Suffolk University Academic Catalog, New England School of Art and Design (NESAD)--Spring evening adjunct program, 1985

New England School of Art and Design

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GENERAL INFORMATION

THE EVENING DIVISION
The Evening Division consists of two ten-week semesters per school year, with the Fall semester beginning in early October and the Spring semester beginning in early March. Evening Division offerings include: 1) Basic and introductory courses designed to give students background and experience with which to test their abilities and interests. 2) Selected Major Department courses drawn directly from the Diploma Programs. 3) Specialized professional-level courses aimed at persons already employed in art and design related fields.

Evening Division classes are generally held between 6:00 p.m. and 9:00 p.m. with most courses meeting once per week. Students may enter in either the Fall or Spring semesters.

EVENING DIVISION CALENDAR
SPRING 1985
Registration Period: January 14 - March 7
Payment Deadline: February 27
Classes Begin: March 4, 5, 6, and 7
Classes End: May 7, 8, 9, and 13
Please Note: Classes will not be held on Monday, April 15 (Patriots Day).

THE ADJUNCT PROGRAMS
It is the purpose of the Adjunct Programs (Evening and Summer Divisions) to make a selection of course offerings accessible to students who are unavailable for or unprepared for Day Program Study. Thus the Evening and Summer Divisions include opportunities for beginners, for persons investigating new career directions, for students with previous art background, and for those with professional experience. Students in these programs are considered Adjunct Students, not Diploma Candidates, and are not eligible to earn a Diploma while enrolled as Adjunct Students.

Although the Adjunct Programs do not constitute a vocational program, they are closely allied with NESA/D Diploma Programs (courses and faculty are generally drawn from Day Programs) and credits earned as an Adjunct Student may subsequently be transferred to the Diploma Programs. Adjunct Students take Evening and Summer Division courses for credit, but credits earned may not be applied toward Requirements for Graduation until such time as the student has been accepted as a Diploma Candidate. Adjunct Students may apply to the Admissions Committee for recognition as Diploma Candidates and, if accepted, all credits earned as an Adjunct Student may be applied toward Requirements for Graduation. Please consult the current General Catalogue for details regarding both full and part-time Diploma Programs.
THE SCHOOL
The New England School of Art & Design was founded in 1923 as New England School of Art and for over sixty years has provided educational opportunities for students seeking to enter the professional world of art and design. The School offers Diploma Programs in Graphic Design, Interior/Environmental Design, Fashion Illustration and Fine Arts. Located at 28 Newbury Street in Boston's Back Bay section, the School is in the heart of the city's art gallery and design studio center and is easily accessible from almost anywhere in the greater Boston area.

The New England School of Art & Design is a non-profit educational institution incorporated under Chapter 180 of the General Laws of the Commonwealth of Massachusetts and is recognized by the Internal Revenue Service as a tax exempt organization under section 501(c)(3) of the Internal Revenue Code.

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 Interior/Environmental Design Program of The New England School of Art & Design is accredited as a three year professional program by the Foundation for Interior Design Education Research (FIDER), a specialized accrediting body recognized by the Council on Post-Secondary Education and the U.S. Department of Education.

The New England School of Art & Design admits students of any race, color, sex, creed, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, sex, creed, national and ethnic origin in the administration of its educational policies, admissions policies, scholarships and loan programs, and other School administered programs.

COURSE/CLASS CANCELLATION
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.

National and State holidays on which classes will not be held are listed under Evening Division Calendar above. In the case of cancellations due to instructor illness the School will attempt to notify students as far in advance as possible. Cancellations due to inclement weather will be announced on the following radio stations: WHDH, WBZ, WRKO. Cancelled classes will be made up within 30 days of the scheduled end of the semester.

CHANGES
This catalogue does not constitute a contractual agreement. The New England School of Art & Design reserves the right, with the approval of the Commonwealth of Massachusetts, Department of Education, to change any program, department, course, policy and the personnel of the faculty at its discretion. The School has no responsibility for loss or damage to student work, supplies or other personal property.
REGISTRATION INFORMATION

ELIGIBILITY
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.

APPLICATION
All persons applying for Admission to the Evening or Summer Divisions are required to complete an Adjunct Program Application Form (included in this catalogue) and submit it to the School for each semester of enrollment. There is no application fee for the Adjunct Programs.

INTERVIEW
All persons making initial application to the Adjunct Programs are required to schedule an interview with a member of the Admissions Committee. Previously enrolled students in good standing are not required to schedule an interview. The primary purpose of the interview is to make sure that a particular course is appropriate for the specific needs and backgrounds of individual applicants. Thus during the interview the applicant will be given the opportunity to explain his/her goals and objectives and the Admissions Officer will attempt to clarify the content and format of the courses being considered by the applicant. Where indicated in the course descriptions, a portfolio of original artwork relevant to the course or courses for which application has been made must be presented at the time of the interview. No portfolio is required unless so indicated in the course description.

ACCEPTANCE
Adjunct Program applicants will be accepted in a course or courses following: 1) Completion of the Application and Interview requirements specified above, and 2) Notification of acceptance by an Admissions Officer, usually at the time of the interview. Previously enrolled students in good standing are automatically accepted for subsequent Adjunct Program semesters.

REGISTRATION/REGISTRATION FEE
Accepted applicants wishing to register for courses in the Adjunct Programs are required to submit a completed Adjunct Program Registration Form together with the $20 Registration Fee for each semester of enrollment. Newly accepted Adjunct Program applicants will receive a Registration Form following notification of acceptance. Previously enrolled students in good standing will receive a Registration Form following submission of the Application Form.

The Registration Fee is payable each semester at the time of registration and students will not be registered for courses until such time as the Registration Form has been submitted and the Registration Fee paid. The Registration Fee is in addition to tuition charges, but is refundable at any time prior to matriculation. Following matriculation it is not refundable.

Students may register for courses anytime within 60 days of the beginning date of classes. Registrations may be accepted during the first week of each semester for those courses not already filled.

ENROLLMENT/ENROLLMENT CONTRACT
Accepted Adjunct Program students will be enrolled in a course or courses following: 1) Completion of the Registration procedures specified above, and 2) Submission to the School of a signed Adjunct Program Enrollment Contract.

All Adjunct Program students will receive a copy of the Adjunct Program Enrollment Contract at the time of acceptance, prior to paying any tuition or fees. The Enrollment Contract specifies in detail all terms, conditions, requirements and charges involved in enrollment in the Adjunct Programs of The New England School of Art & Design. All students (joined by parent or guardian if they are not of legal age) are required to read and sign the Adjunct Program Enrollment Contract prior to matriculation.

MATRICULATION
Students who attend any class or classes are considered to have matriculated. Students may not attend classes until they have completed the procedures outlined above under Application, Registration and Enrollment, and until they have paid all tuition and fees due for the semester.
ACADEMIC POLICIES

CREDITS
In the case of studio courses a credit is defined as a total of 30 clock hours of class time. All courses are studio courses unless otherwise indicated by the letter 'A' (academic) following the course code. In the case of academic courses (i.e. those with the letter 'A' following the course code) a credit is defined as a total of 15 clock hours of class time.

GRADES
Students will receive a transcript of grades following the completion of each semester of the Evening or Summer Divisions. Grades issued are as follows: A (Outstanding), B (Above Average), C (Average), D (Poor), F (Failure), W (Withdrawn), WF (Withdrawn Failing), INC (Incomplete). Letter grades of A, B, C, D, and F carry numerical values of 4, 3, 2, 1 and 0 respectively. A '+' notation will add 0.3 to the numerical value of a letter grade (e.g. B+ equals 3.3) and a '-' notation will similarly subtract 0.3 (e.g. B- equals 2.7). Students withdrawing from a course or courses within the first 50% of a semester will receive a grade of W (Withdrawn). Students withdrawing from a course or courses after 50% of a semester may receive a grade of W or WF (Withdrawn Failing) depending on the student's standing at the time of withdrawal. 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.

STUDENT RESPONSIBILITY
Students are responsible for their own progress through the School and will be held responsible for completing course, departmental and School requirements, and for monitoring their own progress toward completion of such requirements. In addition, all students are responsible for knowing and adhering to currently published requirements, regulations and policies. On request students may obtain information and counsel relative to their progress and status from faculty, Departmental Chairpersons, or members of the Administration.

ATTENDANCE
Attendance is the student's responsibility and will be considered a factor in determining final standing. Students with three or more absences from any one course in a single semester may be placed on Probation and students with five or more absences from any one course in a single semester will automatically be considered to have failed the course in question. Since this policy represents the absolute minimum acceptable attendance standard and since it often falls short of what is realistically appropriate for a particular course, individual instructors are permitted to apply more stringent attendance requirements to their individual courses, provided they have so notified their students and the Administration in advance. Students arriving one half hour or more after the scheduled beginning of a class will be marked absent.
**FINANCIAL INFORMATION**

**TUITION**
Tuition charges for individual courses are specified in the course descriptions and are based on the following rates: Studio courses: $230 per credit. Academic courses: $175 per credit. All courses are studio courses unless otherwise indicated by the letter 'A' (academic) following the course code.

**PAYMENT/PAYMENT DEADLINE**
Tuition and fees for a semester are due on or before the Payment Deadline of the semester for which the student is enrolling. Please make all payments in the form of check or money order, payable to: The New England School of Art & Design. VISA and Mastercard are also acceptable forms of payment. No student will be permitted to attend classes until tuition and fees have been paid in full.

The Payment Deadline for the Spring 1985 Evening Division is February 27, 1985. Students who fail to make full payment on or before this date will be subject to a $10 Late Payment Charge. Students accepted after the Payment Deadline will be exempted from this provision, but in any event will be required to pay all tuition and fees prior to the first class meeting.

**SUPPLIES**
Unless otherwise noted in the course description, students are expected to supply their own art supplies and books. Estimated average expenditures for art supplies and books are 880 per course. Actual amounts will vary widely according to the course or courses taken, student use and maintenance. The School maintains a small store where art supplies and books commonly used in course assignments may be purchased at a cost which is generally 20% below that of retail art supply stores.

**CANCELLATION**
Students may cancel their application, registration or enrollment at any time prior to matriculation (i.e. attendance at any class or classes). Students wishing to cancel must notify the School in writing by Certified Mail of such cancellation. Cancellation will be dated on the day such notice of cancellation is mailed. Students who fail to attend any classes within 15 days of the beginning date of the semester for which they have applied, registered or enrolled will be assumed to have cancelled as of the day immediately preceding the beginning date of the semester. Notice of cancellation must be mailed Certified to: The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.

**WITHDRAWAL**
Matriculated students (i.e. students who have attended any class or classes) may withdraw from any program or course at any time following matriculation. Students wishing to withdraw must notify the School in writing by Certified Mail of such withdrawal. Withdrawal will be dated from the last day of actual attendance by the student. Matriculated students who fail to attend any classes for 15 consecutive school days during a semester, and who fail to notify the School in writing of withdrawal, will be assumed to have withdrawn as of the last day of actual attendance and will be subject to a penalty charge of $25.00. Notice of withdrawal must be mailed Certified to: The New England School of Art & Design, 28 Newbury Street, Boston, Massachusetts 02116.
REFUNDS

Students cancelling or withdrawing will receive refunds of tuition and fees according to the following schedule within 30 days of the receipt of notice of cancellation or withdrawal. Refunds for students withdrawing following matriculation will be calculated on a semester basis (15 weeks of classes for Day Programs; 10 weeks for Adjunct Programs) and attendance time will be computed from the beginning of the semester until the last day of actual attendance by the student.

Registration Fee: The Registration Fee is refundable at any time prior to matriculation. Following matriculation it is not refundable.

Tuition:
1) If cancellation occurs within 3 days of signing the Enrollment Contract and making an initial tuition payment, but prior to matriculation, all tuition monies paid will be refunded.
2) If cancellation occurs more than 3 days after signing the Enrollment Contract and making an initial tuition payment, but prior to matriculation, the School will retain 5% of the semester tuition or $100.00, whichever is less.
3) If withdrawal occurs during the first week of classes the School will retain 10% of the semester tuition.
4) If withdrawal occurs after the first week of classes, but within the first 25% of the semester, the School will retain 30% 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 55% of the semester tuition.
6) If withdrawal occurs after the first 50% of the semester there will be no refunds.
INTRODUCTION TO GRAPHIC DESIGN

Jeff Crystal
Principal, Crystal Associates
Graphic Design/Illustration
BFA, Montclair State College

This course is designed to offer students a broad overview of the various aspects of the graphic design field and the work of the professional graphic designer. The class will explore basic concepts, design processes, and techniques of graphic design through a series of lectures, design problems, and discussions. Included will be introductions to typography, layout design, mechanicals and printing processes. Design assignments will be structured to suit the student's level of experience and areas of interest. The basic goal of this course is to provide the student with a background sufficient to allow him or her to make an intelligent, informed decision about whether or not to pursue graphic design as a career. Those students interested more specifically in production processes (as opposed to design) should see Basic Graphic Design Production Techniques (EG42) elsewhere in this catalogue.

Ten 3 hour meetings, 1 credit
$230 tuition
Tuesday 6:00 to 9:00 p.m.
Begins Tuesday, March 5

INTRODUCTION TO ADVERTISING DESIGN

Dean Noble
Art Director, HBM / Creamer
The New England School of Art & Design

This course is designed for students who wish to explore advertising art direction. Problems will cover newspaper, magazine, outdoor/transit and broadcast media. Primary emphasis will be on concept development; secondary emphasis on layout technique, type identification and proper use of drawing board materials (t-square, ruler, markers, pencils etc.). Students will also be informed about subcontractors—the printers, illustrators, photographers and mechanical artists who collaborate with the advertising art director to produce the finished piece.

Ten 3 hour meetings, 1 credit
$230 tuition
Wednesday 6:00 to 9:00 p.m.
Begins Wednesday, March 6

TYPOGRAPHY FOR THE DESIGNER

Margery Stegman
Principal, Stegman Design
BA, American University

Recommended for designers and others who work with type, this course will take students from the basics of typography through to typographic design while emphasizing practical applications. Type terminology, typeface classification, copyfitting, preparing copy for the typesetter, and current typesetting trends are major topics which will be covered. Students will learn to match type styles and formats to specific jobs and will develop an awareness of the various options which are available. In addition the course will teach students to judge when and how to increase legibility, and will stress how to give accurate instructions to the typesetter. Examples of type use from current design and advertising sources will be examined and critiqued in terms of type effectiveness.

Ten 3 hour meetings, 1 credit
$230 tuition
Thursday 6:00 to 9:00 p.m.
Begins Thursday, March 7
EG42
BASIC GRAPHIC DESIGN
PRODUCTION TECHNIQUES

Stephen Licare
Production Director,
Gregory Fossella Associates
BS, Boston University

An introduction to the methods, tools 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.

Ten 3 hour meetings, 1 credit
$230 tuition
Wednesday 6:00 to 9:00 p.m.
Begins Wednesday, March 6

EG43
ADVANCED PRODUCTION METHODS AND TECHNIQUES FOR GRAPHIC DESIGN

Stephen Licare
Production Director,
Gregory Fossella Associates
BS, Boston University

This advanced level course is for those who plan on entering the field of Production or desire a broader knowledge of it. Although basic preparation of mechanical art will be discussed, it is assumed that the student is already able to prepare mechanical art work. It is also necessary to have an appropriate working knowledge of production methods and techniques. Hands-on preparation of comps and mechanical art in a studio-like environment will be stressed. Students will choose the type of art they want to produce and follow it through its various stages. Each student will be responsible for pricing photography, illustration, typography and other media necessary to produce the artwork. Printing methods, physical structure to be utilized and any special considerations needed to complete the project will be decided by the student. To make the working environment and course more realistic, deadlines will be set for each project. Along with the latest state-of-the-art techniques and methods, studio and agency work will be discussed. Tips on portfolio preparation and professional working attitude will be discussed in depth by the instructor. Prerequisite: completion of Basic Graphic Design Production Techniques (EG42) or equivalent experience.

Ten 3 hour meetings, 1 credit
$230 tuition
Tuesday 6:00 to 9:00 p.m.
Begins Tuesday, March 5
EG4 \nINTRODUCTION TO COMPUTERIZED PHOTOTYPESETTING

Instructor to be announced

This course will provide an in-depth introduction to the practical use, operation and application of computerized phototypesetting equipment (the School's EditWriter 7500). Hands-on time will form an integral part of the course and students will execute actual composition exercises throughout the course. In addition to covering typesetting functions the course will include lessons in computerized editing and file management. Basic typesetting terminology, conventional rules of typography, and typeface classification will also be discussed. The course is designed for a wide range of students, from beginners to students studying typography, to working professional designers. In order that students may have sufficient time to use the equipment enrollment will be limited to four persons. Tuition costs include processing chemicals, phototypesetting paper used during the class time and use of the equipment. Students will be responsible for additional paper used outside of class and books.

One 3 hour class and one 3 hour lab per week for ten weeks, 3 credits
$600 tuition
Tuesday and Thursday 6:00 to 9:00 p.m.
Begins Tuesday, March 5

EG45
INTRODUCTION TO MAGAZINE DESIGN

Richard Sarno
Communications Director, Slater Publications
The New England School of Art & Design

This course is designed to give graphic designers and others who have a basic knowledge of typography and production an opportunity to explore the special problems and challenges of magazine design. Both trade and consumer publications will be examined and students will keep a casebook of designs drawn from currently available magazines. Major areas of study will include: the use of grids; typography and type formats; elements of typical magazine formats (contents, departments, features, news, editorials, etc.); design elements (borders, rules, color, white space, etc.). As a final project students will either design a new magazine or redesign an existing publication. Publication Design by Allen Hurlburt (Van Nostrand/Reinhold) will be used as a text. Since this course assumes a basic working knowledge of typography and production processes, students should have prior background or experience in these areas.

Ten 3 hour meetings, 1 credit
$230 tuition
Monday 6:00 to 9:00 p.m.
Begins Monday, March 4
EG94A  
ADVERTISING COPYWRITING

Mark Melton  
Associate Creative Director, Ingalls Associates  
BS, Southeastern Massachusetts University

Stuart Cooperrider  
Copywriter, Robinson Associates  
BA, University of Massachusetts

The goal of this course is to offer the serious student a working knowledge of what goes into the creation of effective and provocative advertising. Throughout the course the focus will be on concept development and execution. Students will learn how to develop an advertising idea, and communicate that idea in a fresh, simple and interesting way. Initially students will concentrate on the creation of print advertising. Later the course will focus on radio and television commercials. Students will be expected to present their work each week to the class. Included in the course will be a field trip to an advertising agency here in Boston.

Ten 1½ hour meetings, 1 credit  
$175 tuition  
Wednesday 6:00 to 7:30 p.m.  
Begins Wednesday, March 6

EG74  
GRAPHIC DESIGN STUDIO

Daniel Thaxton  
Art Director  
BFA, Denison University

This graphic design studio course will examine graphic design problems in terms of creative solutions as well as from a practical standpoint. The process of doing roughs and comprehensives will be emphasized. Consideration will be given to the realities of working within limitations such as budgetary constraints, printing capabilities and the client’s needs. This is not an introductory level course—its purpose is to build on and refine the design process with an eye toward creating a successful printed solution. A portfolio demonstrating some knowledge of design tools and techniques such as photostating, marker renderings and type-comping is required for entry to this course.

Ten 3 hour meetings, 1 credit  
$230 tuition  
Monday 6:00 to 9:00 p.m.  
Begins Monday, March 4

EG95A  
BROADCAST ADVERTISING

Rick Ender  
Vice President / Creative Group Head  
Cabot Advertising  
BS, Boston University

John Cooney  
Art Director, Ingalls Associates  
BFA, Massachusetts College of Art  
BA, Notre Dame University

A course for thinking art directors and copywriters, or those who would like to pursue a career in the field of television and radio advertising. The emphasis of this course will be concept development. Included will be regular critiques, guest lecturers and field trips. While this course is intended primarily for professional development, those with a strong interest in advertising may be admitted with the permission of the instructors. All persons applying for this course will be required to present a portfolio for instructor review prior to acceptance.

Ten 1½ hour meetings, 1 credit  
$175 tuition  
Tuesday 6:00 to 7:30 p.m.  
Begins Tuesday, March 5
EG60
BASIC PHOTOGRAPHY
Jim Haberman
Photographer
MFA, Goddard College
BA, University of Wisconsin

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 is limited to 12 persons.

Two 3 hour meetings per week for 8 weeks, 1.5 credits
$345 tuition
Monday and Thursday 6:00 to 9:00 p.m.
Begins Monday, March 4

EG20
BASIC CALLIGRAPHY & LETTERING
Richard Merrill
Calligrapher/President, Richard Merrill & Co.
School of the Museum of Fine Arts

This course will cover five basic styles of calligraphy: Roman, Celtic, Gothic, Italic and Bookhand. Although it is not expected that students will become proficient in all five alphabets, it is expected that they will become proficient in at least one. The course will begin with a thorough introduction to the tools and materials used for calligraphy as well as a brief introduction to gilding, illumination and the use of color. As a final project students will hand-letter and bind a small book.

Ten 3 hour meetings, 1 credit
$230 tuition
Wednesday 6:00 to 9:00 p.m.
Begins Wednesday, March 6

EI10
INTRODUCTION TO FASHION ILLUSTRATION
Frank Raneo
Free-lance Fashion Illustrator
Chairman, Department of Fashion Illustration
New England School of Art

Designed for those who wish to explore the field of fashion drawing, this course will emphasize the development of drawing skills as they relate to the special requirements of the field. Particular attention will be paid to developing a practical, working knowledge of the human figure—its proportions, typical poses and techniques for illustrating them. Exercises in fabric rendering will explore techniques for rendering textures (e.g. cotton, wool, leather, velvet, fur, etc.) and patterns (e.g. stripes, floral prints, plaids, paisley, etc.). Where appropriate, illustration techniques for fashion related products and accessories such as handbags, jewelry, shoes and cosmetics will also be dealt with. The course will consider both male and female figures and most beginning work will be done in black and white. Basic materials needed are a layout pad (12"x16" or larger), 2B and 4H pencils, erasers and a ruler. A portfolio demonstrating previous drawing background and ability is required for this course.

Ten 3 hour meetings, 1 credit
$230 tuition
Tuesday 6:00 to 9:00 p.m.
Begins Tuesday, March 5
**EI11**  
**ADVANCED FASHION ILLUSTRATION**

**Frank Raneo**  
Free-lance Fashion Illustrator  
Chairman, Department of Fashion Illustration  
New England School of Art

This course will continue the studies of *Introduction to Fashion Illustration (EI10)* on a more advanced level and will emphasize increasing sophistication in drawing techniques. Continuing studies of the human figure and fabric rendering techniques will teach the student to deal creatively and originally with a variety of poses, styles, and textures. Class related exercises will involve the student in a wide variety of media and techniques, ranging from simple line art, to ink and wash techniques, to full-color renderings. Throughout the emphasis will be placed on the preparation of camera-ready art work which is suitable for newspaper and magazine reproduction. Students will be expected to complete at least five finished illustrations suitable for inclusion in a final course portfolio. Materials needed include: pencils, crow-quill pen, India ink, lamp black watercolor, illustration board, a full watercolor set (Marabu is recommended), Chinese white or Pro white paint, erasers, a ruler. *Completion of Introduction to Fashion Illustration (EI10) or a portfolio demonstrating equivalent background is required for entry to this course.*

Ten 3 hour meetings, 1 credit  
$230 tuition  
Monday 6:00 to 9:00 p.m.  
Begins Monday, March 4

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**EG82**  
**INTRODUCTION TO AIRBRUSH**

**Ted Fillios**  
Head Designer and Illustrator  
Northlight Studio

The airbrush is a tool that permits the artist to render subtle tonal gradations which are extremely difficult to achieve through any other process. Applications include illustration, photo-retouching, architectural rendering, fine art, toys, textile design and ceramics. This course will include airbrush rendering in both transparent and opaque medium, free-hand and stencil (frisket) techniques, and the cleaning, maintenance and repair of the airbrush. The class will advance from basic exercises to complex illustration techniques. The School will provide the necessary compressor unit and hoses, but students are responsible for supplying their individual airbrushes. A list of additional supplies will be given out at the first class meeting and students will also be responsible for these materials.

Ten 3 hour meetings, 1 credit  
$230 tuition  
Thursday 6:00 to 9:00 p.m.  
Begins Thursday, March 7

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**EG83**  
**ADVANCED AIRBRUSH ILLUSTRATION**

**Ted Fillios**  
Head Designer and Illustrator  
Northlight Studios

This course will concentrate on developing the skills and techniques necessary to produce complex airbrush illustration and fine art. A working knowledge of the airbrush, including the use of frisket, raised mask and freehand manipulation, is required for entry to this course, as are basic drawing skills. The course will consist of rendering an illustration selected by the instructor that will include a variety of textures, surfaces, and forms. Students will execute this illustration working from the basic to the more complex rendering techniques over the course of the semester. *Prerequisite: Introduction to Airbrush (EG82) or equivalent experience.*

Ten 3 hour meetings, 1 credit  
$230 tuition  
Tuesday 6:00 to 9:00 p.m.  
Begins Tuesday, March 5

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**ILLUSTRATION**

12
EE30
OFFICE PLANNING & DESIGN I

Teresa Crossland
Architect, Ellensweig Moore & Associates
MA, Washington University
BA, Northern Illinois University

This course is intended for those with a fundamental knowledge of architectural drafting and design who would like a comprehensive introduction to commercial programming, analysis and physical space planning. The course will begin with an examination of the development and analysis of a program for a specific group. A notebook will be developed by the student containing scaled drawings of commercial space furniture fundamentals. With this program and these basics the student will develop a schematic design for three given commercial spaces. It is the intent of this course that the student gain the necessary knowledge and skills needed for efficient and effective space planning. Prerequisite: Contract Drafting I (EE40) or equivalent and a basic interior design studio course.

Ten 3 hour meetings, 1 credit
$230 tuition
Tuesday 6:00 to 9:00 p.m.
Begins Tuesday, March 5

EE40
CONTRACT DRAFTING I: BASIC

Doug MacElroy
Interior Designer
The New England School of Art & Design
BA, Union College

This course is designed to familiarize students with the basic equipment and concepts of visualizing interior and architectural space 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. A list of materials and an explanation of their use will be given at the first class meeting.

Ten 3 hour meetings, 1 credit
$230 tuition
Wednesday 6:00 to 9:00 p.m.
Begins Wednesday, March 6
EE32
INTRODUCTION TO STORE PLANNING & DESIGN

Manuel Tavares
Designer, Zayre Corporation
BS, Philadelphia College of Art
Rhode Island School of Design

This course is intended to introduce interior designers, architects and serious students of interior/architectural design to the special requirements and problems of retail store planning and design. The course will emphasize methods and practices employed by store planning and design professionals and will therefore seek to develop in the student 1) an in-depth understanding of retail store needs, 2) an awareness of practical design elements, 3) the effective application of graphic skills. Specialized lectures in design, lighting and the use of color will be included. In order that students may meaningfully participate in this course, prior background or experience in drafting, drawing and Interior design will be required.

Ten 3 hour meetings, 1 credit
$230 tuition
Thursday 6:00 to 9:00 p.m.
Begins Thursday, March 7

EE14A
LIGHTING: THEORY, APPLICATION & DESIGN I

Anne Robinson
Principal, Robinson Roth & Associates, Inc.
New England School of Art

An introduction to the art and science of illumination. This lecture series will discuss lighting principles, the state of the art and the application of lighting into interior environments for aesthetic, functional and spatial effects. Studio problems will be utilized for the discussion of lighting as well as fixture and source selection.

Ten 3 hour meetings, 1 credit
$230 tuition
Tuesday 5:30 to 8:30 p.m.
Begins Tuesday, March 5

EE34
RESIDENTIAL DESIGN STUDIO I

Al Columbro
President, Albert G. Columbro Interior Design
BFA, Massachusetts College of Art
AA, Chamberlayne Junior College

This course is intended for those with a fundamental knowledge of architectural drafting and interior design who would like an in-depth introduction to the basic principles and practices involved in residential design. Students will be expected to complete two major design projects from the concept stage to the presentation of plans, elevations, color boards and specification sheets. The first project will involve the renovation of an existing space; the second project will include a renovation and the design of an addition. Primary emphasis will be placed on residential space planning; secondary emphasis on interior finishes, details and materials. Prerequisite: Contract Drafting I (EE40) and a basic interior design studio course, or a portfolio demonstrating equivalent experience. Enrollment is limited to ten persons.

Ten 3 hour meetings, 1 credit
$230 tuition
Thursday 6:00 to 9:00 p.m.
Begins Thursday, March 7

EE41
CONTRACT DRAFTING II: INTERMEDIATE

Doug MacElroy
Interior Designer
The New England School of Art & Design
BA, Union College

A continuation of the studies of Contract Drafting I: Basic with an emphasis on increasing sophistication in concepts, techniques and use of tools. In addition to floor plans, elevations and sections the student will be introduced to production manuals; the problems of electrical, lighting, telephone and furniture requirements; working with typical specifications and finish schedules. The completion of Contract Drafting I: Basic (EE40) or the submission of a portfolio for instructor approval is required for entry to this course.

Ten 3 hour meetings, 1 credit
$230 tuition
Monday 6:00 to 9:00 p.m.
Begins Monday, March 4
EE17A
LIGHTING: THEORY, APPLICATION & DESIGN II
Anne Robinson
Principal, Robinson Roth & Associates, Inc.
New England School of Art
A continuation of the introductory course on the art and science of illumination, with greater stress on applications. This lecture and workshop series will draw on the knowledge obtained in Lighting: Theory, Application & Design I, enabling the student to become more familiar with the procedures for designing and the particular criteria for specific types of residential and commercial spaces. Completion of Lighting: Theory, Application & Design I (EE14A) or an equivalent course is required for admission to this course.
Ten 3 hour meetings, 2 credits
$230 tuition
Thursday 5:30 to 8:30 p.m.
Begins Thursday, March 7

EE44
ARCHITECTURAL RENDERING I: FREEHAND DRAWING
Thayer Johnson
BA, University of California at Berkeley
School of the Worcester Art Museum
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. Through a combination of slide-lectures, demonstrations and assignments the class will progress from the rendering of basic architectural elements to more complex compositions involving the use of perspective and the application of color. Included will be lectures on the history and current practice of interior architectural rendering; exercises in delineation techniques; elementary principles of perspective; entourage (texture, figures and background used to add realism to a design drawing); the application of color and essential color theory; reproduction methods and portfolio development. Although prior drawing experience is helpful, it is not required for entry to this course.
Ten 3 hour meetings, 1 credit
$230 tuition
Wednesday 6:00 to 9:00 p.m.
Begins Wednesday, March 6

EE46
ARCHITECTURAL RENDERING III: MECHANICAL PERSPECTIVE
Thayer Johnson
BA, University of California at Berkeley
School of the Worcester Art Museum
This course is designed to fulfill the needs of interior design and architecture students, or working professionals who need to learn Mechanical Perspective; that is, the skills essential to depicting a three-dimensional space in an accurate, hard-line drawing. The course will include an introduction to the study of mechanical perspective, isometric drawing techniques and axonometric drawing techniques. In addition, the course will cover the technical method of rendering light, shade and shadow, as well as delineation techniques in pencil, and pen and ink. Freehand drawing experience is helpful, but not crucial. Perspective rendering problems may be based on the student's own design problems. Students will need T-squares, triangles and other basic drafting equipment.
Ten 3 hour meetings, 1 credit
$230 tuition
Monday 6:00 to 9:00 p.m.
Begins Monday, March 4
FOUNDATION/FINE ARTS

EB02
DRAWING FOUNDATIONS I:
OBSERVATIONAL DRAWING
Gabrielle Barzaghi
School of the Museum of Fine Arts

This is a basic drawing course which will focus on the process of drawing from an observed situation—that is, making drawings of something that is seen, be it an object, a still-life or an environment. This course will approach drawing from a point of view which will emphasize accurately recording that which is observed and will introduce students to the concepts and procedures necessary for generating such drawings. Assignments and exercises will be aimed at developing three basic abilities: 1) Perceptual acuity—the ability to see accurately. 2) Motor control skills—the ability to get the hand (with the pencil) to go where you want it to. 3) Tool use and handling—the ability to use drawing tools proficiently and comfortably. The development and coordination of these three basic abilities will enable the student to generate drawings that correspond accurately with the observed world. That is the primary objective of the course.

Two 3 hour meetings per week for 10 weeks, 2 credits
$460 tuition
Monday and Wednesday 6:00 to 9:00 p.m.
Begins Monday, March 4

EB40
PICTORIAL SPACE I: PERSPECTIVE
Ross Horrocks
MFA, Boston University
BA, University of California at Santa Cruz

This course will introduce the principles and practices of perspective and explore the relationship that these concepts have to the development of images from imagination, observation and plans. Both freehand and mechanical processes will be covered in the development of images where the student's primary focus is the effective control of the illusion of space. Perspective Drawing Workbook by Charles A. O'Connor Jr. will be used as the primary text.

Two 3 hour meetings per week for 10 weeks, 2 credits
$460 tuition
Monday and Wednesday 6:00 to 9:00 p.m.
Begins Monday, March 4
EB26  
BASIC PAINTING TECHNIQUES

Ross Horrocks  
MFA, Boston University  
BA, University of California at Santa Cruz

This basic studio course is designed to introduce students to the fundamental techniques and concepts of oil painting. The course will begin with demonstrations on canvas stretching and priming, brush handling, color mixing, use and types of media, and palette arranging. Throughout the course students will explore such basic concepts as color theory, tone, light, composition, space and form. The class will focus on two major approaches to painting: the underpainted, glazed and scumbled method of the old masters; and the wet-on-wet (alla prima) method. There will be slide lectures and regular individual and group critiques. It is the goal of this course to teach a responsible technical approach to painting in addition to considering aesthetic concerns.  
Prerequisites: A portfolio demonstrating intermediate level drawing experience is required for entry to this course.

Ten 3 hour meetings, 1 credit  
$230 tuition  
Tuesday 6:00 to 9:00 p.m.  
Begins Tuesday, March 5

EB07  
LIFE DRAWING

Debra Filiurin  
MA, New York University  
BA, New York University

An introductory course in drawing the human figure which will emphasize learning to judge proportions accurately and, through the use of basic drawing skills, developing a basic proficiency in adapting the three-dimensional reality of the figure onto the two-dimensional surface of the paper. The class will develop an understanding of anatomy and its influence on surface structure and form in order that the student may be better equipped to deal with both the observation and drawing of the model. It is the interaction of the figure observed and the process of drawing that is the focus of this course. Use of an anatomical text and study of the drawings of past artists will aid the student in understanding the processes involved. Materials to be used will include charcoal, pencils, inks, chalks. Prior drawing experience is required for entry to this course.

Ten 3 hour meetings, 1 credit  
$230 tuition  
Tuesday 6:00 to 9:00 p.m.  
Begins Tuesday, March 5

EB24  
INTRODUCTION TO WATERCOLOR

Bill Maynard  
Chairman, Department of Fine Arts  
School of the Museum of Fine Arts  
Massachusetts College of Art

An introduction to painting with watercolors, this course will deal with proper use of materials, brush strokes, color mixing (beginning with a limited 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 in watercolor painting are also welcome to participate in this course. Such students will be encouraged to work on their ideas with individual help from the instructor.

Ten 3 hour meetings, 1 credit  
$230 tuition  
Wednesday 6:00 to 9:00 p.m.  
Begins Wednesday, March 6
ADJUNCT PROGRAM APPLICATION FORM

PERSONAL

Last Name ____________________________
First Name ____________________________ Initial _____________
Number and Street ____________________________ City ___________________
State ____________________________ Zip Code ___________________
Home Telephone ____________________________ Business Telephone ___________________
Birth Date ____________________________ Social Security Number ___________________
Occupation ____________________________ Employer ___________________

EDUCATION

Name of High School ____________________________ Date Graduated ___________________
Post-Secondary School(s) Attended ____________________________
Dates Attended ____________________________ Major ____________________________
Semesters Completed ____________________________ Credits / Degree Earned ____________________________
Have you previously attended NESA/D? ____________________________ When? ____________________________

COURSES

Please list below the course or courses for which you are applying. Include course titles, codes, and credits as they appear in the catalogue.

Title ____________________________ Course Code ________ Credits ________
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Title ____________________________ Course Code ________ Credits ________
Title ____________________________ Course Code ________ Credits ________

Please Note: Applicants must follow the procedures detailed in this catalogue under Registration Information. Applicants may not register for courses until all required procedures have been completed.

Please return this Application Form to:
Director of Admissions
The New England School of Art & Design
28 Newbury Street
Boston, Massachusetts 02116

FOR OFFICE USE ONLY

Application Received ____________________________
Scheduled Appointment ____________________________