Suffolk University Academic Catalog, New England School of Art and Design (NESAD)--evening and summer division, 1977-1978

Suffolk University

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GENERAL INFORMATION

INTRODUCTION
The New England School of Art & Design is a non-profit educational institution and has, since 1923, offered a broad spectrum of courses in art for both professional, training and personal development in its full-time programs. In recent years, however, the increasing need of people to combine these pursuits with business or family commitments has led NESA/D to design part-time, evening and summer programs which allow a more flexible involvement on the part of students.

The Evening and Summer Divisions have offerings covering a variety of art courses, from the Fine Arts to the Commercial Arts, and include opportunities for beginners as well as for students with previous art background or professional experience.

Although the courses offered in the Evening and Summer Divisions do not constitute a vocational program, these courses are closely allied with the NESA/D full-time vocational programs and credits earned may be transferred to these programs. For details regarding both full and part-time professional/ vocational programs, please consult the daytime catalogue.

The New England School of Art & Design is licensed by the Commonwealth of Massachusetts, Department of Education and is an Accredited Member, National Association of Trade and Technical Schools.

The New England School of Art & Design welcomes the association of students of any race, creed, color, sex, and national or ethnic origin and prides itself in giving all an equal opportunity.

CLASSES
The course descriptions listed below indicate the starting date, class time, and length of each course. Please make note of this information for any course for which you intend to register.

The School reserves the right, in the case of insufficient enrollment, to cancel any course. In such an event a complete refund of amounts paid will, of course, be made. Unless otherwise noted in a course description, students are expected to provide their own materials.

ADMISSIONS
Candidates for admission must be high school graduates or possess the equivalent of a high school education. Exceptions to this rule may be made for applicants of unusual motivation or ability at the discretion of the Admissions Committee.

Persons wishing to register for courses must complete the following application procedures: 1) All applicants must complete the Application Form (included in this catalogue) and return it to the School together with the $5 Application Fee. 2) All applicants must schedule an interview with a member of the Admissions Committee. Please call the School at 536-0383 for an appointment. 3) Where indicated a portfolio of original artwork relevant to the course or courses for which the student has applied must be presented at the time of the personal interview. (No portfolio is required unless so indicated in the course description.)

NOTE: Copies of photographs or pieces based on the work of others will not be considered valid portfolio material.

REGISTRATION
Applicants will be registered in a course or courses following completion of all items listed under Admissions (above) and notification of acceptance by the Admissions Committee.

LATE REGISTRATION
Registration by qualified students will be accepted during the first week of each semester for those classes not already filled.

APPLICATION FEE
The Application Fee of $5 applies to all persons applying for Evening and Summer Division courses and is in addition to tuition charges. The Application Fee is non-refundable. Note that the Application Fee is paid only once; applicants who have paid this fee will be exempted from the Application Fee should they apply for courses in other semesters of the Evening or Summer Divisions. In addition, the Evening and Summer Division Application Fees may be applied toward the Application Fee for daytime programs.

TUITION
Tuition rates for courses are as indicated in the course descriptions. Tuition must be paid in full prior to the first class meeting. Please make all payments in the form of check or money order only, payable to The New England School of Art & Design.
CREDITS/GRADES

All credits listed in the course descriptions are quarter credits. Four quarter credits equal one semester credit hour. Students must successfully fulfill all course requirements in order to earn credit. Students will be given a transcript of their grades earned following the completion of each semester of the Evening or Summer Divisions. Grades issued are as follows: H (Honors), C (Credit), NC (No Credit). In cases where a student is unable to complete course requirements on time due to illness or emergency, a grade of INC (Incomplete) may be issued. All incompletes must be made up within 30 days of the last scheduled class.

WITHDRAWAL

Students may withdraw from any program or course at any time. Students wishing to withdraw must inform the School in writing of their intention to withdraw. Withdrawal will become effective on the day such notice of withdrawal is mailed. If notice of withdrawal is personally delivered, it will become effective immediately upon receipt of such notice by the School. Dismissed students will be considered to have withdrawn as of the date of dismissal.

Notice of withdrawal must be mailed Certified to: The Dean, The New England School of Art & Design, 28 Newbury St., Boston, Mass. 02116.

REFUNDS

All refunds are calculated on a semester basis (normally 16 weeks of classes for daytime programs; 8 or 10 weeks for Evening and Summer Divisions). Withdrawing students will receive refunds of tuition according to the following schedule within 30 days of the receipt of notice of withdrawal. This policy (as stated below) applies to all students in all programs and courses.

1.) If withdrawal occurs within 3 days of signing the Enrollment Contract and/or making initial payment, all tuition monies paid by the student will be refunded.

2.) If withdrawal occurs later than 3 days after signing the Enrollment Contract and/or making initial payment, but prior to the beginning of classes, the School will retain 15% of the semester tuition, or $100, WHICHEVER IS LESS.

3.) If withdrawal occurs during the first week of classes, the School will retain 20% of the semester tuition.

4.) If withdrawal occurs after one week of classes, but within the first 25% of the semester, the School will retain 25% of the semester tuition.

5.) If withdrawal occurs after 25% of the semester, but within the first 50% of the semester, the School will retain 60% of the semester tuition.

6.) If withdrawal occurs after the first 50% of the semester, there will be no refunds.

7.) In the event of prolonged absence (i.e., 15 consecutive school days with no recorded attendance) with failure to notify the School in writing of withdrawal, it will be assumed the student has withdrawn. In such cases refunds will be computed as of the last day of actual attendance. However, failure to notify the School of withdrawal in writing within 15 school days will make the student liable to an additional penalty charge of $25 or 5% of the semester tuition, WHICHEVER IS LESS.

8.) Refunds of the General Fee and any other fees applicable to the program or courses (except the Application Fees) will be calculated according to the schedule described above for tuition.

9.) The Application Fees are non-refundable.

The above stated refund policy is effective Sept. 15, 1976 and applies for all students accepted for a semester which begins after that date. This policy supersedes all previously published refund policies referring to semesters beginning before Sept. 15, 1976.
NOTE: Those courses which contain the word "Basic" in the course title will continue in the Spring Semester at a more advanced level and contain the word "Intermediate" in the course title. Although you are free to apply for admission to any Basic course, you should plan your Spring Semester courses carefully to make sure you have the proper background for those Intermediate courses which you intend to apply for in the future. Any member of the Admissions Committee will be happy to aid you in planning a schedule of courses.

BASIC DRAWING TECHNIQUES
EB02 (6 quarter credits)
Walter Hawk — Painter, Draughtsman
An introductory course to acquaint the student with the major techniques of drawing. Form, volume and mass will be experienced by the use of contour and modelling exercises. Technical control of various media and techniques will lead to a study of light as it affects form. The course will focus on the development of the ability to render natural form with accuracy, subtlety and insight. A portfolio demonstrating previous drawing accomplishment is required for entry to this course.
Two 3 hr. sessions per week for 8 weeks.
$135 tuition
Offered Fall Semester only
Tues. & Thurs. 6:00 to 9:00 p.m.
Begins Oct. 4

INTERMEDIATE DRAWING TECHNIQUES
EB03 (6 quarter credits)
Walter Hawk — Painter, Draughtsman
Extending the skills learned in "Basic Drawing Techniques" (EB02), this course will pursue the study of light, textural renderings, and the use of overlapping images. A study will be made of recent masters in innovative techniques of manipulating space: Villon, Klee, Picasso, etc. Problems will be introduced to encourage the student to synthesize drawing with other studies such as design and color, and to develop a personal approach to creative production. The completion of "Basic Drawing Techniques" (EB02) or the presentation of a portfolio demonstrating equivalent experience is required for entry to this course.
Two 3 hr. sessions per week for 8 weeks.
$135 tuition
Offered Spring Semester only
Tues. & Thurs. 6:00 to 9:00 p.m.
Begins March 7

INTRODUCTION TO WATERCOLOR PAINTING
EB22 (4 quarter credits)
William Maynard — Chairman, Department of Fine Arts
An introduction to painting with watercolors, this course will deal with proper use of materials, basic strokes, color mixing (beginning with a limited palette and working up to a full palette), and the rendering of basic three-dimensional forms in space. In addition, the course will emphasize sound composition and design through still-life problems. The objective of this course is to help students to develop the ability to create their own designs with confidence. Students with previous experience with watercolors are also welcome to participate in this course. Such students will be encouraged to work on their own ideas with individual help from the instructor. Where appropriate, problems will be assigned to strengthen particular areas.
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Tues. 6:00 to 9:00 p.m.
Begins Oct. 4 & March 7
INTERMEDIATE DESIGN
EB35  (8 quarter credits)
Frances Hamilton — Designer

This course extends the studies of “Basic Design” into areas of increasing subtlety and sophistication. Pictorial space, the communication of emotion through design elements, and the influence of color on design will be studied. Additionally this course will expand the fundamental principles of two-dimensional form into the area of three-dimensional form, including: surface textures, various kinds of relief form, mass planar form, and three-dimensional linear form. The completion of “Basic Design” (EB34) or a portfolio demonstrating equivalent experience is required for entry to this course.

Two 3 hr. sessions per week for 10 weeks.
$180 tuition

Offered Spring Semester only
Mon. & Thurs. 6:00 to 9:00 p.m.
Begins March 6

BASIC DESIGN
EB34  (8 quarter credits)
Frances Hamilton — Designer

A study of the structure of art; basic methods and attitudes common to all art forms. This course aims to develop basic skills with the tools of design (ruling pen and drawing pen, T-square, compass, etc.) through focusing the attention of the student on the basic principles of organization of two-dimensional space. In a concentrated effort to learn the language of all the arts the student will be presented with problems concerned with line, form, rhythm, balance, contrast, etc. A portfolio demonstrating previous drawing or design accomplishment is required for entry to this course.

Two 3 hr. sessions per week for 10 weeks.
$180 tuition

Offered Fall Semester only
Mon. & Thurs. 6:00 to 9:00 p.m.
Begins Oct. 3

COLOR: PRINCIPLES & TECHNIQUES
EB30  (4 quarter credits)
John Jagel — Artist

Color seen and experienced as a unified configuration of physical, psychological and expressed qualities. Emphasis shall be on perception of the action and interaction of color as developed by Josef Albers. Particular two-dimensional studies will be explored. Text: “Interaction of Color” by Josef Albers, Yale University Press. Materials: a packet of 6” x 9” Color Aid paper, scissors and a pack of single edge razor blades, rubber cement (brush-in-cap can), chipboard (6 sheets 30” x 44”), color Zippatone (your choice of color).

Ten 3 hr. sessions. $90 tuition

Offered both Fall & Spring Semesters
Wed. 6:00 to 9:00 p.m.
Begins Oct. 5 & March 8
INTERMEDIATE LIFE DRAWING CONCEPTS  
EB61 (4 quarter credits)  
Arlene Grossman — Artist  
A continuation of "Basic Life Drawing Concepts" (EB60), this course will allow concentration of individual goals in a workshop atmosphere. Opportunity will be given to cure drawing problems and to pursue new directions. A variety of long and short poses will be conducive to progress in drawing skill and the production of serious works in a variety of media. A review of anatomy as it relates to the artist's purpose will be included. The completion of "Basic Life Drawing Concepts" (EB60) or a portfolio demonstrating equivalent experience is required for entry to this course.  
Ten 3 hr. sessions. $90 tuition  
Offered Spring Semester only  
Wed. 6:00 to 9:00 p.m.  
Begins March 8

BASIC SILKSCREEN TECHNIQUES  
EF50 (4 quarter credits)  
David Zaig — Artist  
This course will begin with demonstrations and experiments in a wide variety of silkscreen techniques. Students will then pursue many individual directions while exploring the technical and aesthetic possibilities of the medium. Fine Arts and commercial uses of the medium will be considered, including touche and glue, stencil, cut film, and lift-ground techniques. Individual and group criticisms will analyze the student's work and progress. Basic materials (frame, silk, backboard) will be supplied by the School for in-class use. A fully refundable deposit of $15 will be required of students wishing to use these materials outside of the School. Additional materials (inks, stencils etc.) are the student's responsibility.  
Ten 3 hr. sessions. $90 tuition  
Offered both Fall & Spring Semesters  
Mon. 6:00 to 9:00 p.m.  
Begins Oct. 3 & March 6

BASIC PRINTMAKING TECHNIQUES  
EF54 (4 quarter credits)  
David Zaig — Artist  
In this course students will be introduced to a variety of printing techniques including line etching, dry point, and aquatint with various materials used as grounds. Also introduced will be woodblock and linoleum block printing techniques to give the student a broad range of expression.  
Ten 3 hr. sessions. $90 tuition  
Offered both Fall & Spring Semesters  
Tues. 6:00 to 9:00 p.m.  
Begins Oct. 4 & March 7

INTRODUCTION TO FASHION ILLUSTRATION  
EI10 (4 quarter credits)  
Frank Raneo — Chairman, Department of Fashion Illustration  
For those who wish to explore the world of fashion drawing and to be able to express their ideas with style and flair. The course will begin with knowledge of the human figure — its proportions, typical poses and techniques for illustrating them. Also: how to drape a figure and how to render fabric textures. Basic materials: layout pad (12" x 16" or larger), 2B and 4H pencils, erasers, ruler. All beginning work will be done in black and white. This course will include both male and female figures. A portfolio demonstrating previous drawing background and ability is required for entry to this course.  
Ten 3 hr. sessions. $90 tuition  
Offered both Fall & Spring Semesters  
Wed. 6:00 to 9:00 p.m.  
Begins Oct. 5 & March 8

HISTORY OF FASHION DESIGN  
EI80 (8 quarter credits)  
Jean O'Hara — Millinery Supervisor for Boston Opera Company  
This course will study the history of clothing from the time of the use of animal skins and body paint to modern fashion. Students will trace the close relationship between fashion style and the social and political character of the time. The use of slides, pictorial reference material, etc. will familiarize the student with the many aspects of the subject.  
Ten 3 hour sessions. $90 tuition  
Offered both Fall & Spring Semesters  
Tues. 6:00 to 9:00 p.m.  
Begins Oct. 4 & March 7
BASIC CALLIGRAPHY & LETTERING
EG20  (4 quarter credits)
Richard Merrill — Calligrapher
This course will cover six styles of lettering: Roman, Uncial, Olde English, Chancery Cursive, Spencerian, and Bookhand. Particular emphasis will be given to the Chancery Cursive and Olde English. The use of different pens, inks, colors and papers will be taught with a brief introduction to gilding and illuminating.
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Wed. 6:00 to 9:00 p.m.
Begins Oct. 5 & March 8

THE FINE ART OF ILLUSTRATION (BASIC)
EG32  (4 quarter credits)
Bill Oakes — Illustrator and Designer
Develop the art that speaks with authority. This course puts an emphasis on spontaneous expression, visual problem-solving and good drawing. Challenging assignments will professionalize the student’s approach and portfolio. The main requirements for this course are enthusiasm and a strong drawing background. Drawing from models will be included. Please be sure to bring samples of your previous work in drawing to the first class meeting. Materials needed: newsprint pad 19” x 24”; ebony pencils, black magic marker, or any heavy black pencil; portfolio. A portfolio demonstrating previous drawing background and ability is required for entry to this course.
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Thurs. 6:00 to 9:00 p.m.
Begins Oct. 6 & March 9

BASIC GRAPHIC DESIGN PRODUCTION TECHNIQUES
EG42  (4 quarter credits)
Dan McCarron — Rapid Service Press
An introduction to the methods, tools, language and techniques used by the Graphic Designer to bring artwork to final, printed form. The course will develop a basic understanding of offset printing, paste-ups, typography, papers, inks, etc. as they relate to the preparation of artwork for printing and reproduction. It is the objective of the course to expose students to the enormous range of possibilities available to the Graphic Designer and to help them to understand the necessary limitations imposed by the processes used. Since this course will emphasize production processes as opposed to aesthetics, no previous design background is required. Students wishing to explore design aesthetics should see “Introduction to Graphic Design” (EG44) listed below.
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Thurs. 6:00 to 9:00 p.m.
Begins Oct. 6 & March 9

INTRODUCTION TO GRAPHIC DESIGN
EG44  (8 quarter credits)
Instructor to be announced
An introduction to the breadth of the commercial design field through solving a wide variety of typical design problems. Some of the specialized areas dealt with will include typography, book and record covers, logos, annual reports, brochures, newspaper and magazine ads. The course will concentrate on learning how to evaluate the needs of a client and how to arrive at a realistic solution which communicates the desired message. Photostat and color-key equipment will be among the tools used in design solutions and in the preparation of “camera-ready” artwork. A portfolio demonstrating previous design and/or drawing experience is required for entry to this course.
Two 3 hr. sessions per week for ten weeks. $180 tuition
Offered both Fall & Spring Semesters
Mon. & Wed. 6:00 to 9:00 p.m.
Begins Oct. 3 & March 6
PACKAGE DESIGN
EG46  (4 quarter credits)
Larry Long — Package Designer,
Gregory Fosella Associates
For students with previous background in graphic design, this course will cover various aspects of package design and decoration — from marker concept roughs through finished comprehensives. Students will learn how to develop mechanicals for three-dimensional packages and will learn how reproduction methods are applied to packaging. Marketing and consumer aspects will be discussed in relation to the solution of each class assignment. A portfolio demonstrating previous experience in graphic design is required for entry to this course.
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Mon. 6:00 to 9:00 p.m.
Begins Oct. 3 & March 6

CONCEPTUAL DESIGN
EG54  (4 quarter credits)
Bill Wright — Industrial Designer
For students thinking about going into Industrial or Product Design. Students will learn to translate abstract design ideas into working drawings and models. Projects may include futuristic study plans for self-sustaining homes and transportation systems (air, ground, water), mobile hospital systems (human scale will be studied with all design projects), educational aids and displays, or business educational console systems. For selected projects students will develop their own individual design ideas and will learn how to produce concept sketches, presentation drawings, working and assembly drawings, wood mock-ups and cardboard mock-ups. Students will also learn how to keep a designer's work sheet on their projects. This evening course will expose the student to total team design project programs. A portfolio demonstrating a basic background in drawing is required for entry to this course.
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Thurs. 6:00 to 9:00 p.m.
Begins Oct. 6 & March 9

BASIC PHOTOGRAPHY
EG60  (8 quarter credits)
Jim Haberman — Photographer
An intense, in-depth introduction to the basics of camera use and control, and darkroom procedures for developing and printing photographs. Emphasis will be placed on learning by doing and the course will involve extensive use of the School darkroom. An appreciation of aesthetic considerations will be developed by critiques of student work and class discussions of the work of famous photographers. Students should have their own 35mm cameras and will be expected to provide their own film and printing paper. Darkroom facilities, chemicals, and equipment for processing are supplied by the School and are included in tuition cost. Enrollment limited to 12 persons.
Two 3 hr. sessions per week for 8 weeks.
$135 tuition
Offered both Fall & Spring Semesters
Tues. & Thurs. 6:00 to 9:00 p.m.
Begins Oct. 4 & March 7
BASIC INTERIOR DECORATING FOR THE HOME  
EE08  (4 quarter credits)  
Instructor to be announced  
A basic introduction to typical problems encountered in home decorating. Students will be encouraged to submit photographs, sketches or descriptions of rooms in their own homes which may be considered as class projects in residential decoration. Several such projects in treating surface decor and decoration of existing rooms will be undertaken during the course. Since this course will limit itself to residential interior decorating, students registering for it may wish to consider taking it in conjunction with “Introduction to Interior Design” (EE10), which considers structural problems, or with “Materials for the Interior Designer” (EE64), which will provide an in-depth exploration of resources available to the professional designer.  
Ten 3 hr. sessions. $90 tuition  
Offered both Fall & Spring Semesters  
Mon. 6:00 to 9:00 p.m.  
Begins Oct. 3 & March 6

INTRODUCTION TO INTERIOR DESIGN  
EE10  (4 quarter credits)  
Instructor to be announced  
An introduction to the range of problems solved by the competent professional Interior Designer. This course is based on the presentation of typical design problems to the student and evaluating their solutions from a professional point of view. Problem areas to be considered include the redesign of an existing room, an entire home, and the redesign of an old space for a new function. Also considered will be: color — its impact on space; the effect of furniture styles on the character of space; and the importance of textural harmony in successful design.  
Ten 3 hr. sessions. $90 tuition  
Offered in both Fall & Spring Semesters  
Wed. 6:00 to 9:00 p.m.  
Begins Oct. 5 & March 8

BASIC DRAFTING  
EE40  (4 quarter credits)  
Joseph Chetwynd — Designer/Draftsman  
This course is designed to familiarize students with the basic equipment and concepts of visualizing space and objects in graphic illustrative terms (i.e. plan, elevation and section). The course content aims to provide students with a working knowledge of the processes used to produce a basic set of drawings necessary in planning and designing interior spaces for commercial or residential structures. Materials needed for this course will cost approximately $40. A complete list of necessary materials will be sent to all applicants for this course prior to the first class meeting.  
Ten 3 hr. sessions. $90 tuition  
Offered Fall Semester only  
Mon. 6:00 to 9:00 p.m.  
Begins Oct. 3

ARCHITECTURAL RENDERING II: DESIGN DRAWING  
EE45  (4 quarter credits)  
Robert Stickles — Environmental Designer  
This course is a continuation of the studies begun in “Architectural Rendering I” (EE44) and will concentrate on developing principles discussed previously. The main vehicle of study will be the Design Drawing utilizing real-life situations as class problems. Heavy emphasis will be placed on trace overlays in building the Design Drawing, with plans and elevations as source material. This course will act primarily as a workshop and strive to quickly produce a wide variety of design solutions through specific applications of a complex graphic vocabulary. Specific areas of study include: commercial and residential design problems; urban and landscape design problems; and people and motion in space.  
Prerequisite: Architectural Rendering I.  
Ten 3 hr. sessions. $90 tuition  
Offered both Fall & Spring Semesters  
Mon. 6:00 to 9:00 p.m.  
Begins Oct. 3 & March 6
ARCHITECTURAL RENDERING I: FREEHAND DRAWING
EE44 (4 quarter credits)
Robert Stickles — Environmental Designer
This course is designed to introduce students of interior/environmental design to fundamental concepts, tools, and techniques necessary for visualizing and presenting three-dimensional space. Although interior designers may, with sufficient experience, be adept at visualizing on the basis of plan and elevation, many clients have great difficulty translating such two-dimensional representations into what will eventually be the threedimensional reality. Difficulties of this sort can lead to serious misconceptions which can detract from the designer's intent. Thus a vital tool for increasing a client's awareness and understanding of spacial concepts and designs (as well as saving time and money) is the ability of the designer to draw with speed and accuracy. Architectural Rendering I is a course directed toward developing a person's ability to draw with speed and accuracy in three dimensions as well as increasing one's own spacial awareness and sensitivity to space as architecture. This course, for the beginning student as well as for the advanced, requires no prior drawing experience. However, a heavy committment in terms of homework is required as the key to success is perseverance, not "talent".
Ten 3 hr. sessions. $90 tuition
Offered both Fall & Spring Semesters
Wed. 6:00 to 9:00 p.m.
Begins Oct. 5 & March 8

INTERMEDIATE DRAFTING
EE41 (4 quarter credits)
Joseph Chetwynd — Designer/Draftsman
This course will continue the studies begun in "Basic Drafting" (EE40) with an emphasis on the tools, techniques, and concepts necessary for the presentation of contract design problems. In addition to basic floor plans and elevations students will be introduced to electrical, lighting and telephone requirements and will learn to work from typical specifications. Small office and retail store planning will be considered. Materials needed are the same as those required for "Basic Drafting" and a complete list will be supplied on request. The completion of "Basic Drafting" (EE40) or work demonstrating equivalent experience is required for entry to this course.
Ten 3 hr. sessions. $90 tuition
Offered Spring Semester only
Mon. 6:00 to 9:00 p.m.
Begins March 6

MATERIALS FOR THE INTERIOR DESIGNER
EE64 (4 quarter credits)
Instructor to be announced
What are the materials that the well trained Interior Designer uses? Learn to identify all types of fabrics and textiles. A variety of floor coverings from hardwood to terrazzo, broadloom, and Orientals, etc. will be discussed in this course. Students will become acquainted with the names of important resources and discover the contribution manufacturers make by having this vast selection of materials made available to the professional designer.
Ten 3 hr. sessions. $90 tuition
Offered in both Fall & Spring Semesters
Tues. 6:00 to 9:00 p.m.
Begins Oct. 4 & March 7

EVENING DIVISION CALENDAR
1977-78
FALL SEMESTER 1977
Registration Period: Sept. 1 — Oct. 3
Classes Begin: Oct. 3,4,5,6
Mon. Oct. 10: Columbus Day: No Classes
Thanksgiving Recess: Nov. 21-25: No Classes
Classes End: Dec. 13,14,15,19
SPRING SEMESTER 1978
Registration Period: Feb. 1 — March 6
Classes Begin: March 6,7,8,9
Wed. April 19: Patriots Day: No Classes
Classes End: May 8,9,11,17
SPRING SEMESTER
EVENING DIVISION APPLICATION FORM
Application Fee of $5 must accompany this form

Name of Applicant

Number and Street

City or Town, State

Zip Code

Telephone (Home)

Birth Date

Telephone (Business)

Date of High School Graduation

Last School Attended (if other than high school)

PLEASE LIST BELOW THE COURSE OR COURSES FOR WHICH YOU ARE APPLYING. (Include course titles and codes as they appear in the catalogue.)

1. Course Title Course Code
2. Course Title Course Code
3. Course Title Course Code
4. Course Title Course Code

PLEASE NOTE: Applicants must follow the application procedure detailed elsewhere in this catalogue under the heading "Admissions". Applicants will not be registered for courses until all required application procedures have been completed.

TUITION: Tuition must be paid in full prior to the first class meeting.

PLEASE RETURN THIS APPLICATION FORM TO:
THE NEW ENGLAND SCHOOL OF ART & DESIGN
28 NEWBURY STREET / BOSTON / MASSACHUSETTS 02116

FALL SEMESTER
EVENING DIVISION APPLICATION FORM
Application Fee of $5 must accompany this form

Name of Applicant

Number and Street

City or Town, State

Zip Code

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Candidates for admission must be high school graduates or possess the equivalent of a high school education. Exceptions to this rule may be made for applicants of unusual motivation or ability at the discretion of the Admissions Committee.

Persons wishing to register for courses must complete the following application procedures: 1.) All applicants must complete the Application Form (included in this catalogue) and return it to the School together with the $5 Application Fee. 2.) All applicants must schedule an interview with a member of the Admissions Committee. Please call the School at 536-0383 for an appointment. 3.) Where indicated a portfolio of original artwork relevant to the course or courses for which the student has applied must be presented at the time of the personal interview. (No portfolio is required unless so indicated in the course description.)

NOTE: Copies of photographs or pieces based on the work of others will not be considered valid portfolio material.

REGISTRATION
Applicants will be registered in a course or courses following completion of all items listed under Admissions (above) and notification of acceptance by the Admissions Committee.

LATE REGISTRATION
Registration by qualified students will be accepted during the first week of each semester for those classes not already filled.

APPLICATION FEE
The Application Fee of $5 applies to all persons applying for Evening and Summer Division courses and is in addition to tuition charges. The Application Fee is non-refundable. Note that the Application Fee is paid only once; applicants who have paid this fee will be exempted from the Application Fee should they apply for courses in other semesters of the Evening or Summer Divisions. In addition, the Evening and Summer Division Application Fees may be applied toward the Application Fee for daytime programs.

TUITION
Tuition rates for courses are as indicated in the course descriptions. Tuition must be paid in full prior to the first class meeting. Please make all payments in the form of check or money order only, payable to The New England School of Art & Design.
CREDITS/GRADERS
All credits listed in the course descriptions are quarter credits. Four quarter credits equal one semester credit hour. Students must successfully fulfill all course requirements in order to earn credit. Students will be given a transcript of grades earned following the completion of each semester of the Evening or Summer Divisions. Grades issued are as follows: H (Honors), C (Credit), NC (No Credit). In cases where a student is unable to complete course requirements on time due to illness or emergency, a grade of INC (Incomplete) may be issued. All incompletes must be made up within 30 days of the last scheduled class.

WITHDRAWAL
Students may withdraw from any program or course at any time. Students wishing to withdraw must inform the School in writing of their intention to withdraw. Withdrawal will become effective on the day such notice of withdrawal is mailed. If notice of withdrawal is personally delivered, it will become effective immediately upon receipt of such notice by the School. Dismissed students will be considered to have withdrawn as of the date of dismissal. Notice of withdrawal must be mailed Certified to: The Dean, The New England School of Art & Design, 28 Newbury St., Boston, Mass. 02116.

REFUNDS
All refunds are calculated on a semester basis (normally 16 weeks of classes for daytime programs; 8 or 10 weeks for Evening and Summer Divisions). Withdrawing students will receive refunds of tuition according to the following schedule within 30 days of the receipt of notice of withdrawal. This policy (as stated below) applies to all students in all programs and courses.

1.) If withdrawal occurs within 3 days of signing the Enrollment Contract and/or making initial payment, all tuition monies paid by the student will be refunded.
2.) If withdrawal occurs later than 3 days after signing the Enrollment Contract and/or making initial payment, but prior to the beginning of classes, the School will retain 15% of the semester tuition, or $100, WHICHEVER IS LESS.
3.) If withdrawal occurs during the first week of classes, the School will retain 20% of the semester tuition.
4.) If withdrawal occurs after one week of classes, but within the first 25% of the semester, the School will retain 25% of the semester tuition.
5.) If withdrawal occurs after 25% of the semester, but within the first 50% of the semester, the School will retain 60% of the semester tuition.
6.) If withdrawal occurs after the first 50% of the semester, there will be no refunds.
7.) In the event of prolonged absence (i.e., 15 consecutive school days with no recorded attendance) with failure to notify the School in writing of withdrawal, it will be assumed the student has withdrawn. In such cases refunds will be computed as of the last day of actual attendance. However, failure to notify the School of withdrawal in writing within 15 school days will make the student liable to an additional penalty charge of $25 or 5% of the semester tuition, WHICHEVER IS LESS.
8.) Refunds of the General Fee and any other fees applicable to the program or courses (except the Application Fees) will be calculated according to the schedule described above for tuition.
9.) The application Fees are non-refundable.

The above stated refund policy is effective Sept. 15, 1976 and applies for all students accepted for a semester which begins after that date. This policy supersedes all previously published refund policies referring to semesters beginning before Sept. 15, 1976.
BASIC & INTERMEDIATE DRAWING TECHNIQUES
SB02, 03 (12 quarter credits)
Walter Hawk – Painter, Draughtsman
The student will learn to control drawing tools with sensitivity and professional competency. Skill will be developed in “realistic” rendering including drawing textural surfaces, value and line control, and skill in the use of overlapping images. Closure drawing, erasure drawing, contour, and modelled drawing techniques will be used to increase the students sensitivity to the subject and its possibilities. A portfolio demonstrating drawing background and ability is required for entry to this course.

Two full day (5 hr.) sessions per week for ten weeks. $270 tuition
Tues. & Thurs. 9:00 a.m. to 12:00 noon and 1:00 to 3:00 p.m.
Begins June 7

COLOR: PRINCIPLES & TECHNIQUES
SB30 (4 quarter credits)
Eleanor Day West – Painter
A study of color in its three dimensions of hue, value and intensity. Color relationships, color interactions, the psychological and descriptive properties of color will also be considered. The main emphasis of the course will be related to the color theories of Johannes Itten and Joseph Albers. Work will be done with Color Aid Paper, beginning with making the Itten color wheel. Please bring to the first class a 6” x 9” packet of Color Aid Paper, pencil, rubber cement, 14” x 17” bristol board pad (vellum), a metal or metal edge ruler, and an exacto knife.

Ten 3 hr. sessions. $90 tuition
Tues. 9:00 a.m. to 12:00 noon
Begins June 7

ART HISTORY SURVEY I
SB70 (8 quarter credits)
Patricia Burnham – Art Historian
A survey of Art History from Egypt to the period of Mannerism. Painting, sculpture, and architecture will be examined in a series of slide lectures. Thematic comparisons from the works of various periods will unify the study. Gallery and museum trips will be included.

Two 2 hr. sessions per week for eight weeks. $90 tuition
Wed. & Thurs. 10:00 a.m. to 12:00 noon
Begins June 7

BASIC & INTERMEDIATE DESIGN
SB34, 35 (12 quarter credits)
Eleanor Day West – Painter
Students will learn how to put excitement into their work with professional control over results through a study of the structure of art — basic methods and attitudes common to all art forms. The course will begin by developing skills with common design tools (ruling pen, T-square, etc.) and will develop ability in handling the basic principles of organization (line, rhythm, form, balance, contrast, etc.). Students will, in essence, learn the language of art. As the course continues, more advanced problems will result in the application of many of the more subtle aspects of design control. A portfolio demonstrating previous drawing or design background is required for entry to this course.

Two full day (5 hr.) sessions per week for ten weeks. $270 tuition
Mon. & Wed. 9:00 a.m. to 12:00 noon and 1:00 to 3:00 p.m.
Begins June 6
BASIC LIFE DRAWING  
SB60  (8 quarter credits)  
Robert Suwinski – Painter, Draughtsman  
A studio course for those with a minimum of drawing experience and for those more advanced students who have difficulty in drawing the human figure. Emphasis will be on developing ability in gesture and construction drawing, the use of value, and an observational approach to foreshortening and proportion. Primary emphasis will be placed on the development of sensitive form perception and on technique displaying both control and freedom of expression. A knowledge of human anatomy, as it relates to the artist’s purpose, will also be developed. Materials needed for the first class: a large (e.g. 19” x 24”) newsprint pad, soft black pencils, soft sanguine conte crayon. A portfolio demonstrating a basic drawing background is required for entry to this course.

Two 3 hr. sessions per week for ten weeks. $180 tuition  
Register for either Section A or Section B:  
Section A: Mon. & Wed. 9:00 a.m. to 12:00 noon  
Begins June 6  
Section B: Tues. & Thurs. 1:00 to 4:00 p.m.  
Begins June 7

ACRYLIC PAINTING TECHNIQUES  
SF28  (4 quarter credits)  
Eleanor Day West – Painter  
An intense study of the various techniques of acrylic painting on canvas. Students will explore and experience the unique creative properties of the material. The painting will be done on 18” square canvases (stretching will be demonstrated) using a basic palette of acrylic colors and mediums. Some of the methods included will be textures, stains, and glazes. Please bring to the first class a small ordinary sketchbook, pencil, 12” ruler, and a set of cray-pas or colored pencils. During the first class the content and requirements of the course will be outlined and additional necessary equipment will be listed, including canvas types, brushes, and the number and kind of acrylic colors.

Ten 3 hr. sessions. $90 tuition  
Tues. 1:00 to 4:00 p.m.  
Begins June 7

BASIC PRINTMAKING TECHNIQUES  
SF54  (6 quarter credits)  
David Zaig – Artist  
In this course students will be introduced to a variety of printing techniques including line etching, dry point, and aquatint with various materials used as grounds. Also introduced will be woodblock and linoleum block printing techniques to give the student a broad range of expressions.

Ten full day (5 hr.) sessions. $135 tuition  
Wed. 9:00 a.m. to 12:00 noon and 1:00 to 3:00 p.m.  
Begins June 8

BASIC SILKSCREEN TECHNIQUES  
SF50  (6 quarter credits)  
David Zaig – Artist  
This course will begin with demonstrations and experiments in a wide variety of silkscreen techniques. Students will then pursue many individual directions while exploring the technical and aesthetic possibilities of the medium. Fine Arts and commercial uses of the medium will be considered, including touche and glue, stencil, cut film, and lift-ground techniques. Individual and group criticisms will analyze the student’s work and progress. Basic materials (frame, silk, backboard) will be supplied by the School for in-class use. A fully refundable deposit of $15 will be required of students wishing to use these materials outside of the School. Additional materials (inks, stencils etc.) are the student’s responsibility.

Ten full day (5 hr.) sessions. $135 tuition  
Thurs. 9:00 a.m. to 12:00 noon and 1:00 to 3:00 p.m.  
Begins June 9
THE BUSINESS OF ART
SF85 (6 quarter credits)
Ray Barron – President, Barron Hillman & Mellnick
A course concerned with the practical realities of earning a living as an artist. The lecture and case study format will deal with three general areas: The Artist in Business; The Commercial Artist; and The Artist at Large. How to exhibit, price and sell work; how to relate to clients and the public, and how to draw contracts and keep records are some of the specific areas to be studied.
Eight 3 hr. sessions. $65 tuition
Mon. 9:00 a.m. to 12:00 noon
Begins June 6

BASIC CALLIGRAPHY & LETTERING
SG20 (4 quarter credits)
Richard Merrill – Calligrapher
This course will cover six styles of lettering: Roman, Uncial, Olde English, Chancery Cursive, Spencerian, and Bookhand. Particular emphasis will be given to the Chancery Cursive and Olde English. The use of different pens, inks, colors and papers will be taught with a brief introduction to gilding and illuminating.
Ten 3 hr. sessions. $90 tuition
Thurs. 9:00 a.m. to 12:00 noon
Begins June 9

BASIC CARTOONING
SG22 (4 quarter credits)
Robert Stewart – Illustrator, Author
Purchase of this book is optional, but recommended. Basic materials needed: 11” x 14” layout pad, 3H pencil, India ink, crowquill pen, Winsor & Newton #3 series 7 brush. A portfolio demonstrating drawing/cartooning background is required for entry to this course.
Ten 3 hr. sessions. $90 tuition
Thurs. 9:00 a.m. to 12:00 noon
Begins June 9

BASIC ILLUSTRATION
SG26 (4 quarter credits)
Robert Stewart – Author, Illustrator
A studio course aimed at the development of a personal style in illustration. A variety of typical commercial illustration problems (book illustration, product illustration, etc.) will emphasize the function of the illustration as related to the intended purpose. Students will learn to use technical aids such as Grafix papers and other tools in current professional use. A portfolio demonstrating previous drawing background is required for entry to this course.
Ten 3 hr. sessions. $90 tuition
Wed. 1:00 to 4:00 p.m.
Begins June 8

INTRODUCTION TO FASHION ILLUSTRATION
SI10 (4 quarter credits)
Frank Raneo – Chmn., Dept. of Fashion Illustration
For those who wish to explore the world of fashion drawing and to be able to express their ideas with style and flair. The course will begin with knowledge of the human figure - its proportions, typical poses and techniques for illustrating them. Also: how to drape a figure, how to develop techniques for illustrating the draped figure and how to render fabric textures. Basic materials: Layout pad (12” x 16” or larger), 2B and 4H pencils, erasers, ruler. All beginning work will be done in black and white. This course will include both male and female figures. A portfolio demonstrating previous drawing background and ability is required for entry to this course.
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Ten 3 hr. sessions. $90 tuition
Wed. 1:00 to 4:00 p.m.
Begins June 8
**BASIC GRAPHIC DESIGN**

**PRODUCTION TECHNIQUES**  
SG42  (4 quarter credits)  
Steven Zubricki - Vice President and Art Director, Springlane Assoc.

An introduction to the methods, tools, language and techniques used by the Graphic Designer to bring artwork to final, printed form. The course will develop a basic understanding of offset printing, paste-ups, typography, papers, inks, etc. as they relate to the preparation of artwork for printing and reproduction. It is the objective of the course to expose students to the enormous range of possibilities available to the Graphic Designer and to help them to understand the necessary limitations imposed by the processes used. Since this course will emphasize production processes as opposed to aesthetics, no previous background is required. Students wishing to explore design aesthetics should see "Introduction to Graphic Design" (SG44) listed below.

Ten 3 hr. sessions. $90 tuition  
Wed. 9:00 a.m. to 12:00 noon  
Begins June 8

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**INTRODUCTION TO GRAPHIC DESIGN**  
SG44  (8 quarter credits)  
Elizabeth Resnick – Designer

An introduction to the breadth of the commercial design field through solving a wide variety of typical design problems. Some of the specialized areas dealt with will include typography, book and record covers, logos, annual reports, brochures, newspaper and magazine ads. The course will concentrate on learning how to evaluate the needs of a client and how to arrive at a realistic solution which communicates the desired message. Photostat and color-key equipment will be among the tools used in design solutions and in the preparation of “camera-ready” artwork. A portfolio demonstrating previous design and/or drawing experience is required for entry into this course.

Two 3 hr. sessions per week for ten weeks.  
$180 tuition  
Mon. & Wed. 1:00 to 4:00 p.m.  
Begins June 6

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**BASIC PHOTOGRAPHY**  
SG60  (8 quarter credits)  
Jim Haberman – Photographer

An intense, in-depth introduction to the basics of camera use and control, and darkroom procedures for developing and printing photographs. Emphasis will be placed on learning by doing and the course will involve extensive use of the School darkroom. An appreciation of aesthetic considerations will be developed by critiques of student work and class discussions of the work of famous photographers. Students should have their own 35mm cameras and will be expected to provide their own film and printing paper. Darkroom facilities, chemicals and equipment for processing are supplied by the School and are included in tuition cost. Enrollment limited to 12.

Eight full day (6 hr.) sessions. $135 tuition  
Mon. 9:00 a.m. to 12:00 noon and 1:00 to 4:00 p.m.  
Begins June 6

**EXPERIMENTAL PHOTOGRAPHY**  
SG65  (8 quarter credits)  
Carolyn Sagov – Photographer

This course will explore the exciting realm of non-traditional processes in photography. Demonstrations and instruction will remove the mystery from techniques such as solarization, toning, posterization, high contrast printing, and the cyanotype process. This range of experience will free the photographer for a more individually creative approach to his/her work in the medium. The completion of a basic photography course or a portfolio demonstrating familiarity with basic camera and darkroom procedures is necessary for entry to this course.

Eight full day (6 hr.) sessions. $135 tuition  
Thurs. 9:00 a.m. to 12:00 noon and 1:00 to 4:00 p.m.  
Begins June 9
CAMERAS WITHOUT LENSES: PIN-HOLE PHOTOGRAPHY  
SG68  (8 quarter credits)  
Jim Haberman  –  Photographer
The pin-hole camera, first used during the Renaissance as a drawing aid, is being revived as a useful tool for expressive photography. It has the ability to record the world in a completely unique manner and can be designed to fit the different needs of each individual. In addition, the cost of materials for construction of a pin-hole camera is less than $1.
This class will explore the technical aspects of photography relating to pin-hole cameras, each member of the class will design and build their own pin-hole camera, and then each person will have an opportunity to discover the camera’s potential through exercises and discussions. There will be at least one class field trip. **No previous experience in photography is necessary for entry into the course.**
Eight full day (6 hr.) sessions. $135 tuition  
Tues. 9:00 a.m. to 12:00 noon and 1:00 to 4:00 p.m.  
Begins June 7

INTRODUCTION TO INTERIOR DESIGN  
SE10  (4 quarter credits)  
Amalia Samoilenko  –  Interior Designer
An introduction to the range of problems solved by the competent Interior Designer. This course is based on the presentation of typical design problems to the student and evaluating their solutions from a professional point of view. Problem areas to be considered include the redesign of an existing room, an entire home, and the redesign of an old space for a new function. Also considered will be: color – its impact on space; the effect of furniture styles on the character of space; and the importance of textural harmony in successful design.
Ten 3 hr. sessions. $90 tuition  
Thurs. 1:00 to 4:00 p.m.  
Begins June 9

BASIC & INTERMEDIATE DRAFTING  
SE40, 41  (8 quarter credits)  
Robert Stickles  –  Environmental Designer
This course will begin by familiarizing students with the vocabulary, tools and objectives of the draftsman. Students will gain a knowledge of the processes used in creating plans, elevations and sections for planning and designing interiors. In addition, students will be introduced to electrical, lighting and telephone requirements for commercial and residential structures and will learn to work from typical specifications. Materials needed for this course will cost approximately $40. A complete list of necessary materials will be sent to all applicants for this course prior to the first class meeting.
Two 3 hr. sessions per week for ten weeks. $180 tuition  
Tues. & Thurs. 9:00 a.m. to 12:00 noon  
Begins June 7
ARCHITECTURAL RENDERING I:  
FREEHAND DRAWING  
SE44  (4 quarter credits)  
Robert Stickles – Environmental Designer
This course is designed to introduce students of interior/environmental design to fundamental concepts, tools, and techniques necessary for visualizing and presenting three-dimensional space. Although interior designers may, with sufficient experience, be adept at visualizing on the basis of plan and elevation, many clients have great difficulty translating such two-dimensional representations into what will eventually be the three-dimensional reality. Difficulties of this sort can lead to serious misconceptions which can detract from the designer’s intent. Thus a vital tool for increasing a client’s awareness and understanding of spatial concepts and designs (as well as saving time and money) is the ability of the designer to draw with speed and accuracy.

Architectural Rendering I is a course directed toward developing a person’s ability to draw with speed and accuracy in three dimensions as well as increasing one’s own spatial awareness and sensitivity to space as architecture.

This course, for the beginning student as well as for the advanced, requires no prior drawing experience. However, a heavy commitment in terms of homework is required as the key to success is perseverance, not “talent”.

Ten 3 hr. sessions. $90 tuition  
Tues. 1:00 to 4:00 p.m.  
Begins June 7

ARCHITECTURAL RENDERING II:  
DESIGN DRAWING  
SE45  (4 quarter credits)  
Robert Stickles – Environmental Designer
This course is a continuation of the studies begun in Architectural Rendering I (SE44 above) and will concentrate on developing principles discussed previously. The main vehicle of study will be the Design Drawing utilizing real-life situations as class problems. Heavy emphasis will be placed on trace overlays in building the Design Drawing, with plans and elevations being source material. This course will act primarily as a workshop and strive to quickly produce a wide variety of design solutions through specific applications of a complex graphic vocabulary. Specific areas of study include: commercial and residential design problems; urban and landscape design problems; and people and motion in space. Prerequisite: Architectural Rendering I.

Ten 3 hr. sessions. $90 tuition  
Thurs. 1:00 to 4:00 p.m.  
Begins June 9

MATERIALS FOR THE INTERIOR DESIGNER  
SE64  (4 quarter credits)  
Amalia Samoylenko – Interior Designer
What are the materials that the trained Interior Designer uses? Learn to identify all types of fabrics and textiles. A variety of floor coverings from hardwood to terrazzo, broadloom, and Orientals, etc. will be discussed. Wall coverings, hardware, tile and fixtures and their application will all be discussed in this course. Students will become acquainted with the names of important resources and discover the contribution manufacturers make by having this vast selection of materials made available to the professional designer.

Ten 3 hr. sessions. $90 tuition  
Wed. 1:00 to 4:00 p.m.  
Begins June 8

HISTORY OF FURNITURE  
SE82  (8 quarter credits)  
Paul Vincent – Chairman, Dept. of Interior/Environmental Design

Ten 3 hr. sessions. $90 tuition  
Wed. 9:00 a.m. to 12:00 noon  
Begins June 8
**SUMMER DIVISION APPLICATION FORM**

Application Fee of $5 must accompany this form.

<table>
<thead>
<tr>
<th>Name of Applicant</th>
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</thead>
<tbody>
<tr>
<td>Number and Street</td>
</tr>
<tr>
<td>City or Town, State</td>
</tr>
<tr>
<td>Home Telephone</td>
</tr>
<tr>
<td>Birth Date</td>
</tr>
</tbody>
</table>

**Last School Attended (if other than high school) Semesters Completed**

**PLEASE LIST BELOW THE COURSE OR COURSES FOR WHICH YOU ARE APPLYING. (Include course titles and codes as they appear in the catalogue.).**

1. 
   - Course Title
   - Instructor
   - Day and Time

2. 
   - Course Title
   - Instructor
   - Day and Time

3. 
   - Course Title
   - Instructor
   - Day and Time

**PLEASE NOTE:** Applicants must schedule an interview with a member of the Admissions Committee. Please call the School at 536-0383 for an appointment. Also, where indicated in the course descriptions a portfolio is required. No portfolio is required unless so indicated in the course descriptions.

**TUITION:** Tuition must be paid in full prior to the first class meeting.

**PLEASE RETURN THIS FORM TO:**

**THE NEW ENGLAND SCHOOL OF ART & DESIGN**

28 NEWBURY STREET / BOSTON / MASSACHUSETTS 02116