Bachelor’s Program for Adults and Transfer Students
School of Languages
Milano School of Policy, Management, and Environment
Julien J. Studley
Graduate Programs in International Affairs
School of Media Studies
Creative Writing Program

2018–2019 CATALOG
# Summer 2018-Spring 2019 Dates

## SUMMER 2018 (Degree-/Diploma-seeking Programs)
- Memorial Day: Mon. May 28
- Start of Summer Sessions: Tues. May 29
- End of Summer Sessions: Wed. Aug 15
- Summer 2018 Degree Conferral Date: Fri. Aug 31

## FALL 2018 (Degree-/Diploma-seeking Programs)
- Initial Fall Registration: Mon. April 2 – Wed. May 31
- Add/Drop Period Begins: Mon. Aug. 1
- First Day of Classes: Mon. Aug 27
- Rosh Hashanah Holiday – no classes: Mon. Sept 10**
- Withdrawal Period Begins: Tues. Sept 11
- Yom Kippur Holiday – no classes: Wed. Sept 19**
- Last Day to Withdraw: Sun. Nov 4
- Initial Spring Registration: Mon. Nov 5 – Fri. Dec 22
- Last Day of Classes: Mon. Dec 17
- Make-up Day, Official Last Day of Term: Tues. Dec 18
- Fall 2018 Degree Conferral Date: Mon. Dec 31

## SPRING 2019 (Degree-/Diploma-seeking Programs)
- Initial Spring Registration: Mon. Nov 5 – Fri. Dec 21
- Add/Drop Period Begins: Mon. Jan 14
- Martin Luther King Holiday: Mon. Jan 21
- First Day of Classes: Tues. Jan 22
- Last Day to Add/Drop Period (waive health ins): Mon. Feb. 4
- Withdrawal Period Begins: Tues. Feb 5
- President’s Day Holiday – no classes: Mon. Feb 18
- Last Day to Withdraw: Sun. Apr. 7
- Initial Fall Registration: Mon. Apr 1 – Thurs. May 31
- Last Day of Classes: Mon. May 13
- Make-up Day: Tues. May 14
- Commencement Activities: Tues. May 14 – Fri. May 17
- Commencement: Fri. May 17
- Spring 2019 Degree Conferral Date: Thurs. May 31

**The prior evening, courses beginning 3:50pm or later will not meet.**

*Updated: March 2018*
The New School is uniquely designed to help undergraduate and graduate students in our many colleges discover new, innovative paths that reflect their passions, values, and creativity. By being part of a university where art and design, the social sciences, liberal arts, media, and management and entrepreneurship come together, they develop the intellect, skills, and competencies essential for success in the emerging creative economy. Our dedication to generating practical and theoretical knowledge enables our students to leave prepared to create a more sustainable, more just, and better-designed world.

For more information, visit newschool.edu/mission-vision

**ADMINISTRATION**

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Anne Adriance, Chief Marketing Officer
Stephanie Browner, Dean, Eugene Lang College of Liberal Arts
Mark Campbell, Vice President for Strategic Enrollment Management
Jerry Cutler, Senior Vice President and Chief Human Resources Officer
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Mary R. Watson, Executive Dean, Schools of Public Engagement
Maya Wiley, Senior Vice President for Social Justice

**THE NEW SCHOOL IN BRIEF**

In 1919, a few great minds imagined a school that would never settle for the status quo, one that would rethink the purpose of higher learning. The New School was the result. Today it is a progressive university housing five extraordinary schools and colleges. It is a place where scholars, artists, and designers find the support they need to unleash their intellect and creativity so that they can courageously challenge convention. We dissolve walls between disciplines to create a community in which journalists collaborate with designers, architects with social researchers, artists with activists. Our academic centers in New York City and Paris offer almost 10,000 students more than 135 undergraduate and graduate degree programs uniquely designed to prepare them to make a more just, more beautiful, and better-designed world.

**College of Performing Arts**

The College of Performing Arts is a progressive arts center housed within The New School, in the heart of New York City. Artists receive individualized training, becoming fearless risk takers who value real-world relevance, pursue excellence, and embrace collaboration. Celebrated faculty mentors guide students to take their place as artistic leaders who can make a positive difference in the world today.

We offer undergraduate and graduate degree programs for musicians, composers, actors, directors, writers, and performers of all kinds through three renowned schools: Mannes School of Music, the School of Jazz, and the School of Drama. Unlike small stand-alone conservatories, our performing art schools offer students the valuable opportunity to pursue interdisciplinary studies within a comprehensive university.

**Mannes School of Music**

newschool.edu/mannes
55 West 13th Street, New York, NY 10011 | 212.580.0210
Since 1916, Mannes has been rigorously training artists to engage with the world around them through music. By practicing—day in and day out—with some of the most revolutionary musicians anywhere, Mannes students have become world-renowned masters of their craft and the canon. Today, Mannes has transformed the traditional conservatory education by integrating our rigorous classical training with new music, improvisation, real-world experiences, and cross-disciplinary projects. Mannes also offers a program for adult learners, and a preparatory program for young people.

**School of Drama**

newschool.edu/drama
151 Bank Street, New York, NY 10014 | 212.229.5150
Founded in 1940s by Erwin Piscator as the Dramatic Workshop, the School of Drama interweaves rigor with creative experimentation. We focus on authenticity of expression and confront today’s most pressing societal issues through prose, composition, voice, and movement. Notable alumni include Marlon Brando, Walter Matthau, Harry Belafonte, Elaine Stritch, and Tennessee Williams, as well as more recent graduates like Adrienne Moore and Jason Kim. The School of Drama trains talented individuals for careers in the theater as actors, directors, and playwrights through undergraduate and graduate degree programs.

**School of Jazz**

newschool.edu/jazz
55 West 13th Street, New York, NY 10011 | 212.580.0210
Founded in 1986 by Arnie Lawrence, David Levy, and Paul Weinstein, The School of Jazz at The New School is renowned across the globe for its artist-as-mentor approach to learning. Students are immersed in the history and theory of and latest developments in jazz, blues, pop, and the ever-evolving genres of contemporary music. They learn from leading jazz and contemporary musicians, including Peter Bernstein, Cecil Bridgewater, Jeff Carney, and Jimmy Owens. Learning takes place in classrooms, student ensembles, one-on-one tutorials, public performances, and master classes.

Eugene Lang College of Liberal Arts
newschool.edu/lang
65 West 11th Street, New York NY 10011 | 212.229.5665
At Eugene Lang College of Liberal Arts, part of The New School in NYC, scholarly rigor meets intellectual freedom. This small, progressive liberal arts college is designed for fiercely independent scholars. Students map out their own curriculum. They immerse themselves in primary texts rather than textbooks, attend small seminars rather than large lectures, work closely with faculty, and become part of a community committed to social justice. Eugene Lang students ask the big questions, challenge assumptions, and develop their potential by studying disciplines across our entire university.

Parsons Paris
newschool.edu/parsons-paris
45 rue Saint-Roch, 75001 Paris, France | +33 (0)1.76.21.76.40
Nearly a century ago, Parsons chose Paris, one of the world’s creative centers, as an ideal site in which to offer students an innovative academic path. Today, Parsons’ unique connections throughout Paris and with the rest of Europe and New York City give students a one-of-a-kind education in an intimate, atelier-like setting that fosters close collaboration and interdisciplinary learning. Parsons Paris offers the following undergraduate and graduate degrees at its campus in the heart of the city:
- Art, Media, and Technology (BFA)
- Fashion Design (BFA)
- Fashion Studies (MA)
- History of Design and Curatorial Studies (MA)
- Strategic Design and Management (BBA)

In our historic building in the first arrondissement, students work closely with faculty and peers to establish the creative and professional practices needed to lead in emerging fields and global contexts. They benefit from the advantages of a flexible, American-style education in a city celebrated for its legendary artisanal traditions and access to makers and thinkers throughout the region. Local partners, including ENSAD (École Nationale Supérieure des Arts Décoratifs) and le Musée des Arts Décoratifs provide students with exceptional resources and enable them to explore studio practices in a French setting. Because Parsons Paris is part of The New School, students can collaborate and learn across disciplines—including complete minors—through travel to the New York campus and through online learning. They graduate with the creative network, critical abilities, and global orientation called for in the developing innovation economy.

Parsons School of Design
newschool.edu/parsons
2 West 13th Street, New York, NY 10011 | 212.229.8950
Parsons School of Design is the only major design school within a comprehensive university, The New School. Ranked by Quacquarelli Symonds 2015 World University Rankings as the country’s top art and design school, Parsons is at the vanguard of design education, providing artists, designers, and scholars with the skills needed to devise design-led approaches to complex contemporary challenges—from sustainability to social and economic inequalities to globalization in creative industries. A proven design education methodology produces graduates with a passionate commitment to technical mastery and reflective practice through inquiry, radical ideas, iterative experimentation, and creative collaboration. In addition to its bachelor’s, master’s, and associate’s degree programs, Parsons offers general art and design courses and certificate programs for students of all ages. Parsons offers undergraduate and graduate degrees at its five schools:
- School of Art and Design History and Theory (ADHT)
- School of Art, Media, and Technology (AMT)
- School of Constructed Environments (SCE)
- School of Design Strategies (SDS)
- School of Fashion (SOF)

Students pursue degrees at Parsons’ home campus in New York City and at Parsons Paris. They also gain international experience taking courses online and with partner universities worldwide.

Schools of Public Engagement
newschool.edu/publicengagement
66 West 12th Street, New York, NY 10011 | 212.229.5615
These schools and programs are designed for the intellectually curious and creative, at all stages of life and career, who are passionate about social justice around the world. Here students are asked to challenge what others take for granted. We offer innovative graduate and undergraduate programs in media, creative writing, languages/TESOL, international affairs, policy, and management that integrate real-world practice with cutting-edge theory.

Bachelor’s Program for Adults and Transfer Students
Designed specifically for adults and transfer students seeking an alternative to the traditional four-year college experience, the bachelor’s program offers flexible study options (including part-time and full-time study), a curriculum tailored to individual goals, and credit for workplace experience.

Milano School of Management, Policy, and Environment
The Milano School offers graduate programs designed for students dedicated to addressing social, economic, environmental, and
political issues. Students gain a truly global and multidisciplinary perspective on real-world problems through intellectually rigorous study as well as hands-on experiences. This renowned school takes advantage of the extensive resources available throughout New York City, its celebrated faculty, and its extraordinary partnerships in the private and public sectors.

**Creative Writing Program**
Concentrations in Fiction, Nonfiction, Poetry, Writing for Children and Young Adults
In less than 20 years, The New School’s Master of Fine Arts in Creative Writing has become one of the world’s best-respected graduate writing programs, attracting promising writers from all corners of the globe who shape the contemporary literary landscape and related industries, and have the opportunity to live the writer’s life in New York City.

**School of Media Studies**
Our media studies programs are based on the belief that media can be a tool for social good. Students learn to think critically about the history of media and its evolving forms, with the aim of designing solutions to real problems. They are prepared for careers as media makers, critics, managers, and entrepreneurs able to interpret and improve our highly mediated world through critical reflection.

**School of Languages**
The ability to communicate across languages and cultures is an essential skill in a global economy. The School of Languages offers degree and certificate programs in English language instruction, and for-credit, open enrollment, and weekend immersion courses in more than a dozen foreign languages.

**The Julien J. Studley Graduate Program in International Affairs**
Named among the top international affairs programs by the Foreign Policy Association, the Studley Graduate Programs in International Affairs are distinctive in the New School tradition: critical, engaged, and iconoclastic. The New School’s graduate programs in international affairs offer students unique opportunities to engage with global problems in the heart of New York City. Students develop a critical perspective on global issues and benefit from field-based learning, small classes, a distinguished faculty, and flexible study options. Students in the master’s degrees and graduate summer programs come from diverse academic backgrounds, from global and area studies to the social sciences and media studies. The faculty consists of research scholars from around the world as well as leading experts and professionals in New York who bring their real-world international experience to the classroom.

**The New School for Social Research**
newschool.edu/socialresearch
6 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. Today The New School for Social Research (NSSR) is an internationally renowned graduate school where scholars, practitioners, and innovators guide students to understand the world around them in intellectually intense, heterodox ways. Our interdisciplinary master’s and doctoral degree programs in the social sciences break with traditional modes of thinking. Students build new knowledge through research, become critical and creative scholars, and learn to grapple with the tensions of contemporary society.

**ACCREDITATION**
The New School has been regionally accredited by the Middle States Commission on Higher Education, a federally recognized body, (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 provide assurance to students, parents, and all stakeholders that The New School meets clear quality standards for educational and financial performance. Parsons Paris is a registered branch campus of The New School and 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 School of Design has been accredited by the National Association of Schools of Art and Design (NASAD) since 1966. The BBA in Strategic 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 Strategic 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 Public and Urban Policy has been accredited by the National Association of Schools of Public Affairs and Administration since 1988.

**HEOA AND DISTANCE LEARNING**
The New School is a SARA participating member institution and is authorized pursuant to SARA to enroll students in online courses and field experiences in the SARA states and territories. However, please note that certain programs leading to professional licensure may be subject to additional state professional licensing requirements, which are not covered by SARA. For more information about these requirements, please visit http://nc-sara.org. For additional information for students enrolling in a New School online program, see www.newschool.edu/provost/accreditation.
### ACADEMIC PROGRAM CODES

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**Note:** The table and code list are extracted from a document that seems to be from a college offering a variety of programs and courses, including arts, performing arts, and liberal arts. The codes and titles correspond to different departments and courses offered by the college. The document also includes a section on subject codes by college, detailing codes and titles for various courses and programs. The document appears to be a part of a larger catalog or course guide, providing detailed information on course offerings and degree programs.
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**The New School for Social Research**

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DEFINITIONS

FULL-TIME/FIRST-TIME FRESHMAN refers to a student who has no prior postsecondary experience and attending The New School for the first time at the undergraduate level. This includes students who: (1) are enrolled in academic or occupational programs; (2) are enrolled in the fall term who attended college for the first time in the prior summer term; and (3) entered with advanced standing (i.e. with college credits earned before graduation from high school).

GRADUATION RATE WITHIN 100% OF NORMAL TIME TO COMPLETION 100 percent corresponds to four years for 4-year bachelor programs and five years for 5-year BA/BFA pathway. For example, the four-year graduation rate for the first-time/full-time freshmen degree cohort entering in fall 2008 is measured in fall 2012.

GRADUATION RATE WITHIN 150% OF NORMAL TIME TO COMPLETION 150 percent corresponds to six years for 4-year bachelor programs and 7.5 years for 5-year BA/BFA pathway. For example, the six-year rate graduation for the first-time/full-time freshmen degree cohort entering in fall 2008 is measured in fall 2014.

STUDENT TIME STATUS described as either full-time or part-time refers to the proportion of time a student is enrolled in a given term, as measured by the number of credits a student is taking. The number of registered credits to be considered full-time or part-time differs for undergraduate and graduate students.

Full-time, first-time Fall 2013 Bachelor's degree-seeking students entering in Fall 2016 1,552
Students from that Fall 2016 cohort still enrolled as of Fall 2017 1,263
Most recent full-time, first-time Bachelor's cohort retention rate 81%

Full-time, first-time Fall 2011 Bachelor's degree-seeking students entering in Fall 2011 1,062
Total number of completers within 150% of normal time 715
Percent completing within 150% of normal time 67%

Full-time, first-time Bachelor's degree-seeking students entering in Fall 2011 1,033
Students from that Fall 2011 Bachelor's degree-seeking cohort completing a bachelor's degree in 4 years or less 541
the 4 year graduation rate 52%

Students from that Fall 2011 Bachelor's degree-seeking cohort completing a bachelor's degree in 5 years or less 656
the 5 year graduation rate 64%

Students from that Fall 2011 Bachelor's degree-seeking cohort completing a bachelor's degree in 6 years or less 691
the 6 year graduation rate 67%
The New School was founded in 1919 as a center for “discussion, instruction, and counseling for mature men and women.” Today, it is an innovative urban university offering undergraduate, graduate, and Open Campus continuing education courses and programs in liberal arts and social sciences, art and design, management and policy, and performing arts.

Schools of Public Engagement is the successor to the founding division of the university. It adheres to The New School’s original mission of serving the intellectual, cultural, artistic, and professional needs and interests of adult students. The curriculum published in this catalog offers an enormous range of opportunities for intellectual inquiry and skills development.

Some of the finest minds of the 20th century developed unique courses at The New School. W.E.B. DuBois taught the first course on race and African American culture offered at a university; Karen Horney and Sandor Ferenczi introduced the insights and conflicts of psychoanalysis; Charles Abrams was the first to explore the complex issues of urban housing; the first university course on the history of film was taught at this institution; and in the early 1960s, Gerda Lerner offered the first university course in women’s studies. Over the years, lectures, seminars, and courses have examined most of the important national and international issues of our time.

Schools of Public Engagement is currently comprised of the Bachelor’s Program for Adults and Transfer Students; the Julien J. Studley Graduate Program in International Affairs; the MFA in Creative Writing Program; the Milano School of Policy, Management and Environment; the School of Media Studies; and the School of Languages.

The New School maintains its tradition of educational innovation and keeps its place on the cutting edge of the intellectual and creative life of New York City.

ABOUT THE SCHOOLS OF PUBLIC ENGAGEMENT

ADMINISTRATION

Mary Watson, Executive Dean of Schools of Public Engagement
Thelma Armstrong, Executive Assistant to the Dean
Scott Amen, Associate Dean for Academic Affairs and Planning
Jeffrey Berryhill, Executive Secretary
Dansha Cai, Assistant Dean of Budget & Planning
Merida Escandon Gasbarro, Director of Admission, Graduate Programs
Leah Iannone, Director of Academic Planning
Josa Balisi, Manager of Academic Planning
TBD, Vice Dean of Strategy and Administration
Terri Gordon, Associate Dean for Faculty Affairs
Cecilia Ponte, Assistant Dean of Full-time Faculty Affairs
Vanessa Reich, Assistant Director of Student and Faculty Affairs
Chriissy Roden, Assistant Dean of Student Affairs and Academic Planning
Justin Sherwood, Director of Communications and New Initiatives
Emily Springer, Assistant Director of Budget and Planning, Grants and Restricted Funds
Stephanie Sztanyi, Assistant Dean of Part-time Faculty Affairs
TBD, Director of Public Programs
Elizabeth Puleio, Senior Associate Director of Admission, Undergraduate Programs
Dirk Van Stee, Assistant Director of Budget and Operations
Tracy Varites, Manager of Academic Planning
Allen Austill, Dean Emeritus

MESSAGE FROM THE DEAN

Almost a century ago, a small group of scholars set out to change the value-system of higher education. They founded a school that challenged traditional boundaries; a school that strengthened ties with the non-academic community; a school that expanded its course and program offerings to address new issues and reach new student populations. Schools of Public Engagement is the contemporary name for the founding division of The New School. Today The New School is a major urban university that connects design, social research, and the performing arts. Our mission is still consistent with our founding conviction that higher learning occurs over an entire lifetime, not just four short years, and that its purpose is to engage in the issues of the day.

The Schools of Public Engagement is comprised of several schools and programs. The Milano School of Policy, Management and Environment offers graduate programs in management, organizational change, public policy, nonprofit management, and environmental policy and sustainability management. The School of Media Studies offers graduate degrees and certificates in media studies and media management, focusing on the making, management, and critical study of established and emerging media. The Creative Writing Program offers a rigorous Master of Fine Arts program...
program with concentrations in poetry, fiction, creative nonfiction, and writing for children and young adults, as well as an honors program for undergraduate students. The Bachelor’s Program for Adults and Transfer Students offers liberal and interdisciplinary education to students completing their undergraduate degrees. The Julien J. Studley Graduate Program in International Affairs offers a top-rated Master of Arts program in addition to a newly launched innovative Master of Science program. We also offer language learning and teaching programs, including a graduate program in Teaching English to Speakers of Other Languages, foreign language courses, and certificates in English as a Second Language.

John Dewey, one of the founding members of The New School, once wrote that “education is not preparation for life; education is life itself.” As you learn more about the diverse course and program offerings contained in this catalog, I hope that you, too, will consider your time here as a process of growth, of social integration, and, as Dewey reminds us, as a living process of intellectual exploration.

Sincerely,
Mary Watson
Executive Dean
Schools of Public Engagement
Charles Allison
MBA, Harvard U.
Associate Professor of Professional Practice, Urban Policy
Analysis and Public and Urban Policy

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Associate Professor Writing

David Lieberman  
MA, University of Michigan  
Associate Professor of Professional Practice in Media Management

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PhD, NYU; MFA, Bard College  
Associate Professor of Film Theory & Digital Cinema Production

L.H.M. Ling  
PhD, MIT  
Professor of International Affairs

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Assistant Professor of International Affairs

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Assistant Professor of International Affairs

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Lecturer of English Language Studies

Vladan Nikolic  
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Dean, School of Media Studies

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Lecturer of English Language Studies

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Licenciado en Filosofia y Letras, U. de los Andes (Colombia)  
Assistant Professor of Media Studies

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Gustav Peebles  
PhD, U. of Chicago  
Associate Professor of Anthropology

Lei Ping  
PhD, NYU  
Assistant Professor of Chinese

Robert Polito  
PhD, Harvard U.  
Professor of Writing
<table>
<thead>
<tr>
<th>Name</th>
<th>Degree Institution</th>
<th>Title</th>
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<tbody>
<tr>
<td>Latha Poonamallee</td>
<td>PhD, Case Western Reserve University</td>
<td>Associate Professor of Management and Social Innovation</td>
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<tr>
<td>Linda Saint Marc</td>
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<tr>
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<tr>
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<tr>
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<tr>
<td>Maya Wiley</td>
<td>JD, Columbia U.</td>
<td>Henry Cohen Professor of Urban Policy and Management Senior Vice President for Social Justice</td>
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<tr>
<td>Tracyann Williams</td>
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ACADEMICS

COURSE DESCRIPTIONS
Course descriptions contain prerequisite and corequisite information, as well as any other restrictions that apply. Course descriptions are published in the University Course Catalog at newschool.edu/ucc/. General course distribution and other program requirements are described below.

ACADEMIC CALENDAR
The University’s Academic Calendar may be found at www.newschool.edu/registrar/academic-calendar.

DEGREE OFFERINGS

Undergraduate Degrees
Schools of Public Engagement offers bachelor’s degrees in Liberal Arts (BA or BS), Environmental Studies (BA or BS), Global Studies (BA), Urban Studies (BA), Food Studies (AAS, BA, or BS), Media Studies (BA or BS), Creative Writing (BA), and Psychology (BA). The division also offers a BFA degree in Musical Theater for graduates of the American Musical and Dramatic Academy (AMDA) Integrated Program.

Liberal Arts and Other Majors
For students following the self-designed program in the Bachelor of Arts or Bachelor of Science in Liberal Arts, courses are chosen in consultation with an advisor. Students following one of the other majors choose additional elective courses outside the major in consultation with an advisor. Students in any major can declare a minor. Students completing the BA or BS in Liberal Arts may not double-major in one of the other programs.

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

Certificates
The New School awards certificates of completion in several areas of study. A certificate attests to successful completion of a structured program of courses designed to establish proficiency in a specific field. Permanent records are maintained for all certificate students, and transcripts are available. The following certificates are currently offered:

- English as a Second Language + Music (non-credit only)
- English as a Second Language + University Prep (non-credit only)
- English as a Second Language (non-credit only)
- Film Production (non-credit)
- Leadership and Change (graduate level)
- Media Management (graduate level) †
- Organization Development (graduate level)
- Screenwriting (non-credit) †
- Sustainability Strategies (graduate level)
- Teaching English to Speakers of Other Languages (non-credit and undergraduate credit options)

† This certificate program can be taken on-site, online, or in combination.

Liberal Arts Requirements
Students seeking an AAS degree must complete 30 credits of Liberal Arts coursework in order to graduate.
Students seeking a BA degree must complete 90 credits of Liberal Arts coursework in order to graduate.
Students seeking a BS degree must complete 60 credits of Liberal Arts coursework in order to graduate.
Students seeking a BFA degree must complete 30 credits of Liberal Arts coursework in order to graduate.

University Lecture (ULEC) Curriculum
University Lecture (ULEC) courses are open to all undergraduate students at The New School. These courses exhibit the University’s diverse academic strengths, examining a broad range of subjects through a variety of disciplinary approaches. Students in ULECs can work with faculty from outside of their colleges and programs, and explore fields that are distinct from their own courses of study. ULEC courses foster a University-wide academic culture, and a sense of community among students from different schools and programs.

ULECs are three-credit courses with two components: a 75-minute lecture delivered by a faculty member, and a smaller, 75-minute discussion section, which is usually led by a Teaching Assistant.

ULEC courses fall into three categories:

(1) Tools for Social Change: These courses equip students to analyze and engage with topics of pressing social concern. Students become active participants in discussions about matters such as race, class, gender, sexuality, the environment, political power, and social justice while developing basic skills in scientific literacy and quantitative reasoning.

(2) Introductions to Social Research: Courses in this category introduce students to fields within the social sciences. These include introductory courses in Psychology and Economics, which focus on methods and approaches in social research and
promote basic scientific literacy and quantitative reasoning.

(3) Interdisciplinary Approaches to the Arts and Humanities: These courses explore history, philosophical ideas, current political issues, literary works, technological change, and artistic works and practices—often combining subjects and methods in unique ways that reflect the research and creative practices of New School faculty.

Students in the Adult Bachelor’s Program who enter with fewer than 30 transfer credits, and those with more than 30 who have not done prior coursework in the areas of scientific literacy and quantitative reasoning, are required to complete one University Lecture course selected from category (1) or (2) above. Only courses with the ULEC subject code satisfy this requirement.

ULEC courses and the semesters offered can vary. For updated ULEC course listings with descriptions, please see the University Course Catalog: courses.newschool.edu.

Bachelor’s - Master’s Program
The New School’s Bachelor’s-Master’s program provides an accelerated pairings for students to earn both an undergraduate and graduate degree. For a complete list of Bachelor’s-Master’s tracks, or to apply, visit newschool.edu/bachelors-masters/

Eligibility
Current students: You can participate if you are pursuing a bachelor’s degree at Eugene Lang College of Liberal Arts or in the Bachelor’s Program for Adults and Transfer Students. In addition, you should have:

• Completed, or be in the process of completing, 60 credits toward a bachelor’s degree
• Earned a minimum GPA of 3.3
• Completed, or be in the process of completing, four undergraduate courses relevant to your desired area of graduate study in which you have earned a GPA of 3.0 or higher

Interested students should check with an academic advisor to see if their majors are approved for a bachelor’s–master’s option.

Benefits
• Access to graduate courses as an undergraduate student.
• Graduate School application fee waived.
• GRE requirement waived.
• Time saved (12 to 18 graduate credits, depending on the master’s program).
• Tuition saved (up to $27,360, depending on the master’s program).

Application Process
The recommended application deadline for current students is September 25 for spring admission and February 10 for fall admission. More information and an application are available at newschool.edu/bachelors-masters. Current students applying to the program should consult with their academic advisor throughout the application process.

The following Bachelor’s–Master’s combinations are available to students majoring in Liberal Arts:

• BA/MA or BA/MS
• BS/MA or BS/MS

Students majoring in Liberal Arts may pursue dual degrees in the following graduate programs:

• Anthropology MA
• Design Studies MA
• Environmental Policy and Sustainability Management MS
• Fashion Studies MA
• Historical Studies MA
• International Affairs MA
• Liberal Studies MA
• Media Studies MA
• Nonprofit Management MS
• Organizational Change Management MS
• Philosophy MA
• Politics MA
• Psychology MA
• Sociology MA
• Teaching English to Speakers of Other Languages MA
• Public and Urban Policy (formerly Urban Policy Analysis and Management) MS

Bachelor’s Program for Adults and Transfer Students may also apply for the following state-approved dual-degree combination:

• BA in Psychology/MA in Psychology
• BA in Urban Studies/MS in Public and Urban Policy
• Environmental Studies (BA or BS)/MS in Environmental Policy and Sustainability Management
• BA in Global Studies/MA in Anthropology
• BA in Global Studies/ MA in Historical Studies
• BA in Global Studies/MA in International Affairs
• BA in Global Studies/MA in Media Studies

Any undergraduate major–graduate program combination other than those listed above is not approved. Any new dual-degree options are published on the university website as they are approved at newschool.edu/bama.

Undergraduate students who are not in the Bachelor’s-Master’s program have the option of taking 12-16 credits of graduate-level courses, which may be double counted, or applied, towards a graduate degree in the future. Students should consult with their advisors about this “swing credit” option, and for guidance on appropriate graduate courses.
The Shared Capacities Initiative is The New School’s distinctive approach to general education. More than a set of course requirements, Shared Capacities are the 11 competencies that all undergraduate students should develop over the course of their education. The first five include basic academic skills, and the last six are particularly emblematic of The New School’s values as an academic community. Together, these Capacities will enrich students’ lives intellectually and prepare them for the demands of the 21st century, while also serving the University’s intellectual mission, with its historic strengths in design and social research, and its commitment to sustainability, civic engagement, and social justice.

There are 11 Shared Capacities. The first five are the academic skills that all undergraduate students should develop by the time they graduate. They are:

- Critical Analysis;
- Communication;
- Quantitative Reasoning;
- Research Literacy; and
- Scientific Literacy.

The next five are the capacities that are unique to a New School undergraduate education. They are:

- Authorship;
- Creative Making;
- Cross-Disciplinary Thinking;
- Flexibility and Resiliency;
- Working in Complex Systems and;
- Ethical Reasoning.

The New School offers minors at both the undergraduate and graduate levels. University minors provide students with opportunities to pursue areas of study that can complement or enhance their major or field. Students can broaden their skills, interests, and career options by pursuing a minor. Artists can gain a sociological perspective, historians can learn music composition, and designers can study philosophy.

All undergraduate students can declare up to two minors once they have declared their major. Students cannot minor in their own major, or minor in areas that are too similar to their majors. Undergraduate minors are not open to graduate students.

A list of all of the University’s minors appears below. Details and requirements for minors offered by The Schools of Public Engagement follow in the next section of this catalog. For more information about declaring a minor, including guidelines and preclusions, please visit [newschool.edu/minors](http://newschool.edu/minors).

- Alternative Fashion Strategies (application required)
- Anthropology
- Art and Design History
- Capitalism Studies
- Chinese Studies
- Comics and Graphic Narrative
- Communication Design (application required)
- Contemporary Music
- Creative Coding
- Creative Entrepreneurship (application required)
- Creative Technologies for Performative Practice (application required)
- Culture and Media
- Dance
- Data Visualization
- Design Studies**
- Digital Humanities
- Dramatic Arts (application required)
- Economics
- Environmental Studies
- Ethnicity and Race
- Fashion Communication (application required)
- Fashion Studies
- Film Production
- Fine Arts (application required)
- Food Studies
- French Studies
- Gender Studies
- Global Studies
- Hispanic Studies
- History
- Immersive Storytelling
- Impact Entrepreneurship*
- Interdisciplinary Science
- Japanese Studies
- Jewish Culture
- Journalism and Design
- Literature
Literary Translation
Moving Image Arts and Experimental Practices
Museum and Curatorial Studies
Music Composition (application required)
Philosophy
Photography (application required)
Politics
Post-Genre Music: Performance and Creation (application required)
Printmaking (application required)
Psychology
Religious Studies
Screenwriting
Social Practice
Sociology
Sustainable Cities
Techniques of Music
Temporary Environments
Theater
Urban Studies
Visual Studies
Writing

*Graduate minor
**Minor offered at both the graduate and undergraduate level
ADDITIONAL STUDY OPTIONS

Foreign Language Study
All students in the Bachelor’s Program for Adults and Transfer Students are strongly encouraged to take foreign language courses as part of their program of study. The New School offers an extensive curriculum for undergraduate students. Consult the Bachelor’s Program for Adults and Transfer Students course listings on the website or contact the Department of Foreign Languages (212.229.5676; or foreignlanguages@newschool.edu) for more information.

Graduate students are eligible to audit one foreign language course per semester free of charge, provided they are actively earning credit toward a graduate degree during that term and that there is space availability in the chosen course. During the summer term, graduate students who are earning credit toward a degree may also audit one foreign language course free of charge.

Graduate students who are not earning credit toward their degree during the summer term may audit one full-length foreign language course free of charge in the summer term, paying a registration fee of $190.

After choosing a course, students must obtain permission to register. Full participation in the course is mandatory, as is purchasing any necessary course materials.

Graduate students who wish to register for a foreign language course should email Vanessa Reich, Assistant Director of Student and Faculty Affairs.

Riggio Honors Program: Writing and Democracy
The Riggio Honors Program provides a rigorous course of study for students interested in the study and practice of fiction, non-fiction, poetry, political writing, and arts criticism. In this 32-credit sequence, students participate in writing workshops, literature seminars, university lectures, and a thesis project. The honors program accents the role of writer in the world; and an ongoing series of public readings, literary forums, lectures, and discussions called The Writer’s Life Colloquium introduces students to contemporary literature. A student-run reading series and literary journal, 12th Street, supplement the academics and foster community. All undergraduate students with a GPA of 3.0 or higher are eligible to apply. For more information, including admission, courses, and scholarship details, visit newschool.edu/riggio.

Courses Offered by Other Colleges of the University
Eugene Lang College of Liberal Arts
Bachelor’s Program for Adults and Transfer Students students may enroll in any Lang course that does not have restricted enrollment. For more information, visit newschool.edu/ucc.

Mannes School of Music
Bachelor’s Program for Adults and Transfer Students students may take a select group of courses at Mannes. Please note: Most Mannes courses will be classified as non-liberal arts, and the credit structure may be different, so students considering Mannes courses should consult with their academic advisors for specific instructions.

Parsons School of Design
Continuing education courses offered for credit and selected courses in Parsons undergraduate programs are open to Bachelor’s Program for Adults and Transfer Students students. Please note: Most Parsons courses will be classified as non-liberal arts, and the credit structure may be different, so students considering Parsons courses should consult their academic advisor for specific instructions.

Graduate-level Courses for Students Not Enrolled in a Bachelor’s–Master’s Program
Students must have written permission from their student advisor in the appropriate graduate department to register.

Milano School of Management, Policy and Environment
Certain courses are available to qualified undergraduates with permission from the Milano School.

Julien J. Studley Graduate Programs in International Affairs
Certain courses are available to qualified undergraduates with permission from the program.

The New School for Social Research
Students who are not in accelerated Bachelor’s–Master’s programs must be juniors or seniors to take graduate-level courses at The New School for Social Research.

School of Media Studies
Undergraduate students must be enrolled in a Bachelor’s–Master’s program to take graduate media studies courses.

Professional Certificates
Through careful selection of courses, it is possible for a student to earn a certificate of completion in a professional-level training program while completing courses for a Bachelor’s degree. Students should consult with their academic advisors before undertaking a certificate program. Certificates for undergraduate credit are currently offered in Film Production, Screenwriting, and Teaching English to Speakers of Other Languages.

Internships
To apply for an internship, a student must be in good academic standing and have earned at least 12 credits in residence at The New School. The proposed internship should also contribute to the student’s overall plan of study. To register an internship for credit, the student submits an experience learning agreement (ELA), which is available in MyNewSchool. For more information, students may contact academic advising or experience@newschool.edu.

Because internships are experiential in nature, they count as non-liberal arts credits. Internships are determined pass or fail by the internship coordinator in the Bachelor’s Program for Adults and Transfer Students office, based on both a four- to seven-page essay from the student detailing the experience and an evaluation of the student’s work from the internship supervisor.

Independent Study
Students who have completed at least 12 credits in residence in the Bachelor’s Program for Adults and Transfer Students and are
in good academic standing are eligible to undertake independent study for credit. Independent study is arranged through the Bachelor’s Program for Adults and Transfer Students office working in conjunction with an academic department. Independent study is normally set up as a three-credit course to be completed during a single semester, with one faculty member and one student. Students are permitted to take a maximum of two independent study courses while matriculated in the Bachelor’s Program for Adults and Transfer Students. In most cases, students use independent study to explore topics of personal interest that are not offered or not covered in-depth in courses offered at The New School.

Application process
A student who wishes to pursue an independent study must have a project in mind, which should be discussed with an academic advisor well in advance of the registration period. The proposed project should contribute to the student’s overall plan of study and may not duplicate an existing course offering at The New School. If the project is deemed viable by the student’s advisor, the student should contact the designee in the Bachelor’s Program for Adults and Transfer Students, who must approve all independent study proposals. Approval must be obtained at least one week prior to the first day of classes of the term for which the project is proposed.

Students may download an application form and a description of the independent study process at newschool.edu/public-engagement/ba-bs-liberal-arts-independent-study. Courses of independent study are subject to the same registration deadlines as other courses.

Study Abroad
The Bachelor’s Program for Adults and Transfer Students does not have an organized study-abroad program, but students are encouraged to study abroad provided they meet the requirements and adhere to the policies described below:

- The student must have completed at least 12 credits in residence in the Bachelor’s Program for Adults and Transfer Students prior to applying.
- The student must be in good academic standing, with a cumulative GPA of 2.95 or higher.
- The maximum number of credits that can be earned is 24, which count as part of the maximum allowance of 84 transfer credits out of the 120 credits needed to complete a bachelor’s degree.
- A student may study abroad during any New School term (fall, spring, summer) as well as during summer and winter breaks.
- While the Bachelor’s Program for Adults and Transfer Students can provide some information about external study-abroad programs and make suggestions, each student must research and select his or her own program, subject to approval by the Bachelor’s Program for Adults and Transfer Students office. Approval depends on course selection, accreditation of the institution, and more.
- Upon completion of the study-abroad program, the student must arrange for a transcript to be sent for evaluation to the Registrar’s Office. If the original transcript is not in English, it is the student’s responsibility to have it translated.

Students with questions about studying abroad should email the Bachelor’s Program for Adults and Transfer Students office at sus@newschool.edu.
**Chinese**
Chinese Studies is an interdisciplinary minor that draws on a broad range of courses in language, literature, film, history, and politics.

**Required Courses**
- NCHM 2101 Chinese Intermediate 1
- NCHM 2102 Chinese Intermediate 2
- NCHM 2731 Conversational Chinese
- NCHM 3101 Chinese Advanced 1
- NCHM 3102 Chinese Advanced 2
- NCHM 4718 Chinese: Pop Culture & Calligraphy
- NFLN 3501 Contemporary Chinese Cinema & Society

2 Additional Course by Advisement:
- NCHM 1101 Chinese Introductory 1 or
- NCHM 1003 Chinese Intensive 1
- NCHM 1102 Chinese Introductory 2 or
- NCHM 1004 Chinese Intensive 2
- NCHM 1701 Business Chinese

**Digital Humanities**
Through the minor in Digital Humanities, students will explore the intellectual and creative activities that emerge at the intersection of design, technology and the liberal arts. Digital Humanities practice presumes that technology and human are smarter together than separately, making computers (and even more importantly, internet applications and creative data analysis) integral components of collaborative projects.

**Required Courses**
- NHUM 2001 Introduction to Digital Humanities
- NCOM 3000 Introduction to Media Studies
- NCOM 3210 Web Design Fundamentals
- NCOM 3200 Intro to Digital Design
- PSAM 1028 Web Design Basics
- NHUM 4105 Capstone Humanities Action Lab Pro Seminar

6-8 Credits in Elective Courses:
- NHUM 2411 Blogging 1 Your Toolbox
- NHUM 3411 Blogging 2 Your Toolbox
- NHUM xxxx Blogging 3 Your Toolbox
- NHIS 3002 NYC Activists and Their Worlds
- NCOM 3241 Writing Across Media
- NFLM 3700 Digital Video Production
- NFLM xxxx Digital Editing Basics Intensive
- NCOM 3005 Viral Media Lab
- NCOM 3305 Social Media Mashup
- UENV 3200 Spatial Thinking with GIS
- NCOM 3166 Race, Ethnicity, Class in Media
- LINA 2025 Arts Digital Toolkit
- LLSJ 2001 News and Narrative in the Digital Age I
- LLSJ 3001 News, Narrative and Design in the Digital Age II
- LTHR 2054 Puppetry in the Digital Age
- LCST 3071 Global Media Activism
- LLSJ 3505 Visualizing Data
- PSAM 1080 Digital Imagining
- NHUM xxxx Digital Humanities Independent Study

**Environmental Studies**
The minor in Environmental Studies provides a solid background to understand the rapidly developing environmental field, and the tools to become an active participant in the discussion of environmental issues.

**Required Courses**
- UENV 2000 Environment and Society
- UENV 2100: Environmental History, Race, and Natural Resource Management
- UENV 2400 Urban Ecology
- LSCI 2500 Chemistry of the Environment

11-12 Credits in Elective Courses
- UENV 2530 Environmental Justice
- UENV 2601: Climate Justice
- UENV 3034: Global Political Ecology
- UENV 3202: Food, Power, and Paradox
- UENV 3240: Coffee: From Seed to Cup
- UENV 3510 Planning Sustainable Cities
- UENV 3610: Religion and Ecology: Environmental Care, Land Struggles, and Sacred Ecologies
- UENV 4520: Urban Food Systems
- UENV 4703 Social Justice in Sustainable Food Systems
Film Production
The minor in Film Production helps students develop a practical hands-on understanding of how to create a short film from conception through to completion.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Core Courses by Advisement:</td>
<td>15</td>
</tr>
<tr>
<td>NFLM 3660 Filmmaking Studio 1</td>
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<tr>
<td>NFLM 3632 Film 2 - Intermediate Filmmaking Lab</td>
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<tr>
<td>NFLM 3670 Film 3 - Adv. Pre-Production and Development (can be taken concurrently with Film 2)</td>
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<td>NFLM 3680 Film 4 - Adv. Film Production</td>
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<td>NFLM 3690 Film 5 - Adv. Post-Production Final Project</td>
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<td>1 Elective Course:</td>
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<tr>
<td>NFLM 3515 Cinematography and Lighting - Film and Digital</td>
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<tr>
<td>NDIG 4005 Audio Production</td>
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<tr>
<td>NFLM 3510 Aesthetics of Directing</td>
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<tr>
<td>NFLM 4627 Digital Editing - Fundamentals</td>
<td></td>
</tr>
</tbody>
</table>

Food Studies
The minor in Food Studies allows students to supplement their main area of study with a theoretical and practical understanding of food systems and food systems design. The minor builds basic understanding of culinary, political, social, managerial and agricultural issues in relation to food and urban sustainability.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NFDS 2050 Food, Culture, and Society</td>
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<tr>
<td>Introduction to Food Studies</td>
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<tr>
<td>One Introductory Course from a Food Studies Concentration</td>
<td>3</td>
</tr>
<tr>
<td>Food Culture, Media and Communication Concentration</td>
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<tr>
<td>NFDS 2101 American Culinary History From the Erie Canal to the Food Network</td>
<td></td>
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<tr>
<td>NFDS 2615 The Language of Food</td>
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<tr>
<td>Food Health, Science and the Environment Concentration</td>
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<tr>
<td>NFDS 2720 Food and the Human Body</td>
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<tr>
<td>NFDS 2750 Molecular Gastronomy</td>
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<tr>
<td>Food Policy and Politics Concentration</td>
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<tr>
<td>NFDS 2001 Contemporary Food Controversies</td>
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<td>NFDS 2121 The Global Food System</td>
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<tr>
<td>4 Courses by advisement from the chosen concentration</td>
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<tr>
<td>Food Culture, Media and Communication Concentration</td>
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<tr>
<td>NFDS 2102 Drinking History</td>
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<tr>
<td>NFDS 3400 Food and Culture In the Mediterranean</td>
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<tr>
<td>NFDS 2110 Culinary Luminaries A Celebration of Those Who have Changed the Way We Eat</td>
<td></td>
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<tr>
<td>NFDS 2120 The Sweet and the Bitter A Historical Perspective on Sugar in Culture and Society</td>
<td></td>
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</tbody>
</table>
French Studies
A minor in French Studies provides an opportunity for students to supplement their academic major through focused coursework in the language, literature, and civilization of the French and Francophone world (i.e., Europe, North America, Africa, Asia, the Pacific, and the Caribbean, as well as French-speaking communities in the United States).

Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>4 Courses by Advisement in Core Requirements:</td>
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</tr>
<tr>
<td>NFRN 2101 French Intermediate 1</td>
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</tr>
<tr>
<td>NFRN 2102 French Intermediate 2</td>
<td></td>
</tr>
<tr>
<td>NFRN 2011 French Grammar &amp; Composition 1</td>
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<tr>
<td>NFRN 3011 French Grammar &amp; Composition 2</td>
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<tr>
<td>NFRN 3101 French Advanced 1</td>
<td></td>
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<tr>
<td>NFRN 3102 French Advanced 2</td>
<td></td>
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<tr>
<td>NFRN 3718 French in the Media</td>
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<tr>
<td>NFRN 3751 Fashion Week in French</td>
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<td>2 Additional Course by Advisement (such as):</td>
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<tr>
<td>NFRN 1101 French Introductory 1 or</td>
<td></td>
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<tr>
<td>NFRN 1003 French Intensive 1</td>
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<tr>
<td>NFRN 1102 French Introductory 2 or</td>
<td></td>
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<tr>
<td>NFRN 1004 French Intensive 2</td>
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</tbody>
</table>

Global Studies
Unlike most global studies programs, which adhere strictly to traditional international relations or area studies approaches, Global Studies at the New School presents an interdisciplinary approach to understanding and responding to the most pressing issues today at the intersection of the global and the local—from climate change to unprecedented human migration, from intractable conflicts to the persistence of poverty and its consequences.

Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>UGLB 2110 [Dis]Order and [In]Justice: Introduction to Global Studies</td>
<td>3</td>
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<tr>
<td>UGLB 2111 Global Economies</td>
<td>3</td>
</tr>
<tr>
<td>One Knowledge Base Course</td>
<td>3-4</td>
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<tr>
<td>UGLB 3210 Introduction to International Law</td>
<td></td>
</tr>
<tr>
<td>UENV 2000 Environment and Society</td>
<td></td>
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<tr>
<td>NECO 2002 Introduction to Macroeconomics</td>
<td></td>
</tr>
<tr>
<td>LCST 2450 Introduction to Media Studies</td>
<td></td>
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<tr>
<td>LSOC 2850 Urban Sociology</td>
<td></td>
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<tr>
<td>3 Elective Courses*</td>
<td>9-12</td>
</tr>
<tr>
<td>Cluster 1 - People, Places, and Encounters (PPE)</td>
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<tr>
<td>UGLB 2350 Race and Gender in the Global City</td>
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<tr>
<td>UGLB 3342 Charismatic Image: The Faces of Power</td>
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<tr>
<td>UGLB 3314 Global Gender &amp; Sexuality</td>
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<tr>
<td>UGLB 4320 Indigenous Politics &amp; Environmental Justice</td>
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<tr>
<td>Cluster 2 - Markets and States (MS)</td>
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<tr>
<td>UGLB 3425 The Politics of Memory and Power in the Middle East and North Africa</td>
<td></td>
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<tr>
<td>UGLB 3416 China: Between Socialism and Global Capitalism</td>
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<tr>
<td>UGLB 3420 Making Sausage: Policy for Food Systems Environment and Design</td>
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<tr>
<td>Cluster 3 - Rights, Justice, and Governance (RJG)</td>
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<tr>
<td>UGLB 3509 War and Conflict in the 21st Century</td>
<td></td>
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<tr>
<td>NINT 6445 Politics of Humanitarianism</td>
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<tr>
<td>Cluster 4 - Urban, Media, and Environment (UME)</td>
<td></td>
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<tr>
<td>UGLB 3630 The Spatial Politics of Israel-Palestine</td>
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</tr>
</tbody>
</table>

Hispanic Studies
Hispanic Studies is an interdisciplinary minor that draws on a broad range of courses in language, literature, film, history, and politics. The minor can complement any concentration, deepening students’ global competencies, cross-cultural perspectives, and awareness of a range of important cultural and social issues.

Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Courses by Advisement in Core Requirements:</td>
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</tr>
<tr>
<td>NSPN 2101 Spanish Intermediate 1</td>
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</tr>
<tr>
<td>NSPN 2102 Spanish Intermediate 2</td>
<td></td>
</tr>
<tr>
<td>NSPN 2111 Spanish Grammar &amp; Composition</td>
<td></td>
</tr>
<tr>
<td>NSPN 2731 Conversational Spanish</td>
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<tr>
<td>NSPN 3104 Professional Spanish</td>
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<tr>
<td>NSPN 3101 Spanish Advanced 1</td>
<td></td>
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<tr>
<td>NSPN 3102 Spanish Advanced 2</td>
<td></td>
</tr>
<tr>
<td>NSPN 3730 Hispanic Theater Workshop</td>
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<tr>
<td>2 Additional Course by Advisement (such as):</td>
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<tr>
<td>NSPN 1101 Spanish Introductory 1 or</td>
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</tr>
<tr>
<td>NSPN 1003 Intensive 1</td>
<td></td>
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<tr>
<td>NSPN 1102 Spanish Introductory 2 or</td>
<td></td>
</tr>
<tr>
<td>NSPN 1004 Intensive 2</td>
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<tr>
<td>NFLN 1125 Cuba Now! Arts and Society</td>
<td></td>
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<tr>
<td>NFLN 1555 Latino/a Media; TV/Film, Advertising, and Social Media</td>
<td></td>
</tr>
</tbody>
</table>

Japanese Studies
The minor in Japanese Studies provides a firm grounding in Japanese language and also an in-depth study of Japanese culture through courses in a wide range of fields. Course areas include literature, film and media, popular culture, history, and politics. The knowledge and skills gained from this minor can complement any program of study, deepening students’ global competencies and cross-cultural perspectives and their awareness of a range of important cultural and social issues.

Required Courses

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Courses by Advisement in Core Requirements:</td>
<td>12</td>
</tr>
<tr>
<td>NJPN 2101 Japanese Intermediate 1</td>
<td></td>
</tr>
<tr>
<td>NJPN 2102 Japanese Intermediate 2</td>
<td></td>
</tr>
<tr>
<td>NJPN 2731 Conversational Japanese</td>
<td></td>
</tr>
<tr>
<td>NJPN 3101 Japanese Advanced 1</td>
<td></td>
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<tr>
<td>NJPN 3101 Japanese Advanced 2</td>
<td></td>
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<tr>
<td>NJPN 4718 Selected Topics in Japanese</td>
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<tr>
<td>2 Additional Course by Advisement (such as):</td>
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<tr>
<td>NJPN 1101 Japanese Introductory 1 or</td>
<td></td>
</tr>
<tr>
<td>NJPN 1003 Japanese Intensive 1</td>
<td></td>
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<tr>
<td>NJPN 1102 Japanese Introductory 2 or</td>
<td></td>
</tr>
<tr>
<td>NJPN 1004 Japanese Intensive 2</td>
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</tbody>
</table>
Literary Translation
American publishers often complain that it is difficult to find qualified translators for foreign-language literary works. Beyond literary translation, there is significant demand in the international cultural industries — television, film, medicine, law, NGOs, new media, etc. — for skilled translators. A minor in literary translation serves as a practice-based supplement to a BA, BS, or BFA degree and may also be of interest to students with a passion for languages and the humanities, whether or not they plan to pursue a degree in literature or creative writing.

Required Courses

8-12 Credits in Core Courses
NWRG 5951 Literary Translation Workshop
LLSL 4421 Literary Translation Workshop
NLIT 4051 Literary Translation Workshop

9-12 Credits in Elective Coursework by Advisement
LLSL 2419 Create/Destroy a Book
LLSL 3208 Found in Translation
LLST 3025A Reading for Writers/Poetry and Translation
NFRN 3742 French Business Translation
NFRN 3750 Introduction to French Translation
NFRN 3101 Advanced: French Films and Hollywood
ULEC 2560: Fiction: An Introduction

Moving Images
The undergraduate minor in Moving Image Arts and Experimental Practices integrates theory and practice in the creation of moving image work that encompasses experimental film and video (such as poetic, personal, animated, and experimental documentary), new media, and time-based installation work. Students take studio courses in emulsion-based filmmaking, digital video production, and new media alongside interdisciplinary theory and history courses in experimental film and video, art cinema, and contemporary art. Through its emphasis on formal and aesthetic experimentation and expression in a variety of moving image media, the minor prepares students to produce moving image work for a variety of exhibition contexts including museums, galleries, mobile devices, public art projects, and non-traditional film spaces.

Required Courses

One of the following studio courses: 3
NFLM 3520 Recycled Images and Non-Camera Filmmaking
NFLM 3631 The Innovative Camera: Experiments in 16mm Filmmaking
NFLM 3700 Digital Video Production

One of the following seminar courses: 3-4
LCST 3618 Experimental Film: Sites and Spaces
LCST 4027 Film and Video Art
NFLM 3246 Exploding Eye: Avant-Garde and the Moving Image

Two of the following studio courses: 6
NFLM 3660 Filmmaking Studio I
NFLM 3520 Recycled Images and Non-Camera Filmmaking
NFLM 3631 The Innovative Camera: Experiments in 16mm Filmmaking
NFLM 3700 Digital Video Production
NFLM 3511 Advanced Experimental Film Workshop
PSAM 1050 Introduction to Photography

Required Courses (cont.)

Credits
PSAM 2440 Motion Concepts 3
PSAM 2800 Photo Processes: Alternative Formats 3
PSAM 2301 Introduction to Animation 3
PSAM 2605 CG Modeling 1 3
PSAM 3606 CG Modeling 2 3
PSAM 3808 Photography as Expanded Media 3
Or an advisor-approved alternative course.

Two of the following seminar courses 6-8
LCST 3111 Animation and Spectatorship
LCST 3618 Experimental Film: Sites and Spaces
LCST 4027 Film and Video Art
LCST 3107 Intimate Film Cultures
LVIS 2003 History of the Electronic Image
LVIS 2201 Anthology Film Archives: Living History of Moving Image Arts
LVIS 2203 New York’s Visual Art Scenes
LVIS 3001 Methods of Art History and Visual Studies
PLVS 4008 No Wave Film and Television
Or an advisor-approved alternative course.

Museum and Curatorial Studies
The minor in Museum and Curatorial Studies introduces students to museum and curatorial practices, the concerns underlying them, their historical and theoretical frameworks, and their applications beyond the preservation and display of objects. The curriculum explores works in a wide range of media and their installation both within and outside of museum walls. Students in the minor develop practical and academic skills in visual studies, curation, and cultural policy.

Required Courses

Two introductory courses 6-8
NARH 2200 The Arts and Social Engagement: An Introduction
NARH 2102 Introduction to Museum Studies
NARH 3424 Take Care: Introduction to Curatorial Studies and Practice
LVIS 2240 History and Theory of Exhibitions
LVIS 2240 Art and Collecting Culture

Two advanced courses in visual culture and history 6-8
NPUB 3222 Just Art: Art and Social Justice
NARH 3729 From Object to Experience: Art of the 1960s and 1970s
NCST 3104 History of the Photography Book
NHUM 3107 Spectacle in the Arts
NARH 3XXX Representation and Disability
PLAH 3002 The Art of the Document
PLAH 3004 The Politics of Abstraction
PLAH 4050 The Art Object Defined
PLDS 3004 Evidence, Artifacts, Heirlooms
PLFS 3013 Anthropology of African Dress
PLVS 3002 Art, Visual Culture, and Tourism
PLDS 3004 Evidence, Artifacts, and Heirlooms of Otherness
PLAH 4003 The Bauhaus: Vision and Reality
PLVS 3699 Visual Culture and the Radical 60s

Two advanced courses in museum and curatorial practice 6-8
NARH 3761 History of Collecting - Renaissance to the Present
NANT 3633 Whose Heritage? Contested Cultural Sites
NARH 3495 Museum Education
NMGT 3110 Arts Management
Screenwriting
The minor in Screenwriting is designed to train students in the challenging field of creating stories for the screen (film, TV, web, etc.). Students learn to write feature-length screenplays, both comedic and dramatic teleplays, and explore specialized areas while learning the fundamentals of character, conflict, and scene structure.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NSRW2800 Script Analysis</td>
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<tr>
<td>NSRW3810 Screenwriting 1</td>
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<tr>
<td>NSRW3820 Screenwriting 2</td>
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<td>NSRW3830 Screenwriting 3</td>
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<tr>
<td>2 Additional Course by Advisement:</td>
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<tr>
<td>NFLM3565 What Buyers Want - Writing Scripts that Sell</td>
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<tr>
<td>NSRW3837 Writing for the Web</td>
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<tr>
<td>NSRW 3842 TV Sitcom Writing</td>
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<tr>
<td>NSRW 3852 Episodic and Procedurals - Crafting the Original One-Hour Pilot</td>
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<tr>
<td>NSRW 3853 Sitcom Writing 2 - Writing a Full Script</td>
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</table>

Urban Studies
The Urban Studies minor provides a foundational, interdisciplin-ary understanding of urbanism and the social, spatial, material, ecological, political, and institutional conditions that shape cities and metropolitan regions. With experiential learning as a key component, the minor provides a strong foundation for students' engagement with the city, whether as citizens, scholars, artists, designers, architects, bloggers, activists, journalists, educators, curators, or other actors with a stake in the urban

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tr>
<td>UURB 2100: Urban Worlds</td>
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<td>ULEC 2620: The Dynamic Metropolis</td>
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<td>ULEC 2620: Landscapes of the City</td>
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<td>NYC Experiential Learning Elective</td>
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<td>UURB 3010: Sensing the City</td>
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<td>UURB 3301: City in Motion</td>
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<td>UURB 3450: Immigrant New York</td>
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<td>UURB 3501: NYC: Past, Present, Future</td>
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<tr>
<td>UURB 3601: Urban Journalism</td>
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<tr>
<td>UURB 4676: Urban Intelligence</td>
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</tr>
<tr>
<td>3 Additional Course by Advisement*</td>
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<tr>
<td>UURB 3423: Anthropology of Home</td>
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</tr>
<tr>
<td>UURB 3664: Latin American Cities</td>
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</tbody>
</table>
The Bachelor’s Program for Adults and Transfer Students offers Bachelor’s degree programs for working adults and others seeking a non-traditional college education. It is designed for people who are committed to completing their undergraduate education with a solid foundation in the liberal arts.

Students in the Bachelor’s Program for Adults and Transfer Students may follow a self-designed major in Liberal Arts, or they may major in Environmental Studies, Global Studies, Urban Studies, Psychology, Media Studies, Food Studies, Creative Writing or certain other areas of study as approved by The New School.

Bachelor of Arts / Bachelor of Science in Liberal Arts
The BA in Liberal Arts at Schools of Public Engagement requires satisfactory completion of 120 credits, of which 84 can be transfer credits. Students who earn a minimum of 90 credits in the liberal arts and sciences receive the BA degree. Those who earn fewer than 90, but at least 60 credits in the liberal arts and sciences receive the BS degree.

All students who enter the Bachelor’s Program for Adults and Transfer Students with fewer than 30 transfer credits must enroll for 12 general education credits (including NHUM1001 Pathways to Learning: The Idea of the University) during their first year in the program.

The Liberal Arts Curriculum
Students in the self-design liberal arts path may draw from many areas of study. Students who would benefit from guidance in creating a thematic focus or who plan to go to graduate school should consult carefully with their academic advisors about their course selections before they register. The flexible degree requirements permit a wide range of curricular possibilities.

A list of available courses with course descriptions can be found on newschool.edu/public-engagement/bachelors-program-subject-areas. Majors may also choose courses from other colleges of The New School, including most courses at Eugene Lang College of Liberal Arts and selected courses offered by Parsons School of Design and the College of Performing Arts. Qualified students may be able to take certain courses offered by graduate programs of the university.

Every student in the Bachelor’s Program for Adults and Transfer Students is responsible for organizing the course offerings of The New School into a coherent academic program. To do so requires thoughtful planning and consideration of options. Students are expected to form strong relationships with their faculty advisors, with whom they can talk through options, gain access to the full range of curricular resources available in the university, and shape a group of courses into a coherent program suited to individual needs and interests.

The liberal arts and sciences, as defined by the Bachelor’s Program for Adults and Transfer Students, correspond generally to the following subject areas identified in the course catalog:

- Anthropology and Sociology
- Arts: History, Theory, and Criticism
- Cultural Studies
- Environmental Studies
- Film and Media Studies
- Food Studies
- Foreign Languages
- Gender Studies
- Global Studies
- History
- Jewish Culture
- Journalism
- Literature
- Philosophy
- Politics and Economics
- Psychology
- Screenwriting
- Urban Studies
- Writing

Bachelor of Arts students may elect to include up to 30 credits, Bachelor of Science students up to 60 credits, and Bachelor of Fine Arts in Musical Theater up to 12 credits in non-liberal arts areas of study, which correspond generally to the following subject areas.

- Management and Leadership
- Media and Film Business
- Media and Film Production

The certificate program in Teaching English to Speakers of Other Languages includes some courses that are liberal arts, as well as courses that are non-liberal arts.

Students selecting courses should consult with their faculty advisors and refer to the Liberal Arts and Non-Liberal Arts lists posted on newschool.edu/public-engagement/ba-bs-liberal-arts-degree-requirements.
Studying Online
Liberal Arts majors may be able to complete their BA or BS degree entirely online. The Bachelor’s Program for Adults and Transfer Students online degree is designed specifically for adults who are committed to completing their undergraduate education, studying full-time or part-time, without interrupting their professional careers.

Many students choose to combine online and on-site learning experiences.

Bachelor of Arts in Creative Writing
The New School offered the first academic creative writing workshop in 1931 and pioneered a new philosophy of education. The idea: students would make their own lives and their own stories part of their education. Today, The New School continues to celebrate and cultivate daring and diverse new voices through its highly regarded MFA in Creative Writing Program, Summer Writers Colony, New School Publishing Institute, and the newly launched BA in Creative Writing. Creative Writing BA students may also apply to the Riggio: Writing and Democracy program.

The BA in Creative Writing, offered through the Bachelor’s Program for Adults and Transfer Students, is a 30-credit major comprised of writing workshops, literature courses, the Writer’s Life Colloquium, and a 4-credit capstone course. Students who are interested in careers in writing and publishing work with faculty mentors who are themselves acclaimed writers and literary professionals.

The BA in Creative Writing is designed specifically for adults and transfer students who want to be well prepared for professional fields including editing, publishing, journalism, and new media, or graduate work in writing, literature, journalism, media or cultural studies.

Major
Completion of the bachelor’s degree in Creative Writing requires a minimum of 120 credits, 30 of which must be in the major curriculum described above.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literature Course 1</td>
<td>3</td>
</tr>
<tr>
<td>Literature Course 2</td>
<td>3</td>
</tr>
<tr>
<td>Literature Course 3</td>
<td>3</td>
</tr>
<tr>
<td>Literature Course 4</td>
<td>3</td>
</tr>
<tr>
<td>Writing Workshop 1</td>
<td>3</td>
</tr>
<tr>
<td>Writing Workshop 2</td>
<td>3</td>
</tr>
<tr>
<td>Writing Workshop 3</td>
<td>3</td>
</tr>
<tr>
<td>Writing Workshop 4</td>
<td>3</td>
</tr>
<tr>
<td>Writer’s Life Colloquium</td>
<td>2</td>
</tr>
<tr>
<td>Capstone Course</td>
<td>4</td>
</tr>
</tbody>
</table>
Bachelor of Arts / Bachelor of Science Environmental Studies

The Environmental Studies program is an interdisciplinary undergraduate program. Students may attend this program from colleges other than the Schools of Public Engagement. Please note that policies governing transfer credit and prior learning, online options, internships, and other academic options are governed by the division under which the student is matriculated. The policies outlined here apply to students admitted to the Bachelor’s Program for Adults and Transfer Students specifically.

Environmental Studies focuses on three disciplines: science, urban studies, and sustainable design. Students use New York City, one of the world’s largest urban ecosystems, as their laboratory. For more information about the program, visit newschool.edu/environmental-studies.

Students who choose Environmental Studies as a major can earn a BA or a BS degree as described. All students are encouraged, but not required, to choose a concentration. Two optional concentrations are offered: Urban Ecosystems and Public Policy and Sustainable Design (only available to students enrolled prior to Fall 2017). Credit for a concentration is earned by completing three 3000- or 4000-level courses approved for that concentration. Only specific courses satisfy the major requirements, including electives. Not all courses are offered each semester. Courses should be carefully chosen in consultation with an advisor. Students must receive grades of C or better in all courses taken to fulfill major requirements.

Major

Completion of the bachelor’s degree in Environmental Studies requires a minimum of 120 credits, of which 56–62 must be in the major as described below. The Bachelor of Arts degree in Environmental Studies requires successful completion of 16 courses distributed as described below, including a required internship. The Bachelor of Science degree course distribution requirements are the same as those of the BA plus twelve additional credits in sustainable design.

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>UENV 2400 Urban Ecology</td>
<td>4</td>
</tr>
<tr>
<td>UENV 2000 Environment and Society</td>
<td>4</td>
</tr>
<tr>
<td>Choose Two of the Following Courses</td>
<td>8</td>
</tr>
<tr>
<td>UENV 2100 Environmental History, Race, and Natural Resource Management</td>
<td></td>
</tr>
<tr>
<td>UENV 3400 Urban Systems (formerly Urban Resilience)</td>
<td></td>
</tr>
<tr>
<td>UENV 3xxx Global Energy Politics</td>
<td></td>
</tr>
<tr>
<td>Choose Six Advance Courses (3 from each module)</td>
<td>24-27</td>
</tr>
<tr>
<td>Urban Ecology (3 courses)</td>
<td></td>
</tr>
<tr>
<td>UENV 3200 Spatial Thinking: GIS</td>
<td></td>
</tr>
<tr>
<td>2 approved electives</td>
<td></td>
</tr>
<tr>
<td>Environmental Sciences and Lab (4 courses)</td>
<td></td>
</tr>
<tr>
<td>LMTH 2050 Math Models in Nature</td>
<td></td>
</tr>
<tr>
<td>Approved electives/Sequence of courses</td>
<td></td>
</tr>
<tr>
<td>Political Ecology (3 courses)</td>
<td></td>
</tr>
<tr>
<td>UENV xxxx Political Ecology</td>
<td></td>
</tr>
<tr>
<td>2 approved electives</td>
<td></td>
</tr>
</tbody>
</table>

**Required Courses (cont.)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design and Sustainability (3 courses)</td>
<td></td>
</tr>
<tr>
<td>PSDS 2510 Visualizing Urban Change</td>
<td></td>
</tr>
<tr>
<td>2 approved electives</td>
<td></td>
</tr>
<tr>
<td>UENV 3900 Senior Internship</td>
<td>0</td>
</tr>
<tr>
<td>UENV 4210 Directed Research (Pre-Thesis)</td>
<td>4</td>
</tr>
<tr>
<td>UENV 4210 Directed Research (Thesis) or Upper Level Environmental Studies Elective by Advisement</td>
<td>3-4</td>
</tr>
</tbody>
</table>

Credits
Bachelor of Arts / Bachelor of Science / Associate of Applied Science in Food Studies

Drawing on a number of disciplines, including anthropology, economics, gastronomy, systems design, and public policy analysis, the program prepares students to implement positive changes in food systems by engaging with processes of production, distribution, consumption, and regulation.

The degree in Food Studies is a pathway to careers and graduate study in food policy research and advocacy, environmentally sustainable agriculture, urban policy analysis and management, food marketing and distribution, public relations, and business administration for governments, NGOs, culinary journalism, and food and culinary businesses.

The BA and BS in Food Studies are awarded upon completion of 120 credits, 30 of which must be in Food Studies, and the AAS upon completion of 60 credits, 45 of which must be in Food Studies.

The BA/BS major consists of a core of 12 credits (four courses), providing the basics for the study of food from the cultural, political, and environmental points of view, and 12 credits (or four courses, depending on curricular choices) in one of the following concentrations: Culture, Media and Communication, Health and Environment, or Policy and Politics. Six credits can be chosen from elective courses offered by Schools of Public Engagement and other colleges of The New School in topics relevant for a student’s professional and cultural interests.

Students must receive grades of C or better in all courses taken to fulfill major and minor requirements.

BA / BS Major
Completion of the bachelor’s degree in Food Studies requires a minimum of 120 credits, of which 30 must be in the major as described below.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Food Studies</td>
<td>3</td>
</tr>
<tr>
<td>One Introductory Course from the three Core Area Concentrations</td>
<td>9</td>
</tr>
<tr>
<td>Culture, Media, and Communication</td>
<td></td>
</tr>
<tr>
<td>• American Culinary History: From the Erie Canal to the Food Network</td>
<td></td>
</tr>
<tr>
<td>• Food and the Senses: An Exploration of Embodied Knowledge</td>
<td></td>
</tr>
<tr>
<td>• Eating Identities: Food, Gender, and Race</td>
<td></td>
</tr>
<tr>
<td>• Cultural History of Nutrition &amp; Dieting</td>
<td></td>
</tr>
<tr>
<td>Health and Environment</td>
<td></td>
</tr>
<tr>
<td>• Food and the Environment</td>
<td></td>
</tr>
<tr>
<td>• The Science of Food, Flavor, and Farming</td>
<td></td>
</tr>
<tr>
<td>• Cultural History of Nutrition &amp; Dieting</td>
<td></td>
</tr>
<tr>
<td>• Alternative Food Networks</td>
<td></td>
</tr>
<tr>
<td>Policy and Politics</td>
<td></td>
</tr>
<tr>
<td>• Making Sausage: Policy Tools for Food System Change</td>
<td></td>
</tr>
<tr>
<td>• Contemporary Food Controversies</td>
<td></td>
</tr>
<tr>
<td>• Food Environments, Health, and Social Justice</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Required Courses (cont.)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Alternative Food Networks</td>
<td></td>
</tr>
<tr>
<td>Four Approved Courses in a Concentration</td>
<td>12</td>
</tr>
<tr>
<td>Two Electives by Advisement</td>
<td>6</td>
</tr>
</tbody>
</table>

AAS Major

The AAS major consists of a core of 12 credits (four courses), an Introduction to Food Studies plus one class from three of the four Core areas, providing the basics for the study of food from the cultural, political, environmental points of view, and/or the food business, and 12 credits (or four courses, depending on curricular choices) in one of the following concentrations: Culture, Media and Communication, Health, Science and Environment, Policy and Politics or The Business of Food. Six credits can be chosen from elective courses offered by Schools of Public Engagement and other colleges of The New School in topics relevant for a student’s professional and cultural interests. In addition students are required to complete a Practice-based Experience and a Capstone Project for a total of 15 credits. The AAS major consists of 45 credits.

Students must receive grades of C or better in all courses taken to fulfill major and minor requirements.

Completion of the Associate’s degree in Food Studies requires a minimum of 60 credits, of which 45 must be in the major as described below.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Food Studies</td>
<td>3</td>
</tr>
<tr>
<td>One Introductory Course from the three Core Area Concentrations</td>
<td>9</td>
</tr>
<tr>
<td>Food Culture, Media, and Communication</td>
<td></td>
</tr>
<tr>
<td>• American Culinary History: From the Erie Canal to the Food Network</td>
<td></td>
</tr>
<tr>
<td>• The Language of Food</td>
<td></td>
</tr>
<tr>
<td>Food Health, Science, and the Environment</td>
<td></td>
</tr>
<tr>
<td>• Food and the Human Body</td>
<td></td>
</tr>
<tr>
<td>• Molecular Gastronomy</td>
<td></td>
</tr>
<tr>
<td>Food Policy and Politics</td>
<td></td>
</tr>
<tr>
<td>• Contemporary Food Controversies</td>
<td></td>
</tr>
<tr>
<td>• The Global Food System</td>
<td></td>
</tr>
<tr>
<td>The Business of Food</td>
<td></td>
</tr>
<tr>
<td>• Restaurant Ownership</td>
<td></td>
</tr>
<tr>
<td>• Food Production Business</td>
<td></td>
</tr>
<tr>
<td>Twelve Credits by Advisement in one of the Concentrations:</td>
<td></td>
</tr>
<tr>
<td>• Food Culture, Media, and Communication</td>
<td></td>
</tr>
<tr>
<td>• Food Health, Science, and the Environment</td>
<td></td>
</tr>
<tr>
<td>• Food Policy and Politics</td>
<td></td>
</tr>
<tr>
<td>• The Business of Food</td>
<td></td>
</tr>
<tr>
<td>Two Electives by Advisement</td>
<td>6</td>
</tr>
<tr>
<td>Practice-based Elective Experience by Advisement</td>
<td>9-12</td>
</tr>
<tr>
<td>Capstone Experience by Advisement</td>
<td>3-6</td>
</tr>
</tbody>
</table>
Bachelor of Arts in Global Studies

The Bachelor of Arts in Global Studies is an interdisciplinary undergraduate program. Students may enroll in this program from colleges other than the Schools of Public Engagement. Please note that policies governing transfer credit and prior learning, online options, internships, and other academic options are governed by the division under which the student is matriculated. The policies outlined here apply to students admitted to Schools of Public Engagement specifically.

Global Studies is an interdisciplinary program focusing on contemporary challenges that by definition cannot be solved at the nation-state or market level alone. Global Studies takes seriously The New School’s founding promise to prepare new generations of citizens and leaders in the service of a more just and equitable world.

Students may pursue Global Studies as a major (BA) or as a minor. However, students pursuing a Bachelor of Arts or Bachelor of Science in Liberal Arts may not elect an academic minor. However, they may pursue a guided area of study in Global Studies. Students interested in this option should consult with their advisors.

Only specific courses satisfy the major and minor requirements, including electives, and only designated experiences satisfy the Global Engagement requirement. Courses and thematic clusters should be chosen carefully in consultation with a Global Studies advisor. Thematic clusters for electives are Places, Peoples, and Encounters; Markets and States; Rights, Justice, and Governance; and Global Spaces (Urban, Media, and Environment). Students must receive grades of C or better in all courses taken to fulfill major or minor requirements (and B or better in the introductory core courses to declare the major).

Major

Completion of the Bachelor of Arts in Global Studies requires a minimum of 120 credits, of which 39–63 must be in the major as described below. These include proficiency in a foreign language sufficient for living and working in a context where it is spoken.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>UGLB 2110 (Dis)Order and (In)Justice</td>
<td>3</td>
</tr>
<tr>
<td>UGLB 2111 Understanding Global Capitalism</td>
<td>3</td>
</tr>
<tr>
<td>Three Knowledge Base Electives</td>
<td>9-12</td>
</tr>
<tr>
<td>5 Global Challenge Electives*</td>
<td>15-20</td>
</tr>
<tr>
<td>Collaborative Research Seminar</td>
<td>4</td>
</tr>
<tr>
<td>Foreign Language Proficiency**</td>
<td>0-16</td>
</tr>
<tr>
<td>Experiential Requirement:</td>
<td></td>
</tr>
<tr>
<td>Global Engagement Field Work (fall)</td>
<td>0</td>
</tr>
<tr>
<td>Global Studies Colloquium (spring)</td>
<td>1</td>
</tr>
<tr>
<td>Senior Capstone:</td>
<td></td>
</tr>
<tr>
<td>Directed Research (fall)</td>
<td>3</td>
</tr>
<tr>
<td>Thesis Colloquium (spring)</td>
<td>1</td>
</tr>
</tbody>
</table>

*Three must be in a cluster and three must be 3000-Level or Above

**Sixteen Credits or proficiency exam

Bachelor of Arts / Bachelor of Science in Media Studies

The BA and BS in Media Studies are awarded upon the completion of 120 credits, 30 of which will follow major and concentration requirements. The major consists of a core of six credits (two classes), providing the basis for the understanding of Media Studies, with 18 credits in one of the following concentrations: Screenwriting, Cinema Studies, Media and Social Change, Media Management & Entrepreneurship, or Film Production, as well as six credits (two classes) toward your capstone.

Media Studies students can study full-time or part-time. Students have online and evening study options that are particularly convenient for part-time students, including non-traditional and adult students. While not required, internships are available to students, broadening their opportunities to establish professional connections and experience.

Concentration requirements are organized between Foundation courses within the concentration and Advanced courses that build on the histories, theories, and skills developed in the Foundation courses.

Students must receive grades of C or better in all courses taken to fulfill the major requirements.

The Bachelor of Arts (BA) degree concentrations are: Screenwriting, Media and Social Change, and Cinema Studies.

The Bachelor of Science (BS) degree concentrations are Media Entrepreneurship and Film Production

All pre-approved concentrations follow an approved curriculum. Students should consult with their advisor and seek approval for all major electives to ensure progress through the degree.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Media Studies</td>
<td>3</td>
</tr>
<tr>
<td>One Approved Studio Elective (Choose From:)</td>
<td>3</td>
</tr>
<tr>
<td>Filmmaking Studio 1 (recommended for all students planning to pursue Film Production concentration)</td>
<td></td>
</tr>
<tr>
<td>Digital Video Production</td>
<td></td>
</tr>
<tr>
<td>Documentary Production Workshop</td>
<td></td>
</tr>
<tr>
<td>Introduction to Digital Design</td>
<td></td>
</tr>
<tr>
<td>Fundamentals of Web Design</td>
<td></td>
</tr>
<tr>
<td>Audio Production</td>
<td></td>
</tr>
<tr>
<td>NCOM 4000 - Media Studies Senior Project Lab</td>
<td>3</td>
</tr>
<tr>
<td>NCOM 4900 - Capstone or NFLM 3690 Film 5: Final Project (for film production concentration only)</td>
<td>3</td>
</tr>
<tr>
<td>Choose one Concentration</td>
<td>18</td>
</tr>
</tbody>
</table>

Required Courses (Screenwriting Concentration)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSRW 2800 Script Analysis</td>
<td>3</td>
</tr>
<tr>
<td>NSRW 3810 Screen Writing 1</td>
<td>3</td>
</tr>
<tr>
<td>NSRW 3820 Screen Writing 2</td>
<td>3</td>
</tr>
<tr>
<td>NSRW 3830 Screen Writing 3</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>6</td>
</tr>
</tbody>
</table>
Bachelor of Arts in Psychology

Psychology is the science of the mind, behavior, and human experience. The study of psychology provides students with broad knowledge in areas including human development, personality, psychopathology, social and organizational behavior, language and cognition, and neuroscience. The program includes the option of combining academic study with research or practical training, among the array of senior capstone options.

Psychology courses prepare students for graduate study in academic or applied psychology and for careers in psychology-related human service fields such as social work and counseling.

Psychology can be taken as a major (BA) or a guided area of study (Liberal Arts majors only). Students choose their courses in consultation with a faculty advisor. Courses taken outside the Schools of Public Engagement must be approved by the Psychology chair in order to satisfy major requirements, including psychology electives. Students must receive grades of C or better in all courses taken to fulfill the major requirements.

Major

Completion of the Bachelor of Arts in Psychology requires a minimum of 120 credits, of which 40 must be in the major as described below.

<table>
<thead>
<tr>
<th>Required Courses (Cinema Studies Concentration)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFLM 2400 Introduction to Cinema</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 2500 Movements in World Cinema 1:</td>
<td>3</td>
</tr>
<tr>
<td>The Emergence of an Art Form</td>
<td></td>
</tr>
<tr>
<td>NFLM 2501 Movements in World Cinema 2:</td>
<td>3</td>
</tr>
<tr>
<td>1960s to the Present</td>
<td></td>
</tr>
<tr>
<td>Three Credits in an approved Foundational</td>
<td>3</td>
</tr>
<tr>
<td>Cinema Studies Elective</td>
<td></td>
</tr>
<tr>
<td>Three Credits in an approved Topics in Film Genre Elective</td>
<td>3</td>
</tr>
<tr>
<td>Three Credits in an approved Topics in Auteurs Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Required Courses (Media Management and Entrepreneurship Concentration)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCOM 3247 The Media Business</td>
<td>3</td>
</tr>
<tr>
<td>NCOM 3048 Media Ethics</td>
<td>3</td>
</tr>
<tr>
<td>Two of the following courses:</td>
<td>6</td>
</tr>
<tr>
<td>NCOM 3456 The Producer’s Role</td>
<td></td>
</tr>
<tr>
<td>NMGT 2400 Introduction to Nonprofit Management</td>
<td></td>
</tr>
<tr>
<td>NMGT 1006 Introduction to Information Technology</td>
<td></td>
</tr>
<tr>
<td>NMGT 2100 Introduction to Management</td>
<td></td>
</tr>
<tr>
<td>NMGT 2115 Introduction to Marketing</td>
<td></td>
</tr>
<tr>
<td>NMGT 2133 Introductory Finance for Management</td>
<td></td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Required Courses (Cinema Studies Concentration)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFLM 3411 The Art of Film</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3660 Filmmaking Studio I (will also count as approved Studio Elective)</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3632 Film 2: Intermediate Filmmaking Lab</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3670 Film 3: Advanced Pre-Production and Development</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3680 Advanced Film Production</td>
<td>3</td>
</tr>
<tr>
<td>Two of the following courses:</td>
<td>6</td>
</tr>
<tr>
<td>NDIG 4005 Audio Production</td>
<td></td>
</tr>
<tr>
<td>NFLM 3510 Aesthetics of Directing</td>
<td></td>
</tr>
<tr>
<td>NFLM 3515 Cinematography and Lighting</td>
<td></td>
</tr>
<tr>
<td>NFLM 3520 Recycled Images</td>
<td></td>
</tr>
<tr>
<td>and Non-Camera Filmmaking</td>
<td></td>
</tr>
<tr>
<td>NFLM 3631 The innovative Camera:</td>
<td></td>
</tr>
<tr>
<td>Experiences in 16mm Filmmaking</td>
<td></td>
</tr>
<tr>
<td>NFLM 4627 Digital Editing: Fundamentals</td>
<td></td>
</tr>
<tr>
<td>NFLM 3690 Film 5: Final Project (will also count as Capstone Experience)</td>
<td>3</td>
</tr>
</tbody>
</table>

**BS Students**

Bachelor of Arts in Psychology

Psychology is the science of the mind, behavior, and human experience. The study of psychology provides students with broad knowledge in areas including human development, personality, psychopathology, social and organizational behavior, language and cognition, and neuroscience. The program includes the option of combining academic study with research or practical training, among the array of senior capstone options.

Psychology courses prepare students for graduate study in academic or applied psychology and for careers in psychology-related human service fields such as social work and counseling.

Psychology can be taken as a major (BA) or a guided area of study (Liberal Arts majors only). Students choose their courses in consultation with a faculty advisor. Courses taken outside the Schools of Public Engagement must be approved by the Psychology chair in order to satisfy major requirements, including psychology electives. Students must receive grades of C or better in all courses taken to fulfill the major requirements.

Major

Completion of the Bachelor of Arts in Psychology requires a minimum of 120 credits, of which 40 must be in the major as described below.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose One (Recommended for the First Year):</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Psychology (with Discussion Section)</td>
<td></td>
</tr>
<tr>
<td>Fundamentals of Psychology</td>
<td></td>
</tr>
<tr>
<td>Statistics for the Social Sciences</td>
<td>4</td>
</tr>
<tr>
<td>Research Methods I</td>
<td>3</td>
</tr>
<tr>
<td>One Integrative Foundations Course</td>
<td>3</td>
</tr>
<tr>
<td>Cultural Psychology or approved alternative</td>
<td></td>
</tr>
<tr>
<td>Four 2000-Level Fundamental Courses (Choose from:)</td>
<td>12</td>
</tr>
<tr>
<td>Introduction to Neuropsychology</td>
<td></td>
</tr>
<tr>
<td>Developmental Psychology</td>
<td></td>
</tr>
<tr>
<td>Introduction to Social Psychology</td>
<td></td>
</tr>
<tr>
<td>Theories of Personality</td>
<td></td>
</tr>
<tr>
<td>Introduction to Abnormal Psychology</td>
<td></td>
</tr>
<tr>
<td>Cognitive Psychology or approved equivalent</td>
<td></td>
</tr>
<tr>
<td>Four 3000-Level or aboved Psychology Electives</td>
<td>12</td>
</tr>
<tr>
<td>Senior Capstone (by advisement and subject to approval, choose from:)</td>
<td>3</td>
</tr>
<tr>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>Internship</td>
<td></td>
</tr>
<tr>
<td>NSSR Graduate Psychology course</td>
<td></td>
</tr>
</tbody>
</table>

**BS Students**
Bachelor of Arts in Urban Studies

Urban Studies blends liberal arts seminars with project-based design labs, civic-engagement partnerships, internships, and fieldwork opportunities in New York City and abroad. Students investigate the social, cultural, political, economic, and environmental implications of urban life in the 21st century. Program graduates have pursued exciting careers in urban policy and planning, community activism and development, non-profit urban arts, public administration, and education, while others have gained access to some of the nation’s most prestigious graduate programs.

The Bachelor of Arts in Urban Studies is an interdisciplinary undergraduate program. Students may enroll in this program from colleges other than the Schools of Public Engagement. Please note that policies governing transfer credit and prior learning, online options, internships, and other academic options are governed by the division under which the student is matriculated. The policies outlined here apply to students admitted to Schools of Public Engagement specifically.

Students may take Urban Studies as a major (BA), a minor, or a guided area of study (Liberal Arts majors only). Only specific courses satisfy the major and minor requirements, including electives. Courses should be chosen carefully in consultation with an advisor. Students must receive grades of C or better in all courses taken to fulfill the major requirements.

The Urban Studies curriculum requires a suite of courses that introduces students to key concepts, methods, and modes of analysis for urbanists-in-training. The remaining credits are allocated for urban course electives, giving students maximum choice to either pursue a broad, generalist urban education or to develop more specialized pathways in urban subject areas that include urban history and culture; environmental urbanism; urban geography, sociology, or anthropology; urban policy and planning; urban community activism and civic engagement; global urbanisms; and urban theory. Students culminate their course of studies through a senior capstone projects.

Major

Completion of the Bachelor of Arts degree in Urban Studies requires a minimum of 120 credits, of which 39-47 must be in the major as described below.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fundamentals Course</td>
<td>3</td>
</tr>
<tr>
<td>Historical Perspective Course</td>
<td>3-4</td>
</tr>
<tr>
<td>Urban Core Lab Course</td>
<td>4</td>
</tr>
<tr>
<td>Urban Core Project Course</td>
<td>3-4</td>
</tr>
<tr>
<td>Methods Course</td>
<td>4</td>
</tr>
<tr>
<td>One 2000-Level Elective Course*</td>
<td>3-4</td>
</tr>
<tr>
<td>Three 3000-Level Elective Courses*</td>
<td>9-12</td>
</tr>
<tr>
<td>Two 4000-Level Elective Courses*</td>
<td>6-8</td>
</tr>
<tr>
<td>Senior Seminar</td>
<td>4</td>
</tr>
</tbody>
</table>

*Electives must include one comparative/non-Western course

Guided Area of Study

Students pursuing a Bachelor of Arts or Bachelor of Science in Liberal Arts may complete a guided area of study in Urban Studies. Evening and online courses are offered, particularly in urban history, urban anthropology, arts and culture, and comparative urbanism. Liberal Arts majors who choose this option work closely with an Urban Studies faculty advisor to collaboratively decide on the nature and scope of their specialization and to develop a coherent individual curriculum.
Bachelor of Fine Arts in Musical Theater (BFA)

The Bachelor of Fine Arts in Musical Theater is open to transfer students from the Integrated Program of the American Musical and Dramatic Academy (AMDA). Note: AMDA students who did not complete the integrated program are not eligible for the BFA in Musical Theater but can enter the Liberal Arts program of Schools of Public Engagement on the Bachelor of Science track.

Completion of the Bachelor of Fine Arts (BFA) in Musical Theater requires a minimum of 120 credits, and fulfillment of the below requirements:

- 60 transfer credits are awarded for the AMDA Integrated Program
- The remaining 60 credits must include at least 48 credits in liberal arts subjects as defined by The New School, and may include a maximum of 12 credits in non-liberal arts subject areas.

Up to 24 additional credits may be transferred to the Bachelor’s Program for Adults and Transfer Students from other institutions, subject to the liberal arts requirements just described. Students with fewer than 30 transfer credits must enroll for 12 general education credits (including NHUM 1001 Pathways to Learning: The Idea of the University) during their first year in the program. (see the General Education section of the online Bachelor’s Program for Adults and Transfer Students in this catalog or newschool.edu/public-engagement/bachelors-program-subject-areas).

Students are responsible for keeping track of the liberal arts and non-liberal arts credits they need to complete their degree requirements. They also must meet with their academic advisor at least once a semester to be sure they are taking the correct balance of credits.

A cumulative GPA of 2.0 or better is required to graduate.

Questions about courses, study options, and degree requirements can be answered by an admission counselor or a faculty advisor in the Bachelor’s Program for Adults and Transfer Students.

Masters of Arts in Teaching English to Speakers of Other Languages

Lesley Painter-Farrell, Director of the MATESOL program
painterl@newschool.edu
Charlotte Turnbull, Program Manager
turnbulc@newschool.edu
Charity Vince, Program Assistant
vincec@newschool.edu
Roshii Jolly, Outreach Coordinator
jollyr@newschool.edu

Schools of Public Engagement offers a Masters of Arts in Teaching English to Speakers of Other Languages (TESOL). The program is designed to train professionals who will raise the standards of the English language teaching profession. The New School program offers graduate teacher education in two specializations: Teaching and Curriculum Development.

The MATESOL program emphasizes the political, cultural, and ethical implications of English language teaching. In this era of intense globalization, learning to speak English is critical for many because it is the international language of finance, commerce, diplomacy, science, technology, and communication media.

In the MATESOL program, theoretical study always leads to practical applications and vice versa. Whether new to the profession or already working in the TESOL field, students may apply graduate study to professional development by working on challenging guided independent projects or a supervised practicum. Either option enhances a student’s résumé.

The program’s faculty and course developers are among the best, most experienced, and highly respected TESOL professionals in the world, comprising teachers, writers, publishers, curriculum designers, and program administrators.

Please note: The MATESOL program prepares individuals for college- and university-level English language teaching of adults. It is not designed to prepare individuals for licensure in a profession licensed by the New York State Education Department.

The New School’s program differs from most TESOL programs in its flexibility.

- It is structured for working adults.
- The program can be completed entirely online, entirely onsite or a combination of both.
- Online study can be combined with an intensive summer curriculum and/or on-site evening classes offered in the fall and spring semesters at the New School campus in New York City’s Greenwich Village.
- Full-time students (those taking at least nine credits per semester) working online can earn the master’s degree in four terms (1.5 to two years). Students who complete the summer on-campus intensive can finish in three terms (one year).

Students may also study on a part-time basis (six or fewer credits per semester).
Degree requirements
The New School’s TESOL program is a 30-credit curriculum leading to the Master’s of Arts degree. All students must take the six core courses. Five other courses, including the practicum or professional project, are taken in one of two concentrations:

- Teaching
- Curriculum Development

Concentrations
Curriculum Development
English is being introduced in educational systems at every level all over the world. In many countries, it is the medium of instruction in academic subjects beginning at the elementary level. TESOL curriculum developers and consultants are needed almost everywhere. This concentration prepares teachers of ESOL and educational administrators for careers in local, state, national, and international organizations; agencies; and schools, public as well as private, that offer or sponsor English language studies. Students learn how to design, evaluate, update, and implement curricula for instruction and to create materials for a variety of educational contexts.

Teaching
Today, people all over the world in all professions and from all walks of life want and need to learn English. Teaching opportunities are available in language schools, public schools, colleges and universities, private teaching, and business. The teaching curriculum provides practical, immediately useful TESOL training with emphasis on student-centered, content-based, communicative teaching and learning. The New School MATESOL degree prepares students to teach English in a variety of contexts and provides the tools they need to reflect and build on their teaching experiences.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language Analysis for Teachers:</td>
<td>3</td>
</tr>
<tr>
<td>Phonology, Lexis, and Syntax</td>
<td></td>
</tr>
<tr>
<td>Language Analysis for Teachers:</td>
<td>3</td>
</tr>
<tr>
<td>Grammar and Discourse</td>
<td></td>
</tr>
<tr>
<td>Principles of Language Learning and Teaching</td>
<td>3</td>
</tr>
<tr>
<td>English in the World</td>
<td>3</td>
</tr>
<tr>
<td>Portfolio</td>
<td>1</td>
</tr>
<tr>
<td>Choose One:</td>
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</tr>
<tr>
<td>Practitioner Research</td>
<td></td>
</tr>
<tr>
<td>Observing the English Language Classroom</td>
<td></td>
</tr>
<tr>
<td>Selected Concentration (following)</td>
<td>15</td>
</tr>
</tbody>
</table>

Required Courses (Teaching Concentration)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Methods and Materials for Teaching ESOL: Systems</td>
<td>3</td>
</tr>
<tr>
<td>Methods and Materials for Teaching ESOL: Skills</td>
<td>3</td>
</tr>
<tr>
<td>Teaching Practicum</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement (choose two:)</td>
<td>6</td>
</tr>
<tr>
<td>Learner Assessments</td>
<td></td>
</tr>
<tr>
<td>Writing ESOL Materials</td>
<td></td>
</tr>
<tr>
<td>Curriculum Development and Course Design</td>
<td></td>
</tr>
<tr>
<td>English for Specific or Academic Purpose</td>
<td></td>
</tr>
<tr>
<td>Professional Project</td>
<td></td>
</tr>
<tr>
<td>Methods and Materials for Teaching ESOL: Systems</td>
<td></td>
</tr>
<tr>
<td>Methods and Materials for Teaching ESOL: Skills</td>
<td></td>
</tr>
<tr>
<td>English for Specific or Academic Purpose</td>
<td></td>
</tr>
<tr>
<td>Shared Words, Shared Words</td>
<td></td>
</tr>
</tbody>
</table>

On-Campus Summer Intensive
The on-campus summer intensive allows students to finish the MATESOL course requirements in as little as 12 months, studying full-time. The sequence of on-site and online study creates a strong collaborative learning community that continues well beyond graduation. The summer intensive can be a full-time or a part-time program. It includes supervised practice teaching and guest speakers. Access the application and other information at newschool.edu/matesol/summer-intensive.

The on-campus summer intensive fast-tracks MATESOL students, who can earn up to 12 of the 30 required credits studying at The New School’s Greenwich Village campus. This is an opportunity to meet and learn face-to-face from distinguished instructors and your fellow students, and to experience a summer in New York City. It is a wonderful opportunity for students who are not native speakers of English to be completely immersed in the language and to apply their studies in real-world experiences in a vibrant and cosmopolitan setting.

Students taking the Methods classes, or the Practicum in the summer intensive can complete their required practice teaching in the MATESOL Summer Outreach program, which provides English classes to low-income communities. The New School’s outreach program allows MATESOL students to gain valuable classroom experience while addressing the dire need for free English-language classes in New York City.

Summer Housing
Affordable housing is available in university residence halls on a first-come, first-served basis. Students must apply separately for university housing. For more information, visit newschool.edu/student-housing/summer, or email summerhousing@newschool.edu; and please identify yourself as a New School MATESOL student.
Online Help and Support
There is a Canvas orientation for students new to online learning. Topics include academic resources available in the Web-based environment; the dynamics of online interaction; how to navigate the online classroom; and how to communicate in the online classroom. The orientation is available for reference throughout the school year. New School technical support is available by telephone or email 24 hours a day, seven days a week. See newschool.edu/information-technology/help/ for more details.

Foreign Language Study
Raul Rubio, Chair, Department of Foreign Languages
Graduate students are eligible to audit one foreign language course per semester free of charge, provided they are actively earning credit toward a graduate degree during that term and that there is space availability in their chosen course. During the summer term, graduate students who are also earning credit toward a degree may also audit one foreign language course free of charge.

Graduate students who are not earning credit toward their degree during the summer term may audit one full-length foreign language course in the summer term, paying only a registration fee of $180.

After choosing a course, students must obtain permission to register. Full participation in the course is mandatory, as is purchasing any necessary course materials.

Graduate students who wish to register for a foreign language course should email Vanessa Reich, Assistant Director of Student Affairs, at reichv@newschool.edu.

Certificate in Teaching English to Speakers of Other Languages
Caitlin Morgan, Director of English Language Studies morganc@newschool.edu.

Institutions in the United States and around the world are looking for English speakers trained to teach the language. Since 1990, The New School has been training qualified people to teach English as a second or foreign language. The Certificate in Teaching English to Speakers of Other Languages (CTE) is awarded for successful completion of a structured curriculum of five courses, including a minimum of 50 hours of student teaching.

All CTE courses can be taken for certificate approval on a non-credit basis or for undergraduate credit. Certificate students who are not seeking undergraduate credit (usually because they already have a bachelor’s degree) receive grades of Approved or Not Approved; those who register for credit receive letter grades (C+ or better is required for certificate approval). There is no difference in the coursework or other requirements. All students who successfully complete the program receive the same certificate and are entitled to transcripts of record. Except for the Teaching Practicum, students not enrolled in the certificate program may take individual courses with permission. Certificate approval cannot be awarded for any course retroactively.

Students matriculated in an undergraduate program at the Schools of Public Engagement or Eugene Lang College of Liberal Arts may be able to earn the CTE while completing their degree through careful choice of electives, but they should consult with their academic advisors before applying for the CTE program.

Courses need not be taken in the order listed unless a prerequisite is indicated in the course description.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NELT 3411</td>
<td>Methods and Techniques for Teaching ESL/EFL</td>
<td>4</td>
</tr>
<tr>
<td>NELT 3412</td>
<td>English Grammar for ESL/EFL Teachers</td>
<td>3</td>
</tr>
<tr>
<td>NELT XXXX</td>
<td>Assessing Learner Needs and Language Skills*</td>
<td>1</td>
</tr>
<tr>
<td>NELT 3414</td>
<td>Teaching the Sounds Systems of English</td>
<td>1</td>
</tr>
<tr>
<td>NELT 3416</td>
<td>ESL Teaching Practicum</td>
<td>3</td>
</tr>
</tbody>
</table>
The New School offers English language instruction from the low-intermediate to the advanced level for speakers of other languages. This immersion program is taught by English as a Second Language (ESL) professionals and covers grammar, conversation, listening, reading, and writing.

The New School awards a Certificate in English as a Second Language to students who successfully complete a minimum of 100 hours of ESL classes. Students work with an English Language Studies advisor to build a full-time curriculum (18 hours per week) based on a selection of courses at the appropriate level. The classes provide intensive instruction in grammar, conversation, listening, reading, and writing. All students who complete the certificate program can expect to emerge with improved fluency and independent learning skills.

Grades of AP (Approved) or NA (Not Approved) are assigned for each course, and certificate students are entitled to a transcript of record. Students who choose not to enroll in the certificate program can register for individual ESL courses, but please note that The New School will maintain permanent academic records only for students enrolled in the certificate program.

**Curriculum**
All prospective students must take a short placement test. ESL courses are offered from the low–intermediate (Level 3) to the advanced (Level 6) level. Each level takes a full term to complete: 12 weeks in the fall and spring, and ten weeks in the summer.

Students select from the below courses to complete a minimum of 100 hours of class time:
- Grammar
- Writing
- Reading
- Conversation and Listening

**ESL+**
The New School offers a suite of ESL+ Certificates from innovative language preparation programs that provide a high quality English language foundation and pathway for students to continue their academic and professional career at The New School and elsewhere. Certificate programs include ESL+ University Prep, ESL+ Design, ESL + Music, and ESL + Food.

**Certificate in English as a Second Language + University Prep**
This flexible pre-enrollment program is for international students who plan to enroll in an academic degree program in the United States but need to improve their English language skills in order to be admitted to their intended course of study.

The New School awards a Certificate in English as a Second Language + University Prep to students who successfully complete a minimum of 100 hours of ESL classes. Students work with an English Language Studies advisor to build a full-time curriculum (18 hours per week) based on a selection of courses at the appropriate level. The classes provide intensive instruction in grammar, conversation, listening, reading, and writing. All students who complete the certificate program can expect to emerge with improved fluency and independent learning skills.

Grades of AP (Approved) or NA (Not Approved) are assigned for each course, and certificate students are entitled to a transcript of record. Students who choose not to enroll in the certificate program can register for individual ESL courses, but please note that The New School will maintain permanent academic records only for students enrolled in the certificate program.

**Curriculum**
All prospective students must take a short placement test. ESL courses are offered from the low–intermediate (Level 3) to the advanced (Level 6) level. Each level takes a full term to complete: 12 weeks in the fall and spring, and ten weeks in the summer.

Students select from the below courses to complete a minimum of 100 hours of class time:
- Grammar
- Writing
- Reading
- Conversation and Listening

**ESL+**
The New School offers a suite of ESL+ Certificates from innovative language preparation programs that provide a high quality English language foundation and pathway for students to continue their academic and professional career at The New School and elsewhere. Certificate programs include ESL+ University Prep, ESL+ Design, ESL + Music, and ESL + Food.

**Certificate in English as a Second Language + Design (ESL+Design)**
In collaboration with the Parsons School of Design, Schools of Public Engagement offers the ESL + Design Certificate program. This pre-enrollment program is for international students who plan to attend an art or design college in the United States but need to improve their scores on the Test of English as a Foreign Language (TOEFL) or who wish to refresh their English language skills and adjust to university life in the United States before beginning art and design studies.

The ESL + Design program of study is a structured set of intensive English language (ESL) courses, plus a design studio, short supplemental workshops, and an orientation to life in the United States. Those who successfully complete the program can obtain a
certificate of completion confirming that they have attained a specified level of proficiency in English speaking, reading, and writing, as well as foundational skills in art and design.

**Program Features**

ESL + Design is an inclusive program that offers the following:

- The program includes short, practical workshops in topics such as preparing your application to Parsons, vocabulary of fashion and design, and how to succeed at Parsons.
- ESL + Design students are eligible to live in university housing and have access to many other services and academic resources of the university.
- When students test at the highest levels (Five and Six), they can take Design and Language Studio, described below, instead of an ESL Listening and Speaking course.

**Design and Language Studio Course**

In the Design and Language Studio course, students work on their English language skills in the context of art and design practice. They work collaboratively on urban-themed design exercises and conduct field research in New York City. They explore art and design disciplines through independent and group projects. They gain experience speaking English by participating in class discussions and through collaborations. Students develop their English skills by writing about their projects and by building an art and design vocabulary vital for creative practice.

**Certificate in English as a Second Language + Music (ESL+Music)**

The ESL + Music certificate program is designed for international students who wish to pursue music study at Mannes School of Music but need to improve their English language skills or TOEFL scores before matriculating.

**Program Features**

ESL + Music is an inclusive program that combines:

- Private music lessons with Mannes faculty members.
- Intensive English language study—speaking and listening, grammar, reading, and academic writing through the English Language Studies Department.
- Reinforcement of English language studies in a Techniques of Music course and performance seminars.
- Flexible duration (one to four academic terms; that is, approximately three months to two years) depending on a student’s level of proficiency in English.
- F1 student visa eligibility based on full-time student status.

Students receive a certificate stating the number of hours of study completed in English as a second language after each semester of study. Permanent academic records are kept, and students can obtain a transcript of their courses.

ESL + Music students are eligible to live in university housing and have access to many of the other services and academic resources of The New School, including health services, an email account, practice rooms, library and computing services, tutoring, and free admission to Mannes concerts, recitals, and other university events. Visit newschool.edu/eslm-certificate for more information.

**Certificate in English as a Second Language + Food (ESL+FOOD)**

The ESL + Food Certificate is designed by The New School in New York City in collaboration with the International Culinary Center (ICC). The certificate provides a high-quality English language education for students who want to attend culinary school at the ICC, obtain a degree in Food Studies at The New School, or choose another career path within the food industry.

**Program Features**

ESL + Food is an inclusive program that includes:

- Intensive English language study at The New School.
- The Language of the Kitchen themed activities to reinforce key vocabulary of food, cooking, and preparation techniques in a supportive and interactive classroom setting.
- New York City’s culinary scene (influential chefs and restaurants, field trips to the International Culinary Center (ICC) for demonstrations by master chefs and to the Union Square greenmarket).
- Access to cutting edge culinary events and food industry guest speakers.
- Flexible registration (start in fall, spring, or summer semester) and duration (one to four academic terms, or approximately three months to two years).
- An alternative to the TOEFL to fulfill the English language requirement for admittance to ICC or selected programs at The New School.
- F1 student visa eligibility based on full-time student status.
- Services and academic resources, including university housing, health services, New School events, library and computing services, and English language tutoring.

The ESL + Food Certificate offers a pathway to a bachelor’s degree (BA/BS) or AAS in Food Studies at The New School, as well as a pathway to a culinary program at ICC. Students who take courses at ICC may apply credits earned there to a degree within Schools of Public Engagement Bachelor’s Program for Adults and Transfer Students upon admittance.
Graduate students are eligible to audit one foreign language course per semester and during the summer term, free of charge, provided they are actively earning credit toward a graduate degree during that term and that there is space availability in the course.

Graduate students who are not earning credit toward their degree during the summer term may audit one full-length foreign language course free of charge in the summer term, paying a registration fee of $190.

After choosing a course, students must obtain permission to register. Full participation in the course is mandatory, as is purchasing any necessary course materials.

Graduate students who wish to register for a foreign language course should email Vanessa Reich, Assistant Director of Student Affairs, at reichv@newschool.edu
For more than 40 years, the Milano School has offered programs in the field of management. From the outset, Milano’s programs offered an alternative approach to management education developing socially responsible leaders with the capacity to generate meaningful and lasting change in the world.

Milano Management graduate programs are designed for both emergent and experienced leaders. Programs can be completed in two years attending full-time, though many working professionals choose part-time study.

The Milano Management programs offers two Master of Science degrees: the MS in Nonprofit Management and the MS in Organizational Change Management.

**Master of Science in Nonprofit Management**

Nonprofit management is relatively new as a profession and academic field. The Milano School led the way by offering one of the first programs of graduate study designed specifically to develop nonprofit leaders. Milano’s students and faculty bring forward-thinking, critical assessment of the status quo, and the necessary innovation to imagine possible futures for an evolving nonprofit landscape. Milano effectively serves nonprofit practitioners by keeping a focus on what makes not-for-profits distinctive while recognizing the need to move across boundaries of the sector.

Milano’s professional-oriented approach fully integrates theory and real-world practice. The curriculum provides a comparative and global perspective. Milano students are committed to social innovation and change and are prepared to lead NGOs and non-profits worldwide. An alumni network of graduates with shared values and professional goals is a valuable resource after graduation.

**Curriculum**

The Master of Science degree is awarded upon completion of 42 credits: the core courses (six credits in economics and methods), an integrative program curriculum of six courses (18 credits including a capstone seminar), and six elective courses (18 credits).

Milano strongly encourages adding non-credit internship experiences to your classroom learning. The Center for Graduate Career and Professional Development works with students to find an appropriate internship. Many internships lead to valuable contacts for future employment and some offer a stipend.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURP 5001/5 Economics for Management and Public Policy*</td>
<td>3</td>
</tr>
<tr>
<td>NURP 5013 Quantitative Methods*</td>
<td>3</td>
</tr>
<tr>
<td>Making Difference Requirement</td>
<td>3</td>
</tr>
<tr>
<td>(from approved list of courses)</td>
<td></td>
</tr>
<tr>
<td>NMGM 5013 Theory and Practice of Nonprofit Management</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 5010 Management and Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 5004 Fundraising and Development</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 5002 Financial Management in Nonprofit Organizations</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6003 Advanced Seminar in Nonprofit Management</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>18</td>
</tr>
</tbody>
</table>

*Students who have taken equivalent courses prior to admission may be able to waive core courses. Waivers of requirements do not reduce the overall number of course credits to be taken toward the Milano degree (42 credits). The waiver does allow students in consultation with the Chair to substitute another 3-credit course for the required course.

**Elective Courses**

Six elective courses allow students to build an area of expertise within nonprofit and NGO management that meets their individual career objectives and professional interests.
Master of Science in Organizational Change Management

The Organizational Change Management program is designed for those with a deep interest in organizational dynamics and the ways change happens. In a rapidly shifting world, Milano students recognize that there is a distinct professional advantage in the ability to facilitate organizational change to enhance performance and resiliency. Students build the capacity to move across boundaries of this emerging field and all of the sectors in which organizations are found (for-profit, nonprofit, NGO, and public). The program’s values-based approach provides the framework to investigate current organizational challenges to arrive at innovative human-centered solutions. Milano offers a unique pedagogy of “engaged learning” known as the Portfolio, which results in a collection of organization change projects that build capacity and credibility for the student.

The degree program is intended for students who have a minimum of three years of organizational experience. The program benefits those who wish to broaden, expand, and advance on their experience in the field, as well as those wishing to transition into a career in change management.

Curriculum

The Master of Science degree is awarded upon completion of 42 credits: core courses (six credits in economics and methods), an integrative program curriculum of eight courses (24 credits including a capstone seminar), and four elective courses (12 credits).

Milano strongly encourages adding non-credit internship experiences to your classroom learning. The Center for Graduate Career and Professional Development works with students to find an appropriate internship. Many internships lead to valuable contacts for future employment and some offer a stipend.

Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURP 5001/5 Economics for Management and Public Policy*</td>
<td>3</td>
</tr>
<tr>
<td>NURP 5013 Quantitative Methods*</td>
<td>3</td>
</tr>
<tr>
<td>Making Difference Requirement</td>
<td>3</td>
</tr>
<tr>
<td>(from approved list of courses)</td>
<td></td>
</tr>
<tr>
<td>NMGM 5003 Foundations of Organizational Change</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6006 Laboratory in Group Facilitation, Intervention, and Process</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6009 Managing the Client-Consultant Relationship</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6013 Organizational Change Interventions</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 5010 Management and Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6012 Organizational Assessment and Diagnosis</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6001 Advanced Seminar ni Organizational Change Management</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>12</td>
</tr>
</tbody>
</table>

*Students who have taken equivalent courses prior to admission may be able to waive core courses. Waivers of requirements do not reduce the overall number of course credits to be taken toward the Milano degree (42 credits). The waiver does allow students, in consultation with the Chair, to substitute another 3-credit course for the required course.

Elective Courses

Four electives allow students to expand their knowledge of organizational change management.

Master of Science in Public and Urban Policy

Program Office
72 Fifth Avenue, 6th Floor
New York, NY 10011
Rachel Meltzer, Chair
meltzerr@newschool.edu
Suzanne Bostwick, Associate Director of Academic Programs
bostwics@newschool.edu

The Master of Science program in Public and Urban Policy (formerly known as Urban Policy Analysis and Management) was one of the first programs of its kind in the world, and it continues to innovate. The heart of the program is an experiential curriculum that gives students a sound foundation in the theory and the practice of policy analysis and public administration. While there is no better learning laboratory in the world than New York City, urban challenges are increasingly global. We leverage the inclusive and forward-looking policies emerging from cities to inform effective and just public policies more broadly. Program graduates have skills that support many career trajectories working as policymakers, analysts, managers and consultants in governments and NGOs, as well as private sector jobs oriented toward social good.

Accreditation

The MS in Public and Urban Policy is accredited by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA www.naspaa.org), and is an affiliate of the Association of Public Policy and Management (APPAM) and the Association of Collegiate Schools of Planning (ACSP).

Curriculum

The Master of Science degree is awarded upon completion of 42 credits: two core courses (six credits), seven program core courses (21 credits), and five electives (15 credits).

Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURP 5001/5 Economics for Management and Public Policy*</td>
<td>3</td>
</tr>
<tr>
<td>NURP 5013 Quantitative Methods*</td>
<td>3</td>
</tr>
<tr>
<td>NURP 5008 Political Economy of the City</td>
<td>3</td>
</tr>
<tr>
<td>or NINT 5191 Urban Century</td>
<td></td>
</tr>
<tr>
<td>or NURP 5121 Political Economy of the City Intensive</td>
<td></td>
</tr>
<tr>
<td>NURP 6002 Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>NURP 5032 Public Management</td>
<td>3</td>
</tr>
<tr>
<td>NURP 6010 Urban Policy Lab</td>
<td>6</td>
</tr>
<tr>
<td>NURP 5011 Public Finance and Fiscal Management</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>15</td>
</tr>
<tr>
<td>NURP 6008 Advanced Seminar in Public and Urban Policy (capstone)</td>
<td>3</td>
</tr>
</tbody>
</table>

*Students who have taken equivalent courses prior to admission may be able to waive core courses. Waivers of requirements do not reduce the overall number of course credits to be taken toward the Milano degree (42 credits). The waiver does allow students, in consultation with the Chair, to substitute another 3-credit course for the required course.

There are three different paths toward the degree:

- Traditional full-time path: two years to complete
- Fast track: accelerated MS degree option (an intensive program that takes 16 months to complete)
Part-time path: Three to three and one-half years to complete

**Urban Policy Lab**
The Urban Policy Lab anchors the Public and Urban Policy program’s singular client-centered curriculum. In this intensive six-credit practicum, groups of four or five students work as a consulting team to address real-world policy and management problems for government officials or non-profit executives. Each team of students works on two projects over the course of the spring semester, supervised by a member of the Milano School’s faculty. Each project culminates in a live briefing for the client, at which the team presents their findings and recommendations, followed by writing a report incorporating client feedback.

**Areas of Specialization**
The Public and Urban Policy program has developed several clusters of elective courses for students who need to develop a particular expertise; however, students are not required to specialize. They also are welcome to develop their own specializations by selection of electives. The following areas of study are currently defined:

- Applied Quantitative Methods and Data Visualization
- Community Development Finance
- Design Strategies: Milano–Parsons Collaboration
- Economic and Workforce Development
- Finance
- Food and the Environment
- Global Management
- Global Urban Futures
- Housing and Community Development
- Leadership and Change
- Leading Sustainability
- Politics, Media, and Advocacy
- Social Entrepreneurship
- Social Policy
- Urban and Regional Economic Development

For more information, including areas of specialization and suggested courses, visit newschool.edu/public-engagement/ms-public-urban-policy-specialization-areas/.

**Electives**
The Public and Urban Policy program offers a number of elective courses every semester. Students may also take as electives any approved, non-restricted graduate-level course offered by other programs of The New School, including but not limited to courses offered by other Milano programs, Parsons School for Design, The New School for Social Research, and Schools of Public Engagement. Students select their electives in consultation with a faculty advisor according to their individual academic and professional interests and goals.

**Non-Credit Internship**
Milano strongly encourages adding non-credit internship experiences to your classroom learning. The Center for Graduate Career and Professional Development works with students to find an appropriate internship. Many internships lead to valuable contacts for future employment and some offer a stipend.

**Capstone Experience**
The Urban Policy program’s thesis project consists of a Professional Decision Report (PDR) written for a client of the student’s choosing, usually an official in a government agency or a non-profit organization. Clients do not have to be based in New York City. In this report, the student offers advice to the client about a policy or management issue and supports his or her recommendations with research and analysis.

The exercise demonstrates the student’s ability to apply substantive knowledge and analytic skills to a topic of interest. Students complete the PDR under the guidance of a professor in the Advanced Seminar course, which involves small-group discussions and individual faculty consultations. The Advanced Seminar is taken in the student’s penultimate or final semester.
Doctor of Philosophy in Public and Urban Policy
Program Office
72 Fifth Avenue, 7th Floor
New York, NY 10011
212.229.5400 x1503
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New York, NY 10011
hamiltod@newschool.edu

Academic Program
The PhD in Public and Urban Policy is awarded for completion of 60 credits, passing the qualifying examination, and successful defense of a written dissertation. The 60 credits normally include 30 credits transferred from an approved master’s degree program. The remaining 30 credits (ten courses) must be taken in residence.

Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer Credits from an Approved Master’s Degree</td>
<td>30</td>
</tr>
<tr>
<td>Political Economy and Public Policy I (PEPPA I)</td>
<td>3</td>
</tr>
<tr>
<td>Political Economy and Public Policy II (PEPPA II)</td>
<td>3</td>
</tr>
<tr>
<td>A foundation course in social science by advisement</td>
<td>3</td>
</tr>
<tr>
<td>(through The New School for Social Research in Anthropology, Economics, Politics, Sociology)</td>
<td></td>
</tr>
<tr>
<td>Quantitative Research Methods electives by advisement</td>
<td>3</td>
</tr>
<tr>
<td>Qualitative Research Methods electives by advisement</td>
<td>3</td>
</tr>
<tr>
<td>Doctoral Research Workshop</td>
<td>3</td>
</tr>
<tr>
<td>Electives by advisement</td>
<td>12</td>
</tr>
</tbody>
</table>

Qualifying Exam:
Upon successful completion of 60 credits, students submit a qualifying paper, which is a critical survey of the literature on a specific policy problem. The Qualifying Examination is then taken and defended. The examination covers core knowledge based largely on the content of the PEPPA I and PEPPA II courses, the Doctoral Research Workshop, and the student’s elective courses. Students who pass the examination are eligible for the MPhil degree and can proceed to the dissertation proposal defense.

Dissertation Proposal
The dissertation proposal consists of (1) a clear statement of the goals and objectives of the proposed dissertation; (2) a literature review; (3) a research plan; and (4) a proposed time schedule to complete the research and writing. The proposal is developed in consultation with the student’s Dissertation Committee.

Doctoral Dissertation
The dissertation must demonstrate original research and contribute new knowledge to a field relevant to a current policy problem. In addition to the traditional format, a student may elect, with the approval of the committee chair, a three-essay dissertation.

Post-Master’s Professional Certificates
The Milano School offers a range of certificate programs that allows students to continue their professional studies or pursue a new area of interest. The certificate programs can be completed in two semesters of full-time study or in a year and one-half of part-time study.

Applicants to the post-master’s certificate programs must already have a graduate degree. In some cases, a certificate can be earned concurrently with a graduate degree.*

*Concurrent enrollment in the Organization Development Certificate program is not an option for students enrolled in the MS program in Organizational Change Management. Concurrent enrollment in the Sustainability Strategies Certificate program is not an option for students enrolled in the MS program in Environmental Policy and Sustainability Management.

Certificate in Leadership and Change
Managing change is central to leadership, and success of organizational change interventions hinges on whether there is a “leader” driving the process. The certificate emphasizes learning-in-action and provides the tools, time, and structure for participants to try new ideas. This program prepares students to critically assess models for leading change in multiple contexts and settings, whether building capacity for innovative leadership development in communities, organizations, social movements, or individuals. Certificate students benefit from a seasoned faculty of scholars and practitioners, peer-to-peer collaboration, and a curriculum that reflects current theory and practice. Entry into the full-time certificate program can be made only in the fall due to course sequencing restrictions. Spring entry for part-time study is possible.

Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NMGM 5003 Foundations of Organizational Change</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 5008 Why Leadership Matters: Power or Potential</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6020 The Science and Art of Leadership Development</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6007 Leadership Change Practicum</td>
<td>3</td>
</tr>
<tr>
<td>Two electives from the Change Competencies, Leadership Applications, and/or Applied Context</td>
<td>6</td>
</tr>
</tbody>
</table>

Certificate in Organization Development
Organization Development (OD) practitioners recognize the humanistic role of managers and leaders and work to cocreate and facilitate innovative, systems-embedded organizational change. The OD certificate is designed for current internal and external practitioners and those wishing to enter the OD field. The certificate curriculum is critically reflective, rooted in real-world experience, and flexible in delivery. The focus on change leadership competencies prepares students to work with a wide diversity of groups in organizations and across sectors within the global community.

Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NMGM 5010 Management and Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 5003 Foundations of Organizational Change</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6006 Laboratory in Group Facilitation, Intervention and Process</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6012 Organization Assessment and Diagnosis</td>
<td>3</td>
</tr>
<tr>
<td>NMGM 6013 Organizational Change Intervention</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Certificate in Anthropology, Economics, Politics, Sociology)
Certificate in Sustainability Strategies
Successful models of policy and management increasingly take into account the interconnections of ecological, social, and financial sustainability using the triple-bottom-line approach. This creates a need for managers who can understand critical sustainability issues and devise strategies to address them. The growing sustainability field offers opportunities in all sectors, from environment-oriented non-profits and emerging green industries to government planning and regulatory agencies.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEPS 5001 Climate Change</td>
<td>3</td>
</tr>
<tr>
<td>NEPS 5002 Corporate Sustainability and Social Responsibility</td>
<td>3</td>
</tr>
<tr>
<td>Finance Requirement</td>
<td>3</td>
</tr>
<tr>
<td>NEPS 5008 Sustainability Perspectives and Practice</td>
<td>3</td>
</tr>
<tr>
<td>NEPS 5005 Leadership for Sustainability and Environmental Policy</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Julien J. Studley
Graduate Program in International Affairs

Master of Arts or Master of Science in International Affairs
Program Office
72 5th Avenue, 7th Floor
New York, NY 10011
intaffairs@newschool.edu
Sakiko Fukuda-Parr, Director
fukudaps@newschool.edu
Philip J. Akre, Associate Director of Academic Programs
akrep@newschool.edu
Fabiola Berdiel, Assistant Director, International Field Programs
berdielf@newschool.edu
Bianca Rogers, Assistant Director of Administration
rogersb@newschool.edu

Program Overview
The International Affairs program of study integrates a set of core courses and a broad range of electives with real-world experience. Approximately sixty courses, along with many internship opportunities, are offered every semester. In the summer, students may participate in the International Field Program, in which they work in developing countries. The program’s small seminar-style classes combine research and critical thinking with practical training.

The 42-credit MA degree is for recent college graduates and career changers—persons who have not previously established careers in the international affairs field. The 30-credit MS degree is for students with at least five years of post-university professional experience in international affairs or a related field.

Both programs of study combine a set of core courses with a wide range of electives and opportunities for hands-on experience. Students may pursue the MA or MS degree on a full-time or part-time basis, and courses are offered days and evenings.

Graduates of the program will be in a position to begin or advance careers in public service, non-governmental organizations, academe, media, and the private sector. The goal of the program is to produce well-trained, public-spirited citizens who are proficient in their specialties and knowledgeable about crucial issues that will confront the evolving global society.

Master of Arts Curriculum
The 42-credit MA program consists of six required courses (18 credits) and eight electives (24 credits), including the concentration foundation course. As a final project, students choose either the Thesis Option, Research Portfolio Option, or the Practice Option.

Concentrations
MA students in the International Affairs program concentrate in one of five defined areas of study:

- **Cities and Social Justice** focuses on how global factors interact with local environments, actors, and institutions to produce new urban forms, problems, and opportunities. The unique interdisciplinary curriculum provides students
with the analytic and practical skills necessary to understand and productively engage with urban processes in a globalizing world.

- **Conflict and Security** explores the rapidly changing terrains of war and peace. It focuses in particular on the new relationships being forged between conflict and security and issues such as socioeconomic development, humanitarianism, and statebuilding.

- **Development** is designed for students interested in pursuing professional careers or further academic research related to global poverty, inequality, and development. It focuses on the theoretical concepts and analytical tools that equip students to engage with the complex challenges of global poverty, inequality, and development.

- **Governance and Rights** focuses on the principles, institutions, actors, and discourses that animate new governance mechanisms at the global, regional, and sub-national levels. It prepares students to critically engage with evolving trends in how societies are organized and (re)ordered alongside new norms, within new structures and networks.

- **Media and Culture** explores theory and practice at the intersection of politics, economics, press and entertainment, public and state policy, and international and domestic cultural conditions. The concentration focuses in particular on the relationship between media and democracy around the world, with equal consideration to the roles of public and private institutions and their positive and negative influences on the media in both democratic and non-democratic societies.

A concentration is completed by taking the specified concentration foundation course and at least three electives approved for the concentration. An updated list of approved courses is issued each semester by the International Affairs office.

**Required Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NINT 5001 Global Flows</td>
<td>3</td>
</tr>
<tr>
<td>NINT 2109 Economics in International Affairs*</td>
<td>3</td>
</tr>
<tr>
<td>NINT 5005 Research Design and Data or approved statistics or qualitative methods course by advisement*</td>
<td>3</td>
</tr>
<tr>
<td>NINT 5000 Theories, Histories, and Practices of Development</td>
<td>3</td>
</tr>
</tbody>
</table>

Selected Concentration

| Electives by Advisement | 12 |

Choose One:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NINT 6950 Thesis Workshop &amp; Thesis Supervision</td>
<td>6</td>
</tr>
</tbody>
</table>

| NINT 6961 Project Design and Project Management and Practicum in International Affairs | 2 |
| 2 Research Portfolio Seminars | |

*Students who pass a proficiency examination can waive Economics in International Affairs and/or Research Design and Data collection. In lieu of one or both of these courses students will take additional electives by advisement.

**Research Methods**

MA students must fulfill a research methods requirement by taking one of three courses:

- **Qualitative Research Methods**: a workshop-based research design seminar that investigates the relationship between topics of inquiry, theory, and qualitative research methods.

- **Quantitative Methods**: an introduction to basic statistical techniques and the use of data analysis software.

- Students with prior training in research methods may take advanced courses, subject to advisor approval.

**Economics**

MA students fulfill the economics requirement by taking either the introductory or the intensive sections of Economics in International Affairs. Students with extensive background in economics may get approval to fulfill the requirement by taking advanced economics classes at SGPIA or elsewhere at The New School.

**Required Courses**

<table>
<thead>
<tr>
<th>Cities and Social Justice Concentration</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Course</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Conflict and Security Concentration</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Course</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Development</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Course</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Governance and Rights</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Course</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Media and Culture</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Course</td>
<td>3</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>9</td>
</tr>
</tbody>
</table>
Master of Science Curriculum
The 30-credit MS program consists of two required courses (6 credits) and five module electives (15 credits). MS students must also complete one of the three capstone options (see below).

MS students fulfill the Modules requirements by completing a Subject Module (9 credits) and a Critical Tools and Analysis Module (6 credits) that are approved in advisement. An updated list of pre-approved modules is issued each semester by the International Affairs office. Potential combinations include module pairings such as Humanitarianism + Geographic Information Systems, Global Advocacy + Media Production, Cities and Sustainable Development + Community and Participatory Development, Development Policy + Economic Analysis, and more. Students can also design their own modules in consultation with advisors.

Subject Modules
The MS Subject Modules give students in-depth, substantive knowledge of a particular area of professional interest. Subject areas include Migration and Refugees; Media Advocacy; Global Food Systems; Gender in International Affairs; Poverty, Inequality, and Social Justice; and others. Students may also design their own Subject Module.

Critical Tools and Analysis Modules
The MS Critical Tools and Analysis Modules provide students with distinct skills that prepare them for specific professional careers. Through the Critical Tools and Analysis Module, students can advance their skills in GIS mapping, media production, data analytics, design, participation, policy analysis, monitoring and evaluation, and many other areas.

Required Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NINT 5001 Global Flows</td>
<td>3</td>
</tr>
<tr>
<td>NINT 5000 Theories, Histories, and Practices of Development</td>
<td>3</td>
</tr>
<tr>
<td>Subject Module Courses</td>
<td>9</td>
</tr>
<tr>
<td>Critical Tools and Analysis Module Courses</td>
<td>6</td>
</tr>
<tr>
<td>Electives by Advisement</td>
<td>6</td>
</tr>
<tr>
<td>Capstone Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

Core Courses
All students must complete two core courses:

NINT 5001 Global Flows
NINT 5000 Theories, Histories, and Practices of Development

Global Flows is a critical introduction to globalization, tracing the emergence of logics of encounter and international interaction from the colonial era through the present. Theories, Histories and Practices of Development (THPD) examines the core concepts of development and introduces students to the comparative framework of analysis. Prerequisite for THPD for MA students: proficiency in economics.

Electives
MA and MS students may also supplement core, concentration, and module requirements by choosing from a selection of elective courses. Electives focus on specific areas of academic and professional interest. They may be taken to fulfill a concentration requirement, a specific skill need, or simply for intellectual curiosity. The exact number of electives a student takes depends on the particular program of study. The New School offers a range of courses, from surveys to advanced research seminars.

Capstone
In addition to the coursework outlined above, all students must complete a final project consisting of an independent research project (Thesis Option), a thematic project (Research Portfolio Option), or a team-based project (Practicum Option). Students choose from three options for completing the final project requirement:

- Thesis: An independent research project conducted under the supervision of a faculty member with relevant expertise in a given field.
- Research Portfolio: Two research papers on a particular topic completed in two advanced research seminars along with a short framing essay.
- Practicum in International Affairs: A team-based project conducted for a client organization and overseen by a faculty supervisor.

For more information regarding guidelines, visit newschool.edu/public-engagement/ma-ms-international-affairs-final-project/.

International Field Program
The International Field Program (IFP) gives students hands-on field experience, providing a critical context for global issues and basic tools to conduct research, analyze policies, and manage projects. Starting with 19 students in the summer of 2002, the program has sent over 1,000 students abroad through 2017. The 2017 IFP offered four summer programs, ranging from rural community development fieldwork to internships with international organizations.

Destinations and Organizations
Past and current IFP locations include: Albania, Argentina, Bosnia, Brazil, Cameroon, Colombia, Cuba, Dominican Republic, Ethiopia, Geneva, Ghana, Greece, Guatemala, Hong Kong, India, Indonesia, Jordan, Kenya, Kosovo, Kunming (China), Lebanon, Liberia, Namibia, Nepal, Northern Caucasus, Senegal, Serbia, Sierra Leone, South Africa, Spain, Turkey, Uganda, and Zimbabwe. Students have worked across the globe for a range of UN agencies, NGOs, and other organizations, including: UNICEF, UNDP, World Bank, International Rescue Committee, CARE International, Amnesty International, Asian Human Rights Commission, Save the Children, Oxfam, Clinton Foundation HIV/AIDS Initiative, and various government ministries.

IFP Academics and Cost
Students earn a total of nine credits for IFP participation. In the spring semester, students earn three credits for a preparation course (and take a non-credit preparatory workshop and, if necessary, a non-credit language course). In the summer, students complete the six-credit, full-time, supervised internship/field project: this includes attending and participating in weekly academic seminars and producing a research paper. After returning to New York, students participate in follow-up activities such as the September IFP Conference. In addition to tuition, students are responsible for their own travel costs. Scholarships are available to cover a portion of tuition, and the IFP Program provides in-country housing.
To apply, visit newschool.edu/public-engagement/internation-al-field-program
United Nations Summer Study
The United Nations Summer Study (UNSS) program puts graduate and undergraduate students on the ground in the United Nations and in New York City. UNSS takes students beyond a narrow focus on security and diplomacy to investigate development, human rights, humanitarian action, peacekeeping and peacebuilding, and environmental and reform issues. UNSS coursework prepares students to understand and engage with contemporary issues, policies, and debates in international affairs. UNSS practicums enable students to gain hands-on experience in the UN system.

UNSS Program Options
The UNSS offers three options:

**Option 1: Core Curriculum (three graduate / four undergraduate credits)**
- Class: “The United Nations and World Order”
- Colloquium: Presentations by UN staff and officials from other organizations and governments that provide insider perspectives and direct contact with professionals.
- Site Visits: Briefings and talks at UN headquarters, international organizations, and other key places salient to global governance and processes.
- Experience in New York City: Social justice tours and other guided activities to connect global issues addressed by the UN to local issues in New York City.

**Option 2: Core + Practice (six graduate / eight undergraduate credits)**
- Includes all elements of the Core Curriculum Option
- Practicum: A group consultancy with a UN agency, NGO, or research institute that works with the UN and is overseen by a faculty adviser.

**Option 3: Non-Credit**
- Class, colloquium, site visits, and the New York City experience but without earning academic credits.

To apply, visit newschool.edu/united-nations-summer-study.

Internships and Independent Study
The Julien J. Studley Graduate Program in International Affairs strongly encourages all students to do an internship in New York City or, if possible, abroad. The program awards up to three credits for completion of an approved internship. After one semester, any student in good academic standing may register for one independent study project. A student identifies a specific problem or area of interest to investigate in detail and designs a research project with the approval of an interested full-time faculty member who serves as the course advisor.

The School of Media Studies
Vladan Nikolic, Dean
Dawnja Burris, Associate Dean
Peter Asaro, Director of MA in Media Studies Programs
Linda Saint Marc, Director of the MS and the Graduate Certificate in Media Management Program
Lana Lin, Director of Undergraduate Programs
TBD, Director of the Graduate Certificate in Documentary Media Studies
Janelle McKenzie, Director of Administration mckenzij@newschool.edu
Robbie Powers, Director of Student Affairs robbiepowers@newschool.edu

Media studies has been described as the liberal arts of the 21st century. The School of Media Studies is at once a hub, laboratory, and playing field for the interaction and communication of ideas across many disciplines and endeavors. It houses a range of intellectual fields and practices for the understanding of media, ranging from historical and philosophical inquiry, to artistic exploration, and to entrepreneurial and management processes. Integral to the School of Media Studies’ overall orientation is a commitment to pushing the boundaries of media study through spirited engagement with its evolving forms and contexts.

Each program or path of study explores traditional disciplines alongside emergent technology and new media approaches.

In pursuance of its founding principle that theoretical awareness goes hand-in-hand with media-making, the School of Media Studies supports the rich nexus of theory and practice in diverse ways. It offers students curricula options that are both flexible and interlinked. Thus, students may choose to be either generalists or specialists, and create clusters or follow laid-out sequences of courses. In general, the curriculum teaches students to work across media formats, theories, and methodologies seeking the right “tools for the task,” whether that task is academic, creative, or professional.

Students in the School of Media Studies are socially engaged scholars and innovators, and the curriculum is designed to accommodate a wide range of personal and career goals.

Every year, Media Studies students write and publish an online academic journal, Immediacy, emphasizing the program’s philosophy for the integration of media theory, history, and myriad forms of media practice. and organize and present papers in an academic conference, Critical Themes in Media Studies, which involves faculty members as respondents and brings together scholars from all over the world. They also exhibit their film, video, audio, and multimedia projects at the regularly scheduled media critique shows—RUFF CUTS, for films in progress; and BETA, for multimedia projects in progress —and four annual juried exhibitions—FINE CUTS, a festival of student films; Mixed Messages, a multimedia gallery exhibition; Truth Be Told, a festival of student documentaries; and the Hirshon Invitational Film Show—which offer exposure outside the university.

Students’ media works have been exhibited at national and international festivals and venues, including the Sundance Film Festival, the Tribeca Film Festival, the Margaret Mead Festival, and the...
Museum of Modern Art. Many have won prizes, such as Student Academy Awards.

Titles of recent independent projects and master’s theses reveal the breadth of interests, ideas, and creativity of the students in the School of Media Studies:

- Mixed Media: Newspaper Survival in Digital Domains and the Reorientation of American Democracy
- Interconnected Veins of Land and Media Technology Enthusiasm in Silicon Valley: A Media Archeology Inquiry
- The Every Hero: Race and Gender in Visual Mythology
- Out Objects: An Audio-visual Exploration of the Lesbian Herstory Archives
- The Lake Effect: Exploring the Link between ALS and our Environment
- Artist, Activist and Archivist: The Videos of Akram Zaatari
- Get Real: An Examination of Contemporary Children’s Documentaries
- “Slow” Documentaries: The Long Take in Contemporary Non-Fiction Film
- Media Strategies for California Environmental Justice Initiatives
- Convergence: An Audio Documentary and Sonic Work About Life in a Tsunami Zone
- It Takes a Cybervillage: The Role of Online Moms’ Groups in Parents’ Support Networks
- Material Tactics: Analog Film Workshops in the Digital Age
- Playing with Orientalism: Is the ISIS Twitter Girl a Challenge to Muslim Stereotypes or a Reinforcement?
- The Social Influence of We Chat on the Generation Gap in China
- Heroica Matamoros: Affective Filmmaking and Cycling on the US-Mexican Border
- What’s Next? The State of Photography Beyond the Pixel
- Constructing and Analyzing a Large Dataset of Examples of Public Interactives
- Virtuosity and The Promise of Interactivity in Online Game Streaming
- From The Inside Out: Navigating Transnational and Transracial Adoption

The MA program in Media Studies reflects the university’s historical commitment to progressive education, an activist orientation, and the advancement of global perspectives.

The degree is awarded for completion of 39 credits. Students may choose to complete the course of study by producing a master’s thesis, or they can choose a non-thesis option. With their faculty advisor, students plan a course of study that builds on their academic and professional backgrounds and addresses their creative and professional goals. Two required academic courses orient students to the field and prepare them for the work ahead. For the rest of the program, students identify the issues and practices in media that they want to explore, and design their individual course of study with the guidance of their academic advisor.

Graduates of the Media Studies program work in diverse fields, including documentary and narrative film and media production, multi-platform transmedia and digital storytelling and marketing, media management and media research, as well as media advocacy and education. Some continue to PhDs and scholarly careers, while others produce innovative creative work as artists and designers, working with traditional and emerging media forms. Our graduates have been recognized worldwide by receiving top media and film festival awards, including Oscars, as well as accolades for significant scholarly contributions and media business innovations.

### Curriculum

The limited number of required courses gives students many options to plot their own paths through the program and sample a variety of approaches and techniques. With permission, students may also take certain courses offered by other graduate programs at The New School.

### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NMDS 5006</td>
<td>Media Theory</td>
<td>3</td>
</tr>
<tr>
<td>NMDS 5008</td>
<td>Media Design</td>
<td>3</td>
</tr>
<tr>
<td>Research Methods Elective (Choose One:)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NMDS 5010</td>
<td>Media Research Methods</td>
<td></td>
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<tr>
<td>NMDS 5012</td>
<td>Grant Seeking (1 Credit)</td>
<td></td>
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<tr>
<td>NMDS 5015</td>
<td>Research Methods for Media Activism</td>
<td></td>
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<tr>
<td>NMDS 517</td>
<td>Audience Research</td>
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<tr>
<td>NMDS 5020</td>
<td>Documentary Research Methods</td>
<td></td>
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<tr>
<td>NMDS 5024</td>
<td>The Design Process</td>
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<tr>
<td>NMDS 5026</td>
<td>Designing Methods for Media</td>
<td></td>
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<tr>
<td>NMDS 5288</td>
<td>Participatory Research and Social Inquiry</td>
<td></td>
</tr>
<tr>
<td>NMDM 5311</td>
<td>Market Research for Media Managers</td>
<td></td>
</tr>
<tr>
<td>Production Electives by Advisement</td>
<td>6-12</td>
<td></td>
</tr>
<tr>
<td>Seminar/Areas of Study Electives</td>
<td>15-21</td>
<td></td>
</tr>
<tr>
<td>Capstone Experience (Choose One:)</td>
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<tr>
<td>Thesis Course Sequence</td>
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<tr>
<td>Thesis Proposal (1 Credit)</td>
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<tr>
<td>Thesis Tutorial Lab (1 Credit)</td>
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<td></td>
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<tr>
<td>Thesis Supervision (1 Credit)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional Course by Advisement</td>
<td></td>
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</tr>
</tbody>
</table>
For the Master of Arts in Media Studies, students must earn a grade of B or better in the following courses:

- NMDS 5006 Media Theory
- NMDS 5008 Media Design
- An approved Research Methods course

Students must earn a minimum grade of C- or better in all other courses taken for the degree.

Areas of Study
Graduate students in Media Studies can pursue one or more of the following areas of study or work with a faculty advisor to develop their own. These areas are clusters of related courses, which serve as guides to potential academic and career goals. Students are not required to choose an area of study to earn the degree, but completing one or more of the areas can focus the student's course of study in a particular field and enhance a résumé by communicating expertise in a specific area to potential employers.

Digital Cinema Production
Courses in this area of study enable students to learn skills involved in film and video production, including producing, screenwriting, directing, advanced editing, cinematography, lighting, sound, and post-production. Drawing on film history, theory, and aesthetics, students gain skills and experience in the creation of new modes of cinematic expression.

Core Courses
- NMDS 5440 Cinematic Aesthetics
- NMDS 5430 Writing and Directing: Script to Screen
- NMDS 5432 Digital Filmmaking: Production
- NMDS 5433 Digital Filmmaking: Post-Production

Related Courses
- NMDS 5428 Media Practices: Digital Video Production
- NMDS 5423 Creative Screenwriting
- NMDS 5524 Directing Documentary
- NMDS 5567 Cinematography and Lighting
- NMDS 5523 Projects in Digital Video Editing
- NMDS 5274 Aesthetics of Editing
- NMDS 5537 Cinematic Place
- NMDS 5206 Documentary: Art, History, Future
- NMDS 5564 Script Analysis / Audience Research
- NMDS 5401 Producer’s Craft
- NMDS 5591 Audio Postproduction

Sound Studies
This area of study enables students to investigate the production and consumption of sound, music, noise, and silence. Students learn skills of audio production and sound design; and they can experiment in the creation of radio and podcasting programs. This area also enables students to understand the development and changes in sound cultures throughout history.

Core Courses
- NMDS 5576 Media Practices: Audio Production
- NMDS 5255 Sound Studies
- NMDS 5427 Projects: Sound Design
- NMDS 5591 Audio Post Production

Related Courses
- NMDS 5534 Narratives in Sound
- NMDS 5327 Sound Culture
- NMDS 5025 Projects: Oral History Workshop
- NMDS 5563 Radio Experiments
- NMDS 5324 Music Business in Media
- NMDS 5297 Music and Philosophy
- NMDS 5556 Projects in Multisensorial Spaces

Transmedia and Digital Storytelling
Focusing on the creation of narratives that move across platforms, this area enables students to learn practices of multi-platform storytelling, as well participatory media and community engagement. Students investigate different forms of storytelling, extending across
media, such as video, film, websites, comics, novels, games, augmented, virtual reality and public interactive installations. Students learn how to engage audiences as creative collaborators through the use of second screens and social media applications.

Core Courses
NMDS 5577 Storytelling across Media
NMDS 5512 Digital Storytelling
NMDS 5540 Non-Linear Narratives
NMDS 5556 Projects in Multisensorial Spaces
NMDS 5195 Aesthetics of Interactive Design
NMDS 5106 Mobile Media

Related Courses
NMDS 5531 Projects in Interactive Design
NMDS 5195 Aesthetics of Interactive Design
NMDS 5517 Transforming Data
NMDS 5100 Media Literacy
NMDS 5568 Networked Collaboration
NMDS 5288 Participatory Research and Social Inquiry

Master of Science in Media Management
The Master of Science degree in Media Management is awarded for completion of 36 credits. This degree combines a strong foundation of managerial skills with critical analysis of the industries and their products. It is designed to encourage innovative thinking and entrepreneurship. Like all programs at the Schools of Public Engagement, the graduate program in media management is open-minded, interdisciplinary, and future-oriented. Students explore the principles of management and the practices across today’s communications industries—television, social media, movies, music, advertising, news, programmatic marketings, and social media—while also understanding and embracing changes in the field and evolving media platforms.

Areas of Study
- Media Innovation & Entrepreneurship
- Project Lead Management
- Media Sales & Marketing
- Integrated Media Strategies
- Data, Analytics & The Media
- Business Development

The course of study is flexible, with a broad selection of electives. It culminates in a written thesis or project. The program may be taken full-time or part-time. You can take classes on-site at The New School in New York City’s Greenwich Village, online, or in a combination of both on-site and online. Most classes on campus meet late afternoons, evenings, and weekends to accommodate the schedules of working professionals.

With an impressive faculty from across the media industries, students benefit from a depth of experience which only leading industry executives, strategists, publishers, brand marketers and entrepreneurs can provide. Students value the subject and industry insights our faculty offer which are based on their direct involvement with the leadership in established media organizations to start-ups, strategic planning, financial management, sales, distribution, negotiations, deal-making, content development, international expansion, intellectual property rights, organization management, policy making, as well as, evolving businesses to meet the challenges of competition, tech innovation and disruption.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NMDM 5303 Media Management and Leadership</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5301 Media Economics</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5321 Media Ethics</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5008 Media Design</td>
<td>3</td>
</tr>
<tr>
<td>Production Elective (Choose From:)</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5306 Media, Corporate Responsibility/Law</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Core Elective (Choose Three:)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NMDM 5306 Media, Corporate Responsibility/Law</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5302 Media Industry Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 3518 Digital Strategy and Implementation</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 3504 Information Technologies</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5326 Creative Management in the Arts</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 3505 Competitive Strategies and Brand</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5314 Media Sales and Sales Management</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 5311 Market Research for Media Managers</td>
<td>3</td>
</tr>
<tr>
<td>NMDM 3525 Film Distribution and New Media</td>
<td>3</td>
</tr>
</tbody>
</table>
For the Master of Science in Media Management, students must earn a grade of B- or better in the following courses:

- NMDM 5303 Media Management and Leadership
- NMDM 5301 Media Economics
- NMDM 5312 Media Ethics

Students must earn a Pass grade in Capstone and a minimum grade of C- or better in all other courses taken for the degree.

Bachelor of Arts / Bachelor of Science in Media Studies

The Bachelor of Arts or Bachelor of Science degree in Media Studies is delivered as a major in the Bachelor’s Program for Adults and Transfer Studies.

Non-Credit Certificates

Film Production

The New School awards a Certificate in Film Production for the successful completion of a sequence of courses that guides the student through the art and craft of filmmaking. Taught by a faculty of experienced teachers and working professionals, the courses explore all aspects of filmmaking and professional development, including pre-production planning, directing, writing, cinematography, editing, and producing. The certificate program is designed for the committed student with any level of experience. A high school diploma is required to enroll.

Curriculum

The Certificate in Film Production is awarded for successful completion of a minimum of eight approved courses, including a sequence of five production studio courses culminating in a finished final film project. The production sequence is supported by classes in which students explore technical and aesthetic aspects of motion picture production and a range of cinematic practices. Certificate students additionally enroll in CT LABS (certificate labs) that account for the minimum of five hours per week in which students are expected to work on graded assignments required of the instructional sections.

The certificate is non-credit; however, degree-seeking students may follow the certificate curriculum for credit and petition for the non-credit certificate upon successful completion of required coursework. Minimum grades of B (or Approved [AP] for non-credit students) must be received for all courses taken to fulfill certificate requirements. The following eight courses must be taken either sequentially or concurrently, as indicated.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFLM 3411</td>
<td>The Art of Film</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3660</td>
<td>Filmmaking Studio I</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3632</td>
<td>Film 2: Intermediate Filmmaking Lab</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3670</td>
<td>Film 3: Advanced Pre-Production</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3680</td>
<td>Film 4: Advanced Film Production</td>
<td>3</td>
</tr>
<tr>
<td>NFLM 3690</td>
<td>Film 5: Advanced Post-Production Workshop</td>
<td>3</td>
</tr>
<tr>
<td>Two Approved Electives</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

Credits

Required Courses (cont.)  
Credits
Screenwriting
The New School awards a certificate in screenwriting for successful completion of a sequence of six approved courses. Students will be carefully guided through the entire screenplay writing process by distinguished faculty. After completing the core sequence of screenwriting courses, students will have a comprehensive grounding in story, character, theme, action, visuals, and dialogue. The certificate program is open to committed students from any background. By planning ahead, students who cannot or do not wish to take classes on campus can complete the program entirely online if they schedule ahead: Screenwriting 2 is offered online only in the fall and Screenwriting 3 is offered online only in the spring.

Registered certificate students are invited to School of Media Studies special events, including guest lectures, special screenings, and media exhibitions, and will receive information about optional internships. The annual spring Voice/Over script-reading event showcases the best scripts produced by students completing the certificate. A high school diploma is required to enroll.

Curriculum
The Certificate in Screenwriting curriculum is awarded for satisfactory completion of six approved courses, leading to the writing of a professional-quality screenplay ready for the marketplace. Certificate students additionally enroll in CT LABS (certificate labs) that account for the minimum of five hours per week in which students are expected to work on graded assignments required of the instructional sections.

The certificate is non-credit; however, degree-seeking students may follow the certificate curriculum for credit and petition for the non-credit certificate upon successful completion of required coursework. Minimum grades of B (or Approved [AP] for non-credit students) must be received for all courses taken to fulfill certificate requirements. The following four required courses must be taken in the following order:

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSRW 2800 Script Analysis</td>
<td>3</td>
</tr>
<tr>
<td>NSRW 3810 Screenwriting 1: The First Act</td>
<td>3</td>
</tr>
<tr>
<td>NSRW 3820 Screenwriting 2: Writing the Screenplay</td>
<td>3</td>
</tr>
<tr>
<td>NSRW 3830 Screenwriting 3: Rewrite and Polish</td>
<td>3</td>
</tr>
<tr>
<td>Two Approved electives</td>
<td>6</td>
</tr>
</tbody>
</table>

Graduate Certificates
The School of Media Studies also offers graduate-level certificates in Documentary Media Studies and Media Management, which are designed to prepare students for careers in the industry. Courses are taught by the Media Studies faculty.

Students who complete a certificate program and subsequently apply and are admitted to the Media Studies or the Media Management master’s program may be able to transfer credits earned to the MA or MS program, provided they received grades of B or better in the certificate courses.

Documentary Media Studies
The certificate program in Documentary Media Studies is an opportunity to study documentary history, theory, and production in a small, intensive program in New York City, the world's documentary capital. This full-time graduate program is designed to be completed in one year.

The certificate is awarded for completion of 18 graduate-level credits (five required courses and one elective) and a final short documentary film.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NDOC 5000 Foundations of Documentary Practice</td>
<td>3</td>
</tr>
<tr>
<td>NDOC 5102 Intro to Documentary Cinematography</td>
<td>3</td>
</tr>
<tr>
<td>NDOC 5100 Documentary: Its Art and History</td>
<td>3</td>
</tr>
<tr>
<td>NDOC 5103 Editing Arta &amp; Practice</td>
<td>3</td>
</tr>
<tr>
<td>NDOC 5001 Documentary Project</td>
<td>3</td>
</tr>
<tr>
<td>Approved Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

Certificate holders are qualified to enter documentary media professions through a variety of routes—as documentary directors, producers, editors, cinematographers, or researchers; in documentary television or distribution; film festival programming and curation; museum or gallery curation; film writing—or to continue to graduate school in pursuit of an MA and/or PhD in Media Studies, Anthropology, Film Studies, and other related scholarly fields. For more information, visit newschool.edu/public-engagement/documentary-media-graduate-certificate/

Media Management
The Certificate in Media Management meets the challenges posed by new and emerging technologies and evolving corporate structures by training students in key aspects of the communication industry in the 21st century.

The certificate is awarded for completion of 12 graduate credits (four courses selected from key areas of the Media Management curriculum) and a 10-page synthesis paper. Approved curriculum areas include industry perspectives, media management and leadership, media economics, and information technologies.

All required courses are offered both on campus at The New School and online. Students may complete the certificate on-site, online, or in combination.

Students in the MA program can also take courses offered in the School of Media Studies’ Media Management program. The curriculum includes courses in industry perspectives, media management and leadership, media economics, information technologies,
and up to six of these nine credits can be transferred from another graduate institution (including institutions attended prior to The New School). These credits can be applied to seminar, production, or methods course requirements, depending on the nature and content of the course.

In order to get initial approval to take courses outside of the School of Media Studies, students must submit a special electives form (PDF). Upon completion of a special elective course, students must submit a transfer of credit form (PDF) in order to apply these credits to their degree. Questions regarding the forms should be directed to the director of the MA Media Studies program and the director of Student Affairs at mediastudiesadvising@newschool.edu. All transfer credit paperwork must be submitted within one semester of completing the course.

**Online Learning**

For general information about online courses at The New School, visit newschool.edu/online.

Many School of Media Studies students take at least some of their courses online. Online courses are entered through MyNewSchool, the university portal (my.newschool.edu). Select Canvas from the toolbar and find your online courses listed there.

Students should enter their online classes at least four times a week, although instructors have different guidelines for course participation.

**Online Help and Support**

There is a Canvas orientation for students new to online learning. Topics include academic resources available in the Web-based environment; the dynamics of online interaction; how to navigate the online classroom; and how to communicate in the online classroom. The orientation is available for reference throughout the school year.

The New School’s technical support is available by telephone or email 24 hours a day, seven days a week.

**The Online Learning Environment**

Course materials are presented in a multilayered format that may include video, audio, graphic elements, and links to the Internet, and may include meeting via Skype. Students can post comments and answers to these materials on highly interactive discussion boards. These responses, along with those submitted by the instructor, create a dynamic learning platform.

**Foreign Language Study**

Graduate students are eligible to audit one foreign language course per semester free of charge, provided they are actively earning credit toward a graduate degree during that term and that there is space availability in the chosen course. During the summer term, graduate students who are earning credit toward a degree may also audit one language course free of charge.

Graduate students who are not earning credit toward their degree during the summer term may audit one full-length foreign language course free of charge in the summer term, paying a registration fee of $190.
After choosing a course, students must obtain permission to register. Full participation in the course is mandatory, as is purchasing any necessary course materials.

Graduate students who wish to register for a foreign language course should email Vanessa Reich, Assistant Director of Student Affairs, atreichv@newschool.edu.

THE WRITING PROGRAM

Laura Cronk, Assistant Professor and Director
cronkl@newschool.edu
Lori Lynn Turner, Associate Director of Administration
turnerl@newschool.edu
Laura Cronk, Assistant Professor and Associate Chair in the Creative Writing Program
cronkl@newschool.edu
Ben Fama, Assistant Director of Academic Programs
benfama@newschool.edu

For more than eight decades, The New School has been a vital center for writing and the instruction of writing in New York City. Students come here to study the craft of writing under the direction of master teachers who are themselves distinguished practitioners.

The School of Writing emphasizes literature as a dynamic artistic discipline and a creative activity rather than as a field for historical analysis or an object for interpretation, as in traditional English or comparative literature departments. In both writing workshops and literature seminars, New School writing teachers approach works of art from the inside out, moving from close attention to language, craft, and form into history and culture, engaging in the full complexity of a work.

School of Writing Academic Programs
Creative Writing MFA with concentrations in fiction, poetry, non-fiction, or writing for children and young adults.

Riggio Honors Program: Writing and Democracy, a curriculum of writing workshops and literature seminars. Financial aid is possible for a select group of qualified undergraduate degree students.

The New School Writing Program: an extensive curriculum of on-campus and online writing workshops for undergraduate degree students and adult continuing education students at all levels of experience.

Master of Fine Arts in Creative Writing
The MFA program is a 36-credit course of study, with four concentrations: Fiction, Non-Fiction, Poetry, and Writing for Children and Young Adults. The curriculum balances writing workshops with literature seminars for the first three semesters. Workshops are always in a student’s concentration,* but a student interested in taking some literature seminars in another field of concentration may be able to do so.

The creative writing graduate program is designed to be completed in two years of full-time study. All courses meet in the evenings at the Greenwich Village campus of The New School. Part-time study is not an option.

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

The Curriculum
During each of their first three terms, students enroll in one writing workshop in their area of concentration (four credits), in one literature seminar (four credits), and participate in the Writer’s Life Colloquium (one credit).

In their final semester, students continue the Writer’s Life Colloquium (one credit) while working closely with their faculty advisors in independent study leading to the completion of a Writing Thesis (four credits) and a Literature Project (four credits) in their concentration.

Required Courses

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Workshop (in concentration) Courses</td>
<td>12</td>
</tr>
<tr>
<td>3 Literature Seminars</td>
<td>12</td>
</tr>
<tr>
<td>4 Writer’s Life Colloquium Courses</td>
<td>4</td>
</tr>
<tr>
<td>Thesis Project</td>
<td>8</td>
</tr>
</tbody>
</table>

The Writer’s Life Colloquium requirement is met by participation in a minimum of eight School of Writing or other approved literary or related events at The New School, including craft seminars (Fiction Forum, Poetry Forum, etc.), special readings, publishing roundtables, and visiting writer residencies.

For more information about the concentrations, writing workshops, literature seminars, and the final writing thesis and literature project, see the following and visit newschool.edu/writing.

Writing Workshops
The School of Writing provides students with a framework and sustained blocks of time to work extensively on their own writing. Guided by an experienced writer-teacher, students focus on their manuscripts, both in the workshop and in individual conferences with the instructor. Graduate writing workshops meet once a week in two and one-half hour evening sessions. Graduate writing workshops may include a short assigned reading list and occasional visits by guest writers who read and discuss their work. Structure and content of writing workshops are adapted to the individual area of concentration:

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

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

**Non-Fiction**

Class sessions are principally devoted to reading and discussing students’ non-fiction, usually in the form of personal reminiscence, reflective essay, reportage, and biography. Topics include the art of choosing a subject; developing a sense of structure; cultivating tone, style, and personal voice; and techniques of characterization, dialogue, imagery, and drama. Skills of interviewing and methods of documentary research are described and discussed.

**Writing for Children and Young Adults**

Class sessions are principally devoted to reading and discussing students’ writings for children and young adults, which might include picture book texts, fiction or non-fiction for those aged eight to 12 years old, and teenage fiction or non-fiction. There is equal emphasis on learning proven techniques and strategies of writing successful literature for children and developing one’s own voice and finding forms suited for personal projects. The ability to express ideas in styles appropriate for children of different ages is key.

**Literature Seminars**

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

**The Writing Thesis**

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

Thesis requirements for each concentration are as follows:

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

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

**The Literature Project**

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

**The Writer’s Life Colloquium**

The School of Writing honors the historic legacy of The New School as a home for the “public intellectual” in the tradition initiated here by writing instructors Anatole Broyard, Robert Lowell, and Frank O’Hara in the early 1960s. Graduate writing students at The New School participate in an ongoing colloquium of visiting writers, editors, writing teachers, publishers, and literary agents. The Writer’s Life Colloquium reflects the wide range of cultural activity at The New School and the belief that students benefit from exposure to many voices and genres.

The Writer’s Life Colloquium includes special readings, craft seminars, teaching lectures, and publication panel discussions. There are also visiting writer residencies arranged exclusively for students in the MFA program. Active participation in the colloquium consists of attendance at a minimum of eight events.

New School writing students have recently heard established and emerging writers, critics, and artists such as Lydia Davis, Yusef Komunyakaa, Paul Auster, C.K. Williams, Anne Carson, Peter Carey, George Saunders, Caryl Phillips, Bradford Morrow, Jo Ann Beard, Kate Braveman, Kelly Link, Lucie Brock-Broido, James Ellroy, Susan Choi, Nathaniel Mackey, Joanna Klink, Terese Svoboda, Joe Wenderoth, Steve Erickson, Jacqueline Woodson, Walter Dean Myers, Lynne Tillman, Wayne Koestenbaum, Michael Harper, John Ashbery, Harry Matthews, Fanny Howe, Frank Bidart, Joanna Klink, Marie Ponsot, Jorie Graham, Richard Howard, Robert Creeley, Charles Bernstein, Jane Hirshfield, Jayne Cortez, Mark Doty, Velyn Kikienborg, Mary Karr, Jonathan Safran Foer, Nick Flynn, Percival Everett, Philip Gourevitch, Brenda Hillman, Charles Simic, Ann Lauterbach, and John Edgar Wideman.

**The Writer’s Life In New York City**

When The New School started the MFA program in Creative Writing, one aspiration was to take full advantage of the university’s geographical location in New York City—home to so many gifted writers, vital magazines, and publishers. The New School Writing Program reflects the amplitude and diversity of the writer’s life in New York City.

Students in the program maintain their own reading series and edit and publish their own journal, LIT. The New School
has established creative partnerships with many other New York City cultural institutions. Every year a host of distinguished writers take part in a wide variety of events that enhance the classroom experiences of Creative Writing students. The program enjoys lively collaborations with the Poetry Society of America, the Academy of American Poets, PEN, the National Book Foundation, The Story Prize, the National Book Critics Circle, CLMP, Poet’s House, and Cave Canem, among others.

The New School is proud of what may be the preeminent university public reading series in the nation, presenting as many as 50 literary events each academic year. Every fall, The New School hosts the National Book Award reading, and in the spring it presents the National Book Critics Circle Award reading and hosts the gala awards ceremony the following night. The New School Writing Program believes writers must engage all arts; hence, there is a lecture series on music and democratic speech, curated by Greil Marcus; Ashbery Across the Arts, a festival featuring visual artists and filmmakers in conversation with Ashbery’s work; and Food and Immigrant Life, a collaborative program with Global Studies and the China Institute. The New School demonstrates its commitment to progressive publishing through literary evenings devoted to anthologies and journals such as Freemans, The Believer, Tin House, McSweeney’s, BOMB, Artforum, Agni, and Best American Poetry.

Upon graduation, writers are encouraged to submit selections from their writing theses to a chapbook contest sponsored by the Writing Program. The winners are chosen by a panel of independent judges. Each winner receives 100 copies of a 250-4 copy chapbook press run published by The New School. Many of these chapbooks have subsequently led to book contracts and full-length publications.

Foreign Language Study
Graduate students are eligible to audit one foreign language course per semester free of charge, provided they are actively earning credit toward a graduate degree during that term and that there is space availability in the chosen course. During the summer term, graduate students who are earning credit toward a degree may also audit one language course free of charge.

Graduate students who are not earning credit toward their degree during the summer term may audit one full-length foreign language course free of charge in the summer term, paying a registration fee of $190.

After choosing a course, students must obtain permission to register. Full participation in the course is mandatory, as is purchasing any necessary course materials.

Graduate students who wish to register for a foreign language course should email Vanessa Reich, Assistant Director of Student Affairs, at reichv@newschool.edu.

What Alumni Are Doing
The achievements of the School of Writing graduates are varied and numerous. To see examples of their books, CDs, stories, poems, and essays; the notable literary journals they have launched; and the lively reading series they curate, visit the alumni section of the School of Writing website at newschool.edu/writing/.
Advising at The New School serves to help students familiarize themselves with their program, focus their academic goals, and plan their educational trajectory. The frequency and specific goals of advising sessions vary by academic program and student level.

Advising Responsibilities

- To be accessible to students through office hours and appointments.
- To know curricular requirements for degree programs.
- To interpret and implement Schools of Public Engagement and university policies and procedures.
- To assess students' needs and make appropriate referrals.
- To maintain accurate student records.
- To abide by Family Educational Rights and Privacy Act (FERPA) regulations.
- To maintain professionalism by being knowledgeable of the larger Schools of Public Engagement and university communities.
- To affirm the belief that students are ultimately responsible for their decisions and the outcomes of those decisions.

Student Responsibilities

- To approach the advising process with informed questions and adequate preparation.
- To proactively use the resources provided by Schools of Public Engagement and the university.
- To regularly check academic records and maintain current contact information through The New School's customizable web portal, my.newschool.edu.
- To activate and regularly check university email account.
- To be aware of the right to confidentiality under FERPA guidelines.
- To be aware of program and degree requirements and projected date of graduation.
- To be aware of posted registration (add, drop, withdraw, and refund) deadlines and complete all registration activities within these deadlines.
- To meet as needed with an advisor during posted office hours or by appointment.
- To be respectful when communicating with others at the university.

Bachelor’s Program for Adults and Transfer Students

Advising in the Bachelor’s Program for Adults and Transfer Students is conducted by core faculty advisors, a select group drawn from the teaching faculty at The New School. Students are assigned advisors to assist in planning their academic and professional goals. There are few specific course requirements for the bachelor’s degree in liberal arts, thus both the student and his or her advisor are responsible for designing a coherent and effective course of study.

The primary function of the academic advisor is to assist students with the following:

- Refine educational goals and interests.
- Review academic progress.
- Identify academic areas in need of development.

Advisors also help students with program features such as concurrent certificate programs, graduation requirements, limits on non-liberal arts credits, credit for prior learning, bachelor’s–master’s options, and internships. Additional information about these program features can be found at newschool.edu/public-engagement/ba-bs-liberal-arts-degree-requirements/.

When new students meet with their advisors for the first time, they should be prepared to discuss the following:

- The decisions that brought them to The New School and what they hope to accomplish both academically and professionally.
- The courses they would like to take in upcoming semesters.

During their first semester, students should initiate a more extensive conversation about their long-range goals.

Continuing students must meet with their assigned advisor at least once a semester to devise a course of study for the next semester or year and to review progress toward completing the degree. Advising meetings are normally scheduled in March for fall course registration and in October for spring course registration. Continuing students will be sent information for the online course bulletin and information needed for registration. Students may email their advisors for assistance at any time.

As with most universities, registration is an exceptionally busy time at The New School. Students should make efficient use of advising sessions during these periods and schedule longer discussions at other times of the year. Questions about the advising process should be directed to the Bachelor’s Program office at sus@newschool.edu.

Julien J. Studley Graduate Program in International Affairs

First semester SGPIA students are asked to choose their academic concentration when admitted to the program. They are assigned accordingly to a faculty advisor. In the first week of the semester, students meet with their faculty advisors to discuss educational goals, interests and career objectives. Students are encouraged meet with their academic advisors throughout the semester to discuss their academic progress. They can also meet with the SGPIA Graduate Student Advisor for academic and administrative support, such as assistance with programs of study, program requirements, course registration, and general information. The Student Advisor is available for individual meetings and can be reached at gpiaadvising@newschool.edu.

Prior to each new semester, in anticipation of registration, the
program holds concentration receptions where students can get to know faculty, meet alumni in their field, chat with other students, and hear about upcoming courses.

**Milano School of Policy, Management, and Environment**
Office of Student Affairs
72 Fifth Avenue, 5th Floor
New York, NY 10011
Lauretha Slaughter, Director of Student Affairs
slaughtl@newschool.edu

The Milano School Office of Student Affairs provides or coordinates the following services:
- Counseling and academic advisement.
- Support services.
- Tutoring support.
- Student events and activities.
- Grade appeals.

**Counseling and Academic Advisement**
Staff members and faculty who advise or provide related services in support of academic success and retention recognize the vital role an advisor plays in a student’s overall academic experience and professional development. Throughout the student’s years of study at Milano, advisors are available to discuss a student’s academic choices, future plans and goals, and any concerns.

Prior to registering, students must consult with an advisor who will help them plan their programs and course selection. Program chairpersons, faculty members, and administrative staff work closely with each other to ensure that appropriate academic progress is made and that any difficulties are resolved. The overarching goal is to make sure students achieve their personal and professional development goals and join Milano’s long roster of successful alumni.

**School of Media Studies**
All graduate students should be in regular contact with their student advisors for administrative support and degree audits by writing to mediastudiesadvising@newschool.edu. Graduate Student Advisors are available to set up meetings to discuss degree requirements and the registration process.

New graduate students are assigned a faculty advisor to assist with course selection and broader program goals and objectives. Continuing students are invited to be proactive and self-directed in seeking assistance from a member of the full-time faculty whose research interests are in line with their goals. The primary function of the faculty advisor is to guide the student in the following:
- Refine educational goals and interests.
- Review academic progress.
- Identify areas of study in need of development.
Advisors also help integrate graduate students into the academic and professional culture of the discipline by maintaining an ongoing discussion about their research and coursework.

Faculty advisors keep weekly office hours and are available for in-person appointments at those times. Make appointments with academic advisors using Starfish. Faculty office hours are listed at this link: [https://sites.google.com/a/newschool.edu/media-studies-faculty-schedules/?pli=1](https://sites.google.com/a/newschool.edu/media-studies-faculty-schedules/?pli=1).

Advisors may be available at other times, and they may also be reached via phone or email.

**School of Writing**
Each student is assigned a faculty advisor who is a member of the teaching faculty and whose interests match the student’s as articulated in the application for admission. The function of the academic advisor is to assist the student in the following:
- Refine educational goals and interests.
- Review academic progress.

In the first semester, new students are expected to initiate an informal and extended conversation with their faculty advisors about their goals. After that, they must meet with their advisors at least once a year to plan their course schedules and confirm their progress toward completing the degree.

**Master of Arts in Teaching English to Speakers of Other Languages**
Each student admitted to the MATESOL program plans a schedule and sequence of courses with a faculty advisor based on his or her concentration, prior teaching experience, preferred pace, and particular interests. Questions about advising should be directed to the department by calling telephone 212.229.5372, or emailing elsc@newschool.edu.
CATALOG YEAR

All degree students are subject to requirements based on a particular catalog, referred to as the student’s “catalog year.” The catalog year is the set of degree requirements in effect at the time of the student’s admission except where noted below.

Students who do not maintain continuous enrollment will be required to complete the courses and credits corresponding to their year-level cohort upon returning to their programs. This may result in a change of the catalog year for the student.

Any interruption to a student’s initial course of study (such as a change of major, change of degree, or Leave of Absence) or a failure to progress/enroll may result in a change of catalog year. Students will be advised of any implications during change of major, readmission and exit processes.

CURRICULAR CHANGES

In the case that the university changes the required curriculum for a program, students currently enrolled in the altered program will be required to complete the new requirements going forward from the level to which they have already progressed. They are not required to take courses or meet other requirements below the level to which they have progressed.

CALCULATING CREDIT HOURS

In seminars and lectures, including those paired with discussion sections, one semester hour of credit equals one hour of class instruction and at least two hours of work outside of class, each week, for 15 weeks for each credit awarded. Courses where additional learning occurs outside of the classroom can meet for a reduced amount of class time if approved by the appropriate regulatory agencies. Regardless of number of credits awarded, or length of time, each course must meet a minimum educational envelope of 45 hours for each credit awarded.

In studios, one semester hour of credit requires one, one and one-half, or two hours of class instruction as appropriate to the course. Required hours outside of class are established in proportion to hours of class instruction. For example, a 3 credit studio course which requires 6 in-class instructional hours will require 3 hours of out-of-class work, whereas a 3 credit studio course which requires 3 in-class instructional hours will require 6 hours of out-of-class work. Regardless of number of credits awarded, or length of time, each course must meet a minimum educational envelope of 45 hours for each credit awarded.

Courses that do not carry credit are lectures for which there are co-required, credit-bearing workshop, recitation or discussion courses. Independent studies and internships vary in credit, as determined on a case-by-case basis in consultation with the faculty and program leadership overseeing the student’s work and is based on the scope of the work undertaken by the student.

DEGREEWORKS

DegreeWorks is an online tool that enables students to see which degree requirements have been completed and which remain to be done. Access to DegreeWorks is through the Student tab in my.newschool.edu.

You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above requirements. Your academic advisor or the Registrar’s Office may be contacted for assistance in interpreting this report. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar’s Office regarding this degree audit report, your official degree/certificate completion status, or to obtain a copy of your academic transcript.

ACADEMIC TRANSCRIPTS

An official transcript carries the registrar’s, or agent of 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 Registrar’s Office. This can be done online at My.NewSchool.edu. Transcripts are not issued for students with outstanding debts to the university. For additional information visit newschool.edu/registrar/transcripts.

ACADEMIC RESPONSIBILITY

All students are expected to take an active role in their own education. They are responsible for promoting, protecting, and upholding the highest standards of academic integrity and honesty. Students are required to learn the procedures specific to their disciplines for correctly and appropriately differentiating original work from quoted, incorporated, or emulated sources.

Additionally, all students are responsible for keeping track of their progress in particular courses. Students should familiarize themselves with course requirements by reading syllabi and by attending to oral and written instructions for assignments throughout the semester. Students are responsible for knowing and complying with the attendance policy of each instructor. If students have questions about course requirements, assignments, examinations, attendance records, progress, or grades, they should ask instructors for clarification.

All students are responsible for keeping track of their academic progress. At all times, students should be aware of the credits they have earned, are in the process of earning, and have yet to earn in order to meet graduation requirements. If students have questions, they should ask the program advisor and/or the Office of Advising for clarification.
ACADEMIC RESPONSIBILITY

ACADEMIC TRANSCRIPTS

ADMISSIONS

Management; MS degrees in Environmental Policy, Nonprofit

ing English to Speakers of Other Languages: MS in Media

MA/MS International Affairs; MA in Media Studies; MA Teach

The following programs offer admission for spring term:

Spring:

Summer:

or post-master's certificate programs: August 1

Final deadline for all other MA and MS or graduate or post mas

Graduate Priority deadlines:

Students Priority Deadlines

Bachelor's Program for Adults and Transfer

Schools of Public Engagement enrolls a diverse group

of individuals with a range of academic and professional

backgrounds. Admission decisions are based on academic

achievement, motivation, and leadership potential as evi

denced through prior education and work experience and

letters of recommendation. Consult the entry requirements

of each school for program-specific qualifications for entry.

Apply Online

Detailed instructions on how to apply can be found on the

university website at newschool.edu/admission.

The admission staff is available throughout the year to discuss

any program, admission requirements and procedures, and

financial aid.

Graduate Applicants

For information about graduate admission requirement and appli

cation procedures, contact nsadmissions@newschool.edu or call

212-229-5150 or visit the website at newschool.edu/admission.

All applicants to graduate or doctoral programs with international

transcripts must submit:

- copies of a transcript from each institution attended outside

  the United States. If the documents are in a language

  other than English, a certified English translation must be

  included.

- All applicants whose first language is not English must

  submit valid TOEFL, IELTS, or PTE scores. The minimum

  score required for TOEFL (IB) is 92, for IELTS is 7.0, and

  for PTE is 68. Our TOEFL institution code is 2554.

A TOEFL, IELTS, or PTE score is not required for applicants:

- Whose primary language is English

- Who have earned a four-year degree from a U.S. college/

  university or from a university where English is the primary

  language of instruction

- Arrange for the testing service to send your test scores di

  rectly to The New School using the institution codes listed

  above. We accept scores taken within the past two years.

  If your scores are older, you must retake the test. For more

  information, visit TOEFL, IELTS, or PTE.

- Proof of Conferral of degrees or diplomas.

- International students who completed at least three

  years of study and earned an undergraduate degree at a

  university where English is the language of instruction are

  exempt.

If your scores are more than two years old, you must retake the

test. For more information, visit TOEFL, IELTS, or PTE.

Official Transcripts

Applicants offered admission will be required to submit official

transcripts (as well as official certified translations and evaluations

of the transcripts/mark sheets and degree certifications if the

degree was earned outside of the United States) to The New

School. Admitted applicants must submit all official transcripts

pertaining to their entire academic career.

Your offer of admission will be contingent upon the receipt and

verification of these official documents. New students will not be

permitted to register for their second semester of study until all

official transcripts (including degree-awarding transcripts) have
been received by the Office of Admission. Transcripts uploaded with the online application do not satisfy this requirement.

International Applicants and Other Applicants with Foreign Credentials

The New School is authorized under federal law to enroll non-immigrant international students. Students who are not U.S. citizens or permanent U.S. residents (green card holders) must obtain an I-20/DS-2019 form before they can apply for a visa to study in the United States. It is essential that you begin the visa application process as soon as you receive the letter of acceptance from your program, as the process can take 90 days or longer. We recommend that you review Your 5 Steps to U.S. Study at www.educationusa.info for a suggested timeline.

In your acceptance letter, you will find a link to our I-20/DS-2019 application website from which you can submit your I-20/DS-2019 application online. The same link is also available in the Accepted Students tab in my.newschool.edu. The I-20/DS-2019 application website is not accessible through the main ISSS website, so only students who have received an acceptance letter or whose my.newschool.edu account has been set up will have access to it. After you complete and submit the online I-20/DS-2019 form, you must send the required supporting documents as a single PDF to iss@newschool.edu. If you do not have access to email, you can fax or mail the documents, but this may delay processing. For more information visit newschool.edu/international-student-services/prospective-students.

Consult with an admission counselor about visa requirements before you apply for admission.

Contact Information

To receive an admission packet or additional information, or to join the mailing list of the program of your interest, contact:

Office of Admission
Schools of Public Engagement
Welcome Center
72 Fifth Avenue
New York, NY 10011
phone: 212.229.5150 or 800.862.5039
fax: 212.627.2695

Graduate Admission
Merida Escandon Gasbarro, Director, Graduate Programs
Merida.Escandon.Gasbarro@newschool.edu
Gabriela Garcia Juarez, Assistant Director
garciajg@newschool.edu
Karl Ramos, Assistant Director
ramosk@newschool.edu

Undergraduate Admission
Elizabeth Puleio, Senior Associate Director of Admission
puleioe@newschool.edu
Melanie Mac Caskie, Admissions Counselor
maccaskm@newschool.edu

Transfer Credit Policy

For a full-text version of this policy, please visit newschool.edu/policies.

Sources of Transfer Credits

Higher Education Institutions:
The New School will award transfer credit for college-level study completed at an institution of higher education certified by the U.S. Department of Education or comparable international agency for non-U.S. institutions. Additional review and criteria for accepting transfer credits may be required in certain circumstances, as outlined below.

Non-Regionally Accredited Institutions:
Transfer credits completed at a non-regionally accredited institution of higher education may require additional review by the academic unit responsible for delivering the corresponding curriculum at The New School.

Non-U.S. Institutions:
Courses completed at non-U.S. institutions must be certified by their respective country’s Ministry of Education or equivalent. All applicants must submit an official transcript. Applicants who attended postsecondary institutions outside of the United States are required to have their transcript(s) evaluated by World Education Services (WES) or by another member of the National Association of Credit Evaluation Services (NACES). A course-by-course evaluation must be prepared for each transcript. The New School reserves the right to request an evaluation report (translated and verified with grade equivalencies). The evaluation must examine and equate all course work on a “course-by-course” basis and include grading equivalents to U.S. colleges.

College Credits Completed in Secondary (High) School:
Students who have earned college credit while enrolled in high school may transfer these credits to The New School and apply them to their degree requirements. Courses must be comparable to New School offerings and either taken at an accredited institution or completed at a high school under the oversight of an accredited institution. All college coursework completed while the incoming student was a high school student must be recorded on an official transcript and must carry a minimum grade of C.

Military Credits:
The New School will award credit for military education based on the guidelines presented by the American Council on Education (ACE). Students must present a military transcript – AARTS (Army), SMART (Navy and Marine), CCAF (Air Force) or Joint Services Transcripts (JST) – credits will be awarded by the Registrar’s Office. Military coursework may be equated to equivalent New School courses, but in most cases students will be awarded general, non-liberal arts credit that can be applied to graduation requirements. Students should consult the appropriate department chairperson should they wish to apply military credits toward major and/or minor requirements.

Non-Course/Non-Credit:
Credit for learning via these experiences will not be awarded unless
they are evaluated through The New School’s Prior Learning Assessment process.

**Entities Other than Higher Education Institutions:** Credit for learning at institutes or other entities outside of higher education will not be awarded unless they are 1) evaluated through The New School’s Prior Learning Assessment process; and 2) completed as registered New School coursework (independent study, internship or equivalent) during the semester the work is being completed (i.e. retroactively), and under the supervision of New School faculty. (These credits are not considered transfer credits).

**Credit by Examination and Prior Learning Assessment:** Students may earn transfer credit by examination or through prior learning assessment according to the following criteria.

**AP examination:** Results with minimum scores of 4 will be considered for advanced standing credit. For some subjects, higher scores may be required, as determined by each college. Four credits will be awarded for each exam that meets the criteria for transfer. Each college will determine the type of requirement that will be fulfilled by the advanced standing credits (general elective, program, or other).

**IB Diploma:** Students may submit exam results for consideration for advanced standing credits. Higher Level (HL) courses with grades 5, 6, or 7 may be awarded 8 advanced standing credits per exam. Each college will determine the type of requirement that will be fulfilled by the advanced standing credits (general elective, program, or other requirement).

**Cambridge Exams:** A Level exams for which a student earns a C or higher may be awarded 8 advanced standing credits per subject. Each college will determine the type of requirement that will be fulfilled by the advanced standing credits (general elective, program, or other requirement).

**French Baccalaureate:** An official transcription from World Education Services (WES) or comparable evaluation service is required for consideration for advanced standing credits. For subjects with a coefficient of 5 and a minimum score of 13, a student may receive 8 advanced standing credits. For subjects with a coefficient of 5 and a score of 10-13, or subjects with a coefficient of 4 and a minimum score of 13, a student may receive 4 advanced standing credits.

**College Level Examination Program (CLEP):**
College credit will be awarded to incoming students based on the CLEP Exam results. Credit is awarded in accordance with the American Council on Education (ACE) recommended guidelines.

**Prior Learning Assessment:**
Students admitted to the Bachelor’s Program for Adult and Transfer Students (BPATS) may be awarded transfer credit for learning in non-course, non-credit, or continuing education if evaluated through The New School’s Prior Learning Assessment process. Academic departments outside of BPATS may accept credit for prior learning via The New School’s Prior Learning Assessment process at their discretion.

**Requirements for Transfers Credits**
Transfer credit will only be awarded for content that is relevant to curricula offered by The New School. Transfer credit will not be awarded for remedial, pre-college, or duplicative coursework.

Transfer credit will only be awarded for courses in which the student has earned a grade of “C” or higher. Courses for which a grade of “Pass” (or equivalent) have been earned may be accepted for transfer provided that the sending institution provides a statement that a “Pass” grade is equivalent to a grade of “C” or higher.

**New Students:**
Credits earned more than ten (10) years prior to admission may require additional review to be considered for transfer. Students applying to The New School must submit official transcripts from all previously attended colleges as part of the admissions application process. Transfer credits earned prior to admission will not be awarded if transcripts are submitted after the conclusion of the second term of matriculation.

**Continuing Students:**
All transcripts and transfer credit evaluations (TCEs) for courses taken at other institutions while enrolled at The New School must be completed and submitted to the Registrar’s Office before the degree conferral date.

**Transfer Credit Limits**
Transfer credits include advanced standing, transfer credits earned before matriculation at The New School, and transfer credits awarded after matriculation.

**Advanced Standing for New Matriculated Students:**
Students may not exceed the maximum number of credits permitted for advanced standing. Students who have completed experiences in excess of maximum may work with an Admissions Counselor or Student Success Advisor to elect which credits to apply to their record, up to the maximum.

**Entering a Bachelors’ program:**
These students may transfer a maximum of 32 credits to apply toward advanced standing credit.

**Entering an Associates’ program:**
These students may transfer a maximum of 30-31 credits, depending on their program, to apply toward advanced standing credit.

**All Students:**
Students must meet the residency requirements for their program. Transfer credit may make up, in total, no more than half of a student’s major requirements. Students may not exceed the maximum number of transfer credits permitted for their degree:

- **Associate of Applied Sciences:** Students in AAS programs may transfer a maximum of 30-31 credits.
- **Bachelor’s Program for Adults and Transfer Students (BPATS):** BPATS students may transfer a maximum of 84 credits, of which 30 credits may be awarded via the Prior
Learning Assessment process.

- BA/BFA: Students may transfer a maximum of 42 liberal arts credits and 42 studio arts credits from another institution.
- Jazz and Contemporary Music BFA: Students may transfer a combined maximum of 64 credits to The New School. Credits in each of the following areas may not exceed the stated maximums: 48 music studio; 15 music history; 15 Liberal Arts.
- BFA Dramatic Arts: Students may transfer a combined maximum of 30 credits to The New School.
- Bachelor of Music: Courses in the major (i.e., Music History, Techniques of Music, Ensembles, Major Lessons, etc.) may be transferable after applicable testing, provided that transfer credit coursework is comparable to Mannes coursework, as determined by the Associate Dean of Academic Affairs.
- Other Bachelors’ Programs: Students in all other Bachelors programs may transfer a maximum of 60 credits from another institution to The New School.

Residency Requirements

- Associate of Applied Science Students: Must earn at least 30 credits in residency at The New School.
- Bachelor’s Program of Adults and Transfer Students (BPATS): Must earn at least 36 credits in residency at The New School.
- All other Bachelor’s Students: Must earn at least 60 credits in residency at The New School. Once senior status is attained (minimum of 90 credits), courses may not be taken off campus without the written approval of the program director and the school or college dean. Bachelor’s of Music students must complete these credits in at least four consecutive semesters in full-time study.

Please note: individual academic programs may require more credits in residence than this policy requires.

Study abroad credits do not count towards the residency requirement unless the institution or program abroad has a pre-approved standing agreement with The New School or by written exception by the appropriate member of the college’s dean’s office before the student embarks on the curricular experience.

Post-Matriculation Transfer Credit

Continuing students wishing to obtain transfer credits for study outside of The New School must obtain approval prior to registering at the visiting institution. Consortium and partner institutions or programs of study with which The New School has a formal agreement may be exempt from parts of this policy. Students should check with their advisors and read the terms of the agreement before registering for courses outside of The New School.

ADMISSIONS REQUIREMENTS

Master of Arts Teaching English to Speakers of Other Languages

The New School welcomes applications from persons preparing for careers as teachers of English to adults, working teachers developing their careers in the field, and ESOL teaching professionals interested in curriculum development. The program accommodates full-time, part-time, and low-residency students.

Applicants must hold a bachelor’s degree from a university. Some knowledge of a language other than English is assumed for all applicants. Applicants for the concentration in curriculum development, in addition to these requirements, must have completed a minimum of 100 hours of English language teacher training and at least two years of English language teaching.

Admission to the MA TESOL program is selective. Applications are reviewed and admission decisions made by a faculty committee. Prospective students are encouraged to submit their applications well in advance of the stated priority deadline. An interview is required before a final decision is made on admission. Only completed applications will be considered for the upcoming academic term.

Application Deadlines

Fall semester:
- January 15, priority deadline
- July 15, final deadline

Summer semester:
- January 15, priority deadline
- April 15, final deadline

Spring Semester:
- October 15, priority deadline
- January 4, final deadline

Applications received after the deadlines are processed on a rolling basis. Application forms and requirements are found at newschool.edu/matesol/application-instructions.

Admission counselors are available to discuss the MA TESOL program, the application process, financial aid questions, and more. Find contact information at newschool.edu/public-engage/ma-teaching-english-to-speakers-of-other-languages/.

Transfer Credits

Students may be able to transfer a maximum of 6 credits earned in another graduate program to meet MA TESOL elective requirements. The Transfer of Credit Petition, available at the registrar’s office, must be submitted to the Associate Dean of Academic Affairs. The program accommodates full-time, part-time, and low-residency students.

Students with international credentials must submit a course-by-course evaluation of their undergraduate and/or graduate marks
or grade as provided by a NACES-approved evaluation agency.

**International Affairs (MA/MS)**

The International Affairs (MA/MS) degree programs enroll a diverse group of individuals with a range of academic and professional backgrounds. Admission decisions are based on academic achievement, motivation, and leadership potential as evidenced through prior education and work experience and letters of recommendation.

Applicants for all programs must have a baccalaureate degree from a college or university. Application forms and instructions are online at newschool.edu/public-engagement/admission/.

To help you determine if one of the international affairs degree programs a good match for your professional and personal interests and goals, you can visit a class in session, attend a group information session, or meet individually with an admission counselor.

For schedules, visit the website and view Graduate Events or put your name on an inquiry list to receive International Affairs news and important announcements. New students are admitted to master’s and certificate programs in fall and spring semesters.

**Application Deadlines**

**Fall semester:**
- January 15, priority deadline
- May 5, second deadline

**Final deadline for International applicants:** June 1

**Spring semester:**
- October 15, priority deadline
- January 15, priority deadline
- May 5, second deadline
- January 4, final deadline

**Transfer Credits**

Students who wish to transfer credits from other institutions or other New School programs can file a Transfer of Credit Petition after they are matriculated in the Milano School. The form is available at the International Affairs office. The registrar’s office posts approved transfer credit to the student's transcript.

The New School does not transfer grades or grade points from other schools; only credits are transferred.

Students with international credentials who are seeking transfer credit must submit a course-by-course evaluation of their undergraduate and/or graduate marks or grade as provided by a NACES-approved evaluation agency.

**Master's Programs:** Subject to approval, students may be able to transfer up to 9 graduate-level credits for the 42-credit program MA in International Affairs. For the 30-credit MS in International Affairs, students can transfer a maximum of 6 credits.

The program director evaluates the courses proposed for transfer credits. At a minimum, grades of B or better must have been acquired.

**Milano School of Policy, Management, and Environment**

The Milano School of Policy, Management, and Environment enrolls a diverse group of individuals with a range of academic and professional backgrounds. Admission decisions are based on academic achievement, motivation, and leadership potential as evidenced through prior education and work experience and letters of recommendation. Applicants for all programs must have a baccalaureate degree from a college or university. Application forms and instructions are online at newschool.edu/public-engagement/admission/.

To help you determine if a Milano graduate program is a good match for your professional and personal interests and goals, you can visit a class in session, attend a group information session, or meet individually with an admission counselor. For schedules, visit the website and view Graduate Events or put your name on an inquiry list to receive Milano School news and important announcements. New students are admitted to master’s and certificate programs in fall and spring semesters.

**Application Deadlines**

**Fall semester:**
- January 15, priority deadline
- May 5, second deadline
- June 1, final deadline for International Students
- August 1, final deadline

**Spring semester (all MS or post-master’s certificate programs):**
- October 15, priority deadline
- January 4, final deadline

Master or certificate applications received after the second deadline are processed on a rolling basis until the final deadlines.

**PhD Program Application Deadline**

Students enter the PhD program in fall semester only. The complete application must be received by January 15 to be considered for admission.

**Transfer Credits**

Students who wish to transfer credits from other institutions or other New School programs can file a Transfer of Credit Petition after they are matriculated in the Milano School. The form is available at the Milano Student Affairs Office. The registrar’s office posts approved transfer credit to the student's transcript.

The New School does not transfer grades or grade points from other schools; only credits are transferred. Students with international credentials who are seeking transfer credit must submit a course-by-course evaluation of their undergraduate and/or graduate marks or grade as provided by a NACES-approved evaluation agency.

**Master’s Programs:** Subject to approval, students may be able to transfer up to 9 graduate-level credits for a 42-credit program (MS in Environmental Policy and Sustainability Management, MS in Organizational Change Management, MS in Nonprofit Management, MS in Public and Urban Policy). The program director evaluates the courses proposed for transfer credits. At a minimum, grades of B or better must have been acquired.
better must have been acquired.

**PhD Programs**: The transfer of credits is determined by the director of the PhD program based on the following policy:

- Students with masters degrees from another institution or another division of The New School can transfer a maximum of 30 credits.
- Students with masters degrees earned at the Milano School can transfer a maximum of 36 credits.
- Students with a masters degree and at least one full year of doctoral coursework from another institution can transfer a maximum of 42 credits.

**School of Media Studies**
The School of Media Studies enrolls a diverse group of individuals with a range of academic and professional backgrounds. Admission decisions are based on academic achievement, motivation, and leadership potential as evidenced through prior work or internship experience and letters of recommendation. All applicants must have a baccalaureate degree.

Application forms and requirements are found under the Degree and Certificate links at newschool.edu/public-engagement/school-of-media-studies/. To help you determine if a New School Media Studies program is a good match for your professional and personal interests and goals, you can visit a class in session, attend a group information session, or meet individually with an admission counselor. For scheduling details, visit Admission Events on the website.

Join the School of Media Studies mailing list to receive additional program information and important announcements.

**Application Deadlines**
**Fall semester:**
- February 5, priority deadline
- May 5, second deadline
- Final deadline for International applicants: June 1
- Final deadline: August 1

**Spring semester:**
- October 15, priority deadline
- January 4, final deadline

The Graduate Certificate in Documentary Media Studies admits new students for the fall semester only.

**Transfer Credits**
Students admitted to the MA in Media Studies or the MS in Media Management may be able to apply a maximum of 9 credits to their degree, 6 of these could be graduate credits from other accredited institutions. Students seeking approval before registering for a graduate course in a different department at The New School need to fill out a Special Elective Form and submit it to the program director. Determinations are made on a case-by-case basis by a student’s academic advisor after matriculation in the program. Approved transfer credit will be posted to the student’s transcript by the registrar’s office. The New School does not transfer grades or grade points from other schools. Credits only are transferred.

Students with international credentials must submit a course-by-course evaluation of their undergraduate and/or graduate marks or grade as provided by a NACES-approved evaluation agency.

**The Writing Program**
The Creative Writing program is founded on the principle that a writer’s work is elevated through practice and critique. Writers from all backgrounds are welcome. Our community cares deeply about literary excellence and about the influence that writers can have beyond the world of letters. Whether or not you are already published, we welcome your interest in developing your life as a writer.

The only application prerequisites are a bachelor’s degree and a writing portfolio—samples of your writing that will demonstrate to the admission committee that you have the skills and a sufficient body of quality work to study at the graduate level. The contents of the portfolio vary by concentration and are described in the application instructions.

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

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

**Transfer Credits**
Due to the integral nature of the curriculum, transfer credits are not accepted.

**Getting Approval for Bachelor’s-Master’s Degree Status**
Current students who are pursuing a Bachelor’s degree at the Bachelor’s Program for Adults and Transfer Students or Eugene Lang College of Liberal Arts are eligible. Transfer students who meet program requirements can begin taking master’s-level courses in their first semester.

Submission of the Bachelor’s-Master’s application is required. Students approved for Bachelor’s-Master’s status can earn between 12 and 18 credits, depending on the Master’s program, required to complete their Bachelor’s degree by taking courses in a participating New School graduate program. The Bachelor’s-Master’s student transitioning into the Master’s program must confirm their intention to continue into the graduate program. The same graduate credits will also count toward the MA or MS degree, shortening the time and cost of the master’s degree program.

Students approved for Bachelor’s-Master’s status are not guaranteed acceptance to their desired graduate program at The New School. Students must maintain a minimum 3.0 cumulative GPA. Admission deferrals of up to one year are permitted. Scholarships are not deferred.

Students interested in the Bachelor’s-Master’s option must consult with their New School advisor about the nature of graduate work,
their qualifications and preparation for it, and the area most appropriate to their educational and career plans. The student’s academic history and experience should provide a sufficient basis for believing they would do well in graduate-level courses.

Undergraduate students who are not enrolled in an approved Bachelor’s-Master’s program may also take graduate-level courses which can be applied to a Master’s degree, assuming the student is ready to do work at the graduate level and the courses are approved by the student’s advisor. The number of graduate credits that an undergraduate student can apply to the Bachelor’s degree is typically limited to 18 credits.

**Application Criteria for Bachelor’s-Master’s Status**

Must be pursuing either a BA or BS degree at The New School (there is no combined option for the BFA degree):

- Completed, or be in the process of completing, 60 credits toward a bachelor’s degree
- Earned a minimum GPA of 3.0
- Completed, or be in the process of completing, four undergraduate courses relevant to the desired area of graduate study in which a grade of 3.0 or higher was earned.
- Must have an interest in matriculating in a participating graduate program at The New School. (See the list above; other universities are unlikely to accept these credits toward their graduate program requirements)

**How to Apply**

The following materials are required for application:

- An application, which can be downloaded from: [newschool.edu/public-engagement/bachelors-program-bachelors-masters-program/](newschool.edu/public-engagement/bachelors-program-bachelors-masters-program/)
- Unofficial transcript from DegreeWorks
- Statement of purpose (1,000 word limit)
- Additional supporting documents as needed by specific graduate programs

**Registration for Bachelor’s-Master’s Students**

If a course is cross-listed, Bachelor’s-Master’s students must use the graduate CRN number to register for the course. Students must meet with their undergraduate advisors at least once a year to plot out an academic plan that includes graduate classes. Depending on the graduate program, a student may also receive course advising from a graduate school advisor.

Students register for graduate courses with their undergraduate academic advisor along with the rest of their classes. Depending on the program into which the student was accepted, the student may also receive assistance from the graduate program staff. However, the graduate program advisors cannot sign the registration forms for Bachelor’s-Master’s students. The official registration must be done with the student’s advisor in the undergraduate program.

For all graduate courses with limited enrollment, Bachelor’s-Master’s students must consult first with the designated graduate program advisor for permission to take the course (not, please note, with the department chair or the instructor).

Note: For New School for Social Research courses, PhD students are always given priority when enrollment is limited.

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**ATTENDANCE POLICY FOR ON-SITE CLASSES**

Every class session is important. Attendance and participation is not only part of a student’s grade; it is part of the learning process. The rest of a course frequently builds upon the first two weeks.

Federal regulations require that the university monitor attendance for all degree students and notify the appropriate agency of any student receiving financial aid who has not attended a 15-week on-site class for two or more consecutive weeks. The grading policy conforms to the federal regulation: After missing three on-site classes, a student’s grade drops one full letter. Upon missing four classes, the student fails the course.

Beyond the federal regulations, each instructor decides the attendance policy for his/her courses. The policy is to be be clearly stated in the syllabus and remain consistent throughout the academic term.

**Attendance and Lateness**

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

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

**Religious Absences/Equivalent Opportunity**

Pursuant to Section 224-a of the New York State Education Laws, any student who is absent from school because of his or her religious beliefs will be given an equivalent opportunity to register for classes or make up any examination, study, or work requirements which he or she may have missed because of such absence on any particular day or days. The student must inform the instructor at the beginning of the course of any anticipated absences due to religious observance.
ACADEMIC STANDING AND PROGRESS

Change of Major or Program
A Bachelor's Program for Adults and Transfer Students student who seeks a change of degree status within his or her program of study (e.g. from a BA to a BS, or transfer to an Environmental Studies or Global Studies major) should speak to an advisor in the Bachelor's Program for Adults and Transfer Students. If a Bachelor's Program for Adults and Transfer Students student wishes to transfer to another division of the university, he or she must apply for admission directly through the proper admission office.

A graduate student who wishes to change major or concentration must obtain permission from the director of the program and may be required to apply for readmission.

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

Students considering a change of major or program can use the “What If” functionality of DegreeWorks (the university’s online degree audit tool) to explore how the courses they have taken will apply towards a new program of study.

Change of Campus
Students who wish to transfer to a campus other than the one at which they are currently studying must complete the appropriate campus change application. Students must major in a discipline offered by the campus to which they wish to transfer and must be in good academic standing (2.0 GPA or higher for undergraduate students, 3.0 or higher for graduate students). Change of campus applications are approved on a case-by-case basis, provided space is available.

Students who wish to study at another campus for one or two semesters should refer to the Study Abroad policies and processes.

Degree Completion Term Limits and Extensions of Time
For the associate’s degree, students must complete the degree requirements within five years.

For the bachelor’s degree, students must complete degree requirements within ten years.

For the master’s degree, students must complete degree requirements within five years.

For doctoral degrees, students must complete degree requirements within eight years.

Beyond this time limit, students are not permitted to register unless an extension of time is obtained. Extensions of time may be granted based on a petition submitted by the student and assessed by the student’s academic department. To petition, the student must outline work completed toward the degree and a plan for completion of the degree. If the extension of time is not granted, the student will be dismissed from the program.

Retaking a Course
With approval, undergraduate students with a grade of F or Z in a course are eligible to retake the course and have the original grade removed from the cumulative GPA calculation. Approval will be granted for this up to three times during a single degree program. The initial grade will continue to appear on the transcript but will drop out of the cumulative GPA; the grade earned the second time will be used to compute the GPA. Retaken courses will not count twice toward fulfillment of graduation requirements nor for student loan or New York Tuition Assistance Program (TAP) certification. Students who wish to retake a course should contact their advisor to learn the proper procedure prior to registration.

Repeating Courses & Impact on Financial Aid
The New School’s academic policies permit students to repeat up to three classes with divisional approval if the student earned less than a B- in those classes. The Office of Financial Aid cannot award federal financial assistance to students repeating courses in order to attempt to earn a higher grade. Courses repeated due to an earlier failing grade are eligible for federal student aid if the course is a requirement for the student’s degree program.

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

Incomplete grades not resolved in the time allocated by the instructor are automatically converted to grades of “F” for undergraduates and “N” (Permanent Incomplete) for graduate students, and will be considered in determining a student’s academic standing.

Graduate students must maintain at least 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 term GPA or cumulative GPA for two consecutive semesters will be subject to dismissal.

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

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

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

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

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

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

Full-Time and Half-Time Status
For undergraduate degree students, full-time status is defined as enrollment in a minimum of 12 credits per semester. Half-time status is defined as enrollment in a minimum of 6 credits per semester.

For graduate students, full time status is defined as enrollment in a minimum of 9 credits per semester. Half-time status is defined as enrollment in a minimum of 4.5 credits per semester.

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

Maintaining Status
Matriculated graduate students are expected to remain in continuous residence and are therefore required to register every fall and spring semester until they have met all degree requirements and filed a petition to graduate. Students who have completed their required courses or are unable to register for courses in a semester for some other compelling reason or who wish only to audit courses can remain matriculated by registering for Maintenance of Status, or else they should apply for a leave of absence. Registration to maintain status requires approval of the student’s academic advisor and must be completed during the regular registration period. Late registration policies and penalties apply. Note: Maintenance of matriculation status does not establish full- or part-time enrollment status, which is especially important for international students and recipients of Title IV funds.

Leaves of Absence
Students in good academic standing may petition for a leave of absence in the Student Success Network, also known as Starfish via MyNewSchool. It is recommended that students consult with an advisor before making the decision to take a leave of absence. Leaves of absence are typically approved for one or two semesters, depending on the curriculum and academic requirements of the program. Academic records for students on leave are maintained in accordance with the relevant drop and withdrawal deadlines, and refunds are calculated in accordance with the University Refund Schedule.

Recipients of student loans should note that a leave of absence constitutes a break in their program of study, resulting in loss of their loan repayment grace period and/or eligibility for student deferment. They should consult Student Financial Services when contemplating a leave of absence. International students on F1 and J1 visas normally fall out of status during the period of a leave and must return to their home countries during the leave; international students should consult International Student and Scholar Services when contemplating a leave of absence.

Leaves of absence for medical reasons require appropriate documentation. Students taking a leave for health reasons must contact Student Health Services after completing the Exit Form if the student is enrolled in the student health insurance plan and wishes to remain enrolled while on leave. To return from a leave taken for medical reasons, a student must submit follow-up documentation indicating that the student 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. If unable to return to study as planned, the student must contact the appropriate academic affairs officer immediately to request an extension of the leave.

Withdrawal from the University
Students who wish to withdraw completely from the university must contact the academic affairs officer in their school and complete the official Exit Form (via the Student Success Network or Starfish in MyNewSchool). At the Schools of Public Engagement, this is Vanessa Reich, (reichv@newschool.edu.) Their academic records will be maintained in accordance with the relevant drop and withdrawal deadlines, and refunds will be calculated in accordance with the University Refund Schedule.

Students who withdraw and later wish to return to the university must reapply through the Office of Admission.

Readmission of Former Students
A student seeking to return to the university will be required to re-apply through the Office of Admission if he or she
- was dismissed
- did not complete the official Exit Form before taking a leave or withdrawing
- was not approved for a leave of absence
- was approved for a leave of absence but did not return to the university within the approved time frame
- withdrew from his or her program.
The grade of W may be issued by the Office of the Registrar to a student who officially withdraws from a course within the applicable deadline. There is no academic penalty, but the grade will appear on the student transcript.

**Grade of Z**

The grade of Z is issued by an instructor to any undergraduate student who has not attended or not completed all required work in a course but did not officially withdraw before the withdrawal deadline. It differs from an “F,” which indicates that the student technically completed requirements but that the level of work did not qualify for a passing grade.

**Grades of Incomplete**

The grade of "I," or Temporary Incomplete, may be granted to a student under unusual and extenuating circumstances, such as when the student’s academic life is interrupted by a medical or personal emergency. This mark is not given automatically, but only upon the student’s request and at the discretion of the instructor. A Request for Incomplete form (available in the Advising) should also be completed and signed by student and instructor, and then submitted to the student’s academic advisor. The Advising Office keeps track of the total number of Incompletes requested by the student. The deadline for students to submit incomplete request forms for final signature is the last day of classes in the semester requested.

The time allowed for completion of the work and removal of the “I” grade will be set by the instructor with the following limitations:

Work must be completed no later than the seventh week of the following fall semester for spring or summer term incompletes, and no later than the seventh week of the following spring semester for fall term incompletes. This time limit also applies to graduate courses taken by undergraduate students. It is the student’s responsibility to make appropriate arrangements with the faculty member to complete the work during this period. For questions, contact Advising.

Grades of “I” not resolved in the prescribed time will be recorded as a final grade of “F” by the Office of the Registrar.

**Pass/Unsatisfactory Option for Undergraduate Students:**

- Students may not elect a Pass/Unsatisfactory option for core requirements or courses necessary to satisfy major and/or minor requirements, except in the case of the first course completed towards a major if taken before that major is declared.
- Through the seventh week of a semester, a student may elect up to one course per semester to be graded Pass/Unsatisfactory, based on receiving a grade of D or higher to Pass. No changes may be made to grade modes past the seventh week of the semester.
- This policy excludes courses where the only grade mode option available is Pass/Unsatisfactory, such as internships.
- The instructor will not be informed when a student has chosen this option, and will assign a conventional letter grade, which will then be converted by the Registrar’s Office to Pass/Unsatisfactory as appropriate.
- Students may only elect to complete a maximum of 12 credits for Pass/Unsatisfactory. Individual programs may set a maximum different from the 12 credits due to curricular requirements. An advisor must approve a petition for a
Grade Changes
Final grades are subject to revision by the instructor with the approval of the dean’s office for one semester following the term in which the course was offered unless the degree has been conferred. After that time has elapsed, or if a degree has been conferred, all grades recorded in the registrar’s office become a permanent part of the academic record, and no changes are permitted.

In the interest of fairness to all students registered in a course, grade changes should be submitted only for the following reasons:
1) a recording or calculation error was made by the instructor or
2) an agreement is made between the student and the instructor to reevaluate all work submitted during the semester in which the course was taught. Please note that an agreement by the instructor to reevaluate work does not guarantee a higher grade. No work should be accepted after the semester has ended unless an Incomplete grade was approved by the instructor before the last class session.

Grade Appeal Policy
Students can petition for an academic grade review by following the procedure outlined below within 60 days after the grade was posted or within 30 days if the student has petitioned to graduate. Before deciding to appeal for a grade change, the student should request an explanation of the basis of the grade from the instructor. If the student is not satisfied with the explanation, the student may appeal the grade as follows:
- The student submits a letter outlining any questions or objections directly to the faculty member, with a copy to the department chair. (If the faculty member is also the chair, the copy will be sent to the dean’s office.)
- The instructor submits a written response to the student’s letter within one month of receipt, with a copy to the department chair (or, if the faculty member is also the chair, to the dean’s office).
- If the student is not satisfied by the faculty member’s written response, the student may appeal further by asking the department chair to review the grade and all supporting materials.
- If the student is not satisfied with the chair’s written response, the student may appeal further by writing and sending copies of previous communication to the dean’s office. The associate dean will convene an appeals committee to review all correspondence and documentation, clarify any outstanding questions or issues, and make a determination on the appeal.
- If the student is still not satisfied by the determination of the appeals committee, the dean will review all materials and make a decision. The dean’s decision is final.

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

The cumulative grade-point average is computed by dividing the total number of grade points earned (quality points) by the total number of graded credits attempted. Credits transferred from another institution are not included in the cumulative GPA.
Requirements for Graduation
To earn an undergraduate degree, students must have a minimum 2.0 cumulative grade-point average and must complete all degree requirements (as specified in school catalogs) prior to the graduation date. Students can track their progress towards degree requirements in DegreeWorks, the university’s online degree audit tool, which is accessible through My.NewSchool.edu. Graduating students should not receive incomplete grades in any course taken in the final semester of study.

The Commencement Ceremony
The graduation ceremony for both May and January graduates is held in May. Undergraduate students who are within nine credits of completing their degree requirements and who will complete all outstanding credits in the summer term following commencement may participate in the ceremony. Participation in commencement exercises does not ensure that degree requirements have been met. Students attending the May ceremony must purchase graduation attire from the university supplier.

Graduation with Honors
Undergraduates who have completed at least 60 credits in residence for a bachelor’s degree and who have a cumulative grade point average of 3.7 or higher may graduate “with honors” noted on their diplomas and transcripts.

Departmental honors may be awarded to degree candidates who have demonstrated outstanding achievement in their programs as evidenced by

- Prominent leadership
- Outstanding contribution to departmental projects
- Notable professional achievement and/or
- Noteworthy participation in or remarkable contribution to the senior/thesis exhibition

Departmental honors are awarded to a maximum of ten percent of the graduating class per program. All degree candidates are eligible, as are mid-year conferrals. The departments select candidates for departmental honors by seeking nominations from faculty and staff. A departmental committee reviews nominations and makes final determinations should nominations exceed ten percent of the graduating class.

Degree Conferral and Issuing of Diplomas
The New School confers degrees in January, May, and August. After all semester grades are received and posted, the student’s academic record is evaluated to determine eligibility to graduate. This process will take several weeks. If the student is eligible to graduate, the degree will be conferred and a diploma will be mailed to the student’s specified “official mailing” address approximately 8 weeks later. Diplomas are not issued to students with outstanding debts to the university.
The Registrar’s Office facilitates registration for classes and tuition and fee charges.

Schedule Changes, Section Balancing, and Class Cancellations
The University reserves the right to revise students’ schedules after registration to assure that all students are enrolled in the appropriate courses needed for their major or to insure that sections are optimally balanced. The University cannot guarantee students their preferred instructor or class schedule. Occasionally, due to changes in enrollment or faculty conflicts, the university must cancel courses after registration. Students will be notified of cancellations after registration. Students will be notified of cancellations and referred to alternatives.

Registration Procedures
New students should visit the New Students page www.newschool.edu/student-services/newstudents for registration information prior to arrival on campus. Continuing students should refer to the Registration Information website (www.newschool.edu/registrar/registration-information/) each semester for detailed registration instructions, as well as relevant policy information.

All students should note the following:
- Registration dates are posted by the Registrar’s Office. Generally, new students register over the summer (for the fall term) or in January (for the spring term). Continuing students register in April for the following fall term and in November for the following spring term.
- Students who register for a course that do not meet the minimum prerequisites without the appropriate advisor’s approval may be asked to drop the course and may be administratively withdrawn from the course.
- Student Financial Services invoices continuing degree students for tuition and fees several weeks before the start of each semester. Students should verify the accuracy of their registration and charging information.
- New students registering prior to their first-semester classes are sent an invoice prior to their arrival on campus. Payment is due prior to the first day of classes.
- Registration is not complete until payment or payment arrangements have been made.
- Students who fail to register or fail to make payment by the published deadlines (see below) will incur late fees. Deadlines for completing registration cannot be extended because of delays in clearing registration holds (see below).

Registration Holds
Holds may be imposed for a variety of reasons typically including advising, non-verification of legally required vaccination, or financial obligation. In the event that a student fails to satisfy requirements for documentation or payment, the appropriate university office will place a hold preventing future registration until the requirement has been satisfied. Students should check http://My.NewSchool.edu at least two weeks prior to registration to see if any holds have been placed on their accounts. If any hold has been placed, MyNewSchool will indicate the type of hold and the office to contact to resolve the hold. Registration deadlines will not be extended because of delays in clearing holds, and students will be liable for any applicable late fees.

Full-Time and Half-Time Status
For undergraduate degree students, full-time status is defined as enrollment in a minimum of 12 credits per semester. Half-time status is defined as enrollment in a minimum of 6 credits per semester.

For graduate degree students, full-time status is defined as enrollment in a minimum of either 9 or 12 credits per semester, depending on the program. Half-time status is defined as enrollment in a minimum of one-half the credits required for full-time status (4.5 or 6, depending on program).

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

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>Full-Time</th>
<th>Part-Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAS</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>BA</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>BBA</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>BFA</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>BS</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>GR Certificate</td>
<td>9 credits</td>
<td>4.5 credits</td>
</tr>
<tr>
<td>M.Arch</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>M.Arch/MFA</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>MA</td>
<td>9 credits</td>
<td>4.5 credits</td>
</tr>
<tr>
<td>MS</td>
<td>9 credits</td>
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</tr>
<tr>
<td>MFA</td>
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<td>6 credits</td>
</tr>
<tr>
<td>MPS</td>
<td>9 credits</td>
<td>4.5 credits</td>
</tr>
<tr>
<td>MS Data Visualization</td>
<td>9 credits</td>
<td>4.5 credits</td>
</tr>
<tr>
<td>MS/Strategic Design Management</td>
<td>9 credits</td>
<td>4.5 credits</td>
</tr>
<tr>
<td>MS/Design and Urban Ecologies</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>PhD</td>
<td>9 credits</td>
<td>4.5 credits</td>
</tr>
</tbody>
</table>

Auditing Courses
In order to audit a course, students should contact their Advisor. Students cannot register to audit courses in MyNewSchool. Audit
fees are listed in the Tuition and Fee Schedule. Undergraduate students are not permitted to audit courses.

Adding, Dropping, and Withdrawing From Courses
To add, drop, or withdraw from a course, students may complete the transaction through MyNewSchool or in person. Students should review their degree requirements and time status implications before dropping from courses.

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

Deadlines for adding, dropping, and withdrawing from courses are based on the following rules (see the Academic Calendar for exact dates for each semester).

Adding a course: through second week of semester
Dropping a course (deleted from student’s academic transcript): through fifth week of semester
Withdrawal with a grade of W noted on academic transcript (no academic penalty): through twelfth week of semester

Late-starting courses may be added after these deadlines with an advisor’s permission. Online courses may have different deadlines; refer to the registrar’s office website for details.

Attendance in class or completion of course requirements alone does not constitute formal registration and does 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 Z (Unofficial Withdrawal) on the student’s record.

Refund Schedule and Policies
Students are responsible for familiarizing themselves with university policies regarding adding or dropping courses and refund of tuition and fees.

In the event of early drop or withdrawal, a percentage of tuition may be refundable. Refunds are granted only after the official withdrawal procedure has been completed or the university determines you are no longer enrolled.

In processing tuition refunds for degree students who drop or withdraw from fall or spring classes, the following schedule applies. (For the summer refund policy, see the Registrar’s website.) Please note that fees, including tuition deposits for new students, are non-refundable. Also non-refundable are any convenience fees assessed on credit card payments. Housing fees are subject to the terms stated in the housing contract.

University Refund Schedule—Degree Students
When course is dropped                 % of Tuition Refunded
Before semester begins                100%
Within first week of semester         100%
Within second week of semester        80%
Within third week of semester         50%
Within fourth week of semester        40%
Within fifth week of semester         20%
After fifth week of semester          No refund

The above percentages will be applied to the number of credit points dropped in order to determine a student’s remaining liability for those credits. The student’s total tuition will then be recalculated to include the new credit load and any liability for dropped/withdrawn credits. Any refund will be the difference between tuition already paid and the recalculated tuition. Refund processing takes approximately four weeks.

Student financial aid may be affected if a student withdraws or drops credits. Failure to complete payment prior to withdrawal does not relieve a student of financial liability. Students should contact Student Financial Services with any questions regarding their accounts.

Students receiving federal financial aid who withdraw officially or unofficially from all classes once the semester has begun are subject to a Title IV recalculation of aid. Federal aid eligibility is re-determined based on the student’s last date of attendance in class, using a proportional calculation through 60 percent of the payment period. Title IV recalculations may result in the loss of all or some federal loans and federal grants. Students subject to recalculations will be sent a revised award letter indicating any change in federal aid. Such recalculations of aid eligibility have no bearing on a student’s institutional charges. The amount of tuition, fees, housing, and meal plan charges assessed will be based on the institutional refund policy as listed above.

Late Registration and Late Payment Fees
This policy applies to all continuing degree students, except those returning from a leave of absence or mobility. It does not apply to newly admitted students during their first semester.

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

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

**Tuition & Fees**

Tuition and fee information can be found here: www.newschool.edu/registrar/tuition-and-fees/

**Billing, Payment & Refund Policies**

**Billing and Payment Information**

For registered continuing students, invoices are sent electronically. An email notice is sent to the student’s New School email address (@newschool.edu) when the invoice is ready to view at My.NewSchool.edu. Fall semester invoices are normally posted in early July with payment due August 10. For new students, the deadline is the Friday before classes begin. Invoices for the Spring semester are posted in early December with payment due January 10 for new and continuing students. The invoice takes account of all 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) balance due (less approved financial aid awards) at the point of registration or, if eligible, make other payment arrangements with Student Accounts in advance, before the start of the semester.

**Accepted Forms of Payment**

Tuition payments can be made using a check, or electronic check. Foreign checks are not accepted. Checks submitted for payment must be drawn on a U.S. bank. Payments made by wire transfer, money order, traveler’s check, cash (in person only), and credit card (American Express, Visa, MasterCard, and Discover) are also accepted.

Effective June 24, 2014, The New School only accepts credit card and debit payments through the online service PayPath. This service will be accessible by logging on to MyNewSchool (select the “Services” tab and under “Student Account” select “Make payments online”). Credit card payments will no longer be accepted over the phone or in person. If you choose to use a credit card to pay your bill, you will be assessed a convenience fee of 2.75% each time a lump payment is made.

Students are encouraged to make payments online at My.NewSchool.edu for timely, accurate, and secure posting. Online payments may be made using a U.S. checking or savings account only, credit, or debit card.

To wire transfer funds to The New School, log on to My.NewSchool.edu (select the “Services” tab and under “Student Account” select “Wire transfer information”). Students who do not have access to My.NewSchool.edu must email Student Accounts at myaccount@newschool.edu for instructions. Only admitted students who have paid the admission tuition deposit will have access to the wire transfer instructions via My.NewSchool.edu

If for any reason a check or electronic check does not clear for payment, 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, a money order, or by credit card. Another personal check is not acceptable. A penalty (ten percent of the balance) is charged if payment for a returned check is not received within four weeks. If a second check is returned, all future charges must be paid with cash, a certified bank check, a money order, or by credit card; 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.

**Electronic Refunds Deposited in Your Bank Account**

Student refunds can be deposited directly to a domestic personal savings or checking account. Students can sign up for this service on MyNewSchool. Exceptions: 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, unless otherwise authorized by 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. Any convenience fee assessed on the credit card payment is non-refundable, since it is paid to the third party processor. If you paid by wire transfer, refunds will be returned to the original wire sender’s bank account.

**Monthly Payment Plan**

The New School offers a monthly payment plan, which is accessible through MyNewSchool. It enables students and/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 educational expenses over two, 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, Spring, and Summer terms. Matriculated students taking six or more credits a semester and students maintaining status at The New School for Social Research are eligible. The plan is interest free. There is a $55 enrollment fee per semester. If there are adjustments made to your account within the semester, the plan will automatically recalculate.

**Fall Term:** Five-month plan begins August 1 and the four-month plan begins September 1, with subsequent payments being made on the first of the month.

**Spring Term:** Five-month plan begins January 1 and the four-month plan begins February 1, with subsequent payments being made on the first of the month.

**Summer Term:** Two-month plan begins May 28, with the last payment on June 28.
Deferral of Payment for Employer Reimbursement or Third Party Billing

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 email, mail, fax, or in person.

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 paid or if they will be paying full tuition and fees, the academic term for the covered charges, the signer’s address and telephone number, and if employer letter, 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, and any charges that are not eligible for deferment may not be deferred and must be paid upon registration.

Registered degree students must submit the authorization and the deferral form(s) to Student Accounts by the appropriate payment due date in order to avoid the late payment fee. A non-matriculated (general credit, non-credit, or certificate) student must submit the authorization and deferral 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. Alternatively, they can bring their documents in person to the Cashiering Office located at 72 Fifth Avenue, on the 2nd floor. Payments may be made online at My.NewSchool.edu via their U.S. checking or U.S. savings account or credit card. Registered students can fax a credit card authorization with their deferral form and authorizations letters to Student Accounts at 212.229.8582. If submitting letters and deferral form by email, students must forward all documents to myaccount@newschool.edu.

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 or third party billing, email myaccount@newschool.edu.

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/Third Party Billing Deferment Form and the Deferral Credit Card Payment Authorization. (These forms can be downloaded from the website, www.newschool.edu/student-financial-services/forms/. The forms are under ‘Other University Financial Services Forms’.)

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/Third Party Billing 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/sponsor according to the authorization. Payment for any balance due not covered by the authorization letter must be made prior to or submitted with the deferral form.

FINANCIAL AID

The Office of Student Financial Services 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. Detailed information regarding applying for aid and the types of aid available is available on our website at www.newschool.edu/student-financial-services. Eligible students may apply for assistance under the following federal, state, and institutional aid programs:

Scholarship and Grant Programs

- Federal Pell Grant (undergraduate students only)
- Federal Supplemental Educational Opportunity Grant (SEOG) (undergraduate students only)
- New York State Tuition Assistance Program (TAP) (undergraduate students only)
- New York State Aid for Part-Time Study Program (APTS) (undergraduate students only)
- New York State Higher Educational Opportunity Program (HEOP) (undergraduate students only)
- New York State Regents Opportunity Scholarship Program
- New School and Parsons 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
- Other Programs
- Federal aid to Native Americans
- Veterans’ benefits
- Social Security payments to children of deceased or disabled parents

For additional information on financial aid sources, visit the Department of Education’s website at www.studentaid.ed.gov.

Occupational and Vocational Rehabilitation Program

The New School is an eligible institution for the New York State Occupational and Vocational Rehabilitation Program (OVR). Other states have similar programs. Depending on the state, a student may receive half the cost (or more) of yearly expenses. For information and application, contact the New York Department of Vocational Rehabilitation (or other state equivalent) directly. Students approved by for assistance by a state vocational rehabilitation program must also meet all other entry requirements of The New School.
Grants from Other Regions
Rhode Island, Vermont, and Washington, D.C., are among jurisdictions offering grants that may be used at New York State institutions, with maximum awards as high as $2,000. Qualification requirements vary from state to state. In all cases, students must maintain a legal permanent address in their home state (a parent's address is sufficient). For information regarding programs available and their respective requirements, students should contact their home state’s department of education.

Higher Education Opportunity Program (HEOP)
The Higher Education Opportunity Program (HEOP) offers support to residents of New York State whose family incomes meet guidelines established by the State Department of Education and whose college success may not be readily predictable through high school grades and standardized test scores. For more information, email heop@newschool.edu or call 212.229.8996.

How to Apply
In general, to be eligible for assistance under the programs listed above, students must be matriculated in a degree program and be enrolled at least half-time. To be eligible for federal government assistance, students must not be in default on or owe a refund to any of the federal aid programs. U.S. citizens and eligible residents: Students interested in applying for any government and institutional financial assistance based on need must complete a Free Application for Federal Student Aid (FAFSA) annually. The New School’s code is 002780. Apply electronically at www.fafsa.gov. Filing FAFSA enables Student Financial Services to receive a need analysis report or Student Aid Report (SAR) electronically.

Estimated Cost of Attendance and Determining Eligibility
The Student Aid Report (SAR) allows Student Financial Services to determine a student’s eligibility for institutional need-based scholarship awards and federal aid programs. The expected family contribution (EFC) 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 formula: 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 Academic Competitiveness Grant, Federal Supplemental Educational Opportunity Grants, William D Ford Direct 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.

Tuition, fees, educational expenses, billing, payment, as well as rules and regulations governing aid eligibility can be found at www.newschool.edu/student-financial-services or by contacting Student Financial Services at 72 Fifth Avenue 2nd floor, New York, NY 10011, 212.229.8930, or sfs@newschool.edu

SCHOLARSHIPS
All undergraduate students, including international students, may be eligible for college and institutional scholarships. International students may apply by completing the online International Student Scholarship Application annually.

University Scholars Program
This need-based program is designed to recruit and retain a diverse student body. Degree students in all academic colleges and programs of The New School are automatically considered as long as they are U.S. citizens or permanent residents and have filed the FAFSA.

Undergraduate Studies
All undergraduate students, including international students, may be eligible for college and institutional scholarships. International students may apply by completing the online International Student Scholarship Application annually. Scholarships are available to students in the Bachelor’s Program for Adults and Transfer Students enrolled at least half-time who demonstrate financial need and academic excellence. In recent years, awards under this program have ranged from $500 to $6,650. For more information, visit Tuition and Financial Aid, located in the Admission area of the program site, newschool.edu/bachelorsprogram.

Graduate Studies
Applicants (including international applicants) to a graduate program indicate their interest in being considered for a merit scholarship on the application, as part of the admission process. Awards are based on a review of the complete application. If a merit scholarship is awarded, the amount will be indicated in the official letter of admission to the program.

Admitted students who file a financial aid application are considered for all applicable scholarships. Milano School certificate students are not eligible for New School scholarships but are eligible for government and private loans if they are U.S. citizens or permanent residents.

Peace Corps alumni who apply to the Milano School, School of Media Studies’s MA or MS programs or to MATESOL may be eligible for a competitive renewable Paul D. Coverdell fellowship that can cover up to 50 percent of tuition. These are general scholarship funds designated for Peace Corps alumni. There is no separate application for the Peace Corps fellowship. Qualified applicants must provide a Description of Services (DOS) with their admission application in order to be considered.

For more information, read the “Financing Solutions Guide” (PDF) available on the university website.

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

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

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

**Donor Scholarships**

Thanks to the generosity of participating philanthropic organizations, The New School has several scholarship funds for continuing and entering students targeted to specific communities. Three donor scholarships available to Bachelor’s Program for Adults and Transfer Students are described below.

- Bernard Osher Foundation Reentry Scholarships aid high-achieving adult students (ages 25–50) who are returning to finish their degrees after being out of school five years or more; community college transfer students are welcome to apply.
- Charlotte W. Newcombe Scholarships for Mature Women Students help women (ages 25 and older) who are returning to finish their degrees after a hiatus from a previous institution; community college transfer students are welcome to apply.
- John Howard Kersner Memorial Scholarships in Theater and Performing Arts aid students whose educational and career interests are in the performing arts.

These competitive scholarships are awarded annually based on need and merit. Application deadlines, procedures, and eligibility requirements are announced regularly on the program site.

**Community College Scholarships**

The New School offers two scholarships specifically for community college graduates. Both awards are renewable annually provided students maintain satisfactory academic progress.

**Phi Theta Kappa Scholarships:** Members of PTK who graduated from community college are recognized for academic achievement. Three scholarships of $2,000 each are awarded every year.

**New School Academic Opportunity Grants:** These scholarships recognize liberal arts graduates of community colleges who demonstrate various qualities that The New School believes contribute to the strength and diversity of its student body. Awards range from $2,500 to $5,000 per year and are available for part-time and full-time study.

**Other University Policies**

The New School Board of Trustees has adopted a number of policies addressing student rights and responsibilities, some of which are summarized below. Other policies address sexual and discriminatory harassment, use of alcohol and illegal drugs, and disciplinary procedures. Texts of these policies are published on the university website at [www.newschool.edu/policies](http://www.newschool.edu/policies) or [www.newschool.edu/student-conduct](http://www.newschool.edu/student-conduct) and are available in the Student Success Office.

**Academic Honesty and Integrity**

**Statement of Purpose:**

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 student’s 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 in-
cluding 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 college/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 in the policy document available online. 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.

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 in the full policy document available online, 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
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.

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

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.

Responsibility Conduct of Research
ORS provides researchers with resources to ensure that they meet the appropriate training requirements in research integrity in the conduct of research, as guided by applicable federal regulations. The New School assumes responsibility for investigating and resolving allegations of research and scholarly misconduct by its faculty, staff, and students, regardless of whether the activity is connected to internal or external funding. See the Responsible Conduct of Research (RCR) webpage for more information.

Conflicts of Interest
The objectivity of research is of paramount importance and the basis for obtaining and maintaining public trust. Financial conflicts of interest (FCOI) in research may occur when outside financial interests compromise, or have the appearance of compromising, the professional judgment of a researcher when designing, conducting, or reporting research. Federal agencies have specific requirements regarding PI disclosure, and institutional review of disclosures, to determine whether a conflict of interest may exist and what conditions, actions or restrictions, if any, should be imposed to manage, reduce, or eliminate such a conflict of interest. The process of reporting FCOI in sponsored research supplements the general university policy on conflicts of interest for employees, with additional requirements for individuals involved in research.

External funds from grants, contracts, sponsored projects:
While some funders will award a grant directly to a student, many require the university to be listed as the eligible 501(c)(3) grantee or non-profit applicant organization of record. Any funding proposal or award administered by The New School must undergo a review and approval process through several offices at the Dean and Central levels. This process ensures that all relevant parts of the university are fully prepared to administer the award, that the obligations an award places a department or School under are feasible, and that what the university is agreeing to will be fully compliant with all relevant federal regulations, laws, and institutional policies, including research compliance requirements. Questions about requirements, budgeting, or proposal development should first be directed to the student’s faculty advisor; then both student and faculty should approach their Dean’s Office.

Statement of Ethical and Regulatory Responsibility for Research Involving Human Subjects
In accordance with its Federalwide Assurance (FWA), The New School has established a Human Research Protection Program (HRPP) to ensure affiliated faculty, students, and staff will conduct research with human subjects in accordance with applicable regulations (federal, state, city) and institutional policies. The HRPP Policies and Procedures define the scope and purview of the HRPP, including the Institutional Review Board (IRB). They provide current institutional interpretation for assessing submissions and conducting the review process; as such, they serve as “living documents” that are updated as necessary to ensure institutional compliance and to provide relevant guidance to The New School research community.

Researchers/Investigators of The New School are responsible for upholding the highest standards of ethical and professional conduct of research, including the protection of human subjects. Anyone considering conducting research with human subjects should refer to the HRPP Policies and Procedures to understand: researcher responsibilities, when a project is under the purview of the HRPP, what information is required for review, the HRPP/IRB review process, ongoing requirements of approved projects, and reporting of non-compliance, adverse events, unanticipated problems, and subject complaints.

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 2014-2015 academic year, the university reports the “persistence rate” for the year 2013 (i.e., the percentage of all freshmen studying full time in fall 2013 who were still studying full time in the same degree programs in fall 2014). This information can be found under the common data set information on the Institutional Research and Effectiveness website at newschool.edu/provost/institutional-research-effectiveness/

For important information regarding your rights as a student, visit newschool.edu/your-right-to-know.

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.

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 num-
bers, 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. 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: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-5901

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 must complete and submit an immunization and meningitis documentation form 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 by the university at www.newschool.edu/health.
Equal Employment and Educational Opportunity
Pursuant to federal, state and local laws, The New School does not discriminate on the basis of age, race, color, creed, sex or 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.

In addition, The New School is committed to complying with Title IX of the Education Amendments of 1972 by providing a safe learning and working environment for all students and employees regardless of sex or gender-identity. Title IX states that no individual “shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.” Title IX also prohibits retaliation against individuals who report sex-based or gender-based discrimination. The New School has adopted policies and procedures to prevent and respond to sex or gender-based discrimination in the form of sexual harassment, sexual assault, or other types of sexual misconduct. These policies and procedures apply to all members of the university community, including students, staff, and faculty. The New School has designated a Title IX Coordinator to ensure the University’s compliance with and response to inquiries concerning Title IX and to provide resources for victims and community members who have experienced sex or gender-based discrimination.

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 following university officials:

Jennifer Francone
AVP for Student Equity and Access - Title IX Coordinator
72 Fifth Avenue, 4th floor
New York, NY 10011
212.229.5900 x3656
titleixcoordinator@newschool.edu

Jerry Cutler
Chief Human Resources Officer
79 Fifth Avenue, 18th floor
New York, NY 10003
212.229.5671 x4900
cutlerj@newschool.edu

Inquiries regarding the university’s obligations under applicable laws 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, 33 Whitehall Street, 5th Floor, New York, NY 10004. For individuals with hearing impairments, EEOC’s TDD number is 212.741.3080. Persons who want to file a complaint regarding an alleged violation of Title IX should visit the website of the Office of Civil Rights at the U.S. Department of Education’s or call 1.800.421.3481.

Use of Photographs by the University
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.
MyNewSchool
MyNewSchool is a customizable web portal, located at my.newschool.edu, which 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.

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.

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

Starfish, 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 University Learning Center and with reference librarians
- View support networks for your courses and services
- Connect to resources and services
- Get referrals and other messages from instructors and advisors
- Click on the “Request Help” button to indicate a specific concern or issue

To learn more, visit www.newschool.edu/student-success

Student Success
Student Success offers a holistic support system bringing together academic advising and career development; campus and student engagement, including orientation, student life, and global engagement; health and wellness; and equity and access. By design, supports surrounding Title IX reporting and issues of student conduct are also integrated into the Student Success system. Across the numerous areas of Student Success, students receive support from the time of their enrollment to their graduation and beyond as they pursue their post-graduation goals. Student Success includes the following offices:
- Academic Advising and Career Development
- Intercultural Support and Higher Education Opportunity Program (HEOP)
- International Student and Scholar Services
- Orientation and Transition Programs
- Scholarships
- Student Conduct and Community Standards
- Student Disability Services
- Student Health and Support Services
- Student Housing and Residential Education
- Student Leadership and Involvement
- Student Support and Crisis Management
- Student Veteran Services
- Study Abroad

Academic Advising and Career Development
Throughout your time at The New School, advisors will strive to build collaborative relationships with you that will empower you to develop skills, acquire tools, and articulate academic and career goals consistent with your personal values, helping you become a successful, independent, and socially responsible global citizen. Academic advisors are available to support you throughout your time at The New School, guiding your academic experience and helping you flourish creatively as you prepare to transition to the world after graduation. They’re here to help you:
- Articulate your values and priorities
- Select courses
- Understand academic policies
- Develop tools needed to secure internships
- Think about career options
- Consider study and work abroad opportunities
- Connect substantively with faculty in areas of interest to you
- Locate the services available for first-generation student support, veteran services, academic needs, disabilities accommodations, health and wellness, and more
- Graduate on time

Additional information on advising, including faculty advisors and other advising resources, is available in the Academics section of this academic catalog. For a list of advisors, visit www.newschool.edu/advising-contacts.

In addition to advising, all undergraduate students are served by Career Services and Experiential Opportunities, while all graduate students are served by the Center for Graduate Career and Professional Development. These teams are dedicated to bridging students’ academic experiences to professional paths.
while engaging with a competitive global market. For internship and career opportunities, they help students build their professional networks through career workshops, panels, fairs, campus interviews, and other networking opportunities that foster connections with alumni, faculty, and employers. Visit www.newschool.edu/career-services for contact information and further details.

**Intercultural Support and HEOP**
The Office of Intercultural Support (OIS) works with students of diverse backgrounds to build community at The New School. OIS offers programs, workshops, services, and individual counseling to support and promote the varying world perspectives at The New School. The staff works closely with recognized student organizations and the Social Justice Committee. The OIS also oversees the functions of the Arthur O. Eve Higher Education Opportunity Program (HEOP), which provides academic support and financial assistance to young people who might not meet all the traditional college admissions criteria but show promise of succeeding in college. For more information, visit www.newschool.edu/intercultural-support.

A new initiative for students from all backgrounds and programs who have identified themselves as coming from families in which neither parent has earned a four-year undergraduate degree is New School Firsts. New School Firsts offers resources and events to help students navigate university life and strives to create a community where students can share their experiences, concerns, and successes. To learn more, contact samuelr@newschool.edu.

**International Student and Scholar Services**
International Student and Scholar Services (ISSS) provides expertise and support to international students upon their acceptance to The New School throughout the U.S. visa application process and advises on the maintenance of legal immigration status, employment, reinstatement, changes of status, program changes, and other immigration-related matters. ISSS also advises incoming students and scholars regarding higher education practices in the U.S. and other cultural adjustment issues and provide international student programs at The New School and with other institutions in New York City and in other countries. For more information, visit www.newschool.edu/international-student-services.

**Orientation and Transition Programs**
From welcoming both fall and spring admits to the New School community to sending them off into the world after the completion of their degrees, Orientation and Transition Programs both prepares students for and celebrates the major changes that bookend their time at The New School. This office connects new students with the resources they need and coordinates the events of orientation and commencement. To find out more about resources available to new students, visit www.newschool.edu/student-info. For graduation information, see www.newschool.edu/commencement.

**Scholarship**
Scholarships Advising helps students to locate and secure external funding by offering a series of information sessions and workshops as well as maintaining a running list of funding opportunities. For assistance with your scholarship search, contact geitha@newschool.edu.

**Student Conduct and Community Standards**
As an institution of higher learning, The New School affirms certain basic principles and values that are, in the fullest and best sense of the word, educational. The university is also a community and, as such, upholds certain basic principles and standards of behavior that align with its educational purpose. These include the recognition and preservation of basic human dignity; the freedom of expression; equal opportunity; civil discourse; a sustained atmosphere of safety; and respect for policies, rules, regulations, and standards set forth by the university, its schools, and the federal, state, and city governments.

The Student Code of Conduct is designed to protect and promote these principles and standards of behavior, which are in keeping with our educational mission. The Student Code of Conduct supports an environment where sensitivity, tolerance, and respect are sustained for members of the university community and its neighbors. All students at the university are expected to abide by the Student Code of Conduct. Student Conduct and Community Standards has primary responsibility for adjudication of Student Code of Conduct violations.

In addition to the Code of Conduct, Student Conduct and Community Standards maintains and upholds policies surrounding issues such as Title IX, discrimination, sexual harassment, and sexual misconduct and violence. Information on these campus-wide policies is available in the University Policies section of this academic catalog, as well as at www.newschool.edu/policies and www.newschool.edu/student-conduct.

**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 self-identify with 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, including how to self-identify, visit www.newschool.edu/student-disability-services.

**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. The Health Services fee is automatically charged at registration to all degree, diploma, online only, visiting, mobility (study abroad), Lang and Parsons consortium, graduate certificate program, ESL + Certificate program, and graduate and undergraduate degree program non-matriculating students.

Medical Services offers medical evaluation and treatment for illness and injury, gynecological consultation and treatment, prescriptions, medications, immunizations, and other preventive services. All services are strictly confidential and do not become part of a student’s academic record.

Counseling Services offers the opportunity to talk to someone who will listen in a supportive and non-judgmental manner. Counselors help students clarify issues, explore feelings and discuss problem-solving strategies. We offer short-term individual treatment (a maximum of 12 sessions per academic year) but the duration is decided on an individual basis. During the initial visit, the student and the counselor will decide on a treatment plan together. Sometimes long-term or specialized treatment is indicated and the counselor will help the student find appropriate referrals in the community. Support groups, including art therapy, are also offered. Medication consults with psychiatry staff are also available but only for students who are in counseling as well.

The Wellness and Health Promotion program provides a variety of health-related workshops, trainings, classroom presentations, and face-to-face sessions to students in every school. Topics explored include fitness, smoking cessation, nutrition, LGBTQIA+ wellness, spiritual health, gender-specific health matters, communication skills, relationships, sex positivity and sexual assault prevention, drug and alcohol harm reduction, body positivity, and stress and time management. All programs and services are structured to encourage and help university community members work toward optimal health and well-being in a non-judgmental and supportive environment. We recognize that health and social justice are inextricably linked and support student work that promotes health in our diverse communities.

For more information, visit www.newschool.edu/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.

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/health

Student Housing and Residential Education
The New School has five main residence halls in Greenwich Village with auxiliary housing uptown at the 92Y, offering space for almost 2,000 undergraduate and graduate students with amenities to suit individual needs and tastes. All residences are fully furnished and staffed by professional residence hall staff and student resident advisors. Most residences offer kitchen access, study rooms, art studios, music practice spaces, and exercise rooms. Through the enthusiasm and creativity of the residential education staff, 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 residences have 24-hour security coverage, and our staff is on call 24/7 and 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. The residence halls are open year round, and summer housing is available.

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. Student Housing and Residential Education will provide a compilation of current listings on request. For more information, visit www.newschool.edu/housing.

All New School students have the opportunity to participate in a meal plan. Review your housing contract or visit www.newschool.edu/student-housing/meal-plans for more information.

Student Leadership and Involvement
Student Leadership and Involvement (SLI) is dedicated to helping students enhance their leadership skills and explore co-curricular opportunities available at The New School and beyond.

SLI fosters a sense of community by organizing a diverse array of on- and off-campus student programs, including the annual Welcome Block Party, service projects, performances and theater productions, sporting events, and semi-annual study-break activities. For more information about SLI, visit www.newschool.edu/sli.

SLI also sponsors more than 40 university-recognized student organizations that are open to all New School students and focus on pre-professional and academic interests, intercultural and international themes, political action and advocacy, student programming, social networking, music, art, performance, and religious and spiritual topics. For information about starting a recognized student organization, or for a listing of current organizations, email studentorgs@newschool.edu.

As part of Student Leadership and Involvement, Recreation offers many opportunities for students to become physically active and socially engaged while creating community across the university. Programs and events are offered to students at all levels of experience, ability, knowledge, and interest. We also provide leadership and professional development to our student staff and club sports captains as well as any student participating in recreation events. For more information about current programs and events, visit www.newschool.edu/recreation.
Student Support and Crisis Management
Student Support and Crisis Management (SSCM) works with New School students who are struggling with non-academic challenges, distressing experiences, crisis situations, and other challenges that may affect university life. Its services include:

- providing support and advocacy to students
- connecting students to supportive resources on and off campus
- taking student reports of incidents of sexual violence, domestic/intimate partner violence, sexual harassment, and stalking
- responding to and managing critical incidents involving students
- managing the health leave process to ensure that students receive personalized support and information that allows them to successfully return to the university, and
- training faculty and staff to recognize and respond to students in distress.

For more support resources, visit www.newschool.edu/student-support-crisis-management.

Student Veteran Services
The Student Veteran Services office seeks to facilitate veterans' success at The New School by assisting with the procedures of GI Bill certification, directing registration and academic questions to the appropriate office, supporting academic and personal success, and providing a sense of community among veterans at The New School. For more information, visit www.newschool.edu/veterans.

Study Abroad
The Study Abroad office connects students with international study opportunities, provides application information, and offers resources to students from the moment they decide to study abroad to their return from abroad and beyond. Students can find information at www.newschool.edu/study-abroad and then schedule an appointment through the Study Abroad service in Starfish to discuss studying abroad, or contact their school's or college's study abroad coordinator or their academic advisor. Students interested in Lang programs should email langstudy.abroad@newschool.edu while students interested in Parsons Paris should visit www.newschool.edu/study-abroad/parsons-paris/.

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 schools. 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.ussnewschool.com.

Social Justice Committee
The Provost Office, 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 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 personal beliefs represented in our community. A concern for 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 personal beliefs represented in our community. A concern for social identities, life experiences, intellectual approaches, and personal beliefs represented in our community.

Libraries and Archives
The New School Libraries & Archives consist of four separate locations which provide resources and services for the entire New School community. The libraries offer a variety of seating options, including bookable group workspaces and quiet study areas; computer workstations and printing, scanning and copying services; on-site collections of highly-used materials; and self-checkout kiosks. The archives are open for research visits by appointment.

The collection consists of both digital and physical formats. These items include books and journals, scores, photographs and images, audio-visual materials, and archives and special collections. Our electronic resources are available to students enrolled in both on-campus and distance learning programs. Archives and Special Collections offers a rich array of unique and rare materials, with particular strengths in twentieth-century design practices and the multilayered histories of all divisions of The New School. Materials are discoverable through the library website.

Librarians offer faculty and students assistance with research methodologies and information literacy through: one-on-one appointments, in-class sessions, workshops, a 24-hour virtual reference by e-mail service (Ask Us), online subject or course-related research guides, and designing research assignments. In addition, archivists offer workshops in conducting primary source research and work closely with students to help them discover materials relevant to their interests.

As members of the Research Library Association of South Manhattan and PALCI, most New School patrons also have access to materials and spaces outside of The New School Libraries and Archives. For more information, visit library.newschool.edu.

Canvas
The New School uses the Canvas “learning management system.” This online resource is where you will have access to important course information like syllabus, course resources, and announcements.

In Canvas you will find the courses in which you are actively enrolled. Both on-site and online courses use Canvas, though online courses will often utilize it as the virtual classroom. Log in by visiting my.newschool.edu and selecting Canvas from the menu icon located at the top right of the page. Be sure to do this frequently, and follow your instructor’s guidance on how Canvas will be used in each particular course.

RESOURCES AND FACILITIES
The New School is located in New York City’s Greenwich Village. For a campus map and building hours visit www.newschool.edu/about.

In Canvas you will find the courses in which you are actively enrolled. Both on-site and online courses use Canvas, though online courses will often utilize it as the virtual classroom. Log in by visiting my.newschool.edu and selecting Canvas from the menu icon located at the top right of the page. Be sure to do this frequently, and follow your instructor’s guidance on how Canvas will be used in each particular course.

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University Learning Center
The University Learning Center (ULC) provides support to New School students in the following areas: undergraduate and graduate writing, ESL services, math and economics, Adobe Creative Suite, computer programming, oral presentations, and time management. Students are served through one-on-one tutoring sessions by trained and experienced tutors. Several academic and skill-building workshops are also offered throughout the semester.

The goal of ULC tutors is to support student development through constructive feedback and technical guidance. Sessions are highly interactive and focus on helping students to clarify their ideas, evaluate their work, and strengthen their skills.

For more information, visit newschool.edu/learning-center.

Computing Facilities
Students have access to the latest technology in the labs and work spaces operated by edu Services. For locations of facilities and hours of operation, visit https://it.newschool.edu/. 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 voice-over 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 edu Services, labs, the equipment center, the print output center, and edu Services-supported presentation classrooms should be directed to the edu Services staff by emailing itcentral@newschool.edu or calling 212.229.5300 x4537.

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

IT Central
IT Central is the point of contact for students, faculty, and staff requiring assistance or information on all university computing issues. Visit www.newschool.edu/information-technology/help for hours of operation and to create a support or service request ticket.

Location: 72 Fifth Avenue, lower level
Telephone: 212.229.5300 x4357 (xHELP)
Email: itcentral@newschool.edu
Published 2018 by The New School

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