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

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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. The School 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 or 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 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 grades earned following the completion of each semester of the Evening or Summer Divisions. Grades issued are as follows: A (Outstanding), B (Above Average), C (Satisfactory), D (Poor), F (Failing). Letter grades carry numerical values of 4, 3, 2, 1 and 0 respectively. 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 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 35% 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 nonrefundable.

EVENING DIVISION CALENDAR
FALL 1978
Registration Period: September 5 — October 12
Classes Begin: October 10, 11, 12
Classes End: December 12, 13, 21
Please note that classes will not be held on Thurs., November 23 (Thanksgiving Day).
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. $100 tuition
Thurs. 6:00 to 9:00 p.m.
Begins Oct. 12

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. $100 tuition
Tues. 6:00 to 9:00 p.m.
Begins Oct. 10

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. $100 tuition
Wed. 6:00 to 9:00 p.m.
Begins Oct. 11
THE FINE ART OF ILLUSTRATION
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. $100 tuition
Thurs. 6:00 to 9:00 p.m.
Begins Oct. 12

TYPOGRAPHY FOR THE DESIGNER
EG10 (4 quarter credits)
Joseph Weiler — Designer
A study, through practical problems, of typography and letter design as they relate to clear communication by the designer. Emphasis will be placed on the following: historic origins and appropriate use of various styles; familiarity with the families of type faces and their variations; the relation of typographic aesthetics to clarity in design through balance, emphasis, spacing, etc. Type design, both basal and display, will be discussed. We will review the work of important type designers such as Hermann Zapf, Bruce Rogers, William Dwiggins, Eric Gill and Frederic Goudy. Students will learn to understand the differences between hot metal, photographic and CRT (cathode ray tube) composition in order that they may intelligently and economically purchase type.
Ten 3 hr. sessions. $100 tuition
Wed. 6:00 to 9:00 p.m.
Begins Oct. 11

BASIC GRAPHIC DESIGN PRODUCTION TECHNIQUES
EG42 (4 quarter credits)
Dan McCarron — Assistant to the University Publisher, Harvard University
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 off-set 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.
Ten 3 hr. sessions. $100 tuition
Tues. 6:00 to 9:00 p.m.
Begins Oct. 10
BASIC CALLIGRAPHY AND 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. $100 tuition
Wed. 6:00 to 9:00 p.m.
Begins Oct. 11

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.
$150 tuition.
Tues. & Thurs. 6:00 to 9:00 p.m.
Begins Oct. 10

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.
$150 tuition.
Tues. & Thurs. 6:00 to 9:00 p.m.
Begins Oct. 10
PERSPECTIVE DRAWING
EB10  (3 quarter credits)
Walter Hawk — Painter, Draughtman
This course will introduce the student to the concepts related to the representation of three-dimensional space on a two-dimensional surface. Free-hand and mechanical application of the principles will develop the artist's ability to perceive and render space (both natural and architectural) in graphic terms. Line, texture, rhythm, pattern, light, proportion and composition will comprise the means for the use of one, two and three point perspective.
Eight 2 hr. sessions. $50 tuition
Wed. 6:00 to 8:00 p.m.
Begins Oct. 11

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. $100 tuition
Tues. 6:00 to 9:00 p.m.
Begins Oct. 10

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. $100 tuition
Tues. 6:00 to 9:00 p.m.
Begins Oct. 10
BASIC LIFE DRAWING
CONCEPTS
EB60  (4 quarter credits)
Ellen Stulman — Artist
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 previous drawing accomplishment is required for entry to this course.
Ten 3 hr. sessions. $100 tuition
Wed. 6:00 to 9:00 p.m.
Begins Oct. 11

INTRODUCTION TO INTERIOR DESIGN
EE10  (4 quarter credits)
Al Columbro — Designer, M.B. Stahl Interiors
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. $100 tuition
Wed. 6:00 to 9:00 p.m.
Begins Oct. 11

HISTORY OF FURNITURE
EE82, 83  (8 quarter credits)
Al Columbro — Designer, M.B. Stahl Interiors
A chronological survey which covers the evolution of furniture design and style. This lecture course will make use of slides and other research material and will familiarize the student with the vocabulary pertaining to furniture. Related developments in architectural detailing and accessories will also be studied. In the process of this course the student will compile an illustrated notebook for future reference.
Ten 3 hr. sessions. $100 tuition
Thurs. 6:00 to 9:00 p.m.
Begins Oct. 12
ARCHITECTURAL RENDERING I: FREEHAND DRAWING
EE44 (4 quarter credits)
Steven Rich — 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. $100 tuition
Wed. 6:00 to 9:00 p.m.
Begins Oct. 11

BASIC DRAFTING
EE40 (4 quarter credits)
Joseph Chetwynd — Designer, S.I.S. Environetics
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. $100 tuition
Tues. 6:00 to 9:00 p.m.
Begins Oct. 10
NOTES
FALL SEMESTER
EVENING DIVISION APPLICATION FORM
Application Fee of $5 must accompany this form

Name of Applicant

Number and Street

City of 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

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