Tisch School of the Arts

Department of Dance

Transfer Registration Handbook

May 2015

A Guide for Registration at the Tisch School of the Arts
Dear New Tisch Student:

Congratulations and welcome! To help you begin your career as a Tisch student, we have created this handbook to allow you to register early for your fall 2015 courses.

We encourage you to register early so that you will have the widest variety of course selection options. Registration begins on Tuesday, June 9 at 12:00 noon. You should register on or around this date in order to avoid reduced options for course selection. Please note that the University’s Office of the Bursar generates tuition bills for all new students regardless of whether or not they have registered for courses. The payment deadline set by the Bursar is August 4, 2015. Students who have not met this deadline will be de-enrolled.

You will receive information regarding new student orientation in early July. Orientation, which is required of all new students, begins on August 29. During that time, you will meet with your department academic advisor to discuss your educational and professional goals and any amendments that may be needed to your fall schedule. There is a two-week period at the beginning of each term during which students are allowed to make changes in their course schedules. Your department will have more information on the drop/add process.

Please read the following materials carefully, which will guide you through the process of selecting your courses and registering via Albert, NYU’s computerized registration system. If you have questions about the registration process or specific courses please call your department’s Help Line or call the Student Affairs Office at (212) 998-1900.

We hope you have a restful and enjoyable summer. Everyone at the School looks forward to welcoming you in August.

Sincerely,

Robert Cameron
Registration Instructions

This handbook is designed to help guide you through your first registration. It is divided into various sections about your department, and includes a section explaining the University’s Expository Writing policy.

As an incoming student to the Tisch School of the Arts you will have the widest range of choices in setting up your first semester curriculum prior to your arrival at NYU. You can register beginning June 9, by using Albert, the University's online registration and information system. The University Registrar will randomize registration appointment times for all new students at 12:00 noon and 12:20 p.m. (EST). Please check your Appointment time in your Student Center Albert account.

Here is all you need to do to register beginning June 9 at either 12:00 noon or 12:20 p.m. (EST):

Read this booklet carefully and make your course selections based on the guidelines provided by your department. You may want to sketch out your weekly schedule to be sure that your courses do not conflict.

Complete your Registration Worksheet using the instructions provided at the end of your department’s section. If you have questions regarding your program, you should call your department helpline indicated on page 10 of this handbook.

You will access the Albert online registration system through your NYUHome account. To do this, you first need to activate your NetID. Log on to the video presentation on how to activate your NYU Net ID by clicking here: http://www.nyu.edu/Registrar/sis/student_center_training.html. You can also learn other Albert features, such as how to search for courses, review your degree progress, and view your grades.

Once your account is activated and you are ready to register, login to Albert using NYUHome (http://home.nyu.edu). Instructions are below:

With your Worksheet complete and NYUHome account activated:
- Go online to https://home.nyu.edu and login using your Net ID and password
- Click Academics, then click the ALBERT login button.
- Once there, click Student Center, then click Enroll and you can now register for classes.

Payment questions can be addressed through the Bursar’s website at www.nyu.edu/bursar.

When you arrive on campus in August (remember New Student Orientation begins the week of August 29 and is required of all new students), you will meet with your academic advisor who will review the fall schedule for which you’ve enrolled. If necessary, changes in your program can be made at that time.
**CALENDAR**

**FALL 2015**

- **New Student Registration** begins June 9
- **Tuition Payment Due** August 4
- **New Student Orientation** August 29 - Sept 1
- **FIRST DAY OF CLASSES** September 2
- **Labor Day (holiday)** September 7
- **Fall Recess/Columbus Day (holiday)** October 12
- **Parent & Family Day** October 24
- **Thanksgiving Recess (holidays)** November 25-26
- **Last Day of Classes** December 15
- **Final Examinations** December 17-23

**WINTER SESSION**

- **Winter Session Classes** January 4 - January 22
- **Martin Luther King Jr. Day (holiday)** January 18

**SPRING 2016**

- **FIRST DAY OF CLASSES** January 25
- **President’s Day (holiday)** February 15
- **Spring Recess (holidays)** March 14-20
- **Last Day of Class** May 9
- **Reading Day** May 10
- **Final Examinations** May 11-17

*Full academic calendars can be found at www.nyu.edu/registrar/calendars*
Tisch School of the Arts Administration

Allyson Green, Dean  
721 Broadway, 12th floor  (212) 998-1800

Ken Tabachnick, Deputy Dean  
665 Broadway, 6th floor  (212) 998-1463

Sheril D. Antonio, Associate Dean, Kanbar Institute of Film & Television  
721 Broadway, 9th floor  (212) 998-1717

Daniel O'Sullivan, Associate Dean, Emerging Media Group  
721 Broadway, 4th floor  (212) 998-1880

Sarah Schlesinger, Associate Dean, Institute of Performing Arts  
715 Broadway, 2nd floor  (212) 998-1830

Kathleen McDermott, Associate Dean, Resource Planning and Compliance  
721 Broadway, 12th floor  (212) 998-1515

Robert Cameron, Associate Dean for Student Affairs  
726 Broadway, 2nd floor  (212) 998-1900

Louis Scheeder, Associate Dean of Faculty  
721 Broadway, 12th floor  (212) 998-1900

Kaiko Hayes, Assistant Dean for Administration  
721 Broadway, 12th floor  (212) 998-1805

Andrew Uriarte, Assistant Dean, External Affairs  
721 Broadway, 12th floor  (212) 998-1808

Tisch Undergraduate Departments

Art and Public Policy - Kathy Engel, Chair  
665 Broadway, 6th floor  (212) 998-1800

Cinema Studies - Antonia Lant, Chair  
721 Broadway, 6th floor  (212) 998-1600

Clive Davis Institute of Recorded Music - Jeffrey Rabhan, Chair  
194 Mercer Street, 5th floor  (212) 992-8400

Dance - Sean Curran, Chair  
111 Second Avenue, 3rd floor  (212) 998-1980

Drama, Undergraduate - Edward Ziter, Chair  
721 Broadway, 3rd floor  (212) 998-1850

Dramatic Writing – Terry Curtis Fox, Chair  
721 Broadway, 7th floor  (212) 998-1940

Game Design - Frank Lantz, Chair  
2 Metrotech Center, Brooklyn, NY, 8th floor  (646) 997-0707

Kanbar Institute of Film and Television, Undergraduate Division  
Joe Pichirallo, Chair  
721 Broadway, 11th floor  (212) 998-1700

Performance Studies - Karen Shimakawa, Chair  
721 Broadway, 6th floor  (212) 998-1620

Photography and Imaging - Deborah Willis, Chair  
721 Broadway, 8th floor  (212) 998-1930

Tisch Academic Services

726 Broadway, 2nd floor  (212) 998-1900
www.students.tisch.nyu.edu  
tisch.academic.services@nyu.edu

Incoming Student page information-  
www.nyu.edu/tisch/incoming

Anita Gupta, Director of Academic Services  
Jean Chen-Villalba, Assistant Director of Academic Services

University Offices

Admissions, Undergraduate  
665 Broadway, 11th floor  (212) 998-4500  
www.nyu.edu/admissions/undergraduate-admissions.html

NYU Jeffrey S. Gould Welcome Center  
50 West 4th Street  (212) 998-4550

Bursar  
www.nyu.edu/bursar  (212) 998-2800

Financial Aid  
www.nyu.edu/financial.aid  
http://students.tisch.nyu.edu/page/finaid.html

Registrar  
www.nyu.edu/registrar  (212) 998-4290

Housing and Residence Life  
726 Broadway, 7th floor  (212) 998-4600  
www.nyu.edu/life/living-at-nyu.html

Student Resource Center  
60 Washington Square South, Suite 210  (212) 998-4411  
www.nyu.edu/src

NYU Card Center  
7 Washington Place  (212) 443-CARD  
www.nyu.edu/nyucard
The Program

The B.F.A training program is devised as a comprehensive, organic approach to dance. The Dance B.F.A. degree is earned in an intensive three-year plus two-summer curriculum. Technique classes emphasize placement and alignment principles that lead to the most efficient use of the body. Other first-year courses include dance composition, kinesthetics of anatomy, and music theory. The second year further develops these principles and adds courses in dance history, acting, improvisation, music literature, and advanced dance composition where the basic skills acquired in music and composition classes in the first year are now integrated. The third year in the Second Avenue Dance Company continues to integrate the information that has been acquired with an emphasis on performance and choreography. Optional courses are available to the student who has developed a specific area of interest. In addition to departmental work, students are required to earn 32 units in liberal arts courses either through transfer units or by completing General Education coursework at NYU.

First Year (Both semesters) Total: 18 credits
- Dance Technique I
- Creative Research in Dance I
- Music Theory and Composition
- Kinesthetics of Anatomy
- Production Crew in Dance

TSOA Core Curriculum:
- Art in the World / Writing The Essay (for students who have not satisfied the Expository Writing requirement through transfer units)
- Liberal Arts Courses

Summer: 6 Weeks (if needed)

Total Units Required for Completion of B.F.A.:

Liberal Arts Component
- Art in the World/Writing the Essay: 4 units
- Social/Natural Science: 8 units
- Humanities: 8 units
- Liberal Arts Courses: 12 units
- Total: 32 units

Total Units
- Liberal Arts: 32 units
- Departmental Requirements and Electives: 96 units
- Total units for degree: 128 units

In addition to your studio courses in ballet, modern, dance composition, music theory and composition and kinesthetics of anatomy, you will be taking general education courses at NYU's College of Arts and Science. All undergraduate dance majors are required to take a minimum of 32 units of liberal arts classes with the following distribution: 4 units in The Department of Art and Public
Policy Core Curriculum (for students who have not satisfied the expository writing requirement through transfer credit), 8 units in Humanities, 8 units in the Social Sciences, Natural Sciences or Math, and sufficient units of electives from either category listed above and/or Languages, to total 32 units. Students who are interested in pursuing a double major or minor should consult with the department for specific advisement.

Courses in voice and music training can be arranged through advisement by the department. You should note that these courses are strictly for elective credit and do not apply toward the major or liberal arts requirements.

Scheduling Liberal Arts Courses

Most of the courses you will take to complete your General Education (liberal arts) requirements are offered through NYU College of Arts and Science. Courses that count toward the General Education requirement are those that broaden student perspectives through research, analysis, historical overview and/or critical thinking, and are not related to your major. Courses that do not count toward this requirement are professional or practical in nature or apply toward your departmental requirements. Notably, creative writing courses, and courses in journalism that teach how to write in that style do not count toward general education. Courses taken at Stern, Steinhardt, Gallatin, and Wagner will not satisfy Liberal Arts, and courses at NYU School of Professional Studies do not count toward your degree at all.

Searching for Liberal Arts Courses:

- A listing of courses available through the College of Arts and Science for the fall semester can be found at www.nyu.edu/registrar, click Course Search. You can also search for courses on Albert. Albert will also indicate current availability of courses for the semester, and allows you to search for courses within a department that occur during preferred days/times.

If a course includes a lecture (“LEC”) plus a lab (“LAB”) or recitation (“RCT”), the lab or recitation will be listed directly after the lecture course. Often, there are several choices of lab dates and times for each lecture. You should be sure that both lecture and recitation fit your schedule.

Once you have registered, you can check your degree progress on ALBERT by viewing your Degree Progress screen.

Tisch School of the Arts students fulfill their Expository Writing requirement within Tisch in the Department of Art & Public Policy’s Core Curriculum. If you do not transfer in a minimum of 3 points (one course) in Expository Writing, you will need to fulfill this requirement in the fall semester by enrolling in Art in the World/Writing the Essay, EXPOS-UA 5.

Please see the back of this handbook for further information and course listings. Incoming transfer students for whom English is a second language should consult the Expository Writing section at the back of this booklet for detailed information on requirements. If you have any questions regarding fulfillment of this requirement please contact either Anita Gupta (212-998-1901) or Jean Chen-Villalba (212-998-1920) in Student Affairs, or email tisch.academic.services@nyu.edu.
First Year Overview

All undergraduates will graduate from the dance program with 128 units, generally accomplished in 6 semesters and two summers. Most of these courses will be in dance. You will find an example of the daily schedule at the back of this section. The hours blocked out are filled with Dance department classes and will be clarified when you arrive for orientation in August, including explanations for specific sections and levels to which you will be assigned.

DANC-UT 5
DANCE TECHNIQUE I (BOTH SEMESTERS)
Studio training courses in Pilates, somatics, ballet, modern dance, and yoga. Classes also include men’s class, pointe class and partnering. These courses meet every day during the morning hours. Please see sample schedule below.

DANC-UT 7
CREATIVE RESEARCH IN DANCE I (BOTH SEMESTERS)
This course comprises creative work including choreography and performance. Choreography is approached through exploration of resources, including improvisation, use of ideas, knowledge of forms, and development of craft.

DANC-UT 1002
MUSIC THEORY AND COMPOSITION I (BOTH SEMESTERS)
The basics of music theory approached through listening, singing, score reading, and moving. Includes study of rhythm, melody, harmony, tempos, dynamics, tone color, and musical forms with emphasis on the complete understanding of rhythm both physically and mentally. Percussion and rhythm/movement workshops are a part of this course.

DANC-UT 104
KINESTHETRICS OF ANATOMY (BOTH SEMESTERS)
A study of human anatomy and body alignment through physical experience and exercises guided by the use of image and metaphor.

DANC-UT 1006
PRODUCTION CREW IN DANCE (BOTH SEMESTERS)
Offers working knowledge of lighting and sound equipment, stage management, crew work, house management, wardrobe, and other technical requirements for dance production. All students, whether graduate or undergraduate, participate each semester in production crew.

EXPOS-UA 5
ART IN THE WORLD/WRITING THE ESSAY
Enroll in this class if you have not transferred in an expository writing course. The Core Curriculum for the fall semester consists of a lecture that meets once a week, Art in the World, and a Writing the Essay workshop. The courses mix different artistic media so as to integrate students’ various professional interests, and combine practical and theoretical approaches to achieve a comprehensive grasp of the work that art can do in the world. These courses are writing intensive, interdisciplinary and collaborative. Lectures and recitations focus on how to read complex texts for an understanding of their arguments, and how to write well-reasoned papers supported by evidence. This course is offered in the fall semester only. For more information and course sections, please see the section on Expository Writing and the Core Curriculum at the back of this handbook.

LIBERAL ARTS COURSE: Add one additional liberal arts course to your fall schedule if you still need liberal arts credit (see page 12 for scheduling information).

Frequently Asked Questions

1. Will I have an Advisor?
Yes. You have an assigned faculty advisor who you will meet during the first week of classes during the student/faculty meeting on Wednesday at 5:00pm. Throughout the academic year, you can meet with your Advisor whenever you need advice, or have any questions or concerns. An administrative advisor is also available to assist you.

2. Can I declare a Double Major or Minor?
Yes. For those with a particularly focused interest, double majors and minors are available through the College of Arts and Science. While there is not double major with the Stern School of Business, there is an intensive minor. Once you decide on the area you wish to pursue, you should check with that department regarding its requirements for a minor or double major; then discuss your interest with your faculty advisor and fill out a Major/Minor form, available in the Dance office. If you have a double major or minor, your degree remains a BFA in Dance; the second major or minor will appear on your transcript under the BFA.
3. When can I begin choreographing for student dance concerts?
As soon as you begin the program. You can request to choreograph a piece in any of the student showings by filling out a choreographic proposal form. Throughout the semester, you can receive feedback from faculty and students.

4. What are electives?
Any course that is not required for your major or for the program's liberal arts requirements is considered an elective. You can choose your elective classes from any school at NYU except the School of Professional Studies, but be aware that not all courses are open to students who are not enrolled in a particular department.

5. Are there study abroad opportunities?
The Department of Dance has a summer exchange program with Salzburg Experimental Academy of Dance. A limited number of Second Year students may apply to attend this program in place of the Tisch Dance Summer Festival.

6. How will my progress toward the BFA degree be monitored?
Students are responsible for knowing and understanding all degree requirements. You should check the academic advisement report each semester to make sure you understand your remaining course requirements. This report is assessible from the drop down option, Academic Requirements, in ALBERT's Student Center. In addition, the Department has administrative staff with expertise in degree requirements and the policies and procedures of the school and university.

7. How do I keep track of it all?
a. Check your email every day for department and University information
b. Monitor your academic progress on ALBERT.
c. Stay in touch with your advisor throughout the academic year.

8. When is my tuition due and what happens if I don't pay on time?
The payment deadline is August 4, 2015. Any student who has not paid his/her tuition bill by this date will be dropped, or de-enrolled, from all courses. You may contact the Bursar's Office at (212) 998-2800 (website: www.nyu.edu/bursar) if you have any questions regarding your tuition bill, or need assistance. The Bursar's Office does have a number of Deferred Payment options. If there is a problem relating to the proper crediting of your financial aid to your bill, contact the Financial Aid Office (212) 998-4444 or Dory Wilson in the Tisch Office of Student Affairs (212) 998-1900 or dls1@nyu.edu. Students who have been dropped from their courses have no guarantee that they will be able to re-enroll in the same courses. You should contact the Dance Registration office at (212) 998-1980, Mon-Fri, 9-4, if you are de-enrolled.

Please note: All courses taken at the Steinhardt School of Education, Stern School of Business and the Gallatin School of Individualized Study will only credit toward electives and will NOT credit to General Education. You will not receive any credit at all toward your degree for any courses taken at NYU School of Professional Studies.

Academic Advisement
Students are advised by the department faculty regarding their academic program. The department also has administrative staff to answer questions regarding degree requirements and policies and procedures. For advisement and guidance during registration contact Daria Kendus, Administrative Director. To contact these administrators with questions regarding registration, please call (212) 992-9302 Monday through Friday.

Registration Instructions
You will be registering for the first time at New York University by using the university's online system, ALBERT. You should have all registration material gathered prior to logging onto ALBERT. On the following pages, you will find registration instructions as well as a registration worksheet that you should complete before going online to register. The following information is required in order to complete your registration:

• Student ID
• Days and Times
• Course Numbers
• Course Class Numbers
• Course Sections
• Number of Credit Hours per Course
First Year Notes

* Music Level (Music IA or IC) to be determined by the Music placement exam taken during Orientation Week in August.

** Creative Research in Dance IA or IB placement to be determined by Music level placement exam taken during Orientation Week.

*** Students will be assigned Dynamic Alignment 2 days per week; TBD. Dynamic Alignment counts towards dance technique credit.

ATTENDANCE IS MANDATORY

Yoga is required of all BFA and MFA students. Yoga goes on for seven consecutive Fridays only once a year. Your rotation TBD.

Production Crew duties must be completed once per year, assigned by the Associate Chair.

Students who are not performing in dance concerts throughout the year will also need to schedule rehearsal time, which is determined based on the choreographers’ and dancers’ individual schedules.

Suggested Credits for First Year Transfer:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CLASS#</th>
<th>TITLE</th>
<th>CREDIT</th>
</tr>
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<tr>
<td>DANC-UT 100</td>
<td>14014</td>
<td>Dance II</td>
<td>2-8</td>
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<tr>
<td>DANC-UT 7</td>
<td>14013</td>
<td>Creative Research in Dance I</td>
<td>2-8</td>
</tr>
<tr>
<td>DANC-UT 104</td>
<td>14015</td>
<td>Kinesthetics of Anatomy</td>
<td>2</td>
</tr>
<tr>
<td>DANC-UT 1002</td>
<td>14018</td>
<td>Music I</td>
<td>3</td>
</tr>
<tr>
<td>DANC-UT 1006</td>
<td>14020</td>
<td>Production Crew</td>
<td>1-2</td>
</tr>
<tr>
<td>EXPOS-UA 5</td>
<td>xxxxx</td>
<td>Writing the Essay/World thru Art</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>xxxxx</td>
<td>Academic (Optional)</td>
<td>4</td>
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<tr>
<td></td>
<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>18</strong></td>
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</tbody>
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**Creative Research in Dance IA or IB placement to be determined by Music level placement exam taken during Orientation Week.**

**Students will be assigned Dynamic Alignment 2 days per week; TBD. Dynamic Alignment counts towards dance technique credit.**

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<tr>
<td>DANC-UT 1002</td>
<td>14018</td>
<td>Music I</td>
<td>3</td>
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<td>DANC-UT 1006</td>
<td>14020</td>
<td>Production Crew</td>
<td>1-2</td>
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<td>Writing the Essay/World thru Art</td>
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<td>xxxxx</td>
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<td></td>
<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>18</strong></td>
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</table>

**See CAS course search**

**Total Credits**

**18**
Gather all registration materials prior to visiting the ALBERT online registration system, including: your student ID number, course schedules, and completed registration worksheet (See page 21). If you encounter difficulty in registering, you may call the Dance Department at (212) 998-1980, or you may call the Office of Student Affairs at (212) 998-1900.

**Department Courses**

**REGISTER FOR ALL OF THESE COURSES**

<table>
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<th>COURSE #</th>
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<th>DAYS/TIMES</th>
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<tr>
<td>DANC-UT 7</td>
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<td>variable</td>
<td>14013</td>
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<tr>
<td>DANC-UT 104</td>
<td>Kinesthesics of Anatomy</td>
<td>sample</td>
<td>2.0</td>
<td>14015</td>
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<tr>
<td>DANC-UT 1002</td>
<td>Music Theory &amp; Composition I</td>
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<td>14018</td>
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<tr>
<td></td>
<td>Writing the Essay or Liberal Arts</td>
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<td>4.0</td>
<td></td>
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</table>

**EXPOSITORY WRITING (Art in the World/ THE WORLD THROUGH ART)**

1. If you do not have transfer credit in expository writing, you will be registered for the Expository Writing Core Curriculum course (Art in the World/ Writing the Essay).

2. If your expository writing transfer units fulfill the Core Curriculum requirement, you can register for another 4 credit course. You can take a liberal arts course or an elective. If you do not wish to take another course, simply register for Dance Theory (DANC-UT 7) for 5 points which will give you a total of 18 units.

3. If you have any questions, please email Daria Kendus at daria.kendus@nyu.edu.

**LIBERAL ARTS** *(choose a lecture from College of Arts & Science Listing)*

Must meet M/W or T/R 12:30pm-1:45pm, 2:00-3:15pm or after 6pm **4 units**

Course Number:_________ Class Number:_________

**YOU SHOULD REGISTER FOR A TOTAL OF 18 UNITS**

*If you do not have transfer credit in expository writing, you must register for EXPOS-UA 5, Art in the World/ Writing the Essay (see Art and Public Policy section).*
EXPOSITORY WRITING
AND CORE CURRICULUM
REQUIREMENTS

Expository Writing is required of all undergraduate students. Courses fulfilling this requirement are part of a Core Curriculum sequence at the Tisch School of the Arts offered in the Department of Art and Public Policy. The expository writing and core curriculum requirement cannot be waived, although transfer students may be able to substitute equivalent course work taken elsewhere, and students for whom English is a second language may be required to take a separate sequence of writing courses. The TSOA policies in regard to Expository Writing and the Core Curriculum are set forth below.

The Core Curriculum - Description and Transfer Requirements

For freshmen and English as a second language transfer students, the Tisch Core Curriculum consists of a two-course sequence with a writing workshop section constituting an integral part of each course. Art in the World/Writing the Essay is offered during the fall term, followed by The World Through Art/Writing the World in the spring. The courses are comprised of a plenary lecture that meets five times during the semester, and a workshop that meets twice a week. The courses mix different artistic media so as to integrate students’ various professional interests, and combine practical and theoretical approaches to achieve a comprehensive grasp of the work that art can do in the world. These writing courses are intensive, interdisciplinary and collaborative. Lectures and workshops focus on how to read complex texts for an understanding of their arguments, and how to write well-reasoned essays supported by evidence. These courses are designed to foster an appreciation of how the arts relate to each other and to society in a changing world and allow students to reflect on a range of social and ethical issues as they pertain to their own creativity.

To fulfill the expository writing requirement, transfer students must have completed a minimum of one semester of the equivalent of Art in the World/Writing the Essay before entering the Tisch School of the Arts. Transfer students who do not have a minimum of 3 transferable units in Expository Writing will be required to take the first term of the Core Curriculum sequence, Art in the World/Writing the Essay (EXPOS-UA 5). The course is only offered in the fall term.

International Students and Students for whom English is a Second Language (ESL)

International students who are native speakers of English have the same Core Curriculum and expository writing requirements as domestic native speakers of English. English as a Second Language (ESL) students at Tisch, however, have requirements differing from those listed above. English as a Second Language (ESL) students must satisfy standards set by NYU’s American Language Institute (ALI) and Expository Writing Program (EWP) for university-level English proficiency. Based upon the department’s recommendation, students may be required to be tested at ALI upon arrival to determine proficiency, which will in turn determine placement by EWP in either the two-course International Writing sequence or the two-course Tisch Core Curriculum sequence (described above), or a combination of the two sequences. The requirement for all ESL students, both freshmen and transfers, is 8.0 units or the equivalent in writing courses.

The International Writing sequence is a two-course sequence (EXPOS-UA 4 and EXPOS-UA 9). Successful completion of both courses is the equivalent of completing Art in the World/Writing the Essay (EXPOS-UA 5) and The World Through Art/Writing the World (ASPP-UT 2). Prerequisite work may be required prior to enrollment in the two-course sequence. An ESL student required by placement test results to complete a prerequisite course must do so prior to enrollment in the two-course International Writing sequence.

Transfer ESL students may have up to 4.0 units of the 8.0 credit requirement waived by the NYU Expository Writing Program, based on a determination of the writing proficiency of the student. ESL transfer students who have successfully completed an English composition course at a U.S. college or university will be evaluated as to whether or not they have previously fulfilled the expository writing requirement upon receipt of their final transcript. English composition courses taken at foreign universities do not transfer to NYU for credit.

International or ESL transfer students with any questions concerning their expository writing and core curriculum requirement should contact the Expository Writing Program at (212) 998-8860, ewp@nyu.edu, or visit at
411 Lafayette, 4th floor. Registration and placement will be reviewed before fall classes begin.

**Additional Notes:**

Students admitted as transfers may satisfy the requirement either by transfer credit or by completing the first semester of the core curriculum sequence. Transfers who do not receive a minimum of 3 transfer units in expository writing may petition for a waiver of the requirement based on the quality of written work and research accomplished in prior coursework. For details on the petition procedure and for the application form transfers should contact the Expository Writing Program. More information on petitioning to waive the expository writing requirement can be found online at www.nyu.edu/cas/ewp/html/transfer.html. Transfers should be aware that waivers are granted rarely and only after a rigorous review by the NYU Expository Writing Program.

NYU’s Writing Center offers assistance to writers of every level. Students can expect help with a wide range of writing needs from planning and revising essays for courses to writing a résumé. The Center conducts tutorials in private study areas; the service is available, free of charge, to all members of the University community. The tutorials generally last about half an hour. The Center is located at 411 Lafayette, 3rd floor. For further information or to make an appointment, call the Center at (212) 998-8860 or email ewp@nyu.edu.

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**DEPARTMENT OF ART AND PUBLIC POLICY CORE CURRICULUM**

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**Transfer students who do not transfer in a minimum of 3 units to Expository Writing must register for one Plenary Lecture: Art and the World and a corresponding Writing the Essay section.**

**TSOA Core Curriculum Course Schedule**

**Register for one Art in the World Plenary Lecture (Class # 6734, 6755, 6767 or 6776) and a corresponding Writing the Essay section. These courses are found on Albert under the course subject EXPOS-UA, within the College of Arts and Science course selection.**

**Plenary Lecture: Art in the World (Expository Writing)**

**EXPOS-UA 5 Class #6734**

Lecture meets three Monday nights from 7:00-9:00 p.m. Dates are 9/21, 10/19, and 11/16. Students must register for one corresponding Writing the Essay EXPOS-UA5 from sections 002-018 (Class numbers 6735 through 6754).

<table>
<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Time</th>
<th>Class#</th>
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</thead>
<tbody>
<tr>
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<td>6735</td>
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<td>003</td>
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<td>6736</td>
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<td></td>
<td>004</td>
<td>MW 9:30-10:45am</td>
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<td>005</td>
<td>MW 9:30-10:45am</td>
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<td>006</td>
<td>MW 11:00-12:15pm</td>
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<td>MW 4:55-6:10pm</td>
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<td>008</td>
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<td>MW 4:55-6:10pm</td>
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<td></td>
<td>013</td>
<td>MW 3:30-4:45pm</td>
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Plenary Lecture: Art in the World (Expository Writing)
EXPOS-UA5 Class #6755
Lecture meets three Monday nights from 7:00-9:00 p.m. Dates are 9/21, 10/19, and 11/16. Students must register for one corresponding Writing the Essay EXPOS-UA5 (Class numbers 6756 through 6766).

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<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
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</thead>
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<td>024</td>
<td>MW 11:00-12:15pm</td>
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<td>028</td>
<td>MW 8:00-9:15am</td>
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<td>030</td>
<td>MW 2:00-3:15pm</td>
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Section 30 open to Goddard Hall Residents only - Please email kerri.smith@nyu.edu or ewy200@nyu.edu for Goddard section access code.

Plenary Lecture: Art in the World (Expository Writing)
EXPOS-UA5 Class #6776
Lecture meets three Monday nights, from 7:00-9:00 p.m. Dates are 9/21, 10/19, and 11/16. Students must register for one corresponding Writing the Essay EXPOS-UA5 (Class numbers 6777 through 16701).

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<thead>
<tr>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
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<td>MW 2:00-3:15pm</td>
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<td>049</td>
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<td>051</td>
<td>MW 4:55-6:10pm</td>
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</tr>
</tbody>
</table>

Section 051 is restricted to international ESL students. Please email dm1@nyu.edu to register for this class.

Plenary Lecture: Art in the World (Expository Writing)
EXPOS-UA5 Class #6767
Lecture meets three Monday nights, from 7:00-9:00 p.m. Dates are 9/21, 10/19, and 11/16. Students must register for one corresponding Writing the Essay EXPOS-UA5 (Class numbers 6768 through 6775).

| 036 | TR 12:30-1:45pm | 6768 |
| 037 | MW 2:00-3:15pm | 6769 |
| 038 | MW 8:00-9:15am | 6770 |
| 039 | MW 3:30-4:45pm | 6771 |
POLICIES ON ADVANCED STANDING FOR TRANSFERS AT THE TISCH SCHOOL OF THE ARTS

For students admitted as transfer students, Advanced Standing, meaning college credit to be applied toward the B.F.A. degree requirements, is granted based on an evaluation of transfer credit by the Office of Undergraduate Admissions and examination results provided by the student. For a complete statement of the transfer credit policy, you should consult the current issue of the Tisch School of the Arts Bulletin. The Department of Dance may accept up to 64 transfer units, dependent upon the distribution of these units in the Liberal Arts/General Education area. The granting of credit is subject to additional conditions as described below. **Note:** The Department of Dance does not grant any advanced standing credit based on examination results (AP, IB, CLEP), and limits the number of advanced standing units for college courses taken while in high school to a maximum of 8.

Advanced Standing and final transfer credit is evaluated and posted early in the first semester of enrollment. All transfers should receive a preliminary notice of transfer credit evaluation at the time of admission. This document should provide enough information to select courses for the first semester. The final transfer credit evaluation should be completed by the end of September of the first semester of enrollment.

**Credit for Coursework**
Credit may be awarded for satisfactory work completed at another accredited college or university. Upon admission, records are examined carefully to determine how much, if any, transfer credit will be granted. Each individual course completed elsewhere is evaluated and measured against similar coursework offered at New York University. For students admitted as transfers, credit for coursework completed at a properly accredited college or university is usually granted if the grade obtained is “C” or better depending on how the coursework relates to degree requirements. Advanced standing credit for college courses taken while in high school is limited to coursework where the grade obtained was “B” or better. **No credit is granted for college writing or expository writing courses taken while in high school. Credit will not be granted for college courses that satisfied high school graduation requirements.**

GLOSSARY OF TERMS

**Academic Progress:** The Office of Financial Aid checks to see if you are making what is considered “academic progress,” and have earned at least 76% of your attempted credits each academic year with passing grades and maintain a cumulative GPA of at least 2.0. More information on academic progress requirements for financial aid can be found at [www.nyu.edu/financial.aid/progress.html](http://www.nyu.edu/financial.aid/progress.html).

**Albert:** NYU’s web-based Registration System, named after founder Albert Gallatin. You register and waitlist for courses using Albert. You can also check course availability, declare a cross-school minor, update your contact information, check your midterm and final grades, view your transcript and schedule, check to see if you have registration blocks, and check your account balance with the Bursar. There is also a link to Financial Aid. For more information about Albert please see [http://www.nyu.edu/registrar/registration/albert-registration.html](http://www.nyu.edu/registrar/registration/albert-registration.html). To access Albert, login to [home.nyu.edu](http://home.nyu.edu), choose the “Academics” tab, and click “Albert Login.”

**Advisement:** Each semester you will have an advising session prior to the registration period. Once you have been advised by your advisor or departmental registration professional, you will then be cleared to register.

**Class Numbers:** The number that you enter on the ALBERT Registration screen to register for a course. You can find this number in the course detail once you identify a course you are interested in enrolling. Other course detail information include class time, day(s), location, professor, number of units, class status and any special notes.

**Core Curriculum:** This refers to the Tisch School of the Arts’ required expository writing courses: Art in the World (EXPOS-UA 5) in the fall semester, and The World Through Art (ASPP-UT 2) in the spring. For more information on the core curriculum, see page 22 in this handbook.

**Course Number:** Has three parts: the prefix gives you the School and Department, the following digits give you the course, and the final three digits tell you the section. For example: CINE-UT 10.001 is Tisch Cinema Studies Department (CINE-UT), Intro to Cinema Studies (10), section 1 (001). **Degree Requirements:** Each department has a minimum number of units that must
be completed in specific areas, as well as a total number of units required to achieve your degree.

Drop/Add: In the first two weeks of a semester, students can drop or add courses using Albert. In the third week, students must process a Program Change Form and get a departmental signature (and if adding a class, get the signature of the professor). Beginning with the fourth week, students must get an additional signature from the Tisch Office of Student Affairs. Students who drop a course after the second week of classes will receive a “W” (a Withdrawal notation) on the transcript for this course. The final deadline to drop a course is the first day of the ninth week of the semester. More information can be found on the Registrar’s website at www.nyu.edu/registrar/registration/withdrawal-schedules.html.

Electives: This term is used to describe units beyond your minimum required Major units and your General Education/ Liberal Arts units. These units can be taken in any subject you like, at any school within NYU (Tisch, CAS, Stern, Gallatin, Steinhardt) except at NYU School of Professional Studies.

Expository Writing: The Tisch School of the Arts has implemented a core curriculum in the freshman year which is a sequence of two semesters in expository writing. Through the core curriculum sequence, students may combine practical and theoretical approaches in regard to their ability to write and communicate, in order to achieve a comprehensive grasp of the work that art can do in the world. See page 22 of this handbook. These courses credit toward students’ general education units.

Full-time status/Part-time status: Full-time status is defined as enrollment in 12 to 18 units per semester, and are charged a flat tuition fee. Part-time students are those taking 1 to 11 units per semester (permission must be granted to do so, since Tisch programs are full-time.) Part-time tuition is charged on a per unit basis.

General Education (Gen Ed)/ Liberal Arts: The liberal arts portion of your degree is a large component of your education here at Tisch. You are required to take 32-44 General Education units, which is eleven 4 unit courses over 8 semesters. Courses that count toward the General Education (Gen Ed) requirement are those that broaden student perspectives through research, analysis, historical overview and/or critical thinking. These courses may not be related to your major, and are typically found through the College of Arts & Science, as well as a number of pre-approved Gen Eds at Tisch. Courses that do not count toward this requirement are professional or practical in nature or apply toward your departmental requirements. If you have questions about Gen Ed courses, consult your department.

NYUHome: NYU Home (www.home.nyu.edu) is the web-based portal that allows you to access your email, Albert, research tools, and other university services. You can find out how to activate your NYUHome account here: www.nyu.edu/its/nyuhome or on page 4 of this handbook.

Plenary or lecture (LEC): The “plenary” meetings of your courses are the lectures that all members of the class attend.

Recitation (RCT): The meetings of your classes that relate to a lecture, but are smaller in class size (you are divided into sections) and the material covered in the lecture is discussed in finer detail. Students should register for recitations that correspond to lecture sections, when applicable.

Refund Schedule: Students who drop from full time to part time status, or who are overenrolled and drop down to full-time status after the first day of classes may be eligible for a partial refund of tuition. The Office of the Bursar publishes a refund schedule each semester. For detailed clarification of policies and the schedule, please see: http://www.nyu.edu/bursar/refunds/

Registration: Each semester you are assigned a registration appointment time based on the number of earned credit hours (accumulated units) for course work you have completed. Neither credit from courses that have grades of “Incomplete” nor for courses in which you are currently enrolled is counted toward the earned credit hours. With the exception of this registration for your initial semester, you will be required to meet with an advisor prior to registration in order to be cleared to register. Once you have met with your advisor, you can go on Albert and register for classes at your assigned registration time. Students can check registration status every semester prior to registering to ensure there are no stops on registration, which can occur for such reasons as failure to submit proper immunization records, a library fine, an outstanding balance, or other reasons.

Unit: A unit refers to the value and time requirements of an academic course. The term credit, point, and unit is used interchangeably in the ALBERT registration system, in course descriptions, and in your discussions with faculty and administrative staff.
TSOA Policies and Procedures Handbook: This is an informative booklet that details academic policies and other guidelines at Tisch. New students receive a handbook from the Tisch Student Affairs office during orientation week, and can download a copy at http://students.tisch.nyu.edu/page/acadServices.html (under “Downloads”).