Paris Review.* She has twice won a Pushcart Prize and has also received a Best American Spiritual Writing Award and The Paul Bowles Prize for Short Fiction. A member of the faculty of the low residency Stone Coast MFA Program, she has also taught at Brown U., NYU, and Rhode Island School of Design.

**Shelley Jackson:** Author of *Half Life,* *The Melancholy of Anatomy,* hypertexts including *Patchwork Girl,* *My Body,* and *The Doll Games,* and author/illustrator of several children’s books, including *The Old Woman and the Wave.* Her short stories and essays have appeared in numerous anthologies and journals including *Conjunctions,* the *Paris Review,* *Bookforum,* the L.A. *Times,* the *Village Voice* and *Cabinet Magazine.* She is the author of *SKIN,* a story published in tattoos on the skin of 2095 volunteers, and co-founder (with artist Christine Hill) of The Interstitial Library. The recipient of a Howard Foundation grant and a Pushcart Prize, she has degrees from Stanford U. and Brown U. and has taught at Brown U., MIT, Pratt Inst., and the European Graduate School.

**Zia Jaffrey:** Author of *The Invisibles: A Tale of the Eunuchs of India.* Zia Jaffrey is currently writing a book on AIDS in South Africa. She has covered the Palestinian/Israeli conflict, the global AIDS pandemic, South Africa’s Truth and Reconciliation Commission hearings, and Pakistan under General Musharraf, and has written cover stories, features, and book reviews for numerous publications, including the *New York Times,* the *Nation,* the *Village Voice,* *Harper's Bazaar,* and *Mother Jones,* among others. She teaches international fiction and nonfiction in The New School’s MFA program.

**Hettie Jones:** Author of *How I Became Hettie Jones,* a memoir of the “beat scene” of the fifties and sixties, currently available in a paperback edition from Grove Press. Her short prose has appeared in journals such as the *Village Voice,* *Global City Review,* and *Ploughshares.* She has written 13 books for children and young adults, including *The Trees Stand Shining* (an ALA Notable Book) and *Big Star Fallin’ Mama: Five Women In Black Music* (1974, reprinted 1995, New York Public Library recommended teenage reading). Her memoir project with Bob Marley’s widow, Rita, *No Woman, No Cry,* was published in 2004 by Hyperion Books, and a second collaboration, *From Midnight to Dawn,* about the Underground Railroad, came out from Doubleday in 2007. Jones is the author of two poetry chapbooks, *Having Been Her* and *For Four Hetties,* and many articles and reviews. In 1998, a poetry collection, *Drive* (Hanging Loose Press), won the Poetry Society of America’s Norma Farber First Book Award. Her second collection of poems, *All Told,* appeared in 2003, and her third, *Doing 70,* in 2007. From 1989-2002 she ran a writing workshop at the New York State Correctional Facility for Women at Bedford Hills, which published a nationally distributed collection, *Aliens at the Border.* Jones is a former chair of the PEN Prison Writing Committee and is currently a member of PEN's Advisory Council.

**James Lasdun:** Has published three books of poetry, two collections of short stories, and two novels, *The Horned Man* and *Seven Lies.* His story “The Siege,” was adapted by Bernardo Bertolucci for his film *Besieged.* He co-wrote the screenplays for two other feature films, *Signs and Wonders* and *Sunday,* and the latter, based on another of his stories, won Best Feature and Best Screenplay awards at Sundance in 1997. With Michael Hofmann, he co-edited the anthology *After Ovid: New Metamorphoses.* He is a recipient of a Guggenheim Fellowship in poetry and was the winner of the inaugural National Short Story Competition in the UK. A new collection of his stories, *It's Beginning to Hurt,* was published by FSG in 2009.

**David Lehman:** Master’s degree, Cambridge U.; PhD in English and Comparative Literature, Columbia U. *Yeshiva Boys* (Scribner, 2009) and *When a Man Loves a Woman* (Scribner 2005) are the most recent of his eight books of poetry. Lehman, who is poetry coordinator of the writing program, is also the author of six books of critical prose,
including *A Fine Romance: Jewish Songwriters*, *American Songs*, *The Last Avant-Garde: The Making of the New York School of Poets*, *Signs of the Times: Deconstruction and the Fall of Paul de Man*, and *The Perfect Murder: A Study in Detection*. He edited *The Oxford Book of American Poetry* (2006), a one-volume comprehensive anthology of American poetry from its origins to the present. He is also the editor of such other collections as *Great American Prose Poems* (2003) and *The Best American Erotic Poems* (2008). He founded *The Best American Poetry* in 1988 and continues as the series editor of this prestigious annual anthology. Lehman became general editor of the University of Michigan Press’s Poets on Poetry Series in 1994 and held the position for 12 years. He has received fellowships and awards from the Guggenheim Foundation, the National Endowment for the Arts, and the American Academy of Arts and Letters. He has lectured in China, Mongolia, Russia, Japan, Denmark, Poland, India, and England; his work has been translated into 15 languages.

**Suzannah Lessard:** Began her career as a writer/editor for the *Washington Monthly* and was a staff writer at the *New Yorker* for 20 years. In 1996, she authored *Architect of Desire: Beauty and Danger in the Stanford White Family*, published by Dial Press. In recent years, her articles have appeared in the *New York Times Magazine*, *Architectural Record*, *Architectural Digest*, the *New Yorker*, and *Wilson Quarterly*. She has taught writing and led master classes at Columbia School of the Arts, Wesleyan U., The New School, George Mason U., George Washington U., and Goucher College, and has co-taught a seminar on Trials in Literature at Georgetown U. Law Center and Fordham Law School. She recently received an Anthony Lukas Award to write a book about the decentralization of the American landscape (to be published by Dial Press).

**David Levithan:** Author of YA novels including *Boy Meets Boy*, *The Realm of Possibility*, *Are We There Yet?*, *Marly’s Ghost*, *Wide Awake*, and (with Rachel Cohn) *Nick & Norah’s Infinite Playlist* and *Naomi & Ely’s No Kiss List*, as well as the collection *How They Met, and Other Stories*. The anthologies he’s edited include the Lambda-award-winning *The Full Spectrum* (edited with Billy Merrell). Davis Levithan serves as executive editorial director at Scholastic, overseeing the Scholastic Press fiction list, the crossmedia publishing program, and the PUSH teen imprint. Books he’s edited include Judy Blundell’s *What I Saw and How I Lied*, winner of the National Book Award, and Coe Booth’s *Tyrell*, winner of the L.A. Times Book Prize. He has taught at *The New School* since 2004.

**Phillip Lopate:** Author of 11 books, including a trio of essay collections, *Bachelorhood*, *Against Joie de Vivre*, and *Portrait of My Body*, a book of film criticism, *Tenderly Tragically*, a book about teaching, *Being With Children*, *Waterfront: A Walk Around Manhattan*, and his most recent book of poetry, *At the End of the Day: Selected Poems and an Introductory Essay*, published in 2010. He has also edited several anthologies including *The Art of the Personal Essay* and *Writing New York*. His honors include two NEA grants, a Guggenheim fellowship, and a New York Public Library fellowship. He has taught writing in the graduate programs of Columbia U., NYU, U. of Houston, and Bennington College, and currently has the Adams Chair at Hofstra U.

**Patrick McGrath:** Author of two story collections and seven novels, including *Port Mungo*, *Dr. Haggard’s Disease* and *Spider*, which he adapted for the screen, and which was filmed by David Cronenberg. His *Martha Peake: A Novel of the Revolution* won Italy’s Premio Flaiano Prize, and his 1996 novel *Asylum* was shortlisted for both the Whitbread and Guardian fiction prizes in Britain. *Ghost Town: Tales of Manhattan Then and Now* was published in 2005. His seventh novel, *Trauma*, was published in 2008. He is the co-editor of *The New Gothic*, a definitive collection of short fiction. He is a regular contributor to the *New York Times Book Review*. Recent nonfiction includes the introduction to the Oxford World’s Classics edition of *Moby Dick*, and the Folio Society’s edition of *Barnaby Rudge*. His work is translated into more than two dozen languages. He is a Fellow of the Royal Society of Literature in the UK, and a member of PEN America and the Writers Guild of America East. He is married to the theater director Maria Aitken. He lives in New York.

**Honor Moore:** Her memoir *The Bishop’s Daughter*, a New York Times Editors Choice, was published in May, 2008 and *The White Blackbird: A Life of the Painter Margaret Sargent by Her Granddaughter*, reissued in paperback in 2009, was a New York Times Notable Book in 1996. She is the author of three collections of poems, *Red Shoes, Darling*, and *Memoir*; the editor of *Amy Lowell: Selected Poems and Poems from the Women’s Movement* for the Library of America; and the co-editor of *The Stray Dog Cabaret: A Book of Russian Poems*, translated by Paul Schmidt. Her play *Mourning Pictures* was produced on Broadway and published in *The New Women’s Theatre: Ten Plays by Contemporary American Women*, which she edited, and she has been a theater critic for the *New York Times*. She has received awards from the John Simon Guggenheim Foundation, the National Endowment for the Arts, the Connecticut Commission on the Arts and the New York State Council on the Arts. Honor Moore’s poems and prose have appeared in the *New Yorker*, *Salmagundi*, *Conjunctions*, the *New Republic*, the American Scholar, Open City, the *Paris Review*, and other journals and anthologies. She has taught in the New School Writing Program since 1999 and has taught nonfiction in the graduate programs at the U. of Iowa and Columbia U. School of the Arts and poetry at Wesleyan U.
Meghan O’Rourke: Author of the collection of poems Halflife (W.W. Norton), Meghan O’Rourke is a poetry co-editor of the Paris Review and the literary editor of the online magazine Slate. She is a recipient of the Union Civic Arts Foundation Award from the Poetry Foundation. Her poems and essays have appeared in the Nation, the New Yorker, the New Republic, the Kenyon Review, Poetry, Best American Poetry, and more. A native of Brooklyn, New York, she received her BA from Yale U. and her MFA from Warren Wilson U.

Dale Peck: Born on Long Island, a graduate of Drew U., Dale Peck is the author of the novels Now It’s Time to Say Goodbye, Martin and John, and The Law of Enclosures (and co-writer of the screenplay for the latter); the novel-cum-memoir What We Lost; the children’s novels Drift House and The Lost Cities; the YA novel Sprout; and a collection of literary criticism, Hatched. In 2010, he will publish Shift, a novel co-written with Tim King, the first volume of a trilogy entitled The Gates of Orpheus. His short fiction has appeared in Artforum, Bookforum, BOMB, London Review of Books, the New Republic, the New York Times, and the Village Voice. He received a Guggenheim Fellowship in 1995.

Darryl Pinckney: Darryl Pinckney was born in Indianapolis, Indiana, in 1953 and attended Columbia U. In 1977, he began to write for the New York Review of Books. Pinckney’s High Cotton, published in 1992, is a coming-of-age novel that depicts a young black man’s futile attempts to escape from old and new styles of black identity, as defined by his grandfather’s generation and his own militant contemporaries. In 2001 Pinckney published Sold and Gone, a collection of essays about African-American literature in the 20th century that examines black writers from Charles Chesnutt to Edward P. Jones. According to the publisher’s description of the book, “Pinckney describes the changing cultural influences on black writers and in this book asserts that there are myriad forms evident in African American literary narrative.” He questions the place accorded to folklore and the oral tradition and looks at Black literature as belonging to specific literary traditions. In 2002 he published Out There: Mavericks of Black Literature. Pinckney also wrote a monologue about Mary Queen of Scots, Mary Said What She Said, for a Robert Wilson production in Luxembourg starring Jeanne Moreau.


Helen Schulman: Author of four novels, A Day at the Beach (Houghton Mifflin, 2007), P.S. (Bloomsbury, 2001), The Revisionist (Crow, 1998), and Out of Time (Atheneum, 1991), and a short story collection, Not A Free Show (Knopf, 1988). She is a co-editor with Jill Bialosky of the anthology Wanting a Child (FSG, 2001). Her novel P.S. was made into a film starring Laura Linney and Topher Grace, and the screenplay was written by Helen Schulman and Dylan Kidd. Her fiction, nonfiction, and reviews have been published in Vanity Fair, The New York Times Book Review among others. She has taught at Emory U., Bard College, Bennington College, NYU, Columbia U., and the Bread Loaf Writers Conference. Awards include a Sundance Fellowship, a Pushcart Prize, and a New York Foundation for the Arts grant.

Tor Seidler: Books for young readers include The Dulcimer Boy; Terpin (a New York Times Notable Book); A Rat’s Tale (a Publisher’s Weekly and Library of Congress Notable Book); The Tar Pit; The Wainscott Weasel (an ALA Notable Book, Publisher’s Weekly Pick of the List, and Parent’s Choice Story Book Award winner); The Silent Spillbills; Mean Margaret (a National Book Award finalist, a Publisher’s Weekly and School Library Journal Best Book); The Revenge of Randal Reese-Rat; Brothers Below Zero; Brainboy and the Deathmaster (a Parent’s Choice Gold Award winner); Toes (a Parent’s Choice Silver Award); and Gully’s Travels. His work has been translated into a dozen
languages; A Rat’s Tale was made into a motion picture (Warner Bros). For adults, Seidler published a novel, Take a Good Look (FSG, 1990). He taught creative writing at Hofstra U. in the mid-1990s and has taught in the MFA writing program at The New School since 2002.

**Laurie Sheck:** Author of the hybrid work A Monster’s Notes (Knopf, 2009) and books of poems including Captivity (2007) and The Willow Grove, which was a finalist for the Pulitzer Prize. She has been a Guggenheim Fellow, a Fellow at the Radcliffe Institute for Advanced Study at Harvard, and, most recently, a Fellow at the Cullman Center for Scholars and Writers at the New York Public Library. Her work has appeared in the New Yorker, the New York Times, the Paris Review, Pushcart Prize, Best American Poetry, and elsewhere.

**Darcey Steinke:** Author of the memoir Easter Everywhere (Bloomsbury 2007, New York Times Notable Book) and the novels Milk (Bloomsbury, 2005), Jesus Saves (Grove/Atlantic, 1997), Suicide Blonde (Atlantic Monthly Press, 1992), and Up Through the Water (Doubleday, 1989, New York Times Notable Book). With Rick Moody, she edited Joyful Noise: The New Testament Revisited (Little, Brown, 1997). Her books have been translated into 10 languages. Her novel Milk was translated into French, Spanish, Italian and Portuguese. Her nonfiction has appeared, among other places, in the New York Times Magazine, the Boston Review, Vogue, Spin, the Washington Post, the Chicago Tribune, and the Guardian (London). Her web-story “Blindspot” was a part of the 2000 Whitney Biennial. She has been both a Henry Hoyns and a Stegner Fellow and Writer-in-Residence at U. of Mississippi, and has taught most recently at Columbia University School of the Arts and Barnard College.

**Benjamin Taylor:** Author of a book of essays, Into the Open, and a novel, Tales out of School, winner of the Harold Ribalow Prize. In May of 2008, Steerforth Press reissued Tales out of School in paperback and published The Book of Getting Even. In 2010, Penguin published The Letters of Saul Bellow, edited by Taylor. Naples Declared, a travel memoir also from Penguin, is scheduled for 2012, along with Mondadori’s Spanish edition of The Book of Getting Even. Taylor is a graduate of Haverford College and Columbia U. where he earned the doctorate in English and comparative literature. He has contributed to magazines including Bookforum, BOMB, the Los Angeles Times Book Review, the New Leader, the Georgia Review, Raritan, Threepenny Review, Antaeus, Salmagundi, Provincetown Arts, and others. A longtime member of the Graduate Writing Program faculty at The New School, he has also taught at Washington U. in St. Louis, the Poetry Center of the 92nd Street Y, Bennington College and the Graduate Writing Division of the Columbia University School of the Arts.

**Jackson Taylor:** Helped found the Graduate Writing Program at The New School, where he is the associate director. He also has for over 20 years directed the Prison Writing Program at PEN American Center where he has edited and written numerous versions of the program’s Handbook for Writers in Prison. He acts as a consultant to the Anne Frank Center’s Prison Diary Project, and besides teaching courses at The New School, has taught creative writing at Mediabistro, Friends of Island Academy, and the Holy Apostles Soup Kitchen. His poems have recently appeared in Sleeping Fish, LIT, Witness, and Barrow Street, and will be included in the upcoming anthology, What’s Your Exit? A Literary Detour through New Jersey. His novel The Blue Orchard was published in January 2010 by Simon and Schuster.

**Paul Violi:** Has taught in the New School’s Writing Program since 2003. He has written 12 books of poetry, most recently Overnight, and his poems have appeared both here and abroad in numerous magazines and anthologies, such as The Oxford Book of American Poetry and The Best American Poetry series. He has also published a book of prose, Selected Accidents, Pointless Anecdotes. He has received the Zabel Award from the American Academy of Arts and Letters, and many other prizes.

**Sarah Weeks:** Author of more than 50 picture books and novels for children, including the award winning novel, So B. It, the Regular Gay series for middle-grade readers (Harper Collins), Oogie Cooder (Scholastic), If I Were a Lion (Simon and Schuster), and, most recently, As Simple as It Seems. Her books have been optioned for film and television and a number of titles have been translated for foreign editions. Sarah Weeks has participated in many national reading conferences for librarians and teachers, on panels and as a keynote speaker, and in author-in-residence programs at elementary and middle schools in the United States and abroad. She is a founding member of ART (Authors Readers Theatre, www.authorsreaderstheatre.com). Born and raised in Ann Arbor, Michigan, she is a graduate of Hampshire College and NYU’s Tisch School of the Arts.

**Brenda Wineapple:** Books include White Heat: The Friendship of Emily Dickinson and Thomas Wentworth Higginson (Knopf 2008); Genêt: A Biography of Janet Flanner (Houghton Mifflin); Sister Brother Gertrude and Leo Stein (Putnam’s); and Hawthorne: A Life (Knopf), which received the Ambassador Award of the English-speaking Union for the Best Biography of 2003 and the Julia Ward Howe Prize from the Boston Book Club. Editor of The Selected Poetry of John Greenleaf Whittier for the Library of America’s American Poets Project and chair of the nonfiction panel of the National Book Awards in 2005, Wineapple has also been the recipient of a Guggenheim Fellowship, an American Council of Learned Societies Fellowship, and two fellowships from the National Endowment for the Humanities. Her essays and reviews regularly appear in the New York Times, the
Stephen Wright: Author of the novels *Meditations in Green, M31: A Family Romance, Going Native,* and the *Amalgamation Polka.* His work has also appeared in *Esquire,* the *Ontario Review,* the *Antioch Review,* and the anthology *Avant-Pop.* Awards and grants include the Maxwell Perkins Prize, the Hodder Fellowship, a Whiting Writers Award, a Guggenheim, and a Lannan Literary Award. He has taught at Princeton, Brown., and Goucher College.

**ACADEMICS**

All applicants to the MFA program declare a concentration in one of four areas: fiction, poetry, nonfiction, or writing for children. Students are required to enroll in workshops within their concentration, but they may elect literature seminars both outside and within their field of study.

Applicants with substantial accomplishment in more than one area of concentration may apply for a dual concentration but must then declare a primary and a secondary field of study. Students approved for a dual concentration must fulfill all requirements in the primary area of study and pursue an additional year of residence in the secondary field. They must submit a separate thesis project for each concentration.

**DEGREE REQUIREMENTS**

The MFA program is a 36-credit course of study, with four concentrations as mentioned above: fiction, nonfiction, poetry, and writing for children. Writing workshops are balanced with literature seminars for the first three semesters. Workshops are always in students' concentrations, but those interested in taking some literature seminars outside of their chosen field may elect to do so.

During each of their first three terms, students enroll in one writing workshop (4 credits) in their area of concentration and one literature seminar (4 credits) and must participate in the Writer’s Life Colloquium (1 credit). In the final term of residence, students continue the Writer’s Life Colloquium while working closely with an advisor or advisors in independent study leading to the completion of both a Writing Thesis (4 credits) and a Literature Project (4 credits) within their concentration.

**Transfer Credits**

Due to the integral nature of the curriculum, transfer credits are not accepted.
THE CURRICULUM

Writing Workshops

The New School Writing Program follows the workshop method of teaching: An experienced writer-teacher gives guidance to students by focusing on their manuscripts and on the creative acts of revision and self-editing through workshops and individual conferences. This program provides a framework and sustained blocks of time for students to focus intensively on developing their craft and creating a substantial body of work. Graduate writing workshops meet once a week in two-hour evening sessions, Monday through Thursday. Graduate writing workshops may include a short assigned reading list and occasional visits by guest writers who read and discuss their work. Structure and content of writing workshops are adapted to the individual area of concentration:

Fiction

Class sessions are principally devoted to reading and discussing students’ fiction, usually short stories or excerpts from novels-in-progress. Students learn how to balance inspiration with revision; explore methods for strengthening characterization, storytelling, and style while developing their voices to the utmost; and explore those narrative forms and techniques best suited to their individual styles.

Poetry

Class sessions are principally devoted to reading and discussing students’ poems. There is constant attention to the craft of poetry; the skills and strategies involved in making the modern poem; aspects of prosody and new directions in writing; and, particularly, the discovery (and invention) of techniques most appropriate for the poet’s subjects, issues, and materials. There is special emphasis on possibilities for revision.

Nonfiction

Class sessions are principally devoted to reading and discussing students’ nonfiction, usually in the form of personal reminiscence, reflective essay, reportage, and biography. Students learn how to choose a subject; develop a sense of structure, tone, style, and personal voice; and attend to such techniques as characterization, dialogue, imagery, metaphor, and dramatic development, as well as to the skills of interviewing and documentary research.

Writing for Children

Class sessions are principally devoted to reading and discussing students’ writings for children in the form of stories, picture book texts, 8-12 fiction or nonfiction, and teenage fiction or nonfiction. Students explore the techniques and strategies of writing and producing books for children, and learn to find voices and forms for their writing and to express their ideas in styles appropriate for children’s interests at different ages. Students initiate and develop projects of their own choosing.

Literature Seminars

The graduate Writing Program includes intensive seminars on traditional and contemporary literary topics, which are investigated from the specialized perspective of the active writer. Topics and readings vary each semester, but all literature seminars are conducted by writers and concentrate on crucial aspects of craft and technique as well as on issues of literary history and theory. Literature seminars meet once a week in two-hour sessions. Like the writing workshops, seminars are conveniently scheduled in two-hour evening sessions, Monday through Thursday.

The Writer’s Life Colloquium

Graduate writing students at The New School participate in an ongoing colloquium of visiting writers, editors, writing teachers, publishers, and literary agents. This Writer’s Life Colloquium reflects the wide range of cultural activity at The New School and the belief that students benefit from exposure to many voices and genres. The Writer’s Life Colloquium carries 1 point of credit each term, and involves special readings, craft seminars, teaching lectures, publication discussions, and visiting writer residencies arranged exclusively for the MFA candidates. Active participation in the colloquium consists of attendance at a minimum of eight events.

The Writing Thesis

Upon successful completion of three writing workshops, students advance to the thesis stage. Each student works closely with a writing instructor through structured conferences over an entire semester to produce a substantial manuscript in the student’s area of concentration, whether fiction, poetry, nonfiction, or writing for children.

Thesis requirements for each concentration are as follows:

- **Poetry**: a manuscript of 40 to 60 pages of individual poems, poetic sequences, or a long poem
- **Fiction**: a manuscript of 70 to 100 pages of short stories, a novella, or a novel-in-progress
- **Nonfiction**: a manuscript of 70 to 100 pages of reflective essays, reportage, memoir, biography, or a book-in-progress
- **Writing for Children**: a manuscript of 50 to 70 pages of stories or other fiction or nonfiction, or a completed children’s book in a state appropriate for publication

Each thesis graded by the student’s advisor and then submitted to the director of the Writing Program for final approval.
The Literature Project

Upon successful completion of three literature seminars, students advance to the independent literature project stage, where, alongside their creative work, they gain experience writing critical prose. Each student works closely with a writing workshop or literature seminar instructor through structured conferences to create an essay (or a series of essay-reviews) of approximately 20 pages on a topic of the student’s devising but within the field of concentration. The Literature Project usually is undertaken concurrently with the Writing Thesis. The Literature Project can complement a student’s thesis by exploring how other writers have addressed corresponding challenges and problems of literary work, or it can stand alone as a critical study. Each Literature Project is assigned a grade by the student’s advisor and then submitted to the director of the Writing Program for final approval.

THE WRITER’S LIFE IN NEW YORK CITY

The New School Writing Program reflects the amplitude and diversity of the writer’s life in New York City. Students in the program maintain their own reading series and edit and publish their own journal, LIT. The New School has established creative partnerships with many other New York City cultural institutions and every year a host of distinguished writers take part in a wide variety of events that enhance the classroom experience for our students. The program enjoys lively collaborations with the Poetry Society of America, the Academy of American Poets, PEN, CLMP, Poet’s House, and Cave Canem, among others.

The New School is proud of what may be the preeminent university public reading series in the nation, presenting as many as 100 literary events each academic year. Every fall, The New School hosts the National Book Award reading, and in the spring presents the National Book Critics Circle Award reading and hosts the gala awards ceremony the following night. Recently, a festival was staged in honor of poet John Ashbery, a tribute to New Yorker editor Alice Quinn, and the Ghana Writers Conference reading. The New School Writing Program also believes writers must engage all arts—hence film festivals spotlighting Smauel Fuller, Edgar G. Ulmer, and experimental documentaries; celebrations of writer/artists Manny Farber and Joe Brainard; a lecture series on music and democratic speech, curated by Greil Marcus; a series of talks on the Constitution in Crisis featuring Cass Sunstein, Eric Foner, Elaine Scarry, and Bryan Stevenson; and Robert Pinsky reading his poems as part of a quartet with musicians Vijay Iyer, Ben Allison, and Andrew Cyrille.

The New School demonstrates its commitment to progressive publishing through literary evenings devoted to anthologies and journals like The Believer, Tin House, Conjunctions, McSweeney’s, Fence, Open City, BOMB, Artforum, Agni, Best American Poetry, and Best American Movie Writing.

The Writing Program honors the historic legacy of The New School as a home for the “public intellectual” in the tradition initiated here by writing instructors Anatole Broyard, Robert Lowell, and Frank O’Hara in the early 1960s. New School writing students have recently heard such established and emerging writers, critics, and artists as Lydia Davis, Yusef Komunyakaa, Paul Auster, C.K. Williams, Anne Carson, Peter Carey, George Saunders, Caryl Phillips, Bradford Morrow, Jo Ann Beard, Kate Braverman, Kelly Link, Lucie Brock-Broido, James Ellroy, Susan Choi, Nathaniel Mackey, Joanna Klink, Terese Svoboda, Joe Wenderoth, Steve Erickson, Jacqueline Woodson, Walter Dean Myers, Lynne Tillman, Wayne Koestenbaum, Michael Harper, John Ashbery, Harry Matthews, Fanny Howe, Frank Bidart, Dana Gioia, Lou Reed, James Tate, Marie Ponsot, Jorie Graham, Richard Howard, Robert Creely, Charles Bernstein, Jane Hirshfield, Jayne Cortez, Mark Doty, Verlyn Klikenborg, Mary Karr, Jonathan Safran Foer, Nick Flynn, Percival Everett, Philip Gourevitch, Brenda Hillman, Charles Simic, Ann Lauterbach, and John Edgar Wideman.

Upon graduation, writers are encouraged to submit selections from their writing theses to a chapbook contest sponsored by the Writing Program. The winners are chosen by a panel of independent judges. Each winner receives 100 copies of a 250-copy chapbook press run published by The New School. Many of these chapbooks have subsequently led to book contracts and full-length publications.

What Our Alumni Are Doing

A crucial component of any great graduate writing program is the students. When we started the MFA in Creative Writing program, one aspiration was to take full advantage of our geographical location in New York City—home to so many gifted writers and so many vital magazines and publishers. The achievements of our graduates are so varied and numerous that we can only urge you to visit the Alumni and Friends section of our website at www.newschool.edu/writing/ for a sample of their books, CDs, stories, poems, and essays; the notable literary journals they have launched; and the lively reading series they curate.
ACADEMIC PLANNING AND ADVISING

Each student is assigned a faculty advisor, who is a member of the teaching faculty whose interests in some way match the student’s as articulated in the application materials. The function of the academic advisor is to assist the student in:

- refining his or her educational goals and interests
- reviewing his or her academic progress

During their first semester, students meet with their advisors to initiate an informal and extended conversation about their long-range goals. Students must meet with their advisors at least once a year to plan their course schedules and confirm their progress toward completing the degree.

FOREIGN LANGUAGE STUDY

Graduate students in the Writing Program are eligible to audit one foreign language course per semester, provided they are actively earning credit toward the MFA. Students who wish to take advantage of this resource should speak to their faculty advisors to obtain a PDF catalog of the foreign language course offerings. Having chosen a course, they can schedule a registration appointment with the assistant director of academic student services in the dean’s office.

ADMISSION

Good writers can come from any background. The New School Writing Program is a community that cares deeply about literary excellence and about the influence that writers have beyond the world of letters. Applications are welcome from people who demonstrate a sincere interest developing their lives as writers, whether or not they are already published. All applicants must hold a baccalaureate degree from an accredited college or university.

The MFA in Creative Writing program admits new students in the fall semester only. The application deadline is January 15. It is the applicant’s responsibility to ensure receipt of all materials by the deadline.

Admission counselors are available to discuss the MFA program, the application process, and financial aid. Contact information and application forms and instructions can be found on the website, www.newschool.edu/writing.

International Applicants and other Applicants with Foreign Credentials

In addition to fulfilling the standard admission requirements as described on website, applicants with foreign credentials must provide, as applicable:

- Official documents in the original language, including proof of conferral of degrees or diplomas. If the documents are in a language other than English, a certified English translation must be included.

- A World Education Service (WES) course-by-course credential evaluation of any transcripts you submit. Information about this service can be obtained by visiting www.wes.org. WES is preferred; for other approved credential evaluation providers, see the National Association of Credential Evaluation Services (NACES) website at www.naces.org.

- The Test of English as a Foreign Language (TOEFL) score report administered by the Educational Testing Service (ETS) is required of all applicants who are not U.S. Citizens or Permanent Residents, with the exception of citizens of the United Kingdom, Ireland, Australia, New Zealand, Canada, and South Africa whose native language is English. The TOEFL score report must be submitted directly to The New School by ETS. The institution code for The New School is 2521; the department code is 83. A minimum score of 100 on the iBT, 250 on the computer-based exam, or 600 on the paper-based exam is required for admission to graduate study. Acceptable alternatives to the TOEFL are the Cambridge Advanced Certificate of Proficiency in English (minimum score of C
or better) or the Cambridge International English Language Testing System, IELTS (minimum score of 7.0 or better).

**Information for International Applicants**

This school is authorized under federal law to enroll non-immigrant alien students. International students coming to the United States must have a proper visa before they will be permitted to register. Consult with an admission counselor about visa requirements.

**OFFICE OF ADMISSION**

Merida Escandon, Director  
Robert MacDonald, Director  
Cory J. Meyers, Associate Director  
Henry Watkin, Associate Director  
Anita M. Christian, Assistant Director  
Coralee M. Dixon, Assistant Director  
Sharon Greenidge, Assistant Director  
Sarah L. Burtch, Admission Counselor  
Matt Morgan, Admission Counselor  
Naomi Spencer, Office Manager

**Contact Information**

**Writing Program Liaison**  
Cory J. Meyers  
MeyersC@newschool.edu

For more information about the MFA program and an admission packet, or to add your name to the MFA mailing list, go online to the [creative writing program application page](#) or contact:

The New School  
Office of Admission  
72 Fifth Avenue, 3rd Floor  
New York, NY 10011  
phone: 212.229.5630 or 800.862.5039  
fax: 212.627.2695  
email: nsadmissions@newschool.edu

**FINANCIAL INFORMATION**

**TUITION AND FEES**

Tuition for the graduate Creative Writing program is charged as a flat rate per semester (9–15 credits). The 2010–2011 tuition per semester is $12,015. Most courses require the purchase of books.

The University Services Fee is $100 per academic term. This fee covers registration services, ID, access to libraries and university computer centers, and transcripts of record, among other services.

A fee of $15 per academic term supports student activities in the MFA program.

A fee of $5 per semester supports the university’s Student Senate.

In fall and spring terms, students are charged a Health Insurance fee ($733 for fall 2010; $1084 for spring 2011) and a Health Services fee ($260 per semester in 2010–2011). Graduate students may waive these fees by completing the Online Waiver form by the waiver deadline.

**SCHOLARSHIPS AND AWARDS**

Every applicant to a graduate degree program (including international applicants) is considered for a merit scholarship as part of the admission review process. Merit-based scholarships are awarded after a review of the completed application. If awarded, the scholarship and amount will be indicated in the applicant’s official letter of acceptance to the program.

New School Scholarships and Awards

Graduate students may be eligible for various university scholarships, fellowships, and awards. Admitted students who file a financial aid application are considered for all applicable scholarships. For more information, see [Tuition and Financial Aid](#) on the Writing Program website.

**Fulbright Program**

Fulbright grants are made to U.S. citizens and nationals of other countries for a variety of educational activities, primarily university lecturing, advanced research, graduate study, and teaching in elementary and secondary schools. Since the program’s inception, more than 250,000 participants—chosen for their leadership potential—have been able to study or teach in another country thanks to the program.

The program is sponsored by the US Department of State and administered by the Institute of International Education (IIE). IIE conducts a series of guidance sessions to answer questions about the Fulbright Program.
Fulbright Program advisors as well as applicants are welcome to attend the guidance sessions.

At The New School, International Student Services supports the Fulbright Program by acting as liaison between the academic divisions and IIE, ordering and posting publicity, application materials, and supplementary information from IIE, organizing an annual meeting with the IIE representative for Fulbright U.S. Student Programs to discuss opportunities for New School students, collecting basic information about potential applicants and transmitting it to the divisions, acting as receiving agent for applications and other forms, and providing logistical support. For more information, contact International Student Services at 212.984.5327 or ISS@newschool.edu.

**STUDENT FINANCIAL SERVICES**

The New School provides a comprehensive program of financial services for degree-seeking students, including significant institutional scholarship support to eligible students on the basis of merit and need.

There is also a monthly payment plan so that students can pay their fees in installments over the academic year.

Student Financial Services works with students and families of all income levels to explore financing options. Eligible students may apply for assistance under the following federal, state, and institutional aid programs.

**Need-Based Scholarships and Grants**

Federal Pell Grant
Federal Supplemental Educational Opportunity Grant (FSEOG)
Academic Competitiveness Grant
New York State Tuition Assistance Program (TAP)
New York State Aid for Part-Time Study (APTS)
New York State Regents Opportunity Scholarship Program
New School Scholarships

**Loans**

William D. Ford Direct Student Loans
William D. Ford Direct Parent Loans for Undergraduate Students (PLUS)
William D. Ford Direct Graduate PLUS Loans
Federal Perkins Loan Program
Alternative (private) credit-based educational loans

**Work Programs**

Federal Work-Study Program

**Other Programs**

Federal aid to Native Americans
Veterans Benefits

**Occupational and Vocational Rehabilitation Program**

The New School is an eligible institution for the New York State Occupational and Vocational Rehabilitation Program (OVR). Students approved by their home state’s vocational rehabilitation program must also meet all other entry requirements of The New School. Depending on the state, a student may receive as much as, or more than, half the cost of yearly expenses. For information and application, students should contact their state’s Department of Vocational Rehabilitation directly.

**Grants from Other States**

Rhode Island, Vermont, and Washington, D.C., are among jurisdictions offering grants that may be used at New York State institutions, with maximum awards as high as $2,000. Qualification requirements vary from state to state. In all cases, students must maintain a legal permanent address in their home state (a parent’s address is sufficient). For information regarding programs available and their respective requirements, students should contact their home state’s department of education.

**HOW TO APPLY FOR FINANCIAL AID**

In general, to be eligible to apply for assistance under the programs listed above, students must be matriculated in a degree program and be enrolled at least half-time (6 credits per semester). To be eligible for federal assistance, students must not be in default on or owe a refund to any of the federal aid programs. Students interested in applying for the government and other need-based assistance programs must complete the Free Application for Federal Student Aid (FAFSA) annually. The New School code is 002780. File this form electronically at www.fafsa.ed.gov. Submitting the FAFSA enables Student Financial Services to receive a need analysis report or Student Aid Report (SAR) electronically.

**Estimated Cost of Attendance and Determining Eligibility**

The Student Aid Report (SAR) allows Student Financial Services to determine a student’s eligibility for institutional scholarship awards and federal aid programs. The expected student contribution and aid from other sources are subtracted from the student expense budget to determine the individual student’s financial need. Thus, a simple expression of the financial aid equation is represented by the following formulation: Student Expense Budget – Available Resources = Need.

Your student expense budget, also known as your Cost of Attendance (COA), is the foundation on which eligibility for student financial assistance is determined. Federal laws regulating the disbursement of funds to students receiving Title IV aid (including Federal Pell Grants,
Federal Supplemental Educational Opportunity Grants, Federal Academic Competitiveness Grant, William D. Ford Direct Student Loans, Federal Perkins Loans, and Federal Work-Study awards, dictate the expense items that can be included when calculating COA budgets. Allowable expenses for the period of enrollment are tuition and fees, books and supplies, room and board, other personal expenses, transportation costs, and federal loan fees.

Additional Information
Details on tuition, fees, educational expenses, billing, payment, as well as rules and regulations governing aid eligibility can be found at www.newschool.edu/studentservices/financialaid or by contacting Student Financial Services.

Student Financial Services
The New School
72 Fifth Avenue (lower level)
New York, NY 10011
Phone: 212.229.8930
sfs@newschool.edu

Typical School Year Expenses 2010–2011
Academic Year
Full-Time On-Campus Resident
Tuition: $24,030
(Additional credits are charged at $1,330/credit.)
University Services Fee $200
Divisional Fee $30
Student Senate Fee $10
Student Health Insurance $1,817
Health Services Fee $520
Room* $12,260
Board** $3,000
Personal Expenses** $1,550
Transportation** $801
Books and Supplies** $920
Total $23,538
*For on-campus housing; actual charges will vary from student to student; charges include a nonrefundable $250 deposit.
**Estimates only; actual expenses will vary.

STUDENT LIFE

COMMUNICATION WITH STUDENTS
MyNewSchool is a customizable Web portal that connects students and employees to the university. Students have access to most services and information through the portal. See more information below under the University Resources and Facilities heading.

The university administration and academic departments routinely communicate with students through New School email. The university provides each student with an email account. Students are required to activate their accounts and check their university email regularly. Official communications are made to the New School email address only. A New School email account can be set up to forward messages to a personal email account, but delivery problems are sometimes encountered with certain providers. For this reason, active use of the New School account for university communications is strongly recommended.

Changes of Address or Telephone Number
Students are responsible for keeping their address and telephone number current with the university. They can update their contact information whenever necessary through MyNewSchool. University correspondence is always mailed to the address designated as “official” or emailed to the student’s New School email address.

STUDENT SENATE
The University Student Senate (USS) is the official university student government of The New School. Student senators are elected by the matriculated students of each academic division. The number of senators from each division is determined by the enrollment of that division. Elections are held in April for the following school year. The USS represents students’ concerns to administration, plans university-wide events, makes suggestions for improving the university, helps with student orientation, works with the provost and deans on academic planning, represents the students on university-wide committees, and works generally to ensure that the student experience at The New School is positive. The USS meets two or three times a month; the schedule is posted on the Student Senate website. Meetings are open to all, and students are encouraged to bring

STUDENT SERVICES
New School Student Services offers workshops, lectures, events, and programs that enrich each student’s academic experience at The New School and reflect the university’s diverse student population. It brings together students from all the university’s divisions to build a community dedicated to the principles of fairness, civility, and
diversity. Students are encouraged to become involved in student organizations and other leadership programs. Student Services also offers a recreation program and a health education program. Offices include:

- Student Housing and Residence Life
- Student Health Services
- International Student Services
- Student Disability Services
- Student Rights and Responsibilities
- Career Development
- Intercultural Support
- Student Development
- Recreation and Intramural Sports

To find out more about Student Services, visit www.newschool.edu/studentservices.

Student Housing and Residence Life

Student Housing and Residence Life offers undergraduates and graduate students unique living and learning spaces with amenities to suit individual needs and budgets. All residences and some apartment facilities are fully furnished and are staffed with professional residence hall directors and student resident advisors. Through the enthusiasm and creativity of resident advisors, students are exposed to diverse educational and social programs at The New School and in New York City. There is 24-hour security coverage, and our residential staff is trained in handling crises and emergencies should the need arise. The Residence Hall Handbook details housing services and residence hall policies that are essential to creating safe, supportive, and respectful communities.

For students who wish to navigate the metro New York real estate market, listings of rental properties, shared apartments, short-term accommodations, and subletting opportunities are available in the Student Housing office. Student Housing provides a compilation of these listings upon request. The Off-Campus Housing Resource Guide also provides information about New York City and its neighborhoods and the ins and outs of the local real estate market. Workshops and one-on-one sessions are also available. For more information, visit www.newschool.edu/studentservices/housing.

Food Services

Students may enroll in a meal plan or use campus dining facilities on a cash basis. (Students living in certain residence halls are automatically enrolled in a meal plan.)

Student Health and Counseling Services

Student Health Services promotes the health and well-being of students by providing counseling and medical services, health education, and the Student Health Insurance Plan. All degree, diploma, visiting, mobility, graduate certificate, and nonmatriculating students in undergraduate and graduate degree programs, including students taking courses only online, are automatically charged a Health Services Fee at registration.

Student Health and Counseling Services offers medical services to students who are ill or injured or have questions about their health. A staff of physicians, nurse practitioners, physician assistants, nurses, and office assistants is available to serve students’ medical needs. The counseling services staff—which includes licensed psychologists, clinical social workers, psychological counselors, and a psychiatrist—provides students with a supportive environment to discuss concerns or problems. Counseling Services works with each student to decide on a plan of treatment that addresses these concerns in a reasonable and helpful manner. The Health Education Program offers health-related workshops and training and outreach programs throughout the university. Visit www.newschool.edu/studentservices/health for more information.

Student Health Insurance

The Student Health Insurance Plan offers affordable medical insurance. All degree, diploma, visiting, mobility, graduate certificate, and nonmatriculating students in undergraduate and graduate degree programs, including students taking courses only online, are automatically enrolled in the plan unless they waive participation by demonstrating that they already have comparable health insurance. Graduate and undergraduate students registering for fewer than 6 credits may waive participation without demonstrating that they have other insurance. There is a deadline for waiving student health insurance. For complete information, visit www.newschool.edu/studentservices/health-insurance.

International Student Services

This school is authorized under federal law to enroll nonimmigrant alien students.

All international students are required to attend an orientation and check in with International Student Services at the beginning of each academic year. The office checks documents to see that students have been properly admitted into the United States and reviews their rights and responsibilities and government regulations.

The mission of International Student Services is to help international students reach their full potential and have positive experiences at The New School. With other members of the university community, International Student Services promotes diversity and respect for other
cultures at the university along with offering workshops, printed materials, and other advice and support to students from other countries.

Individual advising is available to every international student. For more information, visit www.newschool.edu/studentservices/international

**Student Disability Services**

The New School fosters an environment that encourages all students to reach a high level of achievement. Through student services and programs, the school emphasizes the importance of recognizing and embracing individual differences. In keeping with this philosophy, The New School is committed to helping students with disabilities obtain equal access to academic and programmatic services.

Student Disability Services assists students who may need special accommodations as required by the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Federal Rehabilitation Act of 1973. If you have either a temporary or chronic disability of any kind, please submit medical documentation to Student Disability Services at the beginning of the semester. The staff will advise you on policies and procedures and discuss available support and accommodations. For more information about Student Disability Services, visit www.newschool.edu/studentservices/disability.

**Intercultural Support/HEOP**

The Office of Intercultural Support (OIS) works with students of diverse backgrounds to build community at The New School. OIS offers individual counseling services and sponsors events and workshops to promote intercultural awareness. The staff works closely with recognized student organizations as well as the University Diversity Committee. The office also administers the Arthur O. Eve Higher Education Opportunity Program and the Student Ombuds Office.

**Diversity Initiative**

The University Diversity Committee is being reconstituted as the Diversity and Social Justice Committee. The new name reflects the broadening of the mission beyond encouraging diversity to building structures and promoting interactions that foster socially fair relationships among different groups. The committee is currently drafting a new mission statement, which will be available on the New School website when it has been approved by the administration.

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**CAMPUS CRIME REPORTING AND STATISTICS**

The Security and Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education. Anyone wishing to review the University’s current crime statistics may access them through the website for the Department of Education: ope.ed.gov/security. A copy of the statistics may also be obtained by contacting the Director of Security for The New School at 212.229.5101.

**UNIVERSITY RESOURCES AND FACILITIES**

The New School is located in Manhattan’s Greenwich Village, with a few facilities elsewhere in Manhattan. For building hours and a campus map, visit www.newschool.edu/about.

**MyNewSchool**

MyNewSchool is the university’s customizable web portal located at My.Newschool.edu. Through a single secure sign-on process, students can access their university email account, view and make changes to their student records, participate in online courses, receive personal and campus announcements, explore library resources, view the financial aid award status, and much more. Most student business is transacted online through MyNewSchool, including registering for classes, verifying financial aid awards, making payment arrangements, and viewing final grades. New students are notified when their MyNewSchool account has been established.

**Libraries**

New School libraries offer a full array of workshops and lab classes for students and faculty. Individual reference appointments are available upon request from students and faculty. For information about the New School libraries and the Research Library Consortium of South Manhattan, described below, visit www.library.newschool.edu.

**New School Libraries**

Fogelman Social Science and Humanities Library
Gimbel Art and Design Library
Scherman Music Library
Kellen Archives
Visual Resource Center
Research Library Consortium Libraries
New York University
  Avery Fisher Center for Music and Media
  Elmer Holmes Bobst Library
Library of the Courant Institute of Math Sciences
Cardozo Law Library of Yeshiva University
Cooper Union Library
New York Academy of Art
The New-York Historical Society

The University Writing Center
The University Writing Center helps students become better expository writers through individual tutoring sessions in every phase of the writing process. Tutors can help students organize an assignment, develop a rough draft, and revise a paper. Rather than providing a quick-fix editing or proofreading service, the center’s tutors help students develop versatile, lifelong communication skills that will serve them throughout their careers. In addition to professional writers, the staff includes ESOL specialists and speech coaches. More information is available at www.newschool.edu/admin/writingcenter.

Computer Facilities
Students have access to the latest technology in the university’s computer, print, and A/V equipment centers. For centers and hours, visit www.newschool.edu/at and choose Labs and Services. Features include:

- Mac and Windows open labs
- Computer-equipped presentation classrooms
- Advanced video, audio, Web, print design, 2D and 3D modeling and animation programs; and research, statistics and Microsoft Office software and hardware
- AV recording studio with microphones and lighting gear
- Private editing suites, an equipment center, and a print output center
- Self-help and online reservation for select facilities
- Specialty scanners (oversized, slide, film, and drum)

Wireless Internet
The New School provides free wireless Internet access throughout the campus. Students should be sure to have the latest anti-virus and anti-spyware software, which is available for free at MyNewSchool.

University Help Desk
The University Help Desk is the point of contact for students, faculty, and staff requiring assistance or information on all university computing issues. Learn more at www.newschool.edu/at/support/helpdesk.

Office of Career Development
The Office of Career Development promotes a holistic approach to career planning, helping students make sound career decisions to ensure personal and professional growth. The services provided are designed to assist students as they enter the competitive global arena. The services include individual counseling, special programs and workshops, full- and part-time employment opportunities, career resource information, job search strategies, résumé reviews, mock interviews, and cover-letter writing. To facilitate the online search, Career Development posts career information arranged by field on its website. The online database of job opportunities for New School students is hosted through College Central. To access the database, visit www.collegecentral.com/newschool. Registration is required. The registration process enables students to upload their résumés and search for positions.

Other Resources
Textbooks: Barnes and Noble Booksellers
105 Fifth Avenue at 18th Street
212.675.5500
www.barnesandnoble.com/textbooks
New and used textbooks are available for purchase at the 105 Fifth Avenue Barnes and Noble store.

The Foundation Center
79 Fifth Avenue, 2nd floor
212.620.4230
www.fdncenter.org
Many foundations administer scholarship programs for students, but most funds are granted to colleges and universities, which then distribute awards according to various criteria. A small number of foundations (some 5,000 organizations identified by the Foundation Center) approve grants directly to individuals. These organizations are listed in an online database, and a significant proportion of those grants are for direct scholarships, fellowships, and loans to students at all levels. In addition, many foundations will partially or wholly finance graduate student research projects that are relevant to their mission. Students pursuing foundation funding to assist in paying the costs of their education or for their research projects should contact reference librarians at the Foundation Center. To learn more about these special resources for scholarships, visit the www.fdncenter.org.
ACADEMIC POLICIES

Please note that certain published policies and procedures may apply only to certain classes of students. Any student unsure about the applicability of a policy or procedure should consult with his or her academic advisor.

REGISTRATION

The Office of the Registrar registers students for classes, charges tuition and fees, and processes class schedule changes and withdrawals.

Registration Procedures

Registration procedures at The New School vary by school. Refer to the Registration Information website (www.newschool.edu/reginfo) each semester for detailed registration instructions specific to each school and other relevant policy information. Students must follow the registration procedures established for their school.

Note the following specifics regarding registration procedures:

Exact advising and web registration dates are provided by the student’s department. Generally, new students register over the summer (for the fall term) or in January (for the spring term). Continuing degree students register in April for the following fall and summer terms, and in November for the following spring term.

- All course registrations must be approved by a departmental advisor before a student registers, and then submitted to the registrar’s office through MyNewSchool or in person. Students who register for a course without an advisor’s approval will be asked to drop the course, and may be administratively withdrawn from the course.

- Student Financial Services emails continuing degree students a schedule of classes and a single invoice for tuition and fees several weeks before the start of the semester. Students should verify the accuracy of the schedule. A student is not registered, and will not receive credit, for courses not appearing on the schedule. Registration is not complete until payment or payment arrangements have been made.

- Students who do not register or who do not make payments by the stated deadlines (see below) will incur late fees. Deadlines for completing registration will not be extended because of delays in clearing registration holds (which may be imposed for reasons including non-payment of tuition, late fees, or for failure to submit vaccination forms).

Registration Holds

In the event that a student fails to satisfy requirements for documentation or payment, the appropriate university office will place a hold preventing further registration. Students should check MyNewSchool at least two weeks prior to registration to see if any holds have been placed on their account. MyNewSchool will indicate the type of hold and the appropriate office to contact to resolve the hold. The deadlines for completing registration will not be extended because of delays in clearing holds, and students will be subject to any applicable late fees.

Fulltime and Half-time Status

For graduate degree students, fulltime status is defined as enrollment for a minimum of 9 or 12 credits per semester, depending on the program. Half-time status is defined as enrollment for a minimum of 6 credits.

Students with loans or tuition grants from external sources, including New York State TAP awards, should be advised that such programs may require 12 credits for fulltime status. It is the student’s responsibility to meet the fulltime status requirements as defined by an external source of funds.

Adding, Dropping, and Withdrawing From Courses

To add, drop, or withdraw from a course, students must contact their academic advisor for approval and instructions. All course changes must be submitted to the Office of the Registrar through MyNewSchool or in person. No course change is effective until this step is complete.

There is a financial penalty for dropping classes once the term has begun. However, if a student adds equivalent credits on the same day, the penalty is waived. (See the University Refund Schedule for more information.)

Deadlines for adding, dropping, and withdrawing from courses are as follows (see the Academic Calendar for exact dates for each semester):

Adding a course: through the 2nd week of the semester (late-starting courses may be added after the deadline with an advisor’s permission)

Dropping a course (deleted from student’s academic transcript): through the 3rd week of the semester
Withdrawal with a grade of W noted on transcript (no academic penalty; see Grades)

- Undergraduate students: through the 7th week of the semester
- Parsons, Mannes graduate students: through the 7th week of the semester
- All other graduate students: through the end of the semester

Withdrawal with a grade of WF noted on academic transcript (equivalent to an F; see Grades)

- Undergraduate students: after the 7th week of the semester
- Graduate students (only at Parsons and Mannes): after the 7th week of the semester

Short, late-starting, and online courses have different deadlines. Student should consult the registrar’s website or their advisor for details.

Attendance in class or completion of course requirements does not constitute formal registration and will not make a student eligible to receive credit for any course. Likewise, failure to attend classes, failure to complete coursework, failure to complete payment, or notification of the instructor, does not constitute withdrawal from a course nor cancel charges due. Failure to withdraw officially from a course may result in a permanent grade of WF on the student’s record.

Pass/Fail Registration

Students have the option of taking certain courses on a pass/fail, or P/U, basis. If a student has opted for pass/fail, only a grade of P or U may be assigned for that course. Grades of P/U are not included in the cumulative grade point average. In order to take a class pass/fail, the student must file a Petition for Pass/Fail Grade, approved by the course instructor, with the registrar’s office before the end of the “Add” period. Pass/Fail petitions cannot be filed retroactively.

Auditing Courses

In order to audit a course, a student must obtain the appropriate advisor signatures using an Add/Drop form and register for the course in-person at the Registrar’s Office. Students cannot register to audit courses via MyNewSchool. Audit fees are listed in the Tuition and Fee Schedule on the registrar’s Web pages.

BILLING AND PAYMENT

For registered continuing students, invoices are sent electronically to the student’s New School email address (@newschool.edu) notifying him or her that the invoice is ready to view at MyNewSchool. Fall semester invoices are available for viewing in early July with payment due by August 10. Invoices for the spring semester are available in December with payment due by January 10. The invoice includes all financial aid authorized as of the date of the invoice.

For students who register just prior to the start of classes tuition and fees, less approved financial aid awards, (including housing fee if applicable) are payable in full at the point of registration, unless a student makes special payment arrangements with the Student Financial Services (see Monthly Payment Plan and Em at

Accepted forms of payment: Payment may be made by Visa, MasterCard, Discover, American Express, check (U.S. funds only), money order, travelers check, cash (in person only), and wire transfer (see instructions below). Students are encouraged to make payment online at MyNewSchool for timely, accurate, and secure posting. Online payment may be made using a U.S. checking or savings account, or Visa, MasterCard, Discover, or American Express credit cards.

Wire Transfer: For information on how to wire transfer funds to The New School, please sign on to MyNewSchool (click the “Student” tab, then in the “Student Financial Services” channel click “Wire transfer information”).

Students who do not have access to MyNewSchool, please email Student Financial Services for instructions. Only students who have been admitted and deposited can send funds by wire.

Late Registration and Late Payment Fees

The policy outlined below applies to all continuing degree students, except those returning from a leave of absence or mobility. It does not apply to newly admitted students during their first semester.

Please note that tuition and fee policies are subject to change.

Fall semester: Students registered for the fall semester are required to make arrangements to pay by August 10. Failure to do so will result in a late payment fee of $150. Students who register after August 10 will be charged a late registration fee of $150.

Spring Semester: Students registered for the spring semester will be required to make arrangements to pay by January 10. Failure to do so will result in a late payment fee of $150. Students who register after January 10 will be charged a late registration fee of $150.
 Appeals: Students who are charged the late payment fee or late registration fee and have extenuating circumstances that warrant a review of the fee may appeal by writing a letter stating their case and attaching appropriate documentation.

The appeal must be received prior to October 15 for the fall term or prior to February 15 for the spring term. The fee must be paid before the appeal can be reviewed. If the appeal is granted, a refund will be issued. The appeal should be sent to:

Late Fee Appeal Committee  
c/o University Registrar  
The New School  
79 Fifth Avenue, 5th floor  
New York, NY 10003

**Monthly Payment Plan**

The New School offers a monthly payment plan, which is accessible through MyNewSchool. It enables students or their families to pay interest-free monthly installments toward tuition, fees, and housing. The monthly payment plan allows you to maximize your savings and income by spreading your education expenses over four or five monthly payments each semester. Many students and families find monthly installments more manageable than one lump payment each semester.

The payment plan is not a loan so there are no credit checks. It is available for the fall and spring semesters. (This payment plan is not available for summer charges).

Matriculated students taking six or more credits per semester and New School for Social Research students maintaining status are eligible.

The plan is interest free, but there is a $55 enrollment fee per semester. Payment for the fall five (5) month plan begins on August 1, and payment for the fall four (4) month plan begins on September 1. Payment for the spring five (5) month plan begins on January 1, and payment for the spring four (4) month plan begins on February 1. Enroll through MyNewSchool.

**Important Note:** All payment plans are based on per semester charges. Students will need to re-enroll each subsequent semester in order to continue using the payment plan as an option.

**Deferral of Payment for Approved Financial Aid**

Students receiving financial aid may defer tuition and fees only if an award has been granted and the proper forms have been signed and returned to Student Financial Services. Approved financial aid awards appear on student invoices and reduce the amount due. Students must make payment in full of any charges not covered by their financial aid package.

It is the student’s responsibility to know the status of his or her financial aid awards, including loans, so that all tuition and other charges are satisfied in a timely fashion. In the event anticipated financial aid or loans are not realized, the student will be required to pay any outstanding balance through other means.

For more information, contact Student Financial Services.

**Deferral of Payment for Employer Reimbursement**

Students expecting reimbursement from an employer or sponsor may defer payment of tuition and fees by submitting a signed authorization letter on official employer/sponsor letterhead along with the appropriate deferral form(s) as described below. This may be done by mail or fax in person, but not by email.

The authorization letter must show a current date and must include the student’s full name (and, if available, the student’s New School ID number), the amount to be reimbursed, the academic term for which the charges will be covered, the signer’s address and telephone number, and the specific terms for reimbursement (either contingent on receipt of grades or else billable upon registration; see below). Any portion of charges that the employer has not agreed to pay may not be deferred.

Registered degree students may fax the forms (instructions below). Nonmatriculated students must submit the forms with their registration.

A registered degree student must submit the authorization and the deferment form(s) to Student Financial Services by the appropriate payment due date in order to avoid the late payment fee. A nonmatriculated (general credit, noncredit, or certificate) student must submit the authorization and deferment form(s) with his or her registration.

Authorization letters and forms should be faxed to 212.229.8582; mailed to The New School, attention Third Party Billing, 79 Fifth Avenue, 5th floor, New York, NY 10003; or brought in person to the cashiering office at 72 Fifth Avenue. Payment may be made online at MyNewSchool.edu by ACH or credit card, or by faxing a credit card authorization along with the deferral form to 212.229.8582. Payment of all charges is the responsibility of the student. The student is liable for any and all deferred charges that the employer does not pay for any reason. The student’s liability is not contingent on receiving grades, receiving passing grades, or completing courses. For answers to questions regarding employer reimbursement, email sfs@newschool.edu or call 212.229.8930, option 2.

**Terms of Reimbursement**

If the reimbursement will be made upon receipt of grades: There is a participation fee of $150, and the student must complete both the Employer Reimbursement Deferment Form and the Deferral Credit Card Payment
Authorization. (These forms can be downloaded from the website: go to www.newschool.edu/studentservices and select Billing and Payment.) Payment of the $150 participation fee and any balance of tuition and university fees not covered by the authorization letter must be made prior to or submitted with the deferment forms. Deferred charges must be paid in full by February 1 for the fall semester, June 15 for the spring semester, and August 15 for the summer term.

If payment is not contingent on receipt of grades and The New School can bill the employer directly: There is no participation fee. The student submits only the Employer Reimbursement Deferment Form (found on the website; see above) with the employer authorization letter. The New School will send an invoice for payment to the employer according to the authorization. Payment for any balance due not covered by the authorization letter must be made prior to or submitted with the deferment form.

**Returned Check Fee**

If for any reason a check does not clear for payment after being deposited, a penalty of $30 is charged to the student’s account. The university cannot presume that the student has withdrawn from classes because the check has not cleared or has been stopped; payment and penalty remain due. Payment for the amount of the returned check and the $30 returned check fee must be made with cash, a certified bank check, or a money order. Another personal check is not acceptable. A penalty (ten percent of the balance) is charged if payment for a returned check is not received within four weeks. If a second check is returned, all future charges must be paid with cash, a certified bank check, or a money order; personal checks will no longer be accepted.

**Refund Schedule and Policies**

In the event of early withdrawal, a percentage of tuition will be refunded (see University Refund Schedule below). Refunds will be granted only after the official withdrawal procedure has been completed or the university determines the student is no longer enrolled. Refund processing takes approximately four weeks.

<table>
<thead>
<tr>
<th>Courses dropped</th>
<th>% Semester Tuition Charges Refunded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before semester begins</td>
<td>100%</td>
</tr>
<tr>
<td>Within first week of semester</td>
<td>90%</td>
</tr>
<tr>
<td>Within second week of semester</td>
<td>80%</td>
</tr>
<tr>
<td>Within third week of semester</td>
<td>70%</td>
</tr>
<tr>
<td>Within fourth week of semester</td>
<td>60%</td>
</tr>
<tr>
<td>After fourth week of semester</td>
<td>No refund</td>
</tr>
</tbody>
</table>

Fees, including tuition deposits for new students, are non-refundable. Housing fees are subject to the terms stated in the housing contract.

The above percentages will be applied to the number of credits dropped and the tuition will be recalculated based on the new credit load. Refund amounts will be the difference between tuition already paid and the recalculated tuition. Student financial aid may be affected when a student withdraws or drops credits. Students should contact Student Financial Services with questions regarding their account. Failure to complete payment prior to withdrawal does not relieve a student of financial liability.

For students receiving Title IV funds (federal aid) who withdraw officially or unofficially from all classes, refund calculations will be based on the amount of Title IV aid earned and on the amount of time the student was in attendance, using a proportional calculation through 60 percent of the payment period. This calculation has no relationship to the student’s institutional charges. The amount of tuition, fees, housing, and meal plans assessed will be based on the institutional refund policy.
GRADIENTS AND GRADING

Grade Reporting
Faculty members determine the grades that each student receives for work done under their instruction. Grades are recorded for all students registered in a course for credit. They are generally posted within two weeks of the end of the course. Students can access their grades and view their academic transcript on MyNewSchool. The university does not automatically mail paper copies of grades to students. Students who need an official copy of their grades for the current term can request it through MyNewSchool.

Numerical values of grades are as follows:

- A = 4.0
- B+ = 3.3
- C+ = 2.3
- D = 1.0
- A- = 3.7
- B = 3.0
- C = 2.0
- F = 0.0
- B- = 2.7
- C- = 1.7

The following grades are not figured into the grade-point average:

- W = Withdraw
- I = Temporary Incomplete
- N = Permanent Incomplete
- P = Pass (credits count toward degree)
- U = Unsatisfactory (credits do not count toward degree)
- AP = Approved (non-credit certificate)
- NA = Not approved (non-credit certificate)
- GM = Grade not reported

Grade of W
The grade of W will be issued by the Registrar to any student who officially withdraws from a course within the applicable deadline. There is no academic penalty, but the grade will appear on the student’s transcript.

A grade of W may also be issued by an instructor to a graduate student (except at Parsons and Mannes) who has not completed course requirements nor arranged for an Incomplete.

Grade of WF
The grade of WF may be assigned by instructors to a student (any undergraduate student; graduate student only at Parsons and Mannes) who has not attended or not completed all required work in a course but did not officially withdraw before the withdrawal deadline. It differs from an “F,” which would indicate that the student technically completed requirements but that the level of work did not qualify for a passing grade. The WF is equivalent to an F in calculating the grade point average (zero grade points), and no credit is awarded.

Grades of Incomplete
The grade of I, or Temporary Incomplete, may be granted to a student under unusual and extenuating circumstances, such as when the student’s academic life is interrupted by a medical or personal emergency. This mark is not given automatically but only upon the student’s request and at the discretion of the instructor. A Request for Incomplete form must be completed and signed by student and instructor. The time allowed for completion of the work and removal of the “I” mark will be set by the instructor with the following limitations:

Undergraduate students: Work must be completed no later than the seventh week of the following fall semester for spring or summer term incompletes and no later than the seventh week of the following spring semester for fall term incompletes. Grades of “I” not revised in the prescribed time will be recorded as a final grade of “WF” by the Office of the Registrar.

Graduate students: Work must be completed no later than one year following the end of the class. Grades of “I” not revised in the prescribed time will be recorded as a final grade of “N” (or “WF” for Parsons and Mannes graduate students) by the Office of the Registrar. The grade of “N” does not affect the GPA but does indicate a permanent incomplete.

Grade-Point Averages
The semester grade-point average is computed by multiplying the number of credits earned in each course by the numerical values associated with the grade received in that course. The grade points for all courses are totaled and then divided by the total number of graded credits attempted, including any failed courses.

The cumulative grade-point average is computed by dividing the total number of grade points earned (quality points) by the total number of graded credits attempted. Credits transferred from another institution are not included in the cumulative GPA.

Grade Changes
Final grades are subject to revision by the instructor with the approval of the dean’s office for one semester following the term in which the course was offered (one year for graduate students). After that time has elapsed, all grades recorded in the registrar’s office become a permanent part of the academic record, and no changes are permitted.

Grade Appeal Policy
Students may petition for review of any grade up to 60 days after the grade was issued. Before deciding to appeal, the student must request an informal explanation
of the basis of the grade from the instructor. If the student is not satisfied with the explanation, the student may pursue the matter as follows:

The student submits a letter outlining any questions and/or objections directly to the faculty member, with a copy to the department chair or director. (If the faculty member is also the chair or director, the copy will be sent to the dean’s office.)

The instructor submits a written response to the student’s letter within one month of receipt, with a copy to the department chair or director (or the dean’s office, if the faculty member is also the chair or director).

If the student is not satisfied by the faculty member’s written response, the student may appeal further by writing and sending copies of previous communications to the dean’s office designee. This designee will convene an appeals committee to review both letters, clarify any outstanding questions or issues, and make a recommendation to the dean of the college. The dean’s decision is final.

**ACADEMIC TRANSCRIPTS**

An official transcript carries the registrar’s signature and The New School seal, and documents a student’s permanent academic record at the university. Students may have a transcript mailed to the address of their choosing (including other colleges and institutions) by submitting an official request to the Office of the Registrar. This can be done online at MyNewSchool, or by downloading the transcript request form.

Standard transcript services are free of charge. Transcripts are not issued for students with outstanding debts to the university.

**ACADEMIC STANDING AND PROGRESS**

**Degree Completion Term Limits and Extensions of Time**

Students must complete degree requirements within five years for the master's degree. Term limits for the PhD are: ten years at The New School for Social Research and eight years at Milano The New School for Management and Urban Policy. Beyond these time limits, students are not permitted to register unless an extension of time is obtained. Extensions of time may be granted based on a petition submitted by the student and assessed by the student’s academic department.

To petition, the student must outline work completed toward the degree and a plan for completion of the degree. If the extension of time is not granted, the student will be dismissed from the program.

**Attendance and Lateness**

Federal regulations require that the university monitor attendance for all degree students and notify the appropriate agency of any student receiving financial aid who has not attended a 15-week on site class for 2 or more consecutive weeks (for online classes, 2 or more consecutive weeks of not logging into the class) or 1 week of nonattendance for a 9-week onsite class (for an online class, 7 days or more of not logging into the class).

Students are responsible for knowing and complying with the attendance policy. Students should refer to course syllabi for information about attendance expectations and requirements, or consult their instructors for clarification.

**Religious Absences/Equivalent Opportunity**

Pursuant to Section 224-a of the New York State Education Laws, any student who is absent from school because of his or her religious beliefs will be given an equivalent opportunity to register for classes or make up any examination, study, or work requirements which he or she may have missed because of such absence on any particular day or days.

**Retaking a Course**

With approval, graduate students with a grade of B– or below and undergraduate students with a grade of F or WF in a course are eligible to retake the course and have the original grade removed from the cumulative GPA. No more than three courses may be retaken during a student’s course of study in any degree program. The initial grade will continue to appear on the transcript but will drop out of the cumulative GPA; the grade earned the second time will be used to compute the GPA. Retaken courses will not count twice toward fulfillment of graduation requirements nor for student loan or New York Tuition Assistance Program (TAP) certification. Students who wish to retake a course should contact their advising or dean’s office to learn the proper procedure prior to registration.

**Academic Standing**

**Undergraduate students** must maintain at least a 2.0 term and cumulative GPA to remain in good academic standing. Students with a term or cumulative GPA of less than 2.0 will be placed on academic probation. Students who earn a term or cumulative GPA of less than 2.0 for two consecutive semesters will be dismissed. Any undergraduate earning a term GPA of less than 1.0 will be dismissed.

Incomplete grades not resolved in the time allocated by the instructor are automatically converted to grades of “WF” and will be considered in determining a student’s academic standing.
Graduate students must maintain a 3.0 term and cumulative GPA to remain in good academic standing. Students with less than a 3.0 term GPA or cumulative GPA will be placed on academic probation. Students whose term GPA or cumulative GPA falls below 3.0 for two consecutive semesters are subject to dismissal.

In addition, graduate students who do not complete one half of accumulated attempted credits after two consecutive semesters in their program will be subject to probation and will not necessarily be allowed to register for more courses and/or equivalency credits the following semester. Students are additionally responsible for meeting department/program academic requirements in order to remain in good academic standing in their program.

Academic Standing and Financial Aid
Satisfactory academic progress is a crucial factor in maintaining eligibility for state, federal, and institutional financial aid. In addition to the standards described above, certain aid programs (such as New York State’s Tuition Assistance Program) may have additional or different academic progress requirements. Failure to meet these requirements may jeopardize a student’s continued financial assistance. Students should contact Student Financial Services with questions about general requirements or personal status.

A student who loses financial aid eligibility because of failure to satisfy academic progress requirements may have his or her financial aid reinstated if satisfactory academic standing is regained or if he or she is readmitted to the academic program.

Dismissal Notification
Students dismissed based on fall semester grades must be notified before spring semester classes begin. Otherwise, the student will be placed on probation and allowed to attend spring semester classes.

Dismissal Appeals
Students who are dismissed from their degree program may petition to their dean’s office to reverse the decision by filing a formal, written appeal. All appeals must be presented in writing, with supporting documentation, within two weeks of receipt of notice of academic dismissal. Students may expect to hear the results of an appeal within two to four weeks of its submission.

Appeals must contain the following information:

- An explanation of poor performance and/or failure to complete required coursework
- A description of plans to improve academic performance and/or to complete outstanding work
- Any other relevant information pertaining to academic history or potential

Academic Status

Leaves of Absence
Students in good academic standing may petition for a leave of absence. Students taking a leave of absence should meet with the assistant director of Academic Student Services (212.229.5615, x2150) and complete the official Exit Form. Leaves of absence are typically approved for one or two semesters, depending on the curriculum and academic requirements of the program. Recipients of student loans should note that a leave of absence constitutes a break in their program of study, resulting in loss of their loan repayment grace period and/or eligibility for student deferment. They should consult Student Financial Services when contemplating taking a leave of absence. International students on F1 and J1 visas normally fall out of status during the period of a leave and must return to their home countries during the leave; international students should consult International Student Services when contemplating a leave of absence.

Drop and withdrawal deadlines apply with respect to academic records, and refunds are calculated in accordance with the University Refund Schedule.

Leaves of absence for medical reasons require appropriate documentation. To return from a leave taken for medical reasons, a student must submit follow-up documentation indicating that the student is able to continue study, at which point a decision will be made as to the student’s eligibility to return.

If unable to return to study as planned, the student must contact the appropriate academic affairs officer immediately to request an extension of the leave.

Change of Major or Program
A graduate student who wishes to change major or concentration must obtain permission from the director of the program and may be required to reapply for admission.

A student matriculated in one degree program who seeks admission to another program must apply for admission to the other program through the proper admission office.

Withdrawal from a Degree Program
A student wishing to withdraw completely from the university must meet with the academic affairs officer in his or her division and complete the official Exit Form. Academic records will be maintained in accordance with the registrar’s course withdrawal deadlines, and refunds will be calculated in accordance with the University Refund Schedule. Students who withdraw and later wish to return to the university must reapply through the Office of Admission.
Readmission
A student who withdraws from study, formally or informally, and later seeks to return to the university will be required to apply for readmission if he or she

- was dismissed
- did not complete the official Exit form before taking a leave of absence
- applied but was not approved for a leave of absence
- was approved for a leave of absence but did not return to the university within the approved time frame
- withdrew officially or unofficially from a degree program

GRADUATION

Requirements for Graduation
To earn an undergraduate degree, students must have a minimum 2.0 cumulative grade-point average and must complete all degree requirements (as specified in school catalogs and including transfer credit and outstanding incompletes) prior to the graduation date.

To earn a graduate degree, students must have a minimum 3.0 cumulative GPA and must complete all degree requirements as described in this catalog prior to the graduation date. Doctoral programs may require a cumulative GPA above 3.0.

A student must not receive a grade of incomplete in any course taken in the final semester of study.

Petitioning to Graduate
Students who intend to graduate must submit a Graduation Petition to the Office of the Registrar (online through My.NewSchool or a hard copy) and pay any appropriate fee by the dates listed below. The petition must be filed regardless of intent to attend the commencement ceremony:

For January graduation
Prior to October 1 No fee
After October 1 $20 late fee
After November 1 $50 late fee
The final deadline to petition is November 15.

For May graduation
Prior to February 15 No fee
After February 15 $20 late fee
After March 15 $50 late fee
The final deadline to petition is March 30.

Degree Conferral and Issuing of Diplomas
The New School confers degrees in January and May. After all semester grades are received and posted, the student’s academic record is evaluated to determine eligibility to graduate. This process will take several weeks. If the student is eligible to graduate, the degree will be conferred and a diploma will be mailed to the student’s specified “diploma address” approximately 12 weeks later. Diplomas are not issued to students with outstanding debts to the university.

The Commencement Ceremony
The graduation ceremony for both May and January graduates is held in May. Although students are supposed to complete all degree requirements to participate in the ceremony, participation in commencement exercises does not necessarily mean that degree requirements have been met.

Students attending the ceremony must purchase graduation attire from the university supplier.
OTHER UNIVERSITY POLICIES

EQUAL EMPLOYMENT AND EDUCATIONAL OPPORTUNITY

The New School is committed to creating and maintaining an environment that promises diversity and tolerance in all areas of employment, education, and access to its educational, artistic, or cultural programs and activities. The New School does not discriminate on the basis of age, race, color, gender (including gender identity and expression), pregnancy, sexual orientation, religion or religious practices, mental or physical disability, national or ethnic origin, citizenship status, veteran status, marital or partnership status, or any other legally protected status.

Inquiries concerning the application of the laws and regulations concerning equal employment and educational opportunity at The New School (including Title VI-equal opportunity regardless of race, color or national origin; Section 504-equal opportunity for the disabled; and Title IX-equal opportunity without regard to gender) may be referred to: The Office of the General Counsel, The New School, 80 Fifth Avenue, Suite 800, New York, New York 10011. Inquiries may also be referred to: the Office of Federal Contract Compliance Programs, U.S. Department of Labor, 23 Federal Plaza, New York, NY 10278 or the U.S. Equal Employment Opportunity Commission (EEOC), New York District Office, 201 Varick Street, Suite 1009, New York, NY 10014. For individuals with hearing impairments, EEOC’s TDD number is 212.741.3080.

Students or Employees who believe they have been discriminated against on the basis of a disability may contact their division’s dean’s office, their department director, or the Office of the Senior Vice President for Human Resources and Labor Relations, who is the University Disability Official.

STANDARDS OF CONDUCT

The New School reserves the right to deny a person admission to or continuance in its courses of study.

Academic Honesty

Academic honesty, the duty of every member of an academic community to claim authorship of his or her own work and only for that work and to recognize the contributions of others accurately and completely, is fundamental to the integrity of intellectual debate and creative and academic pursuits. All members of the university community are expected to conduct themselves in accordance with the standards of academic honesty. Students are responsible for knowing and making use of proper procedures for writing papers, presenting and performing their work, taking examinations, and doing research. Faculty are equally responsible for informing students of their policies with respect to the limits within which students may collaborate with or seek help from others on specific assignments. Instructors are expected to educate students about the legal and ethical restrictions placed upon creative work and about the consequences of dishonesty in the professional world.

(From the University Policies Governing Student Conduct, p. 65) “Academic honesty includes accurate use of quotations, as well as appropriate and explicit citation of sources in instances of paraphrasing and describing ideas, or reporting on research findings or any aspect of the work of others (including that of instructors and other students). The standards of academic honesty and citation of sources apply to all forms of academic work (examinations, essay theses, dissertations, computer work, art and design work, oral presentations and other projects). The standards also include responsibility for meeting the requirements of particular courses of study. The New School recognizes that the different nature of work across the divisions of the university may entail different procedures for citing sources and referring to the work of others. Particular academic procedures, however, are based in universal principles valid in all divisions of The New School and institutions of higher education in general.”

Academic dishonesty includes but is not limited to:

- Cheating on examinations, either by copying another student’s work or by utilizing unauthorized materials.
- Any act of plagiarism, that is, the fraudulent presentation of the written, oral or visual work of others as original.
- Theft of another student’s work.
- Purchase of another student’s work.
- Submitting the same work for more than one course.
- Destruction or defacement of the work of others.
- Aiding or abetting any act of dishonesty.
- Any attempt to gain academic advantage by presenting misleading information, making deceptive statements or falsifying documents.

Statement of Ethical Responsibility for Research Involving Human Subjects

New School faculty and staff engaged in research or supervising student research projects must be aware of their responsibilities for ethical conduct in any project involving the use of human subjects. Faculty and staff are responsible for research done by students under their supervision with respect to these matters. Each research design must be examined for possible risk to subjects. If even minor risk of physical, psychological, sociological, or other harm may be involved, the faculty or staff...
Academic Freedom: Free Exchange of Ideas

An abiding commitment to preserving and enhancing freedom of speech, thought, inquiry, and artistic expression is deeply rooted in the history of The New School. The New School was founded in 1919 by scholars responding to a threat to academic freedom in this country. The University in Exile, progenitor of The New School for Social Research, was established in 1933 in response to threats to academic freedom abroad. The bylaws of the institution, adopted when it received its charter from the State of New York in 1934, state that the “principles of academic freedom and responsibility … have ever been the glory of the New School for Social Research.” Since its beginnings The New School has endeavored to be an educational community in which public as well as scholarly issues are openly discussed and debated, regardless of how controversial or unpopular the views expressed are. From the first, providing such a forum was seen as an integral part of a university’s responsibility in a democratic society.

The New School is committed to academic freedom in all forms and for all members of its community. It is equally committed to protecting the right of free speech of all outside individuals authorized to use its facilities or invited to participate in the educational activities of any of the university’s schools. A university in any meaningful sense of the term is compromised without unhindered exchanges of ideas, however unpopular, and without the assurance that both the presentation and confrontation of ideas takes place freely and without coercion. Because of its educational role as a forum for public debate, the university is committed to preserving and securing the conditions that permit the free exchange of ideas to flourish. Faculty members, administrators, staff members, students, and guests are obligated to reflect in their actions a respect for the right of all individuals to speak their views freely and be heard. They must refrain from any action that would cause that right to be abridged. At the same time, the university recognizes that the right of speakers to speak and be heard does not preclude the right of others to express differing points of view. However, this latter right must be exercised in ways that allow speakers to state their position and must not involve any form of intimidation or physical violence.

Beyond the responsibility of individuals for their own actions, members of the New School community share in a collective responsibility for preserving freedom of speech. This collective responsibility entails mutual cooperation in minimizing the possibility that speech will be curtailed, especially when contentious issues are being discussed, and in ensuring that due process is accorded to any individual alleged to have interfered with the free exchange of ideas.

Consistent with these principles, the university is prepared to take necessary steps to secure the conditions for free speech. Individuals whose acts abridge that freedom will be referred to the appropriate academic school for disciplinary review.

IMMUNIZATION REQUIREMENTS

New York State requires that matriculated students enrolling for six or more credits (including equivalency credit) who were born on or after January 1, 1957, provide the university with documentation of their immunity to measles, mumps, and rubella.

All students must also affirm that they have read the material distributed by the university on meningococcal disease and either plan to get an immunization, have documentation of having had a meningococcal immunization, or decline the immunization in writing. All new students receive in their admission packet an immunization and meningitis documentation form that must be completed and submitted prior to registering for classes. Students who do not submit the form will not be allowed to register.

Information about the measles, mumps, and rubella immunization requirements and meningococcal disease is posted at www.newschool.edu/studentaffairs/health.

THE STUDENT RIGHT TO KNOW ACT

The New School discloses information about the persistence of undergraduate students pursuing degrees at this institution. This data is made available to all students and prospective students as required by the Student Right to Know Act. During the 2010–2011 academic year, the university reports the “persistence rate” for the year 2009 (i.e., the percentage of all freshmen studying full time in fall 2009 who were still studying full time in the same degree programs in fall 2010). This information can be found under the common data set information. Visit the Office of Institutional Research at www.newschool.edu/admin/oir for more information.

INTELLECTUAL PROPERTY POLICY

Under The New School’s Intellectual Property Policy, the university shall have a nonexclusive, royalty-free, worldwide license to use works created by its students and faculty for archival, reference, research, classroom, and other educational purposes. With regard to tangible works of fine art or applied art, this license will attach only to stored images of such work (e.g., slides, videos, digitized images) and does not give the university a right to the tangible works themselves. With regard to literary, artistic, and musical works, this license will attach only to
brief excerpts of such works for purposes of education. When using works pursuant to this license, the university will make reasonable efforts to display indicia of the authorship of a work. This license shall be presumed to arise automatically, and no additional formality shall be required. If the university wishes to acquire rights to use the work or a reproduction or image of the work for advertising, promotional, or fundraising purposes, the university will negotiate directly with the creator in order to obtain permission.

USE OF PHOTOGRAPHS

The New School reserves the right to take or cause to be taken, without remuneration, photographs, film or videos, and other graphic depictions of students, faculty, staff, and visitors for promotional, educational, and/or noncommercial purposes, as well as approve such use by third parties with whom the university may engage in joint marketing. Such purposes may include print and electronic publications. This paragraph serves as public notice of the intent of the university to do so and as a release to the university giving permission to use those images for such purposes.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act of 1974, with which The New School complies, was enacted to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for correction of inaccurate or misleading statements.

The New School has established the following student information as public or directory information, which may be disclosed by the institution at its discretion: student name; major field of study; dates of attendance; full- or part-time enrollment status; year level; degrees and awards received, including dean’s list; the most recent previous educational institution attended, addresses, phone numbers, photographs, email addresses; and date and place of birth.

Students may request that The New School withhold release of their directory information by notifying the registrar’s office in writing. This notification must be renewed annually at the start of each fall term.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

The right to inspect and review the student’s education records within 45 days of the day the university receives a request for access.

A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect.

The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student’s education records that the student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

A student who wishes to ask the university to amend a record should write to the university official responsible for the record, clearly identify the part of the record the student wants changed, and specify why, in the student’s opinion, it should be changed.

If the university decides not to amend the record as requested, the university will notify the student in writing of the decision and the student’s right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to provide written consent before the university discloses personally identifiable information from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

The university discloses education records without a student’s prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health services staff); a person or company with whom the university has contracted as its agent to provide a service instead of university employees or officials (such as an attorney, auditor, or collection agent); a person serving on the New School Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the university.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901
ABOUT THE UNIVERSITY

The New School, a privately supported institution, is chartered as a university by the Regents of the State of New York. The university is comprised of several academic divisions, which are described below.

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Bob Kerrey  
President Emeritus

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Provost and Chief Academic Officer

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Executive Vice President and Chief Operating Officer

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DEANS AND DIRECTORS

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Eugene Lang College The New School for Liberal Arts

Joel Lester  
*Dean*  
Mannes College The New School for Music

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Martin Mueller  
*Executive Director*  
The New School for Jazz and Contemporary Music

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David Scobey  
*Executive Dean*  
The New School for General Studies and Milano The New School for Management and Urban Policy

Joel Towers  
*Executive Dean*  
Parsons The New School for Design

BOARD OF TRUSTEES

Names of trustees may be found on the website at www.newschool.edu/administration
Eugene Lang College The New School for Liberal Arts

65 West 11th Street, New York NY 10011
212.229.5665, www.newschool.edu/lang

Eugene Lang College is The New School’s four-year liberal arts college for traditional-age undergraduates. In 1985, the school was named in honor of the educational philanthropist and New School trustee Eugene M. Lang. Students study in small seminar-style classes taught by a faculty that includes many prominent scholars (some with joint appointments with The New School for Social Research). The Bachelor of Arts degree is offered in the Arts, Culture and Media, Economics, Environmental Studies, Global Studies, History, Interdisciplinary Science, Literary Studies, Philosophy, Politics, Psychology, Urban Studies, or Liberal Arts. Liberal Arts majors can pursue a self-designed program of study or complete interdisciplinary programs in Education Studies, Religious Studies, and Social Inquiry. Lang also offers five-year BA/BFA dual-degree programs with Parsons The New School for Design and The New School for Jazz and Contemporary Music. Qualified students can pursue an accelerated bachelor’s/master’s program with several graduate programs of The New School.

Mannes College The New School for Music

150 West 85th Street, New York, NY 10024
212.580.0210, www.newschool.edu/mannes

Mannes is a leading conservatory of classical music, founded in 1916 by David Mannes and Clara Damrosch Mannes. The college provides professional training for some of the most highly qualified undergraduate and graduate students in the world. A comprehensive curriculum, a faculty of world-class artists, and the resources of an innovative university support students in their quest for virtuosity. Mannes offers Bachelor of Music, Bachelor of Science, and Master of Music degrees, and undergraduate and professional music diplomas. Students can major in every classical instrument, orchestral or choral conducting, composition, theory, or voice. The Preparatory Division offers music education for children ages 4 to 18, and the Extension Division offers classes for nonmatriculated adult students at every level of proficiency. Mannes students come from every corner of the world. The faculty features performers and conductors from prominent orchestras, ensembles, and opera companies, and renowned solo performers, composers, and scholars from every field of classical music.

The New School for Drama

151 Bank Street, New York, NY 10014
212.229.5150, www.newschool.edu/drama

The New School has been a center of innovation in theater since Erwin Piscator founded the Dramatic Workshop at the university in the 1940s. Today The New School for Drama prepares talented graduate students for lives and careers as performing artists. The school awards the MFA in Acting, Directing, or Playwriting. Students work under the instruction of distinguished theater professionals in small, challenging classes. The three-year program is progressive: Students begin with self-discovery, develop technical skills in the second year, and finish by writing, directing, and acting in productions and developing a business plan. New York City offers Drama students both limitless opportunities to learn through observation and a wealth of career possibilities.

The New School for General Studies and Milano the New School for Management and Urban Policy

During the 2010-2011 academic year, The New School for General Studies and Milano The New School for Management Urban Policy are advancing a major initiative that will bring them together as one university division.

The New School for General Studies: A pioneer of lifelong education in the United States, The New School for General Studies is still a center of innovation. Its offerings include a bachelor’s degree program for returning students, graduate degree programs that integrate theory and practice, and a broad and serious curriculum open to noncredit students. The school offers the following degrees: the BA and BS in Liberal Arts, BA and BS in Environmental Studies, BA in Global Studies, the BFA in Musical Theater (in association with the American Musical and Dramatic Academy), MA in Media Studies, MFA in Creative Writing, and MA in TESOL. The New School offers graduate-level certificates in Documentary Media Studies and Media Management and undergraduate and noncredit certificates in Creative Arts Therapy, Teaching English to Speakers of Other Languages, English as a Second Language, ESL + Design, Film Production, and Screenwriting. Accelerated joint bachelor’s/master’s degree options are available in several graduate programs at the university. The curriculum open to noncredit students includes
courses in history, psychology, literature, philosophy, film and media studies, visual arts, acting, writing, management and business, foreign languages, and food studies.

**Milano The New School for Management and Urban Policy:** The Graduate School of Management and Urban Policy was established in 1975 and later named for late university trustee Robert J. Milano. Today the school trains working professionals for leadership in government, corporations, and nongovernmental and community organizations. Milano’s faculty of leading scholars and working practitioners use New York City as a training ground and laboratory for their students. The school offers MS degrees in Environmental Policy and Sustainability Management, Nonprofit Management, Organizational Change Management, and Urban Policy Analysis and Management; an MA or MS in International Affairs; a PhD in Public and Urban Policy; and post-master’s certificates in Leadership and Change, Organizational Development, and Sustainability Strategies.

**The New School for Jazz and Contemporary Music**

55 West 13th Street, 5th floor, New York, NY 10011
212.229.5896, www.newschool.edu/jazz

Established in 1986, The New School for Jazz and Contemporary Music offers talented musicians an opportunity to train with professional artists from New York City’s illustrious jazz community. The school’s teaching model is based on the tradition of the artist as mentor; students work with accomplished musicians immersed in the history and evolution of jazz, blues, pop, and newer genres. Learning takes place in three environments: the classroom (through instruction in ensemble playing, instrumental music, music history, music theory, and related topics), tutorial instrumental study (through one-on-one sessions with renowned musicians), and master classes (through lectures, performances, and workshops). In these settings, students develop their creative talent while working to meet the high standards set by their instructors. Students earn the BFA in Jazz and Contemporary Music or a dual-degree, BA/BFA, in a five-year program with Eugene Lang College The New School for Liberal Arts.

**The New School for Social Research**

16 East 16th Street, New York, NY 10003
212.229.5700, www.newschool.edu/socialresearch

In 1933, The New School gave a home to the University in Exile, a refuge for German scholars fleeing persecution by the Nazis. In 1934, The New School incorporated this community as a graduate school of political and social science. This division appropriately retains the name of The New School for Social Research. It is a seat of world-class scholarship, with many opportunities to cross disciplinary boundaries and collaborate with social scientists, humanists, and designers and artists in other divisions of the university. The New School for Social Research offers master’s and doctoral degrees in anthropology, economics, philosophy, political science, psychology (research and clinical), and sociology, and interdisciplinary master’s degrees in historical studies and liberal studies.

**Parsons The New School for Design**

2 West 13th Street, New York, NY 10011
212.229.8950, www.newschool.edu/parsons

Parsons is one of the preeminent colleges of art and design in the world. Its students learn critical thinking, social engagement, collaborative methods, and global perspective. Its graduates contribute to the quality of life with their beautiful products, built environments, and visual communications. They are leaders in design creativity, business, and scholarship. Founded in 1896 by artist William Merritt Chase and his circle, the school was named in 1936 for its longtime president, Frank Alva Parsons, who dedicated his career to integrating visual art and industrial design. Parsons offers the following degree programs: BFA or a five-year BA/BFA dual-degree program in Architectural Design, Communication Design, Design and Technology, Fashion Design, Fine Arts, Illustration, Integrated Design, Interior Design, Photography, and Product Design; BBA in Design and Management; BA in Environmental Studies; BS in Environmental Studies and Urban Design; AAS in Fashion Marketing, Fashion Studies, Graphic Design, and Interior Design; MFA in Design and Technology, Fashion Design and Society, Fine Arts, Interior Design, Lighting Design, Photography, and Transdisciplinary Design; MArch; MArch/MFA (dual degree) in Lighting Design; and MA in History of Decorative Arts and Design and Fashion Studies. The following programs are in development: MA Urban Design Studies; MS Design Management, and MS Urban Design Ecologies. Nonmatriculated students of all ages can participate in certificate and general art and design education programs: Summer Intensive Studies (pre-college and college level), Continuing Education (for adults), and the Pre-College Academy (for young people in grades 4–12).