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.
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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 Recess (holidays) December 24 - January 3

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
DIRECTORY

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) 998-1805

Kaiko Hayes, Assistant Dean for Administration
721 Broadway, 12th floor  (212) 998-1800

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) 998-1805

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
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

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

Registrar
www.nyu.edu/registrar

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 undergraduate curriculum in the Kanbar Institute of Film and Television combines professional training with studies in the liberal arts. These studies in the sciences and humanities are required of all students to provide the background necessary for participation in a profession that influences attitudes, opinions, and ways of thinking in every aspect of human experience.

A variety of theoretical and applied courses make up the professional curriculum in the film and television arts program. Students are provided with a variety of creative experiences, from basic to advanced, in both the conceptual and production phases of film, video, cinematography, and sound, as well as traditional and computer animation. Intensive coursework is available in a variety of areas including acting, directing, producing, and writing, as well as in the craft and technical skills of film editing, video post production, and sound mixing. Classes in cinema studies provide students with a critical and historical perspective to analyze their artistic endeavors.

Degree Requirements

AREA I: FILM AND TELEVISION ARTS  54 UNITS

MINIMUM DISTRIBUTION REQUIREMENTS:

GROUP A: HISTORY AND CRITICISM  
(three courses for not less than 9 units)

GROUP B: PRODUCTION  
(four core production courses for not less than 20 units)

GROUP C: SCRIPTWRITING  
(three courses for not less than 12 units)

GROUP D: CRAFT  (1 point/1 course safety training required, additional Craft courses recommended.)

AREA II: GENERAL EDUCATION  44 UNITS

All students are required to take at least 44 units in courses to be distributed among the following categories in General Education, of which at least two full courses are taken in each area of Humanities and Science and at least one full course is credited to Expository Writing*.

*a “full course” is defined as a minimum of 3 units.

1. Expository Writing, (minimum 3-4 units) offered through the Department of Art and Public Policy - one semester is required for transfer students. 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 units (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. Transfer students can also petition for a waiver of this course by submitting writing samples. See Room 1107 for details. 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.

2. Humanities (minimum of 8 units or two full courses) in literature (including dramatic literature), classics (ancient history and literature), history, theatre history, fine arts, music, philosophy, or religion. A foreign language is not required, but can be taken on the intermediate/advanced levels for Humanities credit.
If taken on the elementary level, semester I is allocated to electives until the successful completion of Elementary Language II. A 6 credit intensive course will count as Elementary Language I and II and credit as Humanities.

3. **Natural and Social Sciences** (minimum of 8 units, or two full courses) in your choice of anthropology, biology, chemistry, economics, geology, mathematics, physics, politics, psychology; or sociology.

Plus additional General Education courses to equal a total of 44 units. Besides the courses outlined above, additional courses must be taken in Humanities or Science. For more information on General Education coursework, please refer to https://wikis.nyu.edu/display/tsoaftv/Gen+Eds (requires NYU Home login).

**Area I**
(Film and Television Arts) 54 units

**Area II**
(General Education) 44 units

**Area III**
( Electives)* Enough to bring the total of Areas I, II, and III to 128 units

* An “elective” can be any course, in any subject, in any division of New York University except the School of Continuing and Professional Studies. Electives may include additional courses beyond the required units in Areas I and II. Students can “elect” to take these units in the film area; in General Education; to add a second major or a minor; or to take courses in a variety of other areas, such as creative writing, communications, business, etc.

Total units for BFA 128 units
(Areas I, II, and III combined)

**First Semester Curriculum**
**Typical Transfer Schedule**

1. Sight & Sound: Filmmaking, Studio, or Documentary.........6 units
2. Fundamentals of Dramatic & Visual Writing.................. 4 units
3. General Education course........................................... 4 units
And your choice among the following:
4. History and Criticism course .....................................3 units or
   or Craft Production course.........................................3 units
5. Pre-Production Colloquium or Safety Training course ......1 unit

**Total**..............................................................................18 units

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**Course Information**

Listed below is a selection of courses that new transfer students can choose. There are many other courses offered in the department. We maintain a website https://wikis.nyu.edu/display/tsoaftv/Course+Descriptions with course descriptions for all the courses offered in UG Film & Television. Please feel free to look there to see what courses you might want to take in the future. All transfer students are required to begin their studies in the summer semester with the first Sight & Sound choice or two scriptwriting classes.

**Core Production**

As a transfer student, you have several options in your choice of core production courses. Transfer students can usually elect to enroll in either Sight & Sound: Filmmaking, Sight & Sound: Studio or Sight & Sound: Documentary. (Be aware in constructing your schedule that these courses require two full days of the week.) Students are required to take two of these three Core Production classes before proceeding to intermediate production courses. Students who would like to focus on Animation production may take 1-2 Sight & Sound courses, Intro to Animation, and at least 2-3 other animation production classes to total at least 20 credits of production.

**FMTV-UT 43**

**SIGHT & SOUND: FILMMAKING**

6 units. **Prerequisite:** Sophomore status.

**NOTE:** STUDENTS SHOULD NOT SCHEDULE ANY OTHER COURSE ON THE SAME DAYS AS SIGHT & SOUND.

Every student will conceive, produce, direct and edit five short projects (3 silent and 2 with sound) using digital filmmaking technology. Working in crews of four, students will produce a variety of specific assignments in visual storytelling that feature a broad spectrum of technical, aesthetic, craft and logistical problems to be solved. Collaborating with other students through rotating crew positions will be a central focus of all production work. Lectures, labs, critiques, technical seminars, screenings and written production books will be an important component of this class. All student work is screened and discussed in class.

**Section** **Day** **Time** **Class#**
001 MW 9:00AM – 5:50PM 14255
002 MW 9:00AM – 5:50PM 14256
003 TR 9:00AM – 5:50PM 14257
004 RF 9:00AM – 5:50PM 14258
005 TF 9:00AM – 5:50PM 14259
FMTV-UT 51
SIGHT & SOUND: STUDIO
6 units. **Prerequisite:** Sophomore Status.
**NOTE:** STUDENTS SHOULD NOT SCHEDULE ANY OTHER COURSE ON THE SAME DAYS AS SIGHT & SOUND.
The course provides an in-depth exploration of the creative capabilities (technical, logistical, aesthetic) of producing narrative-based studio production work in a multiple camera television studio environment. Students will be trained in working with actors and learning how to connect script and performance to the production of four short studio based projects (each of increasing complexity). Students will have the opportunity to develop a single idea into a full-scale production that will be produced “live” in the studio at the end of the semester. The fundamental skills learned in this class (script, performance, lighting, camera, art direction, coverage) will serve as a foundation for all narrative-, experimental-, and documentary-based production work and will be applicable in classes. Note: some casting and rehearsals will need to be undertaken outside of class.

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FMTV-UT 80
SIGHT & SOUND: DOCUMENTARY
6 units. **Prerequisite:** Sophomore status.
**NOTE:** STUDENTS SHOULD NOT SCHEDULE ANY OTHER COURSE ON THE SAME DAYS AS SIGHT & SOUND.
The course teaches students to look at their world and to develop the ability to create compelling and dramatic stories in which real people are the characters and real life is the plot. Through close study and analysis of feature length and short documentaries, and hands-on directing, shooting, sound-recording, editing and re-editing - students will rigorously explore the possibilities and the power of non-fiction story telling for film and video. The course is a dynamic combination of individual and group production work, in which each student will be expected to complete five projects.

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FMTV-UT 41
INTRODUCTION TO ANIMATION
4 units.
A beginning production course in which students learn the basic principles of animation, develop visual language, storytelling, observation, and communication skills. A freshman core production selection, but open to students at all levels. It is the prerequisite for several of the other animation and visual effects courses. Prior drawing experience is not necessary.
The first half of the semester consists of weekly exercises in which students explore various styles and methods of animation including optical toys, stop motion, traditional drawn, and 2D digital animation. Students will be introduced to programs including Dragon Stop Motion, After Effects, Avid, Flash, and Photoshop. Various technical topics covered include aspect ratio, frame rates, storyboarding, editing animatics, scanning, working with image sequences, alpha channels, vector vs. raster art, compositing, rendering, using a Cintiq, and shooting stills with DSLR camera. During the second half of the semester students will complete a 15-30 second animated film with sound.

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**Scriptwriting**

*All students are required to take a minimum of three courses in the Scriptwriting Area to fulfill this area of the distribution requirements within the department. Fundamentals of Dramatic & Visual Writing is the prerequisite for most subsequent writing courses. Please note: If you took the scriptwriting sequence over the summer you may enroll in an upper level writing course. Please see the schedule on the Wiki for a list of scriptwriting courses.*

FMTV-UT 33
FUNDAMENTALS OF DRAMATIC AND VISUAL WRITING
4 units.
Through lecture and recitation, this class is an intensive examination of the short film and the fundamental grammar of dramatic and visual writing. In the recitation, each student will write and re-write two original screenplays.
The first will be 6-8 pages and the second 12-15 pages. These scripts may be used in the future for upper-level (intermediate and advanced) core production classes. In these workshop sessions students will be asked to read each other’s work and give constructive feedback/notes to the writer(s). The lecture will serve as a forum for a comprehensive examination of the “writer’s toolbox.” Through the screening of short films and clips from features as well as the reading of short scripts and sections of feature screenplays, we will explore how preeminent screenwriters use the interplay of visual language, structure, and character to create original, compelling, and emotional stories.

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History and Criticism

All students are required to take a minimum of three History and Criticism courses at not less than 9 units in order to fulfill this area of the distribution requirements within the department. You may choose to take a course in the fall semester of your first academic year here at the Kanbar Institute of Film and Television. Courses are offered through the Film & TV Department (FMTV-UT courses) as well as the Department of Cinema Studies (CINE-UT courses). We have only included a limited number of course here, but you can explore the full range of History & Criticism courses on the Wiki.

Students who have not taken previous coursework in film/cinema studies are highly encouraged to enroll in The Language of Film.

FMTV-UT 4
LANGUAGE OF FILM
4 units
A basic introduction to the study of film, this course gives an overview of the historical development of cinema as an artistic and social force, while at the same time acquaints the students with the aesthetic elements of the cinema, the terminology governing film production, and the lines of critical inquiry that have been developed for the medium. The objective of the course is to equip students, by raising their awareness of the development and complexities of the cinema, to read films as trained and informed viewers. From this base, students can progress to a deeper understanding of film, a greater grasp of the technicalities of film production, and the proper in-depth study of cinema. Readings, screenings, midterm, and final exams.

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FMTV-UT 321
INTERNATIONAL CINEMA: ORIGINS TO 1960
4 units
This course surveys one period in the history of international cinema, taking as its starting point the transition to sound from 1930 to 1945 and accompanying thematic and stylistic developments in key markets in Eastern and Western Europe and Asia. The intersection of film style, subject matter, and subjectivity will inform this course, especially our study of the history of film after World War II, which will address Italian Neorealism as well as the cinemas of China, India and Japan and the development of a transnational critical framework and distribution network, the international art-cinema. Our discussions will be guided by primary texts, including Cesare Zavattini’s manifesto for Italian cinema, “Some Ideas on the Cinema” and Jun’ichiro Tanizaki’s essay on Japanese aesthetics, “In Praise of Shadows,” and grounded in our screenings of films by, among others, Clair, Renoir, Visconti, Vigo, Dreyer, Lang, Eisenstein, Kapoor, Ray, Naruse, Kurosawa and Antonioni.

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Recitations (choose one to go with the lecture):

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<td>14292</td>
</tr>
<tr>
<td>005</td>
<td>W</td>
<td>2:00PM-3:15PM</td>
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<td>006</td>
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<tr>
<td>007</td>
<td>W</td>
<td>4:55PM-6:10PM</td>
<td>14295</td>
</tr>
</tbody>
</table>

and choose a Recitation....
FMTV-UT 323
AMERICAN CINEMA: ORIGINS TO 1960
4 units.
This course offers a broad survey of American cinema from its beginnings (and even its pre-history) up to 1960. While the emphasis will be on the dominant, narrative fiction film, there will be attention to other modes of American cinema such as experimental film, animation, shorts, and non-fiction film. The course will look closely at films themselves -- how do their styles and narrative structures change over time? -- but also at contexts: how do films reflect their times? how does the film industry develop? what are the key institutions that had impact on American film over its history? We will also attend to the role of key figures in film’s history: from creative personnel (for example, the director or the screenwriter) to industrialists and administrators, to censors to critics and to audiences themselves. The goal will be to provide an overall understanding of one of the most consequential of modern popular art forms and of its particular contributions to the art and culture of our modernity.

Section Day Time Class#
Lecture: 001 T 6:20PM-9:50PM 14296

Section Day Time Class#
Recitations:
002 Thurs., 9:30AM-10:45AM 14297
003 Thurs., 11:00AM-12:15PM 14298
004 Thurs., 12:30PM-1:45PM 14299
005 Thurs., 2:00PM-3:15PM 142300
006 Thurs., 3:30PM-4:45PM 142301
007 Thurs., 4:55PM-6:10PM 142302

Other History & Criticism classes available for the Fall:
Media Mavericks (FMTV-UT 1002)
The History of Editing (FMTV-UT 1003)
The Art of Sound (FMTV-UT 1007)
Music for Film & TV (FMTV-UT 1008)
Documentary Traditions (FMTV-UT 1032)
History of Animation (FMTV-UT 1144)
Hollywood Auteurs (FMTV-UT 1154)
Italian Cinema (FMTV-UT 1155)
Film Analysis (FMTV-UT 1204)
History of Cinematography (FMTV-UT 1206)

Production Craft
The department offers a wide range of courses for you to select from in the various craft areas, (acting/directing, animation, camera/cinematography, colloquia, internet design, post-production, art direction and producing). As a transfer, we encourage you to enroll in craft courses to supplement your experience. In this handbook we have only included the course descriptions for the two craft classes that serve as replacements for certain freshman level core courses: Performance Strategies for Transfers (serves as replacement for Performance Strategies) and Introduction to Sound Techniques for Transfers (services as replacement for Sound Image). You should be aware that many of the craft courses have pre-requisites so be sure to plan your schedule accordingly. You can explore all craft courses (including pre-requisites) on the WIKI: https://wikis.nyu.edu/display/tsoaftv/Craft

FMTV-UT 146
PERFORMANCE STRATEGIES FOR TRANSFER STUDENTS
This course is designed to provide students with an introduction to the language and culture of acting and to the nature of the relationship between director and performance. By the end of the semester, students should understand something of the history and culture of schools of acting, comprehend a basic vocabulary of the actor and feel confident with the casting and rehearsal process (including ‘organic blocking’ leading to ‘coverage’). They should have attained a basic working knowledge of all areas of creative intent, script interpretation, performance, visual and aural environments. They should be
equipped to talk to actors using accepted language and be able to stimulate the creation of vital, memorable performances on the screen.

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<tr>
<th>Section</th>
<th>Day</th>
<th>Time</th>
<th>Class #</th>
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<td>9:30-12:15PM</td>
<td>14486</td>
</tr>
<tr>
<td>002</td>
<td>M</td>
<td>6:20-9:00PM</td>
<td>14487</td>
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<tr>
<td>003</td>
<td>R</td>
<td>6:20-9:00PM</td>
<td>14488</td>
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</tbody>
</table>

**FMTV-UT 1274**  
**INTRODUCTION TO SOUND TECHNIQUES FOR TRANSFER STUDENTS**  
The class that substitutes for Sound Image for students entering after freshman year. Covers the practical skills and techniques and the creative role of sound.

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<tr>
<th>Section</th>
<th>Day</th>
<th>Time</th>
<th>Class #</th>
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<tbody>
<tr>
<td>001</td>
<td>M</td>
<td>6:20-9:00PM</td>
<td>14647</td>
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</table>

**General Education**

Most of the courses you will take to complete your General Education 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 credit for general education. Courses taken at Stern, Steinhardt, Gallatin, and Wagner will not credit for General Education.

Please refer to the departmental registration web site for general education guidance at: [https://wikis.nyu.edu/display/tsoaftv/Gen+Eds](https://wikis.nyu.edu/display/tsoaftv/Gen+Eds). There you will find the definition of a “General Education” course and a listing of the College of Arts and Science departments and the Tisch departments. Take special note on the grid for each department as to which courses count in General Education (those listed as Humanities or Science). Remember that Science includes the social sciences as well as natural sciences, such as biology and mathematics.

Descriptions of CAS Departments can be found at [www.nyu.edu/cas](http://www.nyu.edu/cas).

Course descriptions for CAS courses are accessible via Albert in the “Course Search.”

**Searching for a General Education Course:**

- A listing of courses available through the College of Arts and Science for the fall semester can be found on Albert.
- Click Fall 2015 Course Search and peruse the subjects listed in the College of Arts and Science. Most courses given within the College of Arts and Science will satisfy the General Education requirement.

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 the lecture and recitation fit your schedule.

Once you have registered, you can check your degree progress on ALBERT by viewing your Advisement Report screen. Be sure to double-check your selection with our web site listed above to make sure it is a Humanities or a Science for the Film and TV department. “Electives” are NOT General Education courses. You may also call the TSOA Office of Student Affairs and Services (212) 998-1900 with questions regarding general education courses.

**Frequently Asked Questions**

**What is a normal course load? How many units can I register for during a given semester?**

Students normally enroll for 16-18 units per semester. The Undergraduate Division, Institute of Film and Television is a full-time program, and as such, you must be registered for 12-18 units each semester to maintain your full-time student status. In the future, any adjustments to the number of units you are registered for (under 12 or over 18) must be discussed with your advisor, and approved by the Director of Administration.

**What production courses will I take? Does it matter in what order I take my production courses?**

As a transfer student you may begin during the summer with *Sight & Sound: Filmmaking* (FMTV-UT 43), *Sight & Sound: Studio* (FMTV-UT 51), or *Sight & Sound: Documentary* (FMTV-UT 80). It is a prerequisite that you complete two of these courses prior to enrolling in many of the upper level production classes. The sequence in which you take these production courses does not
matter. For example, if you take *Sight & Sound: Studio* in the summer, you may take *Sight & Sound: Filmmaking* in the fall or spring. Students interested in focusing on Animation production may take 1-2 *Sight & Sound* courses, *Intro to Animation*, and at least 2-3 other animation production classes to total at least 20 credits of production.

**Can I place out of certain courses?**

If you believe that you have sufficient background or experience in a given field, you can request a waiver of a specific prerequisite. These requests should be sent via email to the appropriate Faculty Executive Director of Studies (a.k.a. “Area Heads”) for that specific course. The department does not waive prerequisites lightly. In addition to your written request, you may need to provide examples demonstrating your abilities and experience.

Faculty Executive Directors of Study:
- Animation – John Canemaker
- Camera - Michael Carmine
- Craft and Sound Studies - Lynne McVeigh
- Directing - Alice Elliot
- Documentary - Vondie Curtis-Hall
- Film Writing – Ezra Sacks
- History & Criticism - Nick Tanis
- Producing - Janet Grillo
- Production – Christina Deltaven
- Post-Production – Julie Sloane
- Television/TV Writing - DB Gilles

**What if I believe that some of my transfer units listed under Electives on my Final Statement of Transfer Credit are really General Education classes?**

Please note that the department will review all transfer credits during the Summer and re-allocate any classes if necessary. If you believe some of your credits are still not correct please see Greer McKeown in room 1106.

**Will I have an advisor?**

You will be assigned to a faculty advisor with whom you will meet during the school’s New Student Orientation Program. For subsequent advisement periods, you may sign up for an appointment with the faculty advisor of your choice. In addition, each week two faculty advisors are available by appointment. Please note you will register for the first time in June using this registration handbook.

**Do I have to take the Department of Art and Public Policy Core Curriculum?**

All transfer students need to complete one semester (4 units) of Expository Writing, if you do not transfer in a minimum of 3 units (one course) in Expository Writing. Those who do not transfer a course will need to fulfill this requirement in the fall semester by enrolling in *Art in the World/Writing the Essay*, EXPOS-UA 5. 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 questions regarding fulfillment of this requirement please contact either Anita Gupta or Jean Chen-Villalba in the Student Affairs office at (212) 998-1900. Transfers can also petition for a waiver of this course by submitting writing samples to the Expository Writing Program. See someone in the Office of Academic Support Services (Room 1107 of 721 Broadway) for details.

**Can I place out of the Department of Art and Public Policy Core Curriculum?**

Neither AP units nor high SAT scores exempt a student from the Expository Writing requirement. However, if your tentative or final Statement of Transfer Credit includes a composition class in the Expository Writing Area, and if you are not a student for whom English is a second language (and do not need to take the International Student two-course sequence), then your Expository Writing requirement should be satisfied. If you are in doubt, please call the UGFTV Registration Office at (212) 998-1704/3. See the back of this booklet for further information on the Expository Writing requirements.

**How do I make changes to my course schedule?**

You will be able to drop and add courses using ALBERT through NYUHome (https://home.nyu.edu), the University’s online registration and information system. There is a strict drop/add schedule that is outlined in the school’s policies and procedures handbook, which you will receive during orientation. You should always confirm with your advisor that any changes made to your schedule would not adversely affect your progress toward graduation.

**What should I do if one of my courses is closed?**

If a course is closed and you would like to be placed on the wait list, the correct way to do it is to use the swap feature in Albert registration. The swap feature will allow you to swap a class you are currently enrolled in with a waitlisted class. When the wait listed class is available,
the system will ask you if you want to swap it, that is to drop the class you are currently enrolled in for the waitlisted class. Note, this is the only correct way to wait list for a course, please do not use any other wait list option because it will most likely affect your course scheduling and additional billing of tuition.

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) 998-2806 (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 Smith-Wilson in the Tisch Office of Student Affairs (212) 998-1900. Students who have been dropped from their courses for non-payment have no guarantee that they will be able to re-enroll in the same courses. You should contact the Film/TV Office of Academic Support Services at (212) 998-1703/4 if you are de-enrolled. Some things to note about registration and your bill. It is important that when you register you have a full-time schedule, that is, 12-18 units. The average number of units is 16. If you do not register full-time, your bill will reflect this; it will not be accurate and you will have to pay additional money at a later date. It is important to be registered full-time by early July 2014. The payment deadline is August 6.

What is the Five-Semester Residency Requirement?
As a transfer student, you must be matriculated for at least five semesters to obtain your BFA. The fifth semester does include your first summer semester if you are enrolled for a core production class for 6 units or a combination of other departmental courses for a minimum of 8 units.

Do foreign language classes count toward General Education Requirements?
Yes, if you choose to take a foreign language class it will count toward the Humanities portion of the General Education requirement; however, **if you take a foreign language at the elementary level, you must take two semesters of the same language in order for it to count toward General Education.** If you take only the first semester of a foreign language at the elementary level, it will count as elective credit, and will not count toward your general education requirements. Once you complete the second semester of a beginning level language, you should notify the Film and Television Office of Academic Support Services so the first semester course can be credited to Humanities. Elementary Language II, intensive elementary language at 6 units, intermediate or advanced level courses will count individually toward your general education requirement.

Can I declare a double major or minor?
Yes. Typically, students who choose to do so complete a second major or minor in one of the disciplines in the College of Arts and Science. There is also an intensive minor - Business of Entertainment, Media, and Technology - offered through Stern and Tisch. It is also possible to complete a double major in another department at Tisch. Undertaking a double major within departments at the Tisch School of the Arts is difficult due to the demanding nature of the production requirements. Students must have completed one year at the school before applying for the second major. Students interested in applying for a double major at TSOA must complete an application available through the Office of Student Affairs, 726 Broadway, 2nd floor. Portfolio review and/or an audition will also be required for students applying for double majors within TSOA.

If you double major in a College of Arts and Science discipline, your degree remains a BFA in Film and Television; the second major or minor will appear in your transcript under the BFA.

If you have an interest in pursuing a double major or minor, you should first discuss your interest with your faculty advisor. You should also seek the advice of a faculty advisor in the department of your secondary major or minor.

Note: You can check out major/minor requirements of College of Arts and Science Departments by accessing their websites. On the right side of each home page choose “Degree Requirements.”

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 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. If you have questions regarding degree requirements or your progress toward the BFA degree, you should see one of the registration staff in the Film & Television Office of Academic
Support Services (Room 1107 in the 721 Broadway building).

**When can I pursue an internship?**
During the academic year, our many internship opportunities are open to students who have completed two Sight & Sound level courses and are in good academic standing. *During the summer sessions, any student can register for an internship.* Please see the Internship Coordinator in Room 940 of 721 Broadway for registration and placement information. For more information, explore the Internship website at https://wikis.nyu.edu/display/tsoaftv/Internships.

**Are study abroad opportunities available?**
There are numerous study abroad opportunities available to Tisch School of the Arts students, both through NYU Global Programs and Tisch Special Programs as well as university-wide study abroad programs. **Students must complete two Sight and Sound courses in order to study abroad during the fall or spring semesters.** Please consult with Tisch Special Programs office, 12 th floor, 721 Broadway, north elevator, (212) 998-1500 or on the web at http://specialprograms.tisch.nyu.edu/page/home for further information. Special Programs e-mail is tisch.special.info@nyu.edu. For NYU study abroad programs outside of the Tisch selection of programs, you can go to http://www.nyu.edu/studyabroad. You can direct any questions to studyabroad@nyu.edu or call 212-998-4433.

**Please note:**
All courses taken at the Steinhardt School of Education, Stern School of Business and the Gallatin School of Individualized Study or other divisions of NYU will only credit towards 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.
Registration Worksheet for the Kanbar Institute of Film & Television

ALBERT: HTTPS://HOME.NYU.EDU

1. Gather all registration materials prior to visiting the ALBERT online registration system, including: your student ID number, course schedules and completed registration worksheet. (See Below)

2. Log on with your Net ID and password. If you have not yet activated your Net ID, you will need to do so prior to registering. See page 4 of this handbook for information on how to activate your Net ID if you have not done so already. If your Net ID is activated, follow the instructions below:
   • Visit ALBERT through NYUHome at HTTPS://HOME.NYU.EDU
   • Click on the “Academics” tab in the upper-left portion of the NYUHome page
   • Click the “Albert Login” link on the left side to login to ALBERT
   • Then click “Student Center” (under “Registration”) and click search for classes. Be sure to check to Fall 2014 checkbox on the right.

3. You can now register for classes for the Fall 2015 term. Carefully enter selections from your Registration Worksheet below, using the class numbers listed in the right column of your worksheet. Be sure to look over your schedule once you have completed your registration to confirm your selections.

4. If you encounter difficulty in registering, you may call the Film & Television Department’s Helpline at (212) 998-1703 or 04, or you may call the Office of Student Affairs at (212) 998-1900.

REGISTRATION WORKSHEET

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<th>TITLE</th>
<th>DAYS/TIMES</th>
<th>UNITS</th>
<th>CLASS #</th>
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<tbody>
<tr>
<td>CORE PRODUCTION</td>
<td>Sight &amp; Sound: Filmmaking, Studio or Documentary</td>
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<td>6.0</td>
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<td>FMTV-UT 43, 0051, or 0080</td>
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<tr>
<td>1st semester of scriptwriting FMTV-UT 33 or upper level scriptwriting</td>
<td>Dramatic &amp; Visual Writing</td>
<td>Lecture &amp; Recitation</td>
<td>4.0</td>
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<td>HISTORY &amp; CRITICISM or CRAFT course of choice</td>
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<tr>
<td>Course # _________________________</td>
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<td>- and - FMTV-UT 101 REQUIRED SAFETY COURSE</td>
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<tr>
<td>GENERAL EDUCATION or Expository Writing*</td>
<td>Humanities, Science or Expository Writing</td>
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<td>4.0</td>
<td></td>
</tr>
<tr>
<td>Course # _________________________</td>
<td>Recitation (if required)</td>
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</table>

HTTP://FILMTV.TISCH.NYU.EDU/PAGE/UNDERGRADUATE.HTML (Total Units: 15-18 Units)

*If you do not have transfer credit in expository writing, you must register for EXPOS-UA 5 Expository Writing -Art in the World/ Writing the Essay. See Art and Public Policy section at back of this booklet for lecture and recitation times and class numbers. If in doubt, contact the Film & Television Office of Academic Support Services at 212-998-1814.
EXPOSITORY WRITING AND CORE CURRICULUM REQUIREMENTS

Please note that the use of the word “Core” here is not the same as “CORE Production” for Film classes.

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 four times during the semester, and a writing class 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; 4.0 units). The course is only offered in the fall term. Please see page 35 for recitation and lecture class numbers.

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).

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<tr>
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<th>Section</th>
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<td>003</td>
<td>MW 8:00-9:15am</td>
<td>6736</td>
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<td>004</td>
<td>MW 9:30-10:45am</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).

<table>
<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPOS-UA 5</td>
<td>023</td>
<td>MW 9:30-10:45am</td>
<td>6456</td>
</tr>
<tr>
<td></td>
<td>024</td>
<td>MW 11:00-12:15pm</td>
<td>6577</td>
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<td>025</td>
<td>MW 11:00-12:15pm</td>
<td>6578</td>
</tr>
<tr>
<td></td>
<td>026</td>
<td>MW 2:00-3:15pm</td>
<td>6579</td>
</tr>
<tr>
<td></td>
<td>027</td>
<td>MW 12:30-1:45pm</td>
<td>6670</td>
</tr>
<tr>
<td></td>
<td>028</td>
<td>MW 8:00-9:15am</td>
<td>16700</td>
</tr>
<tr>
<td></td>
<td>029</td>
<td>MW 3:30-4:45pm</td>
<td>6761</td>
</tr>
<tr>
<td></td>
<td>030</td>
<td>MW 2:00-3:15pm</td>
<td>6762</td>
</tr>
</tbody>
</table>

Section 30 open to Goddard Hall Residents only - Please email kerrismiith@nyu.edu or ewy200@nyu.edu for Goddard section access code.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPOS-UA 5</td>
<td>031</td>
<td>MW 12:30-1:45pm</td>
<td>6763</td>
</tr>
<tr>
<td></td>
<td>032</td>
<td>TR 11:00-12:15pm</td>
<td>6764</td>
</tr>
<tr>
<td></td>
<td>033</td>
<td>MW 4:55-6:10pm</td>
<td>6765</td>
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<tr>
<td></td>
<td>034</td>
<td>TR 9:30-10:45am</td>
<td>6766</td>
</tr>
</tbody>
</table>

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 6777 through 16701).

<table>
<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPOS-UA 5</td>
<td>045</td>
<td>MW 9:30-10:45am</td>
<td>6772</td>
</tr>
<tr>
<td></td>
<td>046</td>
<td>MW 9:30-10:45am</td>
<td>6773</td>
</tr>
<tr>
<td></td>
<td>047</td>
<td>MW 11:00-12:15pm</td>
<td>6774</td>
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<td></td>
<td>048</td>
<td>MW 11:00-12:15pm</td>
<td>6775</td>
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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).

<table>
<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPOS-UA 5</td>
<td>049</td>
<td>MW 9:30-10:45am</td>
<td>6877</td>
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<tr>
<td></td>
<td>050</td>
<td>MW 2:00-3:15pm</td>
<td>6878</td>
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<td></td>
<td>051</td>
<td>MW 2:00-3:15pm</td>
<td>6879</td>
</tr>
<tr>
<td></td>
<td>052</td>
<td>MW 2:00-3:15pm</td>
<td>6880</td>
</tr>
<tr>
<td></td>
<td>053</td>
<td>MW 2:00-3:15pm</td>
<td>6881</td>
</tr>
<tr>
<td></td>
<td>054</td>
<td>MW 2:00-3:15pm</td>
<td>6882</td>
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<tr>
<td></td>
<td>055</td>
<td>MW 2:00-3:15pm</td>
<td>6883</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Course #</th>
<th>Section</th>
<th>Day/Time</th>
<th>Class #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPOS-UA 5</td>
<td>056</td>
<td>MW 9:30-10:45am</td>
<td>6884</td>
</tr>
<tr>
<td></td>
<td>057</td>
<td>TR 9:30-10:45am</td>
<td>6876</td>
</tr>
<tr>
<td></td>
<td>058</td>
<td>TR 9:30-10:45am</td>
<td>6877</td>
</tr>
<tr>
<td></td>
<td>059</td>
<td>MW 11:00-12:15pm</td>
<td>7554</td>
</tr>
<tr>
<td></td>
<td>060</td>
<td>MW 8:00-9:15am</td>
<td>8431</td>
</tr>
<tr>
<td></td>
<td>061</td>
<td>MW 12:30-1:45pm</td>
<td>8459</td>
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<tr>
<td></td>
<td>062</td>
<td>MW 12:30-1:45pm</td>
<td>8665</td>
</tr>
</tbody>
</table>

Section 062 is open to Goddard Hall Residents only - Please email kerrismiith@nyu.edu or ewy200@nyu.edu for Goddard section access code.
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 undergraduate 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, available for download online at http://students.tisch.nyu.edu. The total number of advanced standing units granted, including credit for examinations, cannot exceed 56 in the Department of Film & Television. The granting of credit is subject to additional conditions as described below.

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.

Credit by Examination
The Advanced Placement Program (AP) (College Entrance Examination Board) and the International Baccalaureate Program (IB) enable undergraduate students to receive credit toward the undergraduate degree on the basis of performance in college-level examinations or proficiency examinations related to the school’s degree requirements, subject to the approval of the school. Instructions for sending AP scores to NYU can be found on the College Board website: www.apcentral.collegeboard.com.

With the exception of the Department of Dance, the Tisch School of the Arts participates in the Advanced Placement Program of the College Entrance Examination Board. In accordance with New York University policy, students may receive college credit toward their degree for AP tests taken prior to the completion of high school and with results of 4 or 5. See chart on the following page for details on Advanced Placement test scores for which credit is given.

For the International Baccalaureate (IB) examination, The Tisch School of the Arts recognizes higher level examinations passed with grades of 6 or 7. No credit is granted for standard level examinations. Official reports must be submitted to the Office of Undergraduate Admissions for review.

Except in the Department of Dance, the maximum number of units transferable by the combination of examination and college-level coursework completed in high school shall not exceed a total of 32 and are included in total transfer units, which can not exceed departmental standards. The maximum number of AP and/or IB units to be applied to the general education requirements of the undergraduate degree shall not exceed a total of 8. The remainder of units granted by examination, up to the maximum, will be applied to electives. Students receiving credit toward the degree may not take the corresponding college-level course in the College of Arts and Science for credit. If they do, they will lose the Advanced Placement credit.

Advanced Placement Equivalencies

<table>
<thead>
<tr>
<th>AP Examination and Grade</th>
<th>Units</th>
<th>NYU Course Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>4, 5</td>
<td>ARTH-UA 1 or ARTH-UA 2</td>
</tr>
<tr>
<td>Biology</td>
<td>4, 5</td>
<td>BIOL-UA 11,12/BIOL-UA 13,14</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>4, 5</td>
<td>MATH-UA 121</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>4</td>
<td>MATH-UA 121²</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>5, 8</td>
<td>MATH-UA 121, 122</td>
</tr>
<tr>
<td>Chemistry</td>
<td>4, 5</td>
<td>CHEM-UA 101,102/CHEM-UA 109,110</td>
</tr>
<tr>
<td>Course</td>
<td>Code</td>
<td>Units</td>
</tr>
<tr>
<td>----------------------------------------------------</td>
<td>--------</td>
<td>-------</td>
</tr>
<tr>
<td>Chinese Language and Culture</td>
<td>EAST-UA 204</td>
<td></td>
</tr>
<tr>
<td>Computer Science A</td>
<td>CSCI-UA 101</td>
<td></td>
</tr>
<tr>
<td>Computer Science AB</td>
<td>CSCI-UA 101, 102</td>
<td></td>
</tr>
<tr>
<td>English Literature</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>English Language</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>Environmental Science</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>European History</td>
<td>HIST-UA 1 or HIST-UA 2</td>
<td></td>
</tr>
<tr>
<td>French Language</td>
<td>FREN-UA 101</td>
<td></td>
</tr>
<tr>
<td>French Literature</td>
<td>FREN-UA 115</td>
<td></td>
</tr>
<tr>
<td>German Language</td>
<td>GERM-UA 4</td>
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</tr>
<tr>
<td>Human Geography</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>Italian Language and Culture</td>
<td>ITAL-UA 12</td>
<td></td>
</tr>
<tr>
<td>Japanese Language and Culture</td>
<td>EAST-UA 2503</td>
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</tr>
<tr>
<td>Latin Literature</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>Latin: Vergil</td>
<td>CLASS-UA 66</td>
<td></td>
</tr>
<tr>
<td>Macroeconomics</td>
<td>ECON-UA 17</td>
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<tr>
<td>Microeconomics</td>
<td>ECON-UA 27</td>
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<tr>
<td>Music Theory</td>
<td>No course equivalent</td>
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</tr>
<tr>
<td>Physics B</td>
<td>PHYS-UA 11, 12</td>
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<tr>
<td>Physics B</td>
<td>No course equivalent</td>
<td></td>
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<tr>
<td>Physics C—Mech</td>
<td>PHYS-UA 11, 81, or 91</td>
<td></td>
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<tr>
<td>Physics C—E&amp;M</td>
<td>PHYS-UA 12, 81, 82, or 93</td>
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</tr>
<tr>
<td>Politics (U.S. Gov’t and Politics)</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>Politics (Comp. Gov’t and Politics)</td>
<td>No course equivalent</td>
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</tr>
<tr>
<td>Psychology</td>
<td>PSYCH-UA 1</td>
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<tr>
<td>Spanish Language</td>
<td>SPAN-UA 100</td>
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<tr>
<td>Spanish Literature</td>
<td>SPAN-UA 100</td>
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</tr>
<tr>
<td>Spanish Literature</td>
<td>SPAN-UA 100 or SPAN-UA 200</td>
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<tr>
<td>Statistics</td>
<td>PSYCH-UA 10</td>
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<tr>
<td>Studio Art</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>U.S. History</td>
<td>No course equivalent</td>
<td></td>
</tr>
<tr>
<td>World History</td>
<td>No course equivalent</td>
<td></td>
</tr>
</tbody>
</table>

1. Students who obtain a score of 5 and who major in art history are exempt from the introductory course, but AP credit does not reduce the total number of courses required for the major or the minor.

2. Students wishing to enroll in Calculus II (MATH-UA 122) or Calculus III (MATH-UA 123) must meet one or more of the prerequisites detailed in course description. Please visit College of Arts and Science course search, under the course heading Math (MATH-UA122/123) at www.nyu.edu/registrar, and click course search.

3. In order to receive credit for a score of 4 or 5 on Chinese Language and Culture and/or Japanese Language and Culture, students must successfully place above Intermediate II on language placement exams administered by the East Asian Studies department. Units awarded in this manner count as elective credit and cannot be applied to the East Asian Studies major or minor.

4. Credit received for the Environmental Science exam does not count toward the major or minor in environmental studies.

5. Credit received for the German Language exam does not reduce the number of courses required for the German major.

6. Students wishing to go on in Latin must consult the Classics department for proper placement. AP credit will not reduce the number of courses required for the major or minor.

7. Students who major or minor in economics in the policy concentration are exempt from the introductory principles courses as listed above, but AP credit does not reduce the total number of courses required for the major or minor. AP credit does not apply to ECON-UA 5.

8. Students who obtain a score of 4 on the Spanish Literature exam receive 4 units for SPAN-UA 100. If they wish to continue taking Spanish classes, they must take a language placement exam and consult with the Director of the Spanish Language Program.

9. Students who obtain a score of 5 on the Spanish Literature exam receive 4 units for SPAN-UA 100. They must consult with the Director of the Spanish Language Program if they wish to continue taking Spanish classes, or if they wish to receive credit for SPAN-UA 200, instead of for SPAN-UA 100.

10. Students who obtain a score of 5 and who major in psychology receive credit for Statistics for the Behavioral Sciences and may count it toward the major. Those with a score of 4 are exempt from this course, but the AP credit does not count toward the nine courses required for the major.

11. Credit can count as an elective toward the history major but not toward the history minor.
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.

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. To access Albert, login to 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”).