MANNES
2013–2014
CATALOG

MANNES AT A GLANCE
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MANNES COLLEGE THE NEW SCHOOL FOR MUSIC
**MANNES AT A GLANCE**

**MISSION**

Mannes College The New School for Music is dedicated to advancing the creative role of music in all aspects of a rapidly changing society. Mannes seeks to develop citizen artists who engage with the world around them in and through music, in traditional, new, and emergent forms of practice.

**THE NEW SCHOOL**


**ACCREDITATION**

The New School has been regionally accredited by the Middle States Commission on Higher Education (MSCHE, 3624 Market Street, 2nd Floor West, Philadelphia, PA 19104; 216-284-5000) since 1960. All degree programs at the New York City campus of The New School are registered by the New York State Department of Education (NYSED, 89 Washington Avenue, Albany, New York 12234; 518-474-1551). Both NYSED and MSCHE, a federally recognized body, provide assurance to students, parents, and all stakeholders that The New School meets clear quality standards for educational and financial performance. Read more about The New School's upcoming Middle States reaccreditation review on the Provost’s Web page.

Parsons Paris is a registered branch campus of The New School and is accredited by MSCHE and the National Association of Schools of Art and Design (NASAD, 11250 Roger Bacon Drive, Suite 21, Reston, VA 20190-5248; 703-437-0700). In addition, Parsons Paris has the authorization of the French Ministry of Education to operate in France.

The appropriate professional educational agency or board accredits professional curricula at The New School. 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 (NASAD) since 1966.
  - The BBA in Design and Management meets NASAD standards for the Bachelor of Arts—four years: Design and Management. It is registered as a Bachelor of Business Administration through the New York State Education Department (NYSED) and is listed as a Bachelor of Business Administration in Design and Management by The New School.
  - The master’s program in Architecture has been accredited by the National Architectural Accrediting Board since 1994.
  - 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.

**FACULTY**

The Mannes faculty consists of expert artists, scholars, and educators.

The performance faculty includes leading professionals from all areas of the music world—concert artists, chamber musicians, world renown music freelancers, prize-winning composers, and members of such leading organizations as the Metropolitan Opera, New York Philharmonic, Orpheus Chamber Orchestra, the New York City Ballet Orchestra, the Philadelphia Orchestra, the Chamber Music Society of Lincoln Center, the Orion Quartet, and many others.

The Techniques of Music faculty (theory and ear training) consists of highly regarded scholars, musicologists, and educators.

The majority of the administration and staff at Mannes are themselves accomplished musicians who understand the challenges facing the students they advise and guide.

As part of The New School, Mannes students also have access to expert professors in art and design, the liberal arts, business and public policy, dramatic arts, and the social sciences.

**LOCATION**

Part of every Mannes student’s education is participating in New York’s exciting musical and cultural life. Mannes College is located in the Upper West Side, in a congenial residential neighborhood within walking distance of Lincoln Center, Carnegie Hall, the Metropolitan Museum of Art, and Riverside and Central Parks.

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Mannes College The New School for Music
150 West 85th Street
New York, NY 10024
www.newschool.edu/mannes

Cover photo: Michael Skinner
**ACADEMIC CALENDAR 2013-2014**

**FALL 2013**

Registration  
April 1–26 (Registration for continuing students)  
Aug. 21–23 (Registration for new students, transfer students and late registration for continuing students)

Classes Begin  
Mon., Aug. 26

Last Day to Add a Class  
Tue., Sept. 10

Last Day to Drop a Class  
Tue., Sept. 17

**Last Day to Withdraw From a Class With a Grade of W**

| Undergraduate Students | Fri., Oct. 11 |
| Mannes Graduate Students | Fri., Oct. 11 |
| All Other Graduate Students | Tues. Dec 16 |

Holidays

| Labor Day | Sat., Aug 31–Mon., Sept. 2 |
| Thanksgiving: | Wed., Nov. 27–Sun., Dec. 1 |
| Winter Break: | Tue., Dec. 17–Fri., Jan. 24 |

Makeups and Rescheduled Days

On Tue., Nov. 26, classes will follow the Thursday schedule. On Mon., Dec. 16, daytime classes will not meet, evening classes will follow the Wed. schedule.

Spring 2013 Registration  
Nov. 4–29

Juries  
Arranged by program

Classes and Exams End  
Mon., Dec. 16

Online Session A  
Aug. 26–Dec. 16

Online Session B  
Aug. 26–Oct. 25

Online Session C  
Oct. 7–Dec. 16

**SPRING 2014**

Registration  
(Ne w students register in Jan. for the spring term.)  
Nov. 4–29, Registration for continuing students  
Jan. 21–24, Registration for new students and late registration for continuing students

Classes Begin  
Mon., Jan. 27

Last Day to Add a Class  
Fri., Feb. 7

Last Day to Drop a Class  
Fri., Feb. 14

**Last Day to Withdraw From a Class With a Grade of W**

| Undergraduate Students | Fri., Mar. 14 |
| Mannes Graduate Students | Fri., Mar. 14 |
| All Other Graduate Students | Mon., May 19 |

Holidays

| Martin Luther King Day: | Mon., Jan. 20 |
| Presidents Day: | Mon., Feb. 17 |
| Spring Break: | Sun., Mar. 2–Sun., Mar. 9 |
| Fall 2013 Registration | Mar. 31–April 25 |
| Juries | Arranged by program |
| Classes and Exams End | Mon., May 19 |
| Graduation | Fri., May 23 |
| Online Session A | Jan. 27–May 19 |
| Online Session B | Jan. 27–April 4 |
| Online Session C | Mar. 10–May 19 |
Mannes offers degrees and diplomas at the undergraduate and graduate levels. Young musicians receive superb training in the art and craft of music and are prepared to meet the demands of professional careers.

Undergraduate Programs

The undergraduate programs available at Mannes are the Bachelor of Music degree, the Bachelor of Science degree, and the Undergraduate Diploma. All programs are designed to be completed in four years of full-time study. To be considered full-time, a student must enroll for a minimum of 12 credits each semester. Part-time study is not an option. The minimum residency for qualified and approved transfer students is two years. See Transcript Evaluation in this catalog for the transfer credit policy.

Bachelor of Music Degree (BM)

The Bachelor of Music degree is awarded in all major fields upon completion of the appropriate music and academic requirements. These are described in this catalog under Program Components and Requirements and Course Requirements by Major. The four-year Bachelor of Music program combines intensive study in a specific concentration with courses in the Techniques of Music and the liberal arts. Students build a solid foundation for careers as professional musicians. In accordance with the requirements of New York State, at least 25 percent of the credits in each degree program are for liberal arts courses.

Bachelor of Science Degree (BS)

The Bachelor of Science degree is awarded in all major fields. The Bachelor of Science has the same major requirements as the Bachelor of Music, except that 50 percent of the total degree credits must be for (non-music) liberal arts courses, including but not limited to humanities, natural sciences, social sciences, and cognitive sciences. Students transferring from other post-secondary institutions may be able to transfer many of the additional liberal arts credits.

Undergraduate Diploma (UDPL)

The Undergraduate Diploma is awarded in all major fields for successful completion of the Bachelor of Music curriculum without the following: English Composition, Art of Engagement, World of Music, ULEC courses, and the additional Liberal Arts distribution courses required for the BM degree.

Graduate Programs

The graduate programs available at Mannes are the Master of Music (MM) degree and the Professional Studies Diploma (PDPL). Both graduate programs require two years (four semesters) of full-time study to complete. Full-time study is defined as a minimum of 9 graduate credits per semester. Part-time study is not an option. Transfer credits from other graduate programs are not accepted (except for Introduction to Graduate Studies, a course in resource materials and research methods for MM students).

Master of Music Degree (MM)

The Master of Music degree is awarded in all major fields upon completion of 36–42 graduate credits as described in this catalog under Program Components and Requirements and Course Requirements by Major. The Master of Music degree program combines advanced study in a specific concentration with academic music courses. It develops broad musical expertise and artistically sound interpretive skills. All students are required to take major lessons and performance classes in all four semesters in residence.

Professional Studies Diploma Program (PDPL)

The Professional Studies Diploma attests to completion of a course of study for advanced performers designed to develop their professional skills. The diploma is awarded upon completion of 36–38 graduate credits. All students are required to take major lessons in each of their four semesters of residence. Majors in orchestral instruments are required to enroll in the Mannes Orchestra and performance classes every semester and may also be required to participate in chamber music ensembles. Majors in voice are required to participate in the Mannes Opera or another vocal performance class every semester.
Majors and concentrations

Every degree and diploma student must select a major from one of the following:

Piano
Harpsichord
Orchestral Instruments
Guitar
Voice
Orchestral Conducting
Composition
Theory
Collaborative Piano (graduate level only)

The following concentrations are available for Orchestral Instruments majors:

Violin
Viola
Cello
Double Bass
Harp
Flute
Oboe
Clarinet
Saxophone
Bassoon
Horn
Trumpet
Trombone
Tuba
Percussion

Double Majors and Secondary Instruction

Mannes does not offer minors. Students with the requisite abilities may apply for a double major. If accepted, the student must complete all the requirements for both majors except where these overlap. There are additional tuition charges. Students considering a double major must seek advisement and permission from the assistant dean.

College Division students who wish to take private lessons outside of their major may register for lessons through the Extension Division. Charges for secondary instruction are not covered by College Division tuition.
PROGRAM COMPONENTS AND REQUIREMENTS

Mannes’s outstanding curriculum is a synthesis of international styles and schools of thought, incorporating European performance and interpretive disciplines, French solfège, German and Austrian traditions of theory and analysis, and pragmatic modern American pedagogy including opportunities to learn a variety of styles of improvisation.

Mannes students receive private lessons and coaching from faculty members, who are preeminent professionals in their fields. Students participate regularly in large and small ensembles, orchestra, and opera. A basic part of a Mannes education is Techniques of Music, an intensive course of instruction in musical skills and theory. Throughout their studies, all undergraduate students follow this curriculum, created by students of the Viennese theorist Heinrich Schenker. It provides thorough and rigorous instruction in ear training, sight-singing, dictation, keyboard harmony, score reading, theory, and musical analysis.

At the same time, the Mannes curriculum is being expanded to include the wider range of knowledge and skills required by musicians in in the 21st century. In the next two years, the core Mannes curriculum will expand to include innovative coursework in music business and entrepreneurship, an increased focus on verbal and written communications skills, basic knowledge of K-12 and community-based teaching artistry, basic music technology skills, and increased exposure to contemporary classical masterworks.

Through its sister divisions at The New School, Mannes provides extensive opportunities to take courses in the areas of art and design, the social sciences, non profit management and social entrepreneurship, acting, civic engagement, and more.

GENERAL EDUCATION AT THE UNIVERSITY

The New School’s academic programs are designed to prepare students to be engaged and productive citizens. In addition to mastery of discipline-specific competencies, the university expects all of its graduates to demonstrate the capacity to think critically, analyze quantitative and/or scientific constructs, communicate effectively both orally and in writing, and use appropriate technologies as tools for collecting information.

PRIVATE STUDY WITH A MAJOR TEACHER

Performance and composition majors are entitled to one hour per week of private instruction in their major field throughout the academic year (28 lessons per year). When applicants fill out an application to Mannes, they may request a teacher or teachers. If they do so, they should list all preferences in ranked order. If an applicant lists no preferences, or the listed teachers are unavailable, a teacher will be assigned. Students with questions or concerns about the major lessons should consult with the associate dean in a timely way. Students may change their major teacher only once during a given program of study; they should initiate that process by speaking with the associate dean.

PERFORMANCE CLASSES

Students majoring in instruments or in voice participate in a variety of ensemble classes as a required part of their course of study. These classes include The Mannes Orchestra, The Mannes Chorus, The Mannes Opera (through a separate audition), instrumental performance classes, vocal performance classes, and chamber music groups for many combinations of instruments and voice.

TECHNIQUES OF MUSIC

Well-schooled musicians hear accurately, read fluently, and write with awareness of musical meaning and syntax. They can analyze works of varying styles and periods with insight into their structural and stylistic characteristics. The renowned Techniques of Music curriculum enables students to coordinate their studies in these four areas with work in their major field.

In the undergraduate Techniques of Music program, increasingly challenging demands are made upon the student. In the first two years, students are introduced to the basic technical elements of their art. Students learn to read in the various clefs; they acquire the ability to identify by ear the specific rhythmic, melodic, and harmonic events occurring in music of relative simplicity; they master the fundamental concepts of harmony and counterpoint; and they become acquainted with principles of musical form. These studies serve as the basis for the more advanced work undertaken in the third year (and fourth year in some majors): reading and hearing more complex music, including orchestral scores, and writing and executing keyboard work in a variety of styles. In analysis classes, students are asked not merely to label chords or identify thematic groups and sections but to hear and understand musical works as unified wholes in which each detail relates to both an immediate and a larger context. This analytic approach is based on the pioneering work of Heinrich Schenker as developed at the college by Felix Salzer. The written, aural, and keyboard studies also reflect Schenker’s concept of structure, tonal coherence, and musical direction.

UNDERGRADUATE ACADEMIC STUDIES

Mannes educates complete musicians. Its academic program offers students the opportunity to explore wide-ranging academic interests under the guidance of an academic adviser.

UNDERGRADUATE AND GRADUATE ELECTIVES

A certain number of elective courses are offered to undergraduate degree and diploma students. Although electives play a small role in the undergraduate programs, they make up a significant part of the MM and PDPL programs. Various elective courses are offered each semester in the College Division at Mannes. Some of the courses offered in
the Mannes Extension Division are available to college students for undergraduate elective credit. In addition, undergraduate students may choose from a wide variety of electives at other divisions of The New School, many of which are available at no extra cost to the student. Graduate students majoring in voice or collaborative piano are welcome to audit foreign language courses at The New School at no charge. Students meet with academic advisors to select classes during each registration period.

**OTHER REQUIREMENTS**

**Undergraduate Students**

To earn an undergraduate degree or diploma, students must have a minimum 2.0 cumulative GPA and complete departmental requirements. All candidates for Bachelor of Music, Bachelor of Science, and the Undergraduate Diploma must be in residence at Mannes College for a minimum of two academic years. Those who enter the college as first-time students must complete a four-year residency.

The following requirements apply to all undergraduate performance majors:

1. A performance examination, held before a jury of college faculty members from the student’s major field (or a closely related one) and senior members of the administration, is required in each year of residency. These examinations are held in April of each year for all students. Special juries may be available in December only for those eligible for December graduation.

2. The senior-year final examination consists of a performance drawn from a full-length program of suitably demanding works. Jurors attend the graduation recitals of conducting majors, who perform specially arranged programs.

3. A graduation recital is required. It can be performed at Mannes or at an outside venue. All undergraduate recitals performed at Mannes must be performed during the fall semester of the senior year.

Composition majors are required to submit five completed compositions, in fair copy, to a jury consisting of members of the composition faculty. These works should use various performance media and must include an orchestral composition. Guidelines for the other required pieces are developed by the composition department in cooperation with the administration.

**Graduate Students**

To earn a graduate degree or diploma, students must have a minimum 3.0 cumulative GPA and complete departmental requirements. All candidates for the Master of Music degree and the Professional Studies diploma must be in residence for at least four semesters and complete the program requirements within five years of their initial enrollment.

The following requirements apply to all graduate performance majors:

1. A performance examination, played before a jury of college faculty members from the student’s major field (or a closely related one) and senior members of the administration, is required in each year of residency. These examinations are held in April of each year for all students. Special juries may be available in December only for those eligible for December graduation.

2. Second-year final examinations for MM students consist of a performance drawn from a full-length program of suitably demanding works. Jurors attend the graduation recitals of conducting majors, who perform specially arranged programs.

3. A graduation recital of suitably demanding works is required for MM candidates and PDPL candidates. It may be given at any time during the second year of study. Conducting majors are required to conduct a substantial work with a student orchestra.

4. Candidates for the Master of Music degree in performance areas are also required to play in, and provide suitable documentation for, two professional outside performances, which can take place at any time during their course of graduate study.
COURSE REQUIREMENTS BY MAJOR

This section outlines coursework and credits required for completion of each program at Mannes.

UNDERGRADUATE

Requirements for the Bachelor of Science degree and the Undergraduate Diploma differ. For more information, see “Degree and Diploma Programs”. The UDPL HEGIS code is 5610.00 for all programs.

Curricular Changes

In the event that the university makes changes to the BM degree during the course of the current academic year, students will be informed of the changes and given options for how best to complete their requirements based on their projected graduation dates.

Bachelor of Music Program

<table>
<thead>
<tr>
<th>Piano</th>
<th>HEGIS 1004.00</th>
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<tbody>
<tr>
<td>Harpsichord</td>
<td>HEGIS 1004.00</td>
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</table>

First Year | Credits |
---|---|
Major Lessons              8   
Theory I                   6   
Ear Training I             2   
Dictation I                2   
Chorus                     2   
Piano Sight-Reading*       2   
Introduction to Undergraduate Studies 2   
Introduction to Humanities 1.5  
English Composition        1.5  
Total                      27  

Second Year | Credits |
---|---|
Major Lessons              8   
Theory II                  4   
Ear Training II            2   
Dictation II               2   
Keyboard I                 2   
Chorus                     2   
Piano Ensemble*            2   
History of Music I         4   
Western Civilization I & II 6   
Total                      32  

Third Year | Credits |
---|---|
Major Lessons              8   
Theory III                 4   
Ear Training III           2   
Dictation III              2   
Analysis I                 4   
Keyboard II                2   
Chamber Music*             2   
History of Music II        4   
Fine Arts I & II           6   
Total                      34  

Fourth Year | Credits |
---|---|
Major Lessons              8   
Theory IV                  2   
20th-Century Theory        3   
Ear Training IV            2   
Dictation IV               2   
Analysis II                3   
Score Reading              2   
Keyboard III               2   
Piano Pedagogy*            3   
Chamber Music**            2   
World Literature I & II    6   
Graduation Recital         0   
Electives                  3   
Total                      38  

Four-year total 131

*Harpsichord majors replace Piano Sight-Reading, Piano Ensemble, and Piano Pedagogy with Baroque Chamber Players and additional electives by advisement. 
**Chamber music credits cannot be used to fulfill the electives requirement.
## Bachelor of Music Program

### Orchestral Instruments:  
HEGIS 1004.00  
Cello, Double Bass, Harp, Percussion, Viola, Violin

### First Year

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<td>Major Lessons</td>
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<tr>
<td>Piano Class I</td>
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<tr>
<td>Chamber Music**</td>
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<tr>
<td>Performance Class*</td>
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<tr>
<td>Orchestra</td>
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<td>Introduction to Undergraduate Studies</td>
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<tr>
<td>Introduction to Humanities</td>
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<tr>
<td>English Composition</td>
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<tr>
<td>History of Music I</td>
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<td>Western Civilization I &amp; II</td>
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<td><strong>Total Credits</strong></td>
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### Third Year

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<tr>
<td>History of Music II</td>
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<td>Fine Arts I &amp; II</td>
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### Fourth Year

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<td>Graduation Recital</td>
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<td>Electives</td>
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<td><strong>Total Credits</strong></td>
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</table>

**Four-year total**  
**144**

*Performance class requirement for harp dependent upon enrollment*  
**Chamber Music credits cannot be used to fulfill the electives requirement**
## Bachelor of Music Program

### Orchestral Instruments:

HEGIS 1004.00

Bassoon, Clarinet, Flute, Horn, Oboe, Saxophone, Trumpet, Trombone, Tuba

### First Year

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<td>Introduction to Undergraduate Studies</td>
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<tr>
<td>Introduction to Humanities</td>
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<td>English Composition</td>
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<td><strong>Total</strong></td>
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### Second Year

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### Third Year

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### Fourth Year

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**Four-year total: 152**

*Performance class requirement for saxophone dependent upon enrollment.

**Chamber music credits cannot be used to fulfill the electives requirement.
## Bachelor of Music Program
### Guitar

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| **Four-year total**                                | **130**     |

### Voice

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<td>Graduation Recital</td>
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<td><strong>Total</strong></td>
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</table>

| **Four-year total**                                | **145**     |
# Bachelor of Music Program

**Theory**

**HEGIS 1004.10**

## First Year

| Major Lessons | 8 |
| Theory I | 4 |
| Ear Training I | 2 |
| Dictation I | 2 |
| Keyboard I | 2 |
| Chorus | 2 |
| Introduction to Undergraduate Studies | 2 |
| English Composition | 1.5 |

**Total Credits:** 25

## Second Year

| Major Lessons | 8 |
| Theory II | 4 |
| Ear Training II | 2 |
| Dictation II | 2 |
| Keyboard II | 2 |
| Analysis I | 4 |
| Chorus | 2 |
| History of Music I | 4 |
| Western Civilization I & II | 6 |

**Total Credits:** 34

## Third Year

| Theory Pedagogy | 6 |
| Tonal Composition | 4 |
| Ear Training IV | 2 |
| Dictation IV | 2 |
| Keyboard III | 2 |
| Analysis II | 3 |
| German or French I | 4 |
| History of Music II | 4 |
| Fine Arts I & II | 6 |

**Total Credits:** 33

## Fourth Year

| Ear Training Pedagogy | 6 |
| Score Reading | 2 |
| 20th-Century Theory | 3 |
| Orchestration I | 2 |
| Composition Class | 4 |
| Current Research in Theory | 2 |
| German or French II | 4 |
| World Literature I & II | 6 |
| Elective | 3 |

**Total Credits:** 32

**Four-year total credits:** 124

Prerequisites: Theory I, Ear Training I, Dictation I.

---

# Bachelor of Music Program

**Composition**

**HEGIS 1004.10**

## First Year

| Major Lessons | 8 |
| Theory I | 6 |
| Ear Training I | 2 |
| Dictation I | 2 |
| Piano Class I | 2 |
| Chorus | 2 |
| Introduction to Undergraduate Studies | 2 |
| Introduction to Humanities | 1.5 |
| English Composition | 1.5 |

**Total Credits:** 27

## Second Year

| Major Lessons | 8 |
| Theory II | 4 |
| Ear Training II | 2 |
| Dictation II | 2 |
| Keyboard I | 2 |
| Orchestration I | 2 |
| Piano Class II | 2 |
| Chorus | 2 |
| History of Music I | 4 |
| Western Civilization I & II | 6 |

**Total Credits:** 34

## Third Year

| Major Lessons | 8 |
| Theory III | 4 |
| Ear Training III | 2 |
| Dictation III | 2 |
| Keyboard III | 2 |
| Analysis I | 4 |
| Keyboard II | 2 |
| Orchestration II | 2 |
| History of Music II | 4 |
| Fine Arts I & II | 6 |

**Total Credits:** 34

## Fourth Year

| Major Lessons | 8 |
| Tonal Composition | 4 |
| 20th-Century Theory | 3 |
| Ear Training IV | 2 |
| Dictation IV | 2 |
| Analysis II | 3 |
| Keyboard III | 2 |
| Score Reading | 2 |
| World Literature I & II | 6 |
| Performance of Student Compositions | 0 |
| Electives | 3 |

**Total Credits:** 35

**Four-year total credits:** 130

*Applicants in composition are generally admitted at the second-year level or higher in Techniques of Music courses.*
### Bachelor of Music Program

**Orchestral Conducting**

HEGIS 1004.00

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<td><strong>Total</strong></td>
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</table>

**Four-year total** 143

*Preference given to those who enter at an advanced level in Techniques of Music.*
### Master of Music Degree

**Orchestral Instruments:**
- **HEGIS 1004.00**
- Cello, Double Bass, Harp, Percussion, Viola, Violin

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**Total** 42

Prerequisites:
- Theory II, Dictation II, Music History I and II

*Performance class requirement for harp dependent upon enrollment

**Chamber Music credits cannot be used to fulfill the electives requirement

---

### Master of Music Degree

**Orchestral Instruments:**
- **HEGIS 1004.00**
- Bassoon, Clarinet, Flute, Horn, Oboe, Saxophone, Trumpet, Trombone, Tuba

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</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total** 38

Prerequisites:
- Theory I, Ear Training I, Dictation II, Piano I, Music History I and II

*Performance class requirement for saxophone dependent upon enrollment

**Chamber Music credits cannot be used to fulfill the electives requirement

---

### Master of Music Degree

**Piano, Guitar, Harpsichord**

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>16</td>
</tr>
<tr>
<td>Chamber Music*</td>
<td>4</td>
</tr>
<tr>
<td>Analysis for Graduate Students I</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
</tr>
<tr>
<td>Seminar Elective</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total** 36

Prerequisites: Piano/Guitar: Theory II, Dictation II, Music History I and II

Harpsichord: Theory II, Dictation II, Keyboard III, Music History I and II

*Chamber Music credits cannot be used to fulfill the electives requirement

---

### Master of Music Degree

**Voice**

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>12</td>
</tr>
<tr>
<td>Vocal Performance/Opera &amp; Song</td>
<td>8</td>
</tr>
<tr>
<td>Graduate Diction: Italian/German/French/English</td>
<td>4</td>
</tr>
<tr>
<td>Ear Training for Graduate Students</td>
<td>2</td>
</tr>
<tr>
<td>Analysis for Graduate Students I</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Elective</td>
<td>2</td>
</tr>
<tr>
<td>Seminar Elective</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total** 38

Prerequisites:
- Theory I, Ear Training I, Dictation II, Piano I, Music History I and II

*Performance class requirement for harp dependent upon enrollment

**Chamber Music credits cannot be used to fulfill the electives requirement
### Master of Music Degree

**Theory**  
HEGIS 1004.10

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tutorials</td>
<td>8</td>
</tr>
<tr>
<td>Analysis for Graduate Students II</td>
<td>3</td>
</tr>
<tr>
<td>Theory Pedagogy</td>
<td>1.5</td>
</tr>
<tr>
<td>Analysis Pedagogy</td>
<td>1.5</td>
</tr>
<tr>
<td>Techniques of the Modern Era</td>
<td>2</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Score Reading</td>
<td>2</td>
</tr>
<tr>
<td>Theory Seminars</td>
<td>4</td>
</tr>
<tr>
<td>Ear Training Pedagogy</td>
<td>3</td>
</tr>
<tr>
<td>Dictation Pedagogy</td>
<td>3</td>
</tr>
<tr>
<td>Advanced Schenkerian Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Analysis for Graduate Students II</td>
<td>3</td>
</tr>
<tr>
<td>Theory Seminars</td>
<td>4</td>
</tr>
<tr>
<td>Ear Training Pedagogy</td>
<td>3</td>
</tr>
<tr>
<td>Dictation Pedagogy</td>
<td>3</td>
</tr>
<tr>
<td>Advanced Schenkerian Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Writing Projects</td>
<td>2</td>
</tr>
<tr>
<td>Electives</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total**  
41

Prerequisites: Tonal Composition, Analysis I, Ear Training IV, Dictation IV, Keyboard III, Score Reading, 20th-Century Theory, Music History I and II

### Master of Music Degree

**Orchestral Conducting**  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>16</td>
</tr>
<tr>
<td>Conducting Class</td>
<td>0</td>
</tr>
<tr>
<td>Techniques of the Modern Era</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Score Reading</td>
<td>2</td>
</tr>
<tr>
<td>Analysis for Graduate Students II</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
</tr>
<tr>
<td>Seminar Elective</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total**  
36

Prerequisites: Theory IV, Analysis I, Ear Training IV, Dictation IV, Keyboard III, Score Reading, 20th-Century Theory, Music History I and II

### Master of Music Degree

**Composition**  
HEGIS 1004.10

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>16</td>
</tr>
<tr>
<td>Techniques of the Modern Era</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Score Reading</td>
<td>2</td>
</tr>
<tr>
<td>Analysis for Graduate Students II</td>
<td>3</td>
</tr>
<tr>
<td>Composition Forum</td>
<td>2</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Electives</td>
<td>4</td>
</tr>
<tr>
<td>Seminar Elective</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total**  
36

Prerequisites: Tonal Composition, Analysis I, Orchestration II, Ear Training III, Dictation IV, Keyboard III, Score Reading, 20th-Century Theory, Music History I and II

### Master of Music Degree

**Collaborative Piano: Vocal**  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>12</td>
</tr>
<tr>
<td>Collaborative Piano</td>
<td>4</td>
</tr>
<tr>
<td>Instrumental Accompanying Class</td>
<td>4</td>
</tr>
<tr>
<td>Diction: Italian/German/French/English (choose 2)**</td>
<td>2</td>
</tr>
<tr>
<td>Analysis for Graduate Students I</td>
<td>3</td>
</tr>
<tr>
<td>German Lieder</td>
<td>4</td>
</tr>
<tr>
<td>French Art Song</td>
<td>4</td>
</tr>
<tr>
<td>Opera Practicum/Electives (by advisement)</td>
<td>2</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Studio Accompanying (5 hours per week)*</td>
<td>0</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives (one seminar)</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total**  
42

Prerequisites: Theory II, Ear Training II, Dictation II, Keyboard II, Music History I and II, proficiency in two languages (choice of Italian, French, or German)

*At least one studio hour per week should be earned in the other concentration. **Please see pre-requisite requirements regarding diction.
**Master of Music Degree**

**Collaborative Piano: Instrumental**  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>12</td>
</tr>
<tr>
<td>Instrumental Accompanying Class</td>
<td>4</td>
</tr>
<tr>
<td>Collaborative Piano</td>
<td>4</td>
</tr>
<tr>
<td>Chamber Music</td>
<td>2</td>
</tr>
<tr>
<td>Analysis for Graduate Students I</td>
<td>3</td>
</tr>
<tr>
<td>German Lieder/French Art Song**</td>
<td>4</td>
</tr>
<tr>
<td>Introduction to Graduate Studies</td>
<td>2</td>
</tr>
<tr>
<td>Studio Accompanying (5 hours per week)*</td>
<td>0</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives (one seminar)</td>
<td>2</td>
</tr>
<tr>
<td>Collaborative Electives (by advisement)</td>
<td>6</td>
</tr>
<tr>
<td>Graduate Writing</td>
<td>1</td>
</tr>
<tr>
<td>Entrepreneurship</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>42</td>
</tr>
</tbody>
</table>

Prerequisites: Theory II, Ear Training II, Dictation II, Keyboard II, Music History I and II, proficiency in two languages (choice of Italian, French, or German)

*At least one studio hour per week should be earned in the other concentration. **Instrumental concentration students may choose a full year of either German Lieder or French Art Song or they may take one semester of each to fulfill the requirement.

---

**PROFESSIONAL STUDIES DIPLOMA**

Sample Schedules by Program

**Professional Studies Diploma**

**Orchestral Instruments:**  
HEGIS 1004.00

Cello, Double Bass, Harp, Percussion, Viola, Violin

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Orchestra</td>
<td>8</td>
</tr>
<tr>
<td>Chamber Music</td>
<td>4</td>
</tr>
<tr>
<td>Performance Class*</td>
<td>4</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement**</td>
<td>Minimum of 2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>Minimum of 38</td>
</tr>
</tbody>
</table>

*Performance class requirement for harp dependent upon enrollment

**Professional Studies Diploma**

**Orchestral Instruments:**  
HEGIS 1004.00

Bassoon, Clarinet, Flute, Horn, Oboe, Saxophone, Trumpet, Trombone, Tuba

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Orchestra</td>
<td>8</td>
</tr>
<tr>
<td>Chamber Music</td>
<td>4</td>
</tr>
<tr>
<td>Performance Class*</td>
<td>4</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement**</td>
<td>Minimum of 2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>Minimum of 38</td>
</tr>
</tbody>
</table>

*Performance class requirement for saxophone dependent upon enrollment

**Professional Studies Diploma**

Piano, Guitar, Harpsichord  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement*</td>
<td>Minimum of 16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>Minimum of 36</td>
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</tbody>
</table>

*Chamber Music credits cannot be used to fulfill the electives requirement

**Professional Studies Diploma**

**Orchestral Conducting**  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Conducting Class</td>
<td>0</td>
</tr>
<tr>
<td>Repertory Orchestra</td>
<td>0</td>
</tr>
<tr>
<td>Orchestra</td>
<td>8</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement</td>
<td>Minimum of 8</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>Minimum of 36</td>
</tr>
</tbody>
</table>
**Professional Studies Diploma**  
Composition  
HEGIS 1004.10

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Performance of Student Compositions</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement</td>
<td>Minimum of 16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Minimum of 36</strong></td>
</tr>
</tbody>
</table>

**Professional Studies Diploma**  
Theory  
HEGIS 1004.10

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Electives by advisement</td>
<td>Minimum of 16</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Minimum of 36</strong></td>
</tr>
</tbody>
</table>

**Professional Studies Diploma**  
Voice  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Vocal Performance Requirement</td>
<td>4</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement</td>
<td>Minimum of 12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Minimum of 36</strong></td>
</tr>
</tbody>
</table>

**Professional Studies Diploma**  
Collaborative Piano: Vocal  
HEGIS 1004.00

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Lessons</td>
<td>20</td>
</tr>
<tr>
<td>Collaborative Piano</td>
<td>8</td>
</tr>
<tr>
<td>Opera Practicum/Electives (by advisement of the Director of the program)</td>
<td>4</td>
</tr>
<tr>
<td>Studio Accompanying (3 hours per week)</td>
<td>0</td>
</tr>
<tr>
<td>Graduation Recital</td>
<td>0</td>
</tr>
<tr>
<td>Electives by advisement*</td>
<td>Minimum of 6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Minimum of 38</strong></td>
</tr>
</tbody>
</table>

Prerequisites: Proficiency in two languages (choice of Italian, French, or German); proficiency in Italian, French, German, and English diction

*Chamber Music credits cannot be used to fulfill the electives requirement*
ADMISSION, FINANCIAL AID, AND TUITION AND FEES

ADMISSION
For more information about applying to one of Mannes’ degree programs, email mannesadmissions@newschool.edu, call 212.580.0210 x4862, or visit our website at www.newschool.edu/mannes.

FINANCIAL AID
Two types of support are available to new and returning students at Mannes: need-based awards, administered by the New School Office of Student Financial Services, and merit-based awards, recommended by the Mannes College Scholarship Committee and processed by Student Financial Services.

For information about need-based financial assistance, go to the Student Financial Services website, newschool.edu/studentservices.aspx, or call them. See also University Policies and Information: Student Financial Services in this catalog.

Merit-based awards are based not on financial need but on evidence of outstanding musical talent, ability, and achievement. The level of award is determined at the initial audition as part of the acceptance package. Continuing students at Mannes can expect to retain their merit scholarships each year provided that they remain in good academic standing and demonstrate steady progress toward degree completion. Continuing students with poor progress in the major area, poor progress in classes, low grade point averages (below 3.0 for graduates and 2.0 for undergraduates), or serious disciplinary problems may have their awards reduced or eliminated. Students who do not successfully fulfill their performance responsibilities may also have their awards reduced or eliminated.

In extraordinary situations, and as funds allow, a continuing student may have his or her award increased because of outstanding achievement during the previous year or years. No student should enter the school anticipating a significant increase in merit award or requiring such an increase to complete his or her studies.

All decisions about merit-based awards for new and continuing students are made by the Mannes Scholarship Committee, which consists of faculty and administrators selected from across the spectrum of performance and academic areas. Inquiries about merit-based awards should be made by email to mannesscholarships@newschool.edu.

TUITION INFORMATION
Tuition information per term for the 2013–2014 academic year is as follows:

<table>
<thead>
<tr>
<th>Degree Course (BM, BS, MM) full-time</th>
<th>$18,975</th>
</tr>
</thead>
<tbody>
<tr>
<td>Based on 12 or more credits</td>
<td></td>
</tr>
<tr>
<td>Undergraduate Diploma full-time</td>
<td>$18,975</td>
</tr>
<tr>
<td>Professional Studies Diploma full-time</td>
<td>$13,455</td>
</tr>
<tr>
<td>Based on 9 or more credits</td>
<td></td>
</tr>
<tr>
<td>Lessons for a second major</td>
<td>$4,450</td>
</tr>
<tr>
<td>ESL coursework (per course)</td>
<td>$585.00 per course</td>
</tr>
</tbody>
</table>

For students with more than one major, the tuition is the cost of the full-time course plus the cost of the second set of major lessons.

FEE INFORMATION
Fee information for the 2013–2014 academic year is as follows:

| Application fee (nonrefundable)      | $100 |
| Tuition deposit (new students, nonrefundable) | $500 |
| University Services Fee (per term)   | $130 |
| Student Senate Fee (per term)        | $8 |
| University Health Services Fee (per term) | $305 |
| University Health Insurance Plan (may be waived) | $2,602 |
| Returned check fee                   | $30 |
| Late registration fee                | $150 |
| Late tuition payment fee             | $150 |
| New School Housing offers dormitory housing to Mannes students. For room and board information, see www.newschool.edu/studentservices. |

TRANSFER CREDITS

Credits by Examination
Undergraduate students take a battery of placement tests before beginning their studies, and many are exempted from one or more required courses as a result of these tests. Entering undergraduate students who are awarded credits by examination will have the exempted courses and credits granted listed on their transcript.

Transfer Credit Policies
Applicants who are transferring from other colleges and universities must have official transcripts sent from all schools attended. If admitted, transfer students may be able to transfer credits toward a Mannes degree or diploma based on their entrance tests, interviews, and a transcript evaluation.

The New School generally accepts credit from regionally accredited institutions for courses taken in the liberal arts and in other subjects comparable to courses offered at The New School in which the student received a grade of B- or better. Courses taken at non-regionally accredited institutions are evaluated on a case-by-case basis. Students may be asked to
provide course syllabi, portfolios, and other pertinent documentation.

Note: Transfer credits are not accepted by Mannes graduate programs, except Master of Music students may be able to transfer credits in lieu of Introduction to Graduate Studies (a required course in resource materials and research methods).

The New School does not transfer grades or grade points from other institutions. Credit points only are transferred. Students with specific questions about transfer credits should contact the assistant dean.

Foreign Transcript Translation

International students and others who may have attended a college or university in a non-English speaking country must have their official transcripts translated into English by a participating member of NACES (www.naces.org). The New School’s preferred provider is World Education Services, Inc. (www.wes.org). Untranslated and unevaluated documents will not be accepted.
**ADVISEMENT AND REGISTRATION**

**REGISTRATION ADVISEMENT**

Every degree and diploma student’s program is designed under the supervision of the assistant dean, who monitors students’ progress. Students are responsible for ensuring they meet all the requirements for their program of study.

Each student meets with a registration advisor twice a year to review academic progress and choose courses for the coming term. Scheduling an advising session during the published registration period is the student’s responsibility. Late registration may result in additional charges. Class schedule changes are handled by registration advisors at the beginning of each semester during the posted “add/drop” period. Note: Mannes reserves the right to cancel any class because of low enrollment or other circumstances beyond its control.

For more information about the University Registrar’s operations and policies, visit the website at [www.newschool.edu/studentservices/registrar](http://www.newschool.edu/studentservices/registrar).

**REGISTRATION**

**Current Students**

In order to reserve a place in the college for the following fall, currently enrolled students must complete registration each spring according to the posted advising and registration schedule. Spring registration for continuing students is completed each fall according to the posted schedule.

**New Students**

The assistant dean informs all new students of the registration procedure upon payment of the nonrefundable $500 tuition deposit and submission of an Intent to Enroll form to the Office of Admission.

**Registration Holds**

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

**Adding and Dropping Courses, Program Changes, and Withdrawals**

To add or drop a course, a student should contact his or her advisor for approval and instructions. All course changes are processed through the registration advisor and submitted to the registrar’s office through My.NewSchool.

Please note that class attendance and/or completion of course requirements alone does not constitute formal registration and will not make a student eligible to receive credit for that course. Likewise, failure to attend classes, failure to complete coursework, failure to complete payment, or notification of the instructor does not constitute official withdrawal and may result in a permanent grade of “WF” on the student’s record.

The following deadlines* apply to all Class Schedule changes in all degree and diploma programs:

- **Adding a course**: Through the second week of the semester
- **Dropping a course**: Through the third week of the semester
- **Withdrawal**: After the third week of the semester and through the seventh week of the semester (grade of W is assigned)
- **Withdrawal**: After the seventh week of the semester (grade of WF is assigned)

*Late-starting courses may be added after these deadlines with permission of the student’s advisor.

**Withdrawing with a Grade of W**

A grade of W indicates withdrawal from a course without academic penalty. Permission must be obtained from an advisor. The course will appear on the student’s transcript with a grade of W and is not counted in the cumulative grade point average.

**Late Registration and Late Payment Fees**

Note: This policy applies to all continuing degree and diploma students except students returning from a leave of absence. This policy does not apply to newly admitted students in their first semester.

**Fall Registration**: Mannes students must register by August 10 or pay a late registration fee of $150. Students who registered before August 10 must pay tuition and fees due or make arrangements to pay by August 10, or else they will be charged an additional late payment fee of $150.

**Spring Registration**: Mannes students must register by January 10 or pay a late registration fee of $150. Students who registered before January 10 must pay tuition and fees due or make arrangements to pay by January 10, or else they will be charged an additional late payment fee of $150.

**How to Avoid Late Fees**

1. Register during the advance registration period: fall courses in April; spring courses in November. Remember that advisors may not be available during the summer months. If you must register at a later time, check in advance with your advisor for his or her availability.

2. Complete the financial aid application process as soon as possible. Do not delay in submitting critical documents. Check with the Financial Aid Office if you have any questions or concerns about your financial aid package.
3. If you are using the Monthly Payment Plan, sign up on time. Student Financial Services will provide the forms and answer all your questions.

4. Check your student account in my.newschool.edu regularly to see if any charges have been added to your account. Pay or otherwise deal with any outstanding charges as soon as possible to avoid a hold being placed on your account.

5. An electronic invoice (e-bill) for tuition, housing (if applicable), and other fees for the fall semester will be available online in mid-July and for the spring semester the first week in December for registered students. If a balance remains on your account be sure to pay or otherwise take care of the balance due by the payment deadline date.

6. If you expect to receive third-party reimbursement for any or all of your tuition and fees, be sure to submit the appropriate documents to Student Financial Services by the payment deadline date.

7. If for any reason, you are unable to pay a balance due, you must contact Student Financial Services before the payment deadline to make arrangements to pay.

Appealing a Late Fee
If you are charged a late registration or late payment fee and there are extenuating circumstances, you may appeal the charge by writing a letter of explanation and attaching appropriate documentation. The appeal must be received before October 15 for the fall term and before February 15 for the spring term. Bring or mail the appeal letter to:

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

You are required to pay the fee before the appeal can be reviewed. If the appeal is granted, a refund will be issued.

Degree Verifications
The New School has authorized the National Student Clearinghouse to provide degree verifications. The National Student Clearinghouse can be contacted at:

Web: www.degreeverify.com
Telephone: 703.742.4200
Fax: 703.742.4239
Email: degreeverify@studentclearinghouse.org
Mail: National Student Clearinghouse
13454 Sunrise Valley Drive, Suite 300
Herndon, VA 20171

Enrollment Verification
The New School has authorized the National Student Clearinghouse to act as its agent for verification of student enrollment status.

Students can print an Official Enrollment Verification Certificate through MyNewSchool for current or past semesters. This Enrollment Verification Certificate can be presented to health insurance agencies, housing authorities, banks, etc., and provides official evidence of enrollment at The New School. Students who have a specific form that needs to be completed should visit the Office of the University Registrar at the University Welcome Center, 72 Fifth Avenue, Lower Level.
MATRICULATED STUDENTS

Matriculated students have been accepted by the admission committee and are enrolled full-time in a Mannes College degree or diploma program (BM, BS, UDPL, MM, PDPL). It is not possible to pursue a degree or diploma at Mannes on a part-time basis except under extraordinary circumstances as allowed by the College Division Executive Committee and approved by the assistant dean.

CHANGING YOUR MAJOR TEACHER

A student who desires to change his or her Major Teacher may petition the associate dean. No change can be implemented during the course of a semester, and the decision is at the associate dean’s discretion. Students are permitted to change their major teacher only once during their course of study in a particular degree or diploma program.

ATTENDANCE POLICIES

The college observes professional standards of attendance for all its performance activities and concerts. The college also requires regular and punctual attendance at all classes, lessons, and rehearsals. Students should inform themselves of the specific attendance policies outlined by instructors at the beginning of each term. Excessive absences may result in lowered grades, failure, or dismissal from a course at the discretion of the instructor in consultation with the assistant dean.

Religious Absences and 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. The student must inform the instructor at the beginning of the course of any anticipated absences due to religious observance.

Short-Term Leave

Students are required to be in residence at the college when classes are in session, especially during the final week of classes and exams each semester. A student who needs to be away from the college for personal reasons for several days should apply for permission in advance from the assistant dean. Short absences are normally approved for students in good standing provided that the student’s requests do not add up to more than two weeks in any academic year. Request should be made well in advance of the departure date. Students in large performing ensembles (e.g., orchestra and opera) must make sure that their requested absences conform to the participation and attendance policies of those groups. Absences of more than two weeks will be approved only under exceptional circumstances, and such requests must be made to the associate dean.

Leave of Absence

Students in good standing may request an official leave of absence for one or two semesters. Such requests must be made to the associate dean. A leave of absence will be approved only once during a student’s course of study in a particular degree or diploma program. Students who take an approved leave are permitted to return to their studies without re-auditioning or retesting, provided they inform the associate dean in writing of their intention to return and return by the agreed-upon deadline.

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 he or she is able to resume study. Upon receipt of this documentation, the Office of Student Support will make a decision as to the student’s eligibility to return. A registration hold will be in effect until the student receives clearance to return.

If a student withdraws informally without receiving an official leave of absence or fails to return and register for classes within the term of an official leave, the student apply for readmission and be tested and audition the same way as new applicants.

WITHDRAWAL FROM THE PROGRAM

A student who for any reason decides not to continue his or her course of study at Mannes should submit an official Exit Form and have an exit interview with the associate dean. The form and interview ensure proper tracking of the student’s record. Information about refunds in cases of leave of absence or withdrawal is published in this catalog under Billing, Payment, and Refund Policies.

EXAMINATIONS

Examinations are given in all subjects at the end of each semester, except the major field of study. Examinations in the major (juries) are held once a year, at which time each student’s work is critically evaluated. Students are required to be present at all regularly scheduled examinations during the year. Unexcused absence from any final semester examination will result in an automatic grade of F for that course.

GRADING

Most undergraduate and many graduate courses at Mannes are organized on a yearly basis rather than on a semester basis. However, grades are given in each subject at midyear, and these grades are recorded on the student’s transcript. Students receiving an F in any course at midyear are disqualified from continuing in that course. A grade of D in an undergraduate class or C– in a graduate class given at midyear indicates
unsatisfactory but not failing work. Students continuing on to the second semester must demonstrate significant improvement in order to pass the course.

Incomplete Grades: A grade of I (Temporary Incomplete) is given by a faculty member only at the request of the student and with the approval of the assistant dean. Students must complete the Request for a Grade of Incomplete Form with their instructors to request a grade of Incomplete.

Undergraduate students must complete the outstanding course requirements by the end of the seventh week of the following fall semester for spring and summer courses and by the end of the seventh week of the following spring semester for fall courses or receive a permanent grade of WF. Graduate students must complete the outstanding course requirements within a year from the last class meeting or receive a permanent grade of WF.

All credit-bearing degree requirements must be taken for standard letter grade, except for those few courses specifically set up for a Pass/Unsatisfactory evaluation.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A = Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>A– = Very High Quality</td>
<td>3.7</td>
</tr>
<tr>
<td>B+ = High Quality</td>
<td>3.3</td>
</tr>
<tr>
<td>B = Very Good</td>
<td>3.0</td>
</tr>
<tr>
<td>B– = Good</td>
<td>2.7*</td>
</tr>
<tr>
<td>C+ = Above Average</td>
<td>2.3</td>
</tr>
<tr>
<td>C = Average</td>
<td>2.0</td>
</tr>
<tr>
<td>C– = Below Average</td>
<td>1.7</td>
</tr>
<tr>
<td>D = Poor</td>
<td>1.0</td>
</tr>
<tr>
<td>F = Failure</td>
<td>0.0</td>
</tr>
<tr>
<td>WF = Withdrawal Failure</td>
<td>0.0</td>
</tr>
<tr>
<td>W = Withdrawal before eighth week of class</td>
<td></td>
</tr>
<tr>
<td>P = Pass</td>
<td></td>
</tr>
<tr>
<td>U = Unsatisfactory</td>
<td></td>
</tr>
<tr>
<td>I = Incomplete</td>
<td></td>
</tr>
</tbody>
</table>

* A grade of B– or lower in the major field of study and in certain performance classes is considered unsatisfactory and may result in action by the Academic Standing Committee.

The grade of D is available for undergraduate courses only; the lowest passing grade for graduate students is C–. Students who fail a required first-year class are subject to dismissal.

Repeated Course Policy

With divisional approval, graduate students with a grade of B– or below and undergraduate students with a grade of F or WF are eligible to repeat up to three courses during a single degree program. Although the initial grade will appear on the transcript, the grade earned the second time will be computed in the grade point average, and the previous grade will drop out of the cumulative GPA.

Students must submit an approved form at the time of registration. Repeated courses may not be counted twice toward fulfillment of graduation requirements, nor may they be counted twice for loan or New York Tuition Assistance Program (TAP) certification.

Grade Appeals

Students may petition for an academic grade review by following the procedure outlined below within 60 days after the grade was issued. Before deciding to appeal for a grade change, the student should request a verbal explanation of the basis of the grade from the instructor. If the student is not satisfied with the explanation, he or she may appeal the grade according to the following steps:

1. The student submits a letter outlining any questions and/or objections directly to the faculty member, with a copy to the assistant dean.
2. The instructor submits a written response to the student’s letter within one month of receipt, with a copy to the assistant dean.
3. If the student is still unsatisfied after the faculty member’s written response, he or she may appeal further by writing to the assistant dean, who 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. Transcripts are not issued for students with outstanding debts to the university. For additional information visit: www.newschool.edu/studentservices/registrar/transcripts/.

ACADEMIC STANDING AND PROGRESS

Dean’s List

Mannes undergraduate students must be full-time and have a term GPA of 3.7 to be placed on the Dean’s List for any given semester which is noted on the academic transcript.

Undergraduate Students—University-Wide

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

Incomplete grades not resolved in the time allocated by the assistant dean. Before deciding to appeal for a grade change, the student should request a verbal explanation of the basis of the grade from the instructor. If the student is not satisfied with the explanation, he or she may appeal the grade according to the following steps:

1. The student submits a letter outlining any questions and/or objections directly to the faculty member, with a copy to the assistant dean.
2. The instructor submits a written response to the student’s letter within one month of receipt, with a copy to the assistant dean.
3. If the student is still unsatisfied after the faculty member’s written response, he or she may appeal further by writing to the assistant dean, who 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.
Graduate Students—University-Wide

All matriculated graduate students must earn a 3.0 term GPA 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 who earn less than a 3.0 cumulative GPA for two consecutive semesters will be dismissed.

Graduate students must have accumulated at least one half of their required credits by the end of their second semester of residency. Students who have not done so will be subject to probation and may not be allowed to register for additional credits (or equivalency credits) the following semester. In addition, students must meet department and program academic requirements in order to remain in good academic standing in their program.

Mannes Students

Undergraduate and graduate students who meet the requirements above and make regular progress toward degree completion are considered to be in good academic standing. Those who do not are subject to disciplinary action by the Academic Standing Committee. The Academic Standing Committee is made up of administrators and faculty members and is chaired by the assistant dean. It meets each semester to review student progress. Any student who earns a grade of B– or lower in a required course, particularly in courses in their major area, is subject to review by the Academic Standing Committee. Disciplinary actions imposed by the committee include academic warning, probation, and dismissal. An undergraduate student who fails one or more first-year courses in the Techniques of Music curriculum is subject to dismissal.

Academic Warning

The student is informed in writing about areas of weakness and suggested steps for improvement. Lack of improvement or additional poor grades will result in further action by the Academic Standing Committee, including probation or dismissal.

Probation

The student is informed in writing that he or she has failed to achieve an adequate academic record and/or is making unsatisfactory progress in the major. Probationary status constitutes an official warning to the student that he or she will be dismissed from the college if the quality of work does not significantly improve during the next semester. Probationary status may entail loss of eligibility for merit scholarship and may also restrict students from participation in some performance opportunities. Students on probation for two consecutive terms are subject to dismissal.

Dismissal

A student may be dismissed by action of the Academic Standing Committee for poor academic performance, unsatisfactory progress in the major, or infractions of the University Policies Governing Student Conduct. Students who have been dismissed and who wish to return to the college must re-apply through the normal admission process for reinstatement no sooner than one academic year from the date of dismissal. If re-accepted, the student will be on probation for the first academic year of reinstatement.

Academic Dismissal Appeals—University-Wide

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 can 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.

Students dismissed on the basis of fall term grades must be notified before spring semester classes begin. If a student’s dismissal status is determined after classes begin, he or she will be allowed to attend classes and be placed on probation for the spring term.

At Mannes, the appeals process is handled by the associate dean, who convenes an ad hoc appeals committee consisting of administrators, department heads, or program coordinators, as appropriate.

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.

GRADUATION REQUIREMENTS

Students are solely responsible for knowing and completing the course requirements for their major, as set forth in the Mannes Catalog of their year of entrance. Graduating students should not receive incomplete grades in any course taken in the final semester of study.
Undergraduate Requirements

To earn an undergraduate degree or diploma, students must have a minimum 2.0 cumulative GPA and complete departmental requirements. All candidates for the Bachelor of Science degree, Bachelor of Music degree, or Undergraduate Diploma must be in residence for a minimum of two academic years. A four-year residency is required for first-time freshmen.

Graduation with Honors

Undergraduates who have completed at least 60 credits in residence for a bachelor’s degree and who have a cumulative GPA of 3.7 or better will graduate “With Honors” noted on their diploma and transcript.

Graduate Requirements

To earn a graduate degree or diploma, students must have a minimum 3.0 cumulative GPA and complete departmental requirements. Graduate students who exit the program and then reapply and are readmitted must complete their degree requirements within five years.

Graduation Petitions and Fees

The New School confers degrees twice a year, in January and May. The commencement ceremony for May and January graduates is held in May. All degree requirements, as specified in divisional catalogs, must be completed prior to the graduation date for a degree to be awarded.

Students who expect to graduate must submit a Graduation Petition to the Office of the Registrar through MyNewSchool. The petition must be filed regardless of intent to attend the commencement ceremony. Students expecting to graduate in January should petition prior to November 1. Students expecting to graduate in May should petition prior to April 1. Late fees may apply after these deadlines. See the registrar’s website for details.

Students attending the May ceremony must purchase graduation attire from the university supplier.

Degree Conferral and Issuing of Diplomas

The New School confers degrees in January and May. After all final semester grades are received and posted, an evaluation of the student’s academic record will determine eligibility to graduate. This process takes 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.
MANNES FACILITIES AND SERVICES

FACILITIES

150 West 85th Street
The main Mannes College building at 150 West 85th Street features classrooms, practice rooms, a complete music and listening library, an audio studio, and a computer lab. There are two concert halls, one with 250 seats and one with 65 seats, that host hundreds of performances each year by students, faculty, and artists-in-residence.

The John Goldmark Practice Center
The John Goldmark Practice Center provides additional practice rooms and an opera rehearsal studio. It is within walking distance of Mannes, adjacent to Lincoln Center at 37 West 65th Street. It is open approximately 60 hours per week.

The Harry Scherman Library
The Scherman Music Library, located at 150 West 85th Street, is an important academic resource for all students of Mannes College, the Mannes Extension and Preparatory Divisions, and the entire New School community. The growing collection is strong in music theory, scores, and performing editions of the classical repertoire, with approximately 8,000 books, 30,000 scores, 9,000 recordings, 300 video recordings, as well as music-related periodicals, specialized databases, and other electronic resources.

The Scherman Music Library is a member of the Research Library Association of South Manhattan (also known as the consortium), which includes the research libraries of The New School, New York University, Cooper Union, Cardozo Law School, the New York Academy of Art, and the New-York Historical Society. The consortium was established to increase access to research resources for matriculated students and faculty teaching in degree-granting programs at these institutions.

Mannes Computer Lab
A seven-workstation lab on West 85th Street’s sixth floor provides administrative software (Microsoft Word, Excel, etc.), music composition tools, and email and Internet access to Mannes degree- and diploma-seeking students.

SERVICES

Techniques of Music Tutoring Program
The Techniques of Music Department sponsors a free tutoring program for degree students having difficulty in their Techniques of Music courses (especially theory, ear training, and dictation). Students seeking more information about this service should look for a notice in the fifth-floor hallway or inquire in the Dean’s Office.

English Language Instruction
During the academic year, Mannes provides instruction in English as a second language (ESL) for students who require it. Placement into courses in ESL conversation and in ESL writing is by examination during the audition period. There are additional fees for those courses. Students seeking additional practice in English conversation may meet with Mannes “conversation partners” (students who are native English speakers and have expressed interest in working with international students) at no extra charge.

Mannes Audio Department
Mannes provides an audio studio to record student recitals. Students can also schedule private recording sessions and edit existing recordings for a reasonable fee. For a private recording session, a student reserves the Mannes Concert Hall through the Concert Office. To have a recital or a private session recorded, students pay the fee at the Mannes Business Office after the date is established. All arrangements must be made at least two weeks in advance.

The Audio Department also offers audiovisual aids to Mannes faculty and staff for teaching and other presentations. Slide, overhead, and audio equipment (such as portable CD players); classroom stereo systems (including record, CD, and cassette tape players); videocassette recorders; television monitors; and a multimedia cart (including a projection screen) are available. Arrangements must be made two weeks in advance through the Dean’s Office and the Audio Department.

Mannes Concert Office
The Concert Office assists students and faculty with all aspects of organizing performances, rehearsals, and recording sessions in the Mannes Concert Hall and Goldmark Hall and, for large ensembles, in outside venues. Consult the “Guide to Scheduling Concerts” for information about scheduling recitals, printing concert programs, and publicizing performances. Copies of the guide are available from the Concert Office, located on Mannes’ first floor.

Piano Maintenance Department
Mannes employs one full-time and one part-time piano technician to maintain the college’s pianos. Students using practice rooms and concert facilities are asked to report any problems with Mannes pianos to the Piano Maintenance Department so that the technicians can act appropriately.

Business Office
The Mannes Business Office, located on the first floor at 150 West 85th Street, collects fees for use of certain facilities and services and manages the payroll for student on-campus employment.
COURSE DESCRIPTIONS

PRIVATE INSTRUCTION

Instrument, Voice, and Composition
Students receive one-hour private lessons weekly for each of the 28 weeks of the academic year. Those majoring in instruments or voice are required to pass an examination in their major field before a faculty jury toward the end of the second semester each year. Jury requirements are available on the Mannes website.

1 hour weekly, 2 semesters, 8 credits (undergraduate)/10-12 credits (graduate)

Theory
In addition to attending classes in Techniques of Music, undergraduate students majoring in theory receive individual piano lessons during their first two years and are required to pass a piano examination before a faculty jury toward the end of the second semester each year. Jury requirements are available on the Mannes website.

1 hour weekly, 2 semesters, 8 credits

Orchestral Conducting
Conducting majors meet individually and in a small group for lessons, including work with two pianos, and study of symphonic, concerto, and operatic literature. All orchestral conducting students work regularly with the Repertory Orchestra, an instrumental ensemble created specifically to support the orchestral conducting program. Advanced students also have the opportunity to conduct reading sessions, rehearsals, and performances of The Mannes Orchestra at the discretion of the music director.

1 hour weekly, 2 semesters, 8 credits (undergraduate)/10-12 credits (graduate)

LARGE AND SMALL ENSEMBLES

The Mannes Orchestra
Sight-reading and study of symphonic and operatic literature; rehearsal and preparation for regular public performances. All majors in orchestral instruments are required to audition annually for seating placement.

6 hours weekly, 2 semesters, 4 credits

The Mannes Chorus
Sight-reading and study of choral literature from the 15th century to the present; rehearsal and preparation for regular performances. Members accepted on the basis of audition. Two years of chorus are required for all undergraduate students not subject to the orchestra requirement.

3 hours weekly, 2 semesters, 2 credits

The Mannes Opera
Entry into The Mannes Opera Young Artists and The Mannes Opera Apprentice Studio class is by audition for juniors, seniors and graduate students. Successful applicants will be assigned to either the Young Artists or Apprentice Studio section of Opera.

The Mannes Opera Young Artists Class
Fundamentals of opera training for students majoring in voice. The class is divided into small sections, each of which is led by various coaches and stage directors, and prepares a brief performance either in concert or of staged scenes from selected operas. A number of students in the class are also chosen to prepare a fully staged production of one or more complete operas for public performance. In addition to fulfilling their performance obligation, students in the class assist in the technical preparation of staged productions.

Varied hours weekly, 8 credits

The Mannes Opera Apprentice Studio Class
Students who successfully audition for this course will be immersed in the preparation of operatic roles by studying both the musical and dramatic aspects of arias and scenes drawn from a wide variety of operatic literature. Intensive musical preparation including individual coaching and acting techniques featuring monologue work are hallmarks of this course. Students will be permitted to observe master classes scheduled by The Mannes Opera and may also be invited to audition for ensemble assignments with The Mannes Opera. The course will culminate with a public performance of opera scenes studied in class. Open to juniors, seniors and graduate students.

2 hours weekly, 15 weeks, 3 credits

Percussion Ensemble
Repertory includes standard works and music of many contemporary composers. Required for students concentrating in percussion in each semester of residency.

3 hours weekly, 2 semesters, 2 credits

Guitar Ensemble
Music of the lute and guitar repertory of all periods, written for two or more guitars or in combination with other instruments or voice. Required for students majoring in guitar.

3 hours weekly, 2 semesters, 2 credits

Baroque Chamber Players
Performance practices of the 17th and 18th centuries. A laboratory course with emphasis on ornamentation, improvisation, and idiomatic conventions of notation and rhythm. By audition only. Open to singers, instrumentalists, and keyboard players. Can be used to satisfy chamber music or elective credit by advisement.

2 hours weekly, 2 semesters, 2 credits

Contemporary Music Ensemble
Music of the 20th and 21st centuries in classroom performance. Works prepared for periodic public performances. By audition only. Can be used to satisfy chamber music or elective credit by advisement.

2 hours weekly, 2 semesters, 2 credits
INSTRUMENTAL PERFORMANCE CLASSES

Performance Classes for Orchestral Instruments
Reading and study of orchestral literature in classes grouped by each instrumental area. Emphasis is placed on developing skills necessary to play in a professional orchestra section. Required in each semester of residency.
12 hours per semester, 2 semesters, 2 credits

Ensemble Classes – Winds and Brass
Reading and study of orchestral literature in classes grouped by wind or brass sections. Emphasis is placed on developing skills necessary to play in a professional orchestra section. Required in each semester of residency.
12 hours per semester, 2 semesters, 2 credits

Chamber Music
Study of the standard ensemble literature for string instruments, wind and brass instruments, and piano; performances in student recitals and festivals.
10 hours per semester, 2 semesters, 2 credits

Repertory Orchestra
A performance class designed to assist in the training of orchestral conducting majors. Open by audition to College Division instrumentalists.
2 hours weekly, 2 semesters, 0 credit

GRADUATION RECITAL

Graduation Recital
Candidates for all degrees and diplomas (BM, BS, UDPL, MM, PDPL) must present a graduation recital at Mannes during their final year. Theory majors are exempted from this requirement. For composition majors, this requirement is replaced by the “Performance of Student Compositions” (see below).
0 credit

Performance of Student Compositions
During the period of residency, each student must prepare performances of at least three of his or her own works at concert programs given in the college.
0 credit

UNDERGRADUATE CURRICULUM

Techniques of Music I

Theory I
Intensive study of the fundamental materials and procedures of tonal music. Writing of harmonic progressions and setting of melodies and figured basses using triads and seventh chords and their inversions. Two-part counterpoint in all five species. Introduction to chromaticism, applied dominant relationships, modulation, and tones of figuration. Emphasis on the linear origin of many chord successions.
3 hours weekly, 2 semesters, 6 credits

Ear Training I, Dictation I
Sight-singing of melodies in five clefs. Emphasis on basic rhythmic and tonal patterns. Introduction to score reading and transposition. Melodic, contrapuntal, and harmonic dictation.
Each course 1 hour weekly, 2 semesters, 2 credits each

Piano Class I
Fundamentals of piano technique. Simple pieces for beginners. Major and minor scales, tonic and dominant-seventh chords, basic progressions in major and minor keys. Sight-reading. Required for all majors except keyboard and theory.
1 hour weekly, 2 semesters, 2 credits

Techniques of Music II

Theory II
Three-part counterpoint in all five species. Setting of chorale melodies and further studies of chromaticism and figuration. Written exercises in various styles and media.
2 hours weekly, 2 semesters, 4 credits

Ear Training II, Dictation II
Melodic sight-singing with emphasis on chromaticism. Continuation of score reading and transposition using seven clefs. Melodic, contrapuntal, and harmonic dictation.
Each course 1 hour weekly, 2 semesters, 2 credits each

Keyboard I
1 hour weekly, 2 semesters, 2 credits

Piano Literature I
The first of two courses offering a comprehensive overview of the history of the piano and its most significant repertory. Level I covers the time period from early baroque to the romantic era. Materials will include readings, assigned listening, and in-class performances and presentations. There will be at least one assigned paper as well as other activities at the discretion of the instructor. Offered every other year. (Required of all piano majors in their second or third years. Piano Lit I and II should be taken sequentially if possible.)
2 hours per week, 2 credits

Piano Class II
Techniques of Music III

Theory III
Combined species counterpoint; imitation, canon, and introduction to fugue. Intensive study of chromaticism, texture, continuity, style, and form. Settings of instrumental and vocal melodies and basses from the literature. Projects in the composition of short forms.
2 hours weekly, 2 semesters, 4 credits

Ear Training III, Dictation III
Continuation of sight-singing, score reading, transposition, and dictation. Introduction to atonal material. A substantial keyboard requirement for theory, composition, conducting, and piano majors.
Each course 1 hour weekly, 2 semesters, 2 credits each

Analysis I
Schenkerian analytic procedures. The structural principles and techniques of triadic tonality are learned in shorter works. Required for all majors.
2 hours weekly, 2 semesters, 4 credits

Piano Literature II
The second of two courses offering a comprehensive overview of the history of the piano and it most significant repertory. Level II covers the time period from the Romantic Era to the present day. Materials will include readings, assigned listening, and in-class performances and presentations. There will be a least on assigned paper as well as other activities at the discretion of the instructor. Offered every other year. (Required of all piano majors in their third or fourth years. Piano Lit I and II should be taken sequentially if possible.)
2 hours per week, 2 credits

Keyboard II
1 hour weekly, 2 semesters, 2 credits

Piano Class III
More advanced piano technique and repertoire. Available as an elective to undergraduates seeking additional training in piano.
1 hour weekly, 2 semesters, 2 credits

Techniques of Music IV

Theory IV
Studies in tonal composition, extended use of chromaticism, and imitative counterpoint, including writing of complete fugues.
1 hour weekly, 2 semesters, 2 credits

Twentieth-Century Theory
Analysis of selected examples from the tonal and posttonal literature of the 20th century. Written exercises in a variety of styles and media. Required for all majors.
1½ hours weekly, 2 semesters, 3 credits

Ear Training IV, Dictation IV
Continuation of Ear Training III and Dictation III using more difficult material.
Each course 1 hour weekly, 2 semesters, 2 credits each

Sight-Reading for Singers
Sight-reading for graduating singers. Sight-reading of solo, duo, and trio vocal literature from Elizabethan songs through 20th-century material.
½ hour weekly, 2 semesters, 1 credit

Analysis II
Works of greater scope and complexity. Linear-harmonic analysis of complete movements and works in various styles. Required for all majors in composition, conducting, harpsichord, piano, and theory.
1½ hours weekly, 2 semesters, 3 credits

Keyboard III
Advanced continuo: Baroque recitative and aria, accompaniment of concerto and sonata movements. Composition and improvisation of larger-scale keyboard projects in Classical and Romantic styles; sight-reading of figured bass, sight-reading of keyboard literature. Required for all majors in composition, conducting, harpsichord, piano, and theory.
1 hour weekly, 2 semesters, 2 credits

Score Reading
Details the various problems of orchestral score reading. Covers literature from the classic through the modern period. Required for keyboard, theory, composition, and conducting majors.
1 hour weekly, 2 semesters, 2 credits

Tonal Composition
Advanced studies in tonal composition. Three- and four-part canon and double and triple fugue. Study and exercises in sonata form. Required in place of Theory IV for composition and theory majors. Suggested as an elective for other qualified students.
2 hours weekly, 2 semesters, 4 credits

Current Research in Theory
A course designed to identify and address some of the major trends in current theoretical research through consideration of significant articles and publications from recent years. Assignments include regular reading and listening plus some
written work and class presentations. Required of theory majors, open to all other interested students by permission. May be repeated once for credit.

2 hours weekly, 1 semester, 2 credits

OTHER REQUIRED COURSES AND ELECTIVES

The following courses are required for some majors and are open to others as electives.

Orchestration

Orchestration I
Instrumentation. The basic range and techniques of the instruments of the orchestra. The study of their uses and functions within the musical structure as established by the important composers of the 18th, 19th, and 20th centuries. Assignments in writing for individual instruments and small combinations as well as for small and full orchestra. Required for students majoring in theory, composition, and conducting.

1 hour weekly, 2 semesters, 2 credits

Orchestration II

1 hour weekly, 2 semesters, 2 credits

Vocal

Introduction to Operatic Arts
This course provides an introduction to learning operatic roles with an emphasis on musical and dramatic preparation. Students will be given the techniques to understand the composer’s musical intentions and will begin basic preparatory study of stagecraft, including terminology and acting techniques. The course will culminate with a public performance of opera scenes studied in class. Recommended for freshman and sophomores.

1 hour weekly, 2 semesters, 2 credits

Song Interpretation
Designed for singers and pianists who are interested in the performance of art songs. Emphasis placed on analysis of text and music and their interrelation. May be used by pianists for ensemble credit.

1 ½ hours weekly, 2 semesters, 3 credits

Languages I and II (Italian, German, or French)
The main objective of the language courses is to enable the student to think in a foreign language and thereby enjoy a broadened cultural experience. Each language is assimilated through speaking, reading, writing, and listening.

Pronunciation, grammar, vocabulary, translation, conversation, and idioms are stressed. In the second year, the student concentrates on the reading and translation of simple poetry, plays, and short novels in addition to more advanced conversation and vocabulary. Students majoring in voice are required to take one year of each language. Students majoring in theory are required to take two years of either French or German.

Various hours weekly, 2 semesters, 4 credits

English Diction
Study of the artistic delivery of English in song using the International Phonetic Alphabet. Required for students majoring in voice.

2 hours weekly, 2 semesters, 2 credits

Italian, French, and German Diction
Study of the fundamentals of phonetics, articulation, and pronunciation of Italian, French, and German as applied to song and operatic literature. Accompanists are provided for a number of classes. Required for students majoring in voice and choral conducting.

Each course 2 hours weekly, 2 semesters, 2 credits

Piano

Collaborative Skills
This course introduces piano majors to the collaborative skills necessary to play with instrumentalists and singers. Topics include following and leading a partner, balancing volumes, breathing with singers and wind/brass players, and dealing with orchestra reductions. Students should acquire the skills to enable them to accompany their colleagues in lessons and master classes.

2 hours weekly, 2 semesters, 2 credits

Piano Literature I & II

Piano Pedagogy
Examination of teaching material for the preschool child, elementary school beginner, high school beginner, adult beginner, and professional student. Discussions focus on developing musical taste, building technical skill, memorization, and performance; intelligent practice and the establishment of a sound relationship between child, teacher, and parent; visiting lecturers; and demonstrations. Students are required to observe classes and individual instruction and to practice teaching other students. Required for students majoring in piano.

1 ½ hours weekly, 2 semesters, 3 credits

Guitar

Guitar Survey
Study of problems specifically relating to performance on the guitar. Editing of music for performance, transcription, reading of lute tablature, and sight-reading. Required for all students majoring in guitar.
The World of Music
Introduce students to the vocabulary and concepts of music through an overview of historical style periods and through topics relating music to other arts. Students are introduced to various types of music, including world music, the American musical theatre and popular styles. Specific topics and specific musical examples will vary from semester to semester. Required of all first-year undergraduates.
2 hours per week, 2 credits

Music History in Cultural Context I
An intensive study of the development of musical styles and forms from the early Middle Ages through the Classical period. Emphasis on the relationship of music to social history, the visual arts, literature, and philosophy. Required for all undergraduates.
3 hours weekly, 2 semesters, 6 credits

Music History in Cultural Context II
A continuation of Music History I, from the romantic period through the 20th century. Required for all undergraduates.
3 hours weekly, 2 semesters, 6 credits

English Composition
Concentrates on writing skills beginning with simple compositions and gradually developing an individual style. Introduction to literature, with a focus on writing in various styles.
1½ hours weekly, 2 semesters, 3 credits

The Entrepreneurial Musician (for undergraduate students)
A one-semester course that reflects the backgrounds and career goals of our various majors as they complete their undergraduate education. Students develop comprehensive career plans based on their vision and goals, consider the role that advanced training may play in those plans, and learn how to present their work as artists to the outside world in ways suitable to their current interests and abilities. (Required of all undergraduate majors, to be taken in their third or fourth year.)
2 hours per week, 2 credits

Graduate Curriculum

Theory Review for Graduate Students
Intensive review of significant areas of theory: two- and three-part species counterpoint, harmonization, and chromaticism; phrasing and musical form. Theory review is required for master’s candidates who, by examination, place below the entrance level in theory.
3 hours weekly, 2 semesters, 6 credits

Music History Review for Graduate Students
This course examines representative topics in music history. The first semester covers topics from the baroque and classical eras, while the second semester deals with 19th- and 20th-century topics. This class is required for master’s candidates who, by examination, place below the entrance level in music history.
Introduction to Graduate Studies
This course is designed to provide the student with fundamental knowledge of the reference and research materials required for coursework in the Master of Music program.

The course also introduces students to the process of surveying and evaluating editions and to the practical implications for performance practice. The goal is to help students acquire a basis for artistically sound and informed interpretation. Required for all master’s candidates.

2 hours weekly, 1 semester, 3 credits

Graduate Writing Course
A one-semester course designed to strengthen the basic verbal communication skills of our graduates, in academic writing suitable for graduate-level research as well as in writing linked to communication with potential audiences and career advancement. Offered in conjunction with the current Introduction to Graduates Studies course.

1 hour per week, 1 credit

The Entrepreneurial Musician (for Grad Students)
A one-semester course that reflects the backgrounds and career goals of our various majors as they complete masters-level education. Students learn how to present their work as artists to the outside world, and develop comprehensive career plans based on their vision and goals. Required of all masters students, to be taken in their second year.

2 hours per week, 2 credits

Analysis for Graduate Students I
An intensive course in Schenkerian analysis for graduate students. Fundamental concepts and skills of Schenkerian analysis are developed as a preparation for elective seminars such as Analysis for Performers. Required for all Master of Music students. Students whose entrance examination results exempt them from this requirement must take an additional elective, preferably from among the theory options.

3 hours weekly, 1 semester, 3 credits

Analysis for Graduate Students II
An advanced course in Schenkerian analysis for graduate students who have completed Analysis for Graduate Students I or the equivalent. Required of students whose majors require advanced work in Techniques of Music (theory, composition, conducting) and recommended for others with theoretical interests.

3 hours weekly, 1 semester, 3 credits

Advanced Schenkerian Analysis
An intensive seminar in Schenkerian analysis at its most advanced levels, involving in-depth study of selected pieces and consideration of the scholarly literature as appropriate. Work includes weekly preparation of graphs under the instructor’s supervision and a final project. Prerequisites: Analysis II (or Analysis for Graduate Students II).

2 hours weekly, 2 semesters, 4 credits

Graduate Score Reading
Advanced studies in reading from orchestral scores. Covers material from various style periods. Required for all master’s candidates in composition, conducting, and theory.

1 hour weekly, 2 semesters, 2 credits

Graduate Keyboard
Advanced continuo: Baroque recitative and aria, accompaniment of concerto and sonata movements. Composition and improvisation of large scale and advanced keyboard projects. Required for theory, composition and conducting majors. Prerequisites: Keyboard II.

1 hour weekly, 2 semesters, 2 credits

Dictation V
Advanced studies, including atonal material.

1 hour weekly, 2 semesters, 2 credits

Techniques of the Modern Era
An intensive examination of theoretical and stylistic aspects of significant works of the 20th century, focusing on the development of chromatic music from Schoenberg and Stravinsky to Boulez and Stockhausen. Required for all master’s candidates in composition, conducting, and theory.

1 hour weekly, 2 semesters, 2 credits

Theory: Writing Projects
Each year, students must prepare two article-length papers of a depth and originality sufficient to justify submission to professional journals. Topics are to be determined in consultation with the faculty and might originate in work done for other graduate-level courses. Students with a commitment to a particular area of interest may petition for the right to prepare a thesis to fulfill this requirement. Required for master’s candidates in theory.

1 hour weekly, 1 semester, 1 credit

Ear Training Pedagogy
Outline of four-year course of study in ear training; practical application; teaching and coaching of first-, second-, and third-year undergraduate students. Required for master’s candidates in theory.

2 hours weekly, 2 semesters, 4 credits

Dictation Pedagogy
Outline of four-year course of study in dictation; practical application; teaching and coaching of first-, second-, and third-year undergraduate students. Required for master’s candidates in theory.

2 hours weekly, 2 semesters, 4 credits

Theory Pedagogy
Examination of fundamental problems of theory instruction, with particular reference to elementary theory teaching as
preparation for the study of analysis. Demonstration of specific teaching techniques, survey of standard textbooks, practice teaching, and designing a theory curriculum for college or professional school. Required for master’s candidates in theory.

2 hours weekly, 1 semester, 2 credits

**Analysis Pedagogy**

Examination of fundamental problems of analysis instruction. Demonstration of specific teaching techniques, survey of standard textbooks, practice teaching, and designing an analysis curriculum for college or professional school. Required for master’s candidates in theory.

2 hours weekly, 1 semester, 2 credits

**Ear Training and Score Reading for Graduate Students I**

Sight-singing of advanced rhythms and melodies from the literature. Intensive studies in score reading using seven clefs. Required for all master’s candidates in voice.

1 hour weekly, 2 semesters, 2 credits

**Ear Training and Score Reading for Graduate Students II**

A continuation of Ear Training and Score Reading for Graduate Students I.

1 hour weekly, 2 semesters, 2 credits

**Piano for Singers**

This course covers technique and repertoire, major and minor scales, and chord progressions. Students will also learn to harmonize and accompany vocal warm-up exercises, as well as learn to play accompaniments for a wide range of vocal repertoire.

1 hour weekly, 2 semesters, 2 credits

**Dictation Review Class**

Dictation review class is required for master’s candidates who, by examination, place below entrance levels in dictation.

**Dictation Review I**

Scales and intervals. Simple melodic and contrapuntal dictation.

1 hour weekly, 2 semesters, 2 credits

**Dictation Review II**

Melodic, contrapuntal, and harmonic dictation.

1 hour weekly, 2 semesters, 2 credits

**Composition Forum**

A weekly meeting required for all master’s candidates in composition. Presentations are made by faculty, students, and invited guest lecturers on topics determined each year in accordance with students needs and interests.

2 hours biweekly, 2 semesters, 2 credits

**Collaborative Piano**

The class addresses the techniques required for the art of vocal accompaniment. The main focus is on differences between accompanying art songs and operas. Other topics include preparing a vocal-piano recital and dealing with orchestral reductions.

2 hours weekly, 2 semesters, 2 credits

**Electives/Seminars**

Graduate electives are one semester long, 2 credits. Seminar courses are elective courses designed to refine the students’ writing skills with regard to musical topics. A research paper is required. A complete list of electives offered each semester, along with course descriptions, is compiled and distributed at the beginning of each registration period.
Biographical information about faculty members is published on the website at www.newschool.edu/mannes.

**Violin**
- Nina Beilina
- Miranda Cuckson
- Shirley Givens
- Lewis Kaplan
- Chin Kim
- Michelle Kim
- Curtis Maconber
- Daniel Phillips
- Todd Phillips
- Todd Reynolds
- Lucie Robert
- Aaron Rosand
- Ann Setzer, DMA, Violin Performance, SUNY at Stonybrook*
- Laurie Smukler
- Mark Steinberg
- Sally Thomas
- Hiroko Yajima, Diploma, Violin Performance, Juilliard School*

**Viola**
- Karen Dreyfus
- Paul Neubauer
- Daniel Panner
- Ira Weller

**Violoncello**
- Timothy Eddy
- Barbara Stein Mallow
- Marcy Rosen
- Irene Sharp
- Fred Sherry
- Ronald Thomas
- Jeffrey Zeigler

**Double Bass**
- Marji Danilow
- Jordan Frazier
- Orin O’Brien
- Max Zeugner

**Piano**
- Eteri Andjaparidze
- Arkady Aronov
- Jeremy Denk
- Pavlina Dokovska, MM, Piano Performance, Juilliard School*
- Vladimir Feltman
- Richard Goode
- Yuri Kim
- Irina Morozova
- Jerome Rose
- Victor Rosenbaum, MFA, Theory & Composition, Princeton University*

**Harpsichord**
- Arthur Haas

**Flute**
- Judith Mendell, Graduate Diploma, Chamber Music, Curtis Institute of Music*
- Keith Underwood

**Oboe**
- Elaine Douvas
- Sherry Sylar

**Clarinet**
- David Krakauer
- Charles Neidich

**Bassoon**
- Marc Goldberg
- Leonard Hindell
- Kim Laskowski

**Saxophone**
- Allen Won

**Horn**
- David Jolley
- Phil Myers
- Eric Ralske

**Trumpet**
- Vincent Penzarella
- Raymond Riccomini
- Thomas Smith

**Trombone and Bass Trombone**
- D. Paul Pollard
- Weston Sprott
- David Taylor

**Tuba**
- Floyd Cooley

**Harp**
- Barbara Allen
- Susan Jolles

**Timpani and Percussion**
- Maya Gunji
- Joseph Tompkins
- Glen Velez
- Michael Werner
Instrumental Performance Classes
Violin: Garrett Fischbach, Wen Qian
Viola: Daniel Panner, Ira Weller
Violoncello: Ronald Thomas, Jeffrey Zeigler
Double Bass: Marji Danilow, Orin O’Brien
Winds: Judith Mendenhall
Flute: Judith Mendenhall, Keith Underwood
Oboe: TBA
Clarinet: David Krakauer
Bassoon: Marc Goldberg; Kim Laskowski
Brass: Raymond Riccomini
Horn: Erik Ralske
Trumpet: Vincent Penzarella
Low Brass: Floyd Cooley, Weston Sprott

Classical Guitar
Frederic Hand
Michael Newman

Composition
Robert Cuckson, DMA, Composition, Yale University*
Mario Davidovsky
Leo Edwards
Lowell Liebermann
David Loeb, MM, Composition, Yale University*
Missy Mazzoli
Paul Moravec
David Tcimpidis

Voice
Amy Burton, BM, Voice, Northwestern University*
Ruth Falcon
Bonnie Hamilton
Arthur Levy
Dan Marek
Beth Roberts, MM, Voice, Manhattan School of Music*

Vocal Studies
Thomas Bagwell, Opera Scenes Workshop
Marianne Barrett, Diction (On leave 2013-2014)
Cristina Stanescu, Song Interpretation, Diction
Neal Goren, Opera Arias
Rhoda Levine, Acting
Glenn Morton, Song Interpretation, Diction
Frank Nemhauser, Oratorio
Renée Santer, Diction

Vocal Coaches
Thomas Bagwell
Susan Caldwell
Pei-Wen Chen
Joshua Greene
Vlad Iftinca
Ann Lewin
Anthoni Manoli
Glenn Morton
Cristina Stanescu
Ted Taylor
Susan Woodruff Versage

Howard Watkins

Collaborative Piano
Cristina Stanescu, Director
Audrey Axinn
Thomas Bagwell
Vlad Iftinca

The Mannes Opera
Joseph Colaneri, Director, MM, Organ & Choral Conducting, Westminster Choir College*
Laura Alley
Susan Caldwell
Ted Taylor
Susan Woodruff Versage

The Mannes Orchestra
David Hayes, Director of Orchestral and Conducting Studies

The Mannes Chorus
Frank Nemhauser, BM, Choral Conducting, Mannes College of Music*

Orchestral Conducting
David Hayes, BM, Musicology, University of Hartford, Hartt School of Music; Diploma, Orchestral Conducting, Curtis Institute of Music*

Mannes American Composers Ensemble (MACE)
Lowell Liebermann, Director

Contemporary Ensemble
Madeleine Shapiro, Director

Guitar Ensemble
Terry Champlin, Director

Percussion Ensemble
James Baker, Director

The Mannes Baroque Chamber Players
Nancy Wilson, Director

Composer in Residence
Uri Caine

Ensembles in Residence
The Newman & Oltman Guitar Duo
The Orion String Quartet

Chamber Music and Ensembles
Audrey Axinn
Terry Champlin
Marji Danilow
Timothy Eddy
Marc Goldberg
Harris Goldsmith
Frederic Hand  
David Jolley  
Chin Kim  
David Krakauer  
Joel Lester  
Judith Mendenhall  
Edna Michell  
Michael Newman  
Vincent Penzarella  
Daniel Phillips  
Todd Phillips  
Peter Prosser  
Gena Raps  
Raymond Riccomini  
Marcy Rosen  
Victor Rosenbaum  
Ann Setzer  
Thomas Smith  
Laurie Smukler  
J.Y. Song  
David Taylor  
Keith Underwood  
Diane Walsh  
Nancy Wilson  
Hiroko Yajima  

John Varney, Writing

**Electives**

Michael Charry  
Judith Grodowitz  
Myron Lutzke  
Mark L. Shapiro

**New Proficiencies**

Michael Bacon, Film Composition  
Derek Bermel, Composition of Music and Text  
Thomas Cabaniss, Art of Engagement  
Tanya Kalmanovich, Entrepreneurship  
Todd Reynolds, Technology, Performance, Improvisation

**Pedagogy**

Elizabeth Aaron  
Robert Cuckson  
Frank Nemhauser  
Beth Roberts  
Ann Setzer  
Vladimir Valjarevic, DMA, Piano Performance, Mason Gross  
School of the Arts at Rutgers University*  
Eric Wen

* Full-time employee

**Techniques of Music**

Elizabeth Aaron, BS, Music Theory, Mannes College of Music*  
Wayne Alpern  
Poundie Burstein  
Robert Cuckson  
Leo Edwards  
George Fisher  
Joel Lester, Ph.D., Music Theory, Princeton University*  
David Loeb  
Mei-Mei Meng  
William Needelman  
Frank Nemhauser  
Christopher Park  
Richard Porterfield  
Carl Schachter  
Sheriden Seyfried  
Hedi Siegel  
Noam Sivan  
Christopher Stone  
Eric Wen, MA, English, Columbia University*  

**Keyboard Skills**

Marilyn Groves  
Miriam Kartch  
Mei-Mei Meng

**History and Literature of Music**

Frederic Fehleisen, History of Music  
Faye-Ellen Silverman, History of Music  
Ju-Ying Song, Graduate Studies

**English as a Second Language**

Bonny Hart, Conversation, Reading
### MANNES ADMINISTRATION, ALUMNI, AND DEVELOPMENT

#### Office of the Dean
- Dean: Richard Kessler
- Associate Dean for Administration: Valerie Feuer
- Associate Dean of Academic Affairs: George Fisher
- Assistant Dean: Audrey Axinn
- Assistant Dean for Prep & Extension: Kate Sheeran
- Assistant to the Dean: Benjamin Solis
- Academic Affairs Coordinator: Joshua Gleich

#### Advisors
- Undergraduate and PDPL: Audrey Axinn
- MM and PDPL: Marilyn Groves

#### Office of Admission
- Director of Admission: Georgia Schmitt
- Associate Director of Admission: Jonathan Engle
- Admission Counselor: Cecily Horner

#### Area Coordination
- Director of Instrumental Studies: Chris Gulhaugen
- Director of Vocal Studies: Frank Nemhauser

#### Departmental Leadership
- Head of Strings: Hiroko Yajima
- Head of Winds: Judith Mendenhall
- Head of Brass: Raymond Riccomini
- Head of Piano: Pavlina Dokovska
- Head of Voice: Beth Roberts
- Head of Percussion: James Baker
- Head of Composition: Lowell Liebermann
- Head of Techniques of Music: Robert Cuckson
- Associate Head, Techniques of Music: Elizabeth Aaron
- Head of Academic Studies: Faye-Ellen Silverman

#### Orchestra
- Orchestra Manager and Director of Orchestral Studies: Chris Gulhaugen
- Assistant Director of Orchestral Studies: Elizabeth Weisser
- Director of Orchestral and Conducting Studies: David Hayes

#### Opera Department
- Director: Joseph Colaneri
- Administrator: Susan Cadoff

#### Harry Scherman Library
- Director: Ed Scarcelle
- Assistant Director: Arsinoi Ioannidou
- Assistant Director of Public Services: Andy Toulas

#### Circulation
- Circulation Supervisor: Gregory Briggler
- Senior Library Clerk: John-Morgan Bush

#### Development
- Director of Development: George Nichols
- Director of Institutional Advancement: Lane Richards Peace
- Communications Consultant: David Ames
- Assistant to the Directors of Development: TBD

#### Extension Division
- Associate Director: Maggie Koozer

#### Preparatory Division
- Associate Director: Katherine White
- Program Assistant: Jonathon Herbert

#### Concert Office
- Director of Concert Operations: Erik Bestmann

#### Community Services
- Community Outreach: Elizabeth Aaron

#### New School Concerts and N.Y. String Orchestra Seminar
- Director: Rohana Elias-Reyes

#### John Goldmark Practice Center
- Practice Center Manager: Hong Tao Sun

#### Business Office
- Business Office Manager: Michael Seabrook

#### Computer Services
- Director of Computer Services: Joseph Ravo

#### Piano Maintenance Department
- Piano Technician: Misha Branzburg

#### Maintenance
- Building Manager: Rafael Gutierrez
- Anthony Baez
- Luis Robles
- Eric Rodriguez
- Marco Tamayo
MANNES COLLEGE BOARD OF
GOVERNORS

Linda E. Rappaport, Chair
Eugenia A. Ames
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Bevis Longstreth
David W. Niemiec
Philip Scaturro
William A. Schwartz
Mrs. James C. Slaughter
William J. Strizever
Donald A. Wagner
Stephen D. Yarad

Artist Members

Danielle de Niese
Gordon P. Getty
Murray Perahia
Julius Rudel
Robert Sherman
Frederica von Stade

ALUMNI

Mannes recognizes that in today’s world success is measured in a variety of ways. Many of our students go on to the stage of the Metropolitan Opera or positions with great orchestras and chamber ensembles. Many serve as faculty at colleges and music schools, and freelance as musicians in cities across the globe. Others go on to create organizations that bring music to inner city school children or establish important and rewarding careers as arts administrators. Still others go on to careers outside of music, becoming doctors or business leaders, and the discipline and scholarship learned at Mannes serves them well no matter where their career takes them. For more information, visit www.newschool.edu/alumni.

DEVELOPMENT

Mannes College The New School for Music is a private, nonprofit organization supported by foundation and corporate grants and tax-deductible gifts from alumni, parents, and other friends. These gifts help to fund scholarship and career development awards, performance opportunities, facility renovations, instrument purchases, endowment, technology needs, master classes, visiting professors, resident composers, and special projects.
COMMUNICATION WITH STUDENTS

MyNewSchool
MyNewSchool is a customizable Web portal, located at my.newschool.edu, that connects students to the university and to their student records. Students can access their university email, view and update their personal information, participate in online courses, receive announcements, use library resources, check their accounts, see their financial aid award status and academic records, and much more. Most student business is transacted online through MyNewSchool, including registration for classes, payment of tuition and fees, and viewing of final grades. New students are notified when their MyNewSchool accounts have been set up.

Student Email Accounts
The university administration and academic departments routinely communicate with students through New School email. The university provides every degree or credit-seeking student with a New School email account. Official communications are made to the New School email address only.

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

The Student Success Network
The Student Success Network, or Starfish CONNECT, improves communication between students and their instructors and advisors and helps them connect with New School resources such as the Learning Center, libraries, and health and counseling services.

The Student Success Network enables students to:
- Sign up online for appointments with course instructors and advisors who have posted their office hours
- Schedule tutoring sessions at the Learning Center and with reference librarians
- View support networks for your courses
- Link to student services
- Get referrals and other messages from instructors and advisors

To learn more, visit: http://www.newschool.edu/student-services/student-success-network/

STUDENT SERVICES

Student Services offers resources and programs to enrich each student’s experience at The New School and prepare students for a life of responsible citizenship. Student Services provides the following resources:

- Student Housing and Residence Life
- Student Health and Support 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
The New School has living and learning spaces for undergraduate and graduate students with amenities to suit individual needs and budgets. All residences and some apartment facilities are fully furnished and staffed by professional residence hall directors and student resident advisors. Through the enthusiasm and creativity of the resident advisors, students who choose to live in university residences are introduced to diverse educational and social activities at The New School and in New York City. All facilities have 24-hour security coverage, and our staff is trained in handling emergencies should the need arise. The Residence Hall Handbook details housing services and residence hall policies 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 sublets are available in the Student Housing office. Student Housing will provide a compilation of current listings on request. For more information, visit www.newschool.edu/housing.

Students living in certain residence halls are required to enroll in a meal plan. Please review your housing application or visit www.newschool.edu/newcard/dining-dollars for more information.

Student Health and Support Services
Student Health and Support Services provides counseling and medical services, promotes student wellness and health, and administers the Student Health Insurance Plan. All degree, diploma, visiting, mobility, graduate certificate, and non-matriculating students in undergraduate and graduate degree programs, including students taking courses only online, are automatically charged a Health Services Fee at registration.

The Medical Services staff of physicians, nurse practitioners, and physician assistants is available to provide treatment for illnesses or injuries, routine health care, and medical advice.
The Counseling Services staff of licensed psychologists, clinical social workers, an art therapist, and a psychiatrist provides emotional support and psychological counseling in a supportive environment, working with each student client on a reasonable and helpful plan of action to address the student’s concerns. The Wellness and Health Promotion program empowers students, connects them to information and resources, cultivates healthy attitudes and behaviors, and fosters a culture on campus that values health. Professional health educators meet with students, offer workshops, and provide interactive programs on a variety of topics, including stress reduction, money management, time management, meditation, acupressure, nutrition and cooking, physical activity, smoking cessation, harm reduction, sexual health, HIV/AIDS, depression, sexual assault, and interpersonal violence. For more information, visit www.newschool.edu/studentservices/health.

**Student Health Insurance**

The university offers students a comprehensive health insurance plan that includes coverage for emergencies, hospitalization, and regular outpatient visits. The Student Health Insurance Plan provides easy access to health care services locally, nationally, and globally. All eligible students are automatically enrolled at registration.

**Waivers:** Students may be eligible to decline the insurance plan by submitting an online waiver form at the beginning of EVERY fall semester by the posted deadline (or spring semester for students entering in the spring). Access the online waiver form by going to www.universityhealthplans.com (select the “New School” link).

To learn more about the Student Health Insurance Plan and your financial responsibility if you do not waive the insurance, visit www.newschool.edu/studenthealth.

**Career Services**

Career Services at The New School promotes a holistic approach to career planning, helping students make sound career decisions to ensure personal and professional growth. Services include career counseling and assessment, résumé and cover letter reviews, mock interviews, and internship, and job search guidance. Special events including career workshops, panels, and networking opportunities also take place throughout the year. Visit www.newschool.edu/studentservices/careers for contact information and further details.

**International Student Services**

The New School is authorized under federal law to enroll non-immigrant alien students. All international students are required to attend an orientation and check in with International Student Services at the beginning of each academic semester. 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 from other countries reach their full potential and have positive experiences at The New School. Along with the rest of the university community, International Student Services promotes diversity and respect for cultures from all over the world. The office offers workshops, resources, programs, as well as advice and support. Every international student has access to one-on-one advising. For more information, visit www.newschool.edu/studentservices/international.

**Student Disability Services**

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 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, visit www.newschool.edu/studentservices/disability.

**University Student Senate**

The University Student Senate (USS) is the official student government of The New School, which is comprised of a representative board of voting members from each of the seven divisions. The USS acts as an intermediary between the student population and the administration to create a cohesive community. For more information and to get involved, visit www.newschoolsenate.org.

**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 and sponsors events and workshops to promote intercultural awareness. The staff works closely with recognized student organizations and the Social Justice Committee. This office also administers the Arthur O. Eve Higher Education Opportunity Program (HEOP) and oversees the Student Ombuds office. For more information, visit www.newschool.edu/studentservices/intercultural.

**Social Justice Committee**

The Office of the Provost, committed to making social justice one of The New School’s top priorities, has established a university-wide Social Justice Committee to guide The New School’s efforts to promote a sense of inclusion and fairness among the many social identities, life experiences, intellectual approaches, and personal beliefs represented in our community. A concern for social justice is central to the way in which many understand and relate to The New School. This impulse can be traced in the history of our divisions and programs, which have been concerned with providing access to higher education for working people, serving as a haven for scholars at risk, devising policies that promote equity and democratic governance, designing for democratic participation.
and social change, and contributing to the public discourse on economic development. For more information, visit www.newschool.edu/leadership/provost/social-justice.

UNIVERSITY RESOURCES AND FACILITIES

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

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
The Cooper Union Library
New York Academy of Art
The New-York Historical Society

Blackboard

Blackboard is the virtual “classroom” used for online and many on-campus courses. Log in by selecting the Blackboard icon at my.newschool.edu.

University Learning Center

At the University Learning Center, New School students can receive academic support in areas including writing, math (PDF), ESL, and graduate writing. The ULC also holds regular workshops aimed at improving students’ writing and other academic skills.

Writing sessions support development through constructive feedback and technical guidance, designed to help students clarify their ideas and evaluate their work. The ULC is not a proofreading or editing service; rather, our tutors work with students to identify areas that need improvement and offer advice about making adjustments. For more, visit http://www.newschool.edu/learning-center/.

Computing Facilities

Students have access to the latest technology in the labs and work spaces operated by the office of Academic Technology (AT). For locations of facilities and hours of operation, visit www.newschool.edu/at. Features and services include:

- Mac and Windows open labs with printers
- Computer-equipped presentation classrooms
- Advanced video, audio, Web, print design, 2D and 3D modeling and animation programs
- Research, statistics, and Microsoft Office software
- Private editing suites, an AV recording studio, and a voiceover studio
- Black and white, color, and large format printing, including wireless printing, standard and photographic quality.
- Specialty scanners (oversized, slide, film, and drum)

Questions about AT labs, the equipment center, the print output center, and AT-supported presentation classrooms should be directed to the Academic Technology staff by emailing at@newschool.edu or calling 212.229.5300 x4538.

Wireless

The New School provides free wireless Internet access throughout the campus. For information visit www.newschool.edu/information-technology/network..

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.

Contact the Help Desk:
Monday–Friday, 8:30 a.m. to 5:30 p.m.
Telephone: 212.229.5300 x2828
Email: helpdesk@newschool.edu

Other Resources

Barnes and Noble Booksellers
105 Fifth Avenue at 18th Street
212.675.5500
www.barnesandnoble.com/textbooks
New and used textbooks for most courses are available for purchase at the Barnes and Noble store on 18th Street.

The Foundation Center
79 Fifth Avenue, 2nd floor
212.620.4230
www.fdncenter.org

Students pursuing foundation funding for their education (or for research projects) can contact the reference librarians at the Foundation Center. To learn more about these resources, visit the www.fdncenter.org.
The Office of Student Financial Services at The New School provides a comprehensive program of financial services for degree-seeking students that includes significant institutional scholarship support to eligible students on the basis of merit and need. Eligible students can apply for assistance under the federal, state, and institutional aid programs listed below.

U.S. and State Scholarship and Grant Programs

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

Loan Programs

- William D Ford Direct Student Loan Program
- William D Ford Direct Parent Loan for Undergraduate Students (PLUS) Program
- Federal Perkins Loan Program
- Private credit-based educational loans

Work Programs

- Federal Work-Study Program
- On-Campus Student Employment

Other U.S. Financial Assistance Programs

- Federal aid to Native Americans
- Veteran’s benefits
- Social Security payments to children of deceased parents or parents with disabilities

For additional financial aid sources, visit the U.S. Department of Education website at www.studentaid.ed.gov.

Mannes College Scholarships and Grants

- The Alice E. Adams Opera Scholarship
- The Alma Askin Scholarship
- The Augustine Guitar Scholarship Fund
- The Beulah Lawson Memorial Scholarship
- The Charles Kaufman Scholarship
- The Hildegarde D. Becher Memorial Voice Scholarship
- The Louise R. Cronheim Piano Scholarship
- The Walter Damrosch Memorial Scholarship
- The Emil Danenberg Fund
- The Baisley Powell Elebash Memorial Scholarships
- The Sebastian Engelberg Memorial Voice Scholarship
- The Felix Galimir Award
- The John D. Gilliam Piano Award
- The Sol Goldman Charitable Trust Piano Scholarship
- The Marie Josephine Hartford Piano Scholarship
- The Frank and Helen Hermann Scholarship
- The Jessica Holland Memorial Scholarship
- The I Have a Dream Award
- The Rodie Green Koenig Scholarship for Piano
- The Beulah Lawson Memorial Scholarship
- The Elsie Choy Lee Piano Scholarship
- The Evelyn and Leopold Mannes Memorial Scholarship
- The Mannes College Distinguished Artist Scholarship
- The Marya Mannes Scholarship
- The Louise Crane Foundation-Sylvia Marlowe Memorial Harpsichord Scholarship
- The McConnell-Clark Scholarship Fund
- The Homer and Constance Mensch Memorial Double Bass Scholarship
- The N.T. Milani Memorial Conducting Scholarship
- The Pamela Munson Award
- The Kate Netter Scholarship Fund
- The Jamie Norcross Memorial Percussion Scholarship
- The Marie Powers Memorial Scholarship
- The John B. and Helen B. Price Scholarship
- The Natalie G. Risbeck Piano Scholarship
- The Rita Russell Award
- The Philip Scaturro Scholarship
- The Hedwig and Felix Salzer Memorial Scholarship
- The Harold and Helene Schonberg Piano Scholarship
- The Carol O. Selle Piano Scholarship
- The C.V. Starr Scholarship
- The Cuker/Stern Fund
- The George Szell Fellowships
- The Eleanor Grayson Woodbridge Pianist Fund
- The Peter M. Gross Student Assistance Fund provides small grants to Mannes students for nonrecurring expenses related to professional development. Information is available in the Dean’s Office.
- The Mannes Distinguished Student Assistance Awards provide a stipend for living expenses for a very small number of extraordinary new and continuing Mannes students who are invited to apply. These awards are made possible by the generosity of the Horace W. Goldsmith Foundation, the LCU Young Women’s Housing, and the Harold and Helene Schonberg Piano Scholarship Fund.

GRADUATION AWARDS AND SPECIAL SCHOLARSHIP SUPPORT

Many donors generously contribute gifts for graduation awards to recognize excellence in achievement among members of the graduating class and to provide special scholarship support. There are no applications for these awards; recipients are designated by the Mannes Scholarship Committee.

Graduation Awards

- Joseph Fidelman Memorial Award
- Richard F. Gold Career Grant
- George and Elizabeth Gregory Award for Excellence in Performance
- James E. Hughes, Sr. Memorial Performance Award
and federal loan fees.

room and board, other personal expenses, transportation costs, period of enrollment are tuition and fees, books and supplies, 

Study awards), dictate the expense items that can be included Ford Direct Supplemental Educational Opportunity Grants Title IV aid (including Federal Pell Grants, Federal regulating the disbursement of fu

Your student expense budget, also known as your Cost of Attendance (COA), is the foundation on which eligibility for 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, William D Ford Direct 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.

How to Apply

Detailed information about applying for financial aid and the types of aid available is available on the Student Services website at http://www.newschool.edu/studentservices. 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.

U.S. citizens and eligible permanent residents interested in applying for government and institutional financial assistance programs listed above must complete the Free Application for Federal Student Aid (FAFSA) annually. The New School’s code is 002780. Students are encouraged to file this form electronically at www.fafsa.ed.gov. Completing and submitting the FAFSA enables Student Financial Services to receive a need analysis report or Student Aid Report (SAR) electronically. Applicants for federal government assistance must be in default on or owe a refund to any of the federal aid programs.

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, William D Ford Direct 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, and 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

BILLING, PAYMENT, AND REFUND POLICIES

Billing and Payment Information

For registered continuing students, invoices will be sent electronically. An email will be sent to the student’s New School email address (@newschool.edu) notifying him or her that the invoice is ready to view through MyNewSchool. The fall invoices are available for viewing in early July with a payment due date of August 10; invoices for the spring semester are available in December with a payment due date of January 10. The invoice contains all current financial aid as of the date of the invoice.

Students who register just prior to the start of classes must pay their tuition and fees (and housing if applicable) in full, less approved financial aid awards. Degree students may also make payment arrangements with the approval of Student Financial Services at the point of registration.

Accepted forms of payment: Payment may be made by Visa, MasterCard, Discover, American Express, check (US 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.

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 are asked to email Student Financial Services for instructions. Only students who have been admitted and deposited can send funds by wire.

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 will not be accepted. 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.

If it becomes necessary to forward an account to a collection agency, an additional 10 percent penalty will be charged on the remaining account balance.

**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 and there is a $55.00 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. Enrollment is through MyNewSchool.

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

**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 along with the appropriate deferral form(s). This may be done by mail or fax or in person, but not by email.

The authorization letter must be provided on official employer/sponsor letterhead. This letter should indicate the current date and include the following: student’s full name, New School ID number (if applicable), the amount to be reimbursed, the academic term for the covered charges, the signer’s address and telephone number, and the specific terms for reimbursement (either contingent on receipt of grades or else billable upon registration. Any portion of charges that the employer has not agreed to pay may not be deferred and must be paid upon registration.

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

Students can mail authorization letters and forms to The New School, Attention: Third Party Billing, 79 Fifth Avenue, 5th floor, New York, NY 10003 or bring their documents in person to the cashiering office at 72 Fifth Avenue. Payments may be made online at my.newschool.edu via their checking account or credit card. Registered Students can fax a credit card authorization with their deferral form and authorizations letters to SFS at 212.229.8582.

Payment for all charges is the responsibility of the student. The student is liable for any and all deferred charges that are not paid by the employer/sponsor. Liability is not contingent on receiving passing grades or completing courses. For answers to questions regarding employer reimbursement, email sfs@newschool.edu or call 212.229.8930.

**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 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.

**Deferral 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 additional information contact Student Financial Services.

**University Refund Schedule—Degree Students**

<table>
<thead>
<tr>
<th>Courses dropped</th>
<th>% of Tuition 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 nonrefundable. 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. The refund amount is the difference between the tuition already paid and the recalculated tuition. Contact Student Financial Services if you have questions about your account. Your financial aid may be affected if you withdraw or drop credits. Failure to complete payment prior to withdrawal does not relieve you 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. Refund processing takes approximately four weeks.

Electronic refunds deposited in a bank account: Student refunds can be deposited directly into a personal savings or checking account. Students can sign up for this service on MyNewSchool. Exception: For students who are using a Parent Loan for Undergraduate Students to finance their educational expenses, a paper refund check (if applicable) will be sent to the parent borrower. If using a credit card to pay your balance, refunds will be issued back to the card last used to complete this payment.

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**ACADEMIC INTEGRITY AND HONESTY**

**Statement of Purpose: Academic Honesty and Integrity**

The New School views “academic honesty and integrity” as the duty of every member of an academic community to claim authorship for his or her own work and only for that work, and to recognize the contributions of others accurately and completely. This obligation is fundamental to the integrity of intellectual debate, and creative and academic pursuits. Academic honesty and integrity 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 faculty members and other students). Academic dishonesty results from infractions of this “accurate use”. The standards of academic honesty and integrity, and citation of sources, apply to all forms of academic work, including submissions of drafts of final papers or projects. All members of the University community are expected to conduct themselves in accord with the standards of academic honesty and integrity.

Students are responsible for understanding the University’s policy on academic honesty and integrity and must make use of proper citations of sources for writing papers, creating, presenting, and performing their work, taking examinations, and doing research. Through syllabi, or in assignments, faculty members are responsible for informing students of policies with respect to the limits within which they may collaborate with, or seek help from, others. Individual divisions/programs may require their students to sign an Academic Integrity Statement declaring that they understand and agree to comply with this policy.

The New School recognizes that the different nature of work across the schools of the University may require different procedures for citing sources and referring to the work of others. Particular academic procedures, however, are based in universal principles valid in all schools of The New School and institutions of higher education in general. This policy is not intended to interfere with the exercise of academic freedom and artistic expression.

**Definitions and Examples of Academic Dishonesty**

Academic dishonesty includes, but is not limited to:

- cheating on examinations, either by copying another student’s work or by utilizing unauthorized materials
- using work of others as one’s own original work and submitting such work to the university or to scholarly journals, magazines, or similar publications
- submission of another students’ work obtained by theft or purchase as one’s own original work
- submission of work downloaded from paid or unpaid sources on the internet as one’s own original work, or including the information in a submitted work without proper citation
- submitting the same work for more than one course without the knowledge and explicit approval of all of the faculty members involved
- destruction or defacement of the work of others
- aiding or abetting any act of academic dishonesty
- any attempt to gain academic advantage by presenting misleading information, making deceptive statements or falsifying documents, including documents related to internships
- engaging in other forms of academic misconduct that violate principles of integrity.
Adjudication Procedures

An administrator or faculty member at each of the divisions/programs of the University is the Dean’s designee with responsibility for administering the University’s Academic Honesty and Integrity Policy (hereinafter “school designee”). The name of each School Designee is listed on the Provost’s Office website.

The steps below are to be followed in order. If the two parties come to agreement at any of the steps, they do not need to proceed further.

Throughout this policy where correspondence is indicated, but the method is not specified, New School e-mail accounts and/or hard copy, sent through regular mail or hand delivery, may be used and is considered a good faith effort of notification on the part of the University. Each school will follow internal procedures for tracking correspondences with students related to this policy.

All time frames indicated by days refer to business days that do not include when the University’s administrative offices are closed, including weekends and holidays.

Grades awarded under the university’s Academic Integrity and Honesty Policy are not subject to review under this Grade Appeal Policy.

Step 1: Notification to Student

A faculty member who suspects that a student has engaged in academic dishonesty will meet with the student. It is expected that the faculty member will contact the student within ten (10) days after the last day of classes for that semester in which the alleged incident occurs. If academic dishonesty is alleged on an examination, paper, or creative work due within the last two weeks of classes, the faculty member should submit an incomplete grade until the student can be properly notified and the matter resolved. If grading a major culminating work (for example, a Senior Exhibit, final course paper, Masters Thesis, or Doctoral Dissertation) which may take longer to evaluate, faculty may request an exception to this deadline through the Dean’s office.

The student must contact the faculty member within ten (10) days of the notification to schedule a meeting with the faculty member. The faculty member is responsible for setting the meeting. This meeting can be in person or via telephone. A student who fails to respond in the time required will be deemed to have waived his/her rights under this policy. If the student does not respond, and the faculty member determines that the infraction is an actionable offense, s/he will inform in writing the School’s Designee of his/her determination and include copies of the following: correspondence with the student, syllabi, and course assignments.

In cases where the student is taking a course with a faculty member of a different school, the faculty member’s school designee will inform the student’s School Designee who will then oversee the adjudication process.

Step 2: Faculty Meeting with Student

During the meeting with the student, the faculty member will review the allegations with the student and allow the student the opportunity to respond. The student and/or the faculty member may, on a voluntary basis, request the presence of a designated third party from the student’s school or the University’s student ombudsman. A Third Party is appointed within each school for this purpose and can assist in clarifying questions about this policy and its processes, and facilitate communication between the faculty member and the student. The name of each Third Party is listed on the Provost’s Office website and the School Designee can never also serve as a Third Party. If the faculty member and/or the student elect to have a third party present, the requestor is responsible for notifying the other of his/her decision in advance of the meeting.

During this meeting, the student may either accept responsibility for the allegations or dispute them. Regardless, the faculty member will consult with the School Designee and then make one or more of the following determinations:

1. Indicate that the student has not committed an infraction of this policy.
2. Indicate that the student has committed an infraction and impose one of the following sanctions:
   a. require the student to resubmit the assignment; or
   b. give the student a failing grade for that particular assignment; or
   c. give the student a failing grade for the course.
3. Indicate that the student has committed an egregious infraction supporting the recommendation to the Dean that the student be suspended or expelled. Examples of egregious infractions include, but are not limited to: (1) multiple instances of academic dishonesty in a single course, (2) repeated instances of academic dishonesty by a student in different courses, and (3) academic dishonesty related to a major culminating work such as a Senior Exhibit, Masters Thesis or Doctoral Dissertation.

The faculty member will send correspondence as well as syllabi and course assignments to the School Designee with his/her determination.

In the rare and exceptional circumstance where the Step 2 process cannot occur, the instructor or the School’s Designee shall notify the student of the instructor’s concern that the student has engaged in academic dishonesty and that the matter has been referred to the Dean for resolution. In such cases, the student may proceed as set forth in the Appeals Procedures.

Step 3: Review of Faculty Determination and Possible Imposition of Sanctions by School Designee

The school designee will review the faculty member’s determination and consult, as needed, with appropriate academic personnel. Based on the faculty member’s determination, the nature of the most recent violation as it relates to past violations, consistency within the division and
across the University, and on any other relevant information pertaining to the student’s record at the University, the School Designee may determine that modified sanctions should be imposed on the student that can include, but are not limited to, suspension or expulsion.

Recognizing the importance of the decision for the student, the faculty member and the School Designee will notify the student in writing of the sanction(s) as soon as possible, but not more than twenty (20) days after receipt of the faculty member’s written recommendation. In addition, the School Designee will notify the appropriate offices in the school, the faculty member, the faculty member’s School Designee (if the course at issue is offered through another school), as well as the Office of the Assistant Vice President for Student and Campus Life.

**Appeal Procedures**

If the student is dissatisfied with the outcome of the adjudication procedures, s/he has the right to appeal.

**Student’s Right to Appeal**

The student may appeal the school designee’s decision to the Dean/Director of the School or his/her designee (hereinafter “Dean”). The appeal must be in writing and sent within ten (10) days of the decision letter received by the student. The student may request that the Dean convene a meeting of the existing committee that is responsible for academic standards and standing, or convene such a committee should one not already exist, to review the appeal. No member of this committee will have been part of the appeals process to date. The committee’s recommendation will be made to the Dean, whose decision is final except in cases where the student has been suspended or expelled. Alternately, the student may waive review by a committee and request that the appeal be reviewed exclusively by the Dean or his/her designee, who will not be the School’s Designee.

The student’s appeal must be reviewed within fifteen (15) days of receipt. Note that an appeal to the Dean may result in a stricter penalty than that applied by the School Designee. The student must be notified in writing of the appeal decision within five (5) days of the decision. A copy of the decision must be sent to the faculty member who brought the initial allegations, the Office of the Assistant Vice President for Student and Campus Life, and other offices as appropriate. The Dean’s decision is final, and not subject to further appeal, except in cases where the decision is either to suspend or expel.

**Appeal to the Provost**

A student who has been ordered suspended or expelled from the University because of a violation of this policy may appeal to the Provost or his/her designee (hereinafter “Provost”). The appeal must be made in writing within five (5) days of receipt of the Dean’s decision.

If the Provost decides to consider the appeal, such a review will be limited to: (a) whether the adjudication procedures outlined in this policy were properly followed; and (b) whether the sanction imposed is appropriate given the nature of the violation, and is consistent with sanctions imposed across the University in the past for similar violations. Note that an appeal to the Provost may result in a stricter penalty than that applied by the Dean; i.e. an appeal of a Dean’s decision of suspension could result in the Provost’s decision of expulsion. The Provost will, within ten (10) days of receipt of the request, make a determination. The Provost’s decision is final.

**OTHER POLICIES**

**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 2013–2014 academic year, the university reports the “persistence rate” for the year 2012 (i.e., the percentage of all freshmen studying full time in fall 2012 who were still studying full time in the same degree programs in fall 2013). 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.

**Campus Crime Statistical Report**

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 web site 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.

**Intellectual Property Policy**

Under The New School’s Intellectual Property Policy, the university shall have a nonexclusive, royalty-free, and 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.

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 member must consult with the university Institutional Review Board. The full policy with guidelines and consent forms can be found at www.newschool.edu/admin/gsp/gspframeset.html.

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.

Equal Employment and Educational Opportunity

The New School does not discriminate on the basis of age, race, color, creed, gender (including gender identity and expression), pregnancy, sexual orientation, religion, 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, U.S. Department of Education, (Office of Civil Rights, 32 Old Slip, 26th Floor, New York, NY 10005 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 Office, their Department Director, or the Office of the Senior Vice-President for Human Resources and Labor Relations, who is the University Disability Official.

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.

**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.

**Addendum to FERPA Regulations**

As of January 3, 2012, U.S. Department of Education FERPA regulations expand the circumstances under which education records and personally identifiable information (PII) contained in such records—including Social Security Number, grades, and other private information—may be shared without a student’s consent.

First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state or local education authorities (“Federal and State Authorities”) may allow access to a student’s records and PII without the student’s consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is “principally engaged in the provision of education,” such as early childhood education and job training as well as any program that is administered by an education agency or institution.

Second, Federal and State Authorities may allow access to education records and PII without the student’s consent to researchers performing certain types of studies, in certain cases even when the educational institution did not request or objects to such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive a student’s PII, but the Authorities need not maintain direct control over such entities.
In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without a student’s consent PII from the student’s education records and may track a student’s participation in education and other programs by linking such PII to other personal information about the student that they obtain from other federal or state data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

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

UNIVERSITY LEADERSHIP

David E. Van Zandt, President
Tim Marshall, Provost and Chief Academic Officer
Andy Atzert, Vice President for Distributed and Global Learning
Stephanie Browner, Dean, Eugene Lang College The New School for Liberal Arts
Carol S. Cantrell, Senior Vice President for Human Resources and Labor Relations
Lia Gartner, FAIA, LEED AP, Vice President for Design, Construction and Facilities Management
Richard Kessler, Dean, Mannes College The New School for Music
William Milberg, Dean, The New School for Social Research
Roy P. Moskowitz, General Counsel and Vice President for Legal Affairs
Martin Mueller, Executive Director, The New School for Jazz and Contemporary Music
Pippin Parker, Director, The New School for Drama
Linda Abrams Reimer, Senior Vice President for Student Services
Donald Resnick, Senior Vice President for Enrollment Management
Bryna Sanger, Deputy Provost and Senior Vice President for Academic Affairs
David Scobey, Executive Dean, The New School for Public Engagement
Steve Stabile, Vice President for Finance and Business and Treasurer
Peter Taback, Vice President for Communications and External Affairs
Joel Towers, Executive Dean, Parsons The New School for Design

THE NEW SCHOOL IN BRIEF

The New School was established in 1919 as a center of lifelong education, founded on the principle of intellectual and artistic freedom. Its founders were a group of prominent progressive scholars including Charles Beard, John Dewey, and James Harvey Robinson. True to its name, The New School has evolved continuously since its inception in response to the changing universe of ideas, career opportunities, and human curiosity. What began as a non-degree-granting school for working adults has become an innovative urban university offering some of the nation’s most respected programs in the liberal arts, the social sciences, art and design, the performing arts, and public administration. Students from across the country and around the world enroll in The New School’s diverse degree, certificate, and continuing education programs. They are taught by a renowned faculty of artists, scholars, and professionals and enjoy access to the rich resources of one of the world’s great cities. As The New School approaches its 100th anniversary, the ideals of its founders continue to be reflected in the achievements of its students, faculty, and alumni.

THE NEW SCHOOL MISSION

The New School prepares students to understand, contribute to, and succeed in a rapidly changing society, and thus make the world a better and more just place. We will ensure that our students develop both the skills a sound liberal arts education provides, and the competencies essential for success and leadership in the emerging creative economy. We will also lead in generating practical and theoretical knowledge that enables people to better understand our world and improve conditions for local and global communities. For more, visit www.newschool.edu/vision

THE DIVISIONS OF THE NEW SCHOOL

Eugene Lang College The New School for Liberal Arts

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

Eugene Lang College is The New School’s four-year liberal arts college for traditional-age undergraduates. The college began in 1972 as the Freshman Year Program, an experimental program for high school seniors. It became the Seminar College, a full-time bachelor’s program, in 1975 and a separate division of the university in 1985. This bold experiment in undergraduate education is named in honor of New School trustee Eugene M. Lang, a generous supporter of the college. Students at Eugene Lang College enjoy small seminar-style classes taught by a faculty of prominent scholars, many of whom are also affiliated with the graduate departments of The New School for Social Research. The college’s location in the center of a major metropolitan area offers its students opportunities for civic engagement and
internships available to students of few other small liberal arts schools.

**Mannes College The New School for Music**

[www.newschool.edu/mannes](http://www.newschool.edu/mannes)
150 West 85th Street, New York, NY 10024 | 212.580.0210

Founded in 1916 by David Mannes and Clara Damrosch, Mannes College became part of The New School in 1989. Mannes is one of the top destinations for students of classical music around the world, providing professional training for musical citizens of the 21st century in performance and other fields that make up an increasingly dynamic musical environment. A comprehensive curriculum and a faculty of world-class artists enable students to attain virtuosity in vocal and instrumental music, conducting, composition, and theory. But because they come to Mannes for musical education relevant to a rapidly changing world, students enjoy access to the resources of a great urban university and opportunities for civic engagement in New York City. Mannes College offers undergraduate and graduate music degrees and professional diplomas and supports a community extension program for adult learners and a preparatory program for children.

**The New School for Drama**

[www.newschool.edu/drama](http://www.newschool.edu/drama)
151 Bank Street, New York, NY 10014 | 212.229.5150

The New School has been a center of innovation in theater since Erwin Piscator brought his Dramatic Workshop here from Europe in the 1940s. His students included Marlon Brando, Walter Matthau, Harry Belafonte, Elaine Stritch, and Tennessee Williams. Piscator established a tradition of excellence in theater education that continues at The New School today. The New School for Drama, established in 1994, trains talented individuals for careers in the theater as actors, directors, and playwrights. Today, the division offers undergraduate and graduate degree programs. The New School’s New York City setting offers students abundant opportunities to learn through observation and make professional connections through the broadest theater career network in the United States.

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

[www.newschool.edu/jazz](http://www.newschool.edu/jazz)
55 West 13th Street, New York, NY 10011 | 212.229.5896

In 1986, The New School established an undergraduate program offering talented young musicians the opportunity to study with professional artists from New York City’s peerless jazz community. The teaching model is based on the tradition of the artist as mentor: Our students study and perform with some of the world’s most accomplished musicians. They are immersed in the history and theory of and latest developments in jazz, blues, pop, and the ever-evolving genres of contemporary music. Learning takes place in classrooms, student ensembles, one-on-one tutorials, public performances, and master classes. Students develop their creative talents to meet the high standards of professional musicianship exemplified by the legendary faculty.

**The New School for Public Engagement**

[www.newschool.edu/publicengagement](http://www.newschool.edu/publicengagement)
66 West 12th Street, New York, NY 10011 | 212.229.5615

The New School for Public Engagement embodies the values that motivated the university’s founders in 1919. The division was renamed in 2011 to reflect its position as an enterprise designed to connect theory to practice, foster innovation in culture and communication, and promote democratic citizenship through lifelong education. The division offers undergraduate degree programs for adult and transfer students and graduate degrees and certificates in its schools of languages, media studies, and writing and in the Milano School of International Affairs, Management, and Urban Policy. The division also offers hundreds of open-enrollment continuing education courses on campus in Greenwich Village and online.

**The New School for Social Research**

[www.newschool.edu/socialresearch](http://www.newschool.edu/socialresearch)
16 East 16th Street, New York, NY 10003 | 212.229.5700

In 1933, The New School gave a home to the University in Exile, a refuge for scholars fleeing persecution by the Nazis. In 1934, it incorporated this community as a prestigious graduate school of political and social science. Today, The New School for Social Research addresses the most urgent political, cultural, and economic concerns of the day and upholds the highest standards of critical inquiry. Students work with a renowned faculty of international scholars and enjoy new opportunities to cross disciplinary boundaries and collaborate with scholars and artists in other divisions of the university.

**Parsons The New School for Design**

[www.newschool.edu/parsons](http://www.newschool.edu/parsons)
2 West 13th Street, New York, NY 10011 | 212.229.8950

Parsons is one of the world’s preeminent colleges of art and design. Founded in 1896 by artist William Merritt Chase and his circle, Parsons was renamed in 1936 for its longtime president, Frank Alvah Parsons, who dedicated his career to integrating visual art and industrial design. Parsons became part of The New School in 1970. It was the first institution in the United States to award university degrees in fashion design, interior design, advertising and graphic design (originally commercial illustration), and lighting design. Parsons has earned and maintained an international reputation as a school at the vanguard of design education. Students in its undergraduate and graduate degree programs hold themselves to exceptional standards of creativity and scholarship, developing their skills and building knowledge in laboratories, workshops, and seminars. Parsons offers general art and design courses and certificate programs for students of all ages.

**Visit the home page of each division for information about degrees offered and areas of study.**