

NewSchool of Architecture & Design 2022-2023 Academic Catalog & Student Handbook Fall Addendum

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Effective Date

The information contained in this addendum supplements or replaces information found in the 2021-2022 catalog.

The following changes reflect current information about NewSchool of Architecture and Design and go into effect beginning July 1, 2022, unless otherwise noted.

Welcome to NewSchool

Location

Pg 20

NewSchool is located in downtown San Diego, California, central to urban activity and the arts community, providing a rich professional context for the study of architecture and related fields. It is located in East Village, San Diego's art district, which has loft spaces where architects and other creative professionals have their offices. NewSchool is easily accessible by public transportation and has convenient freeway access for commuters.

Classes are held in over 83,000 square feet of facilities. The library, classrooms, technology labs, design studios, materials lab, and student center comprise the educational environment available to students. The facilities and equipment fully comply with federal, state, and local ordinances including regulations for fire safety, building safety, and health. Students can access NewSchool online classes at <http://www.mynewschoolarch.edu>.

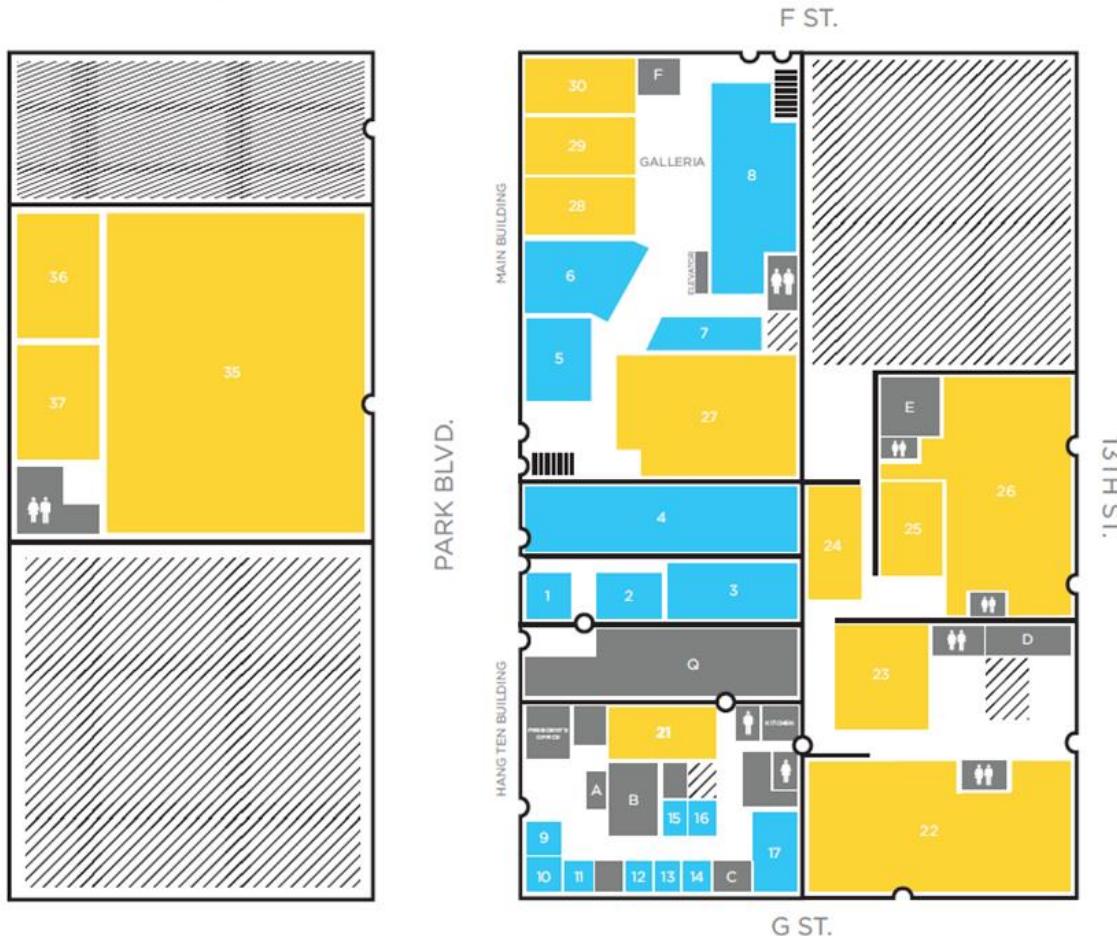
Classes are held at the following locations: 1249 F Street, San Diego, CA 92101; 705 Park Blvd, San Diego, CA 92101. See NewSchool Main Campus Map.

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1249 F Street, San Diego, CA 92101 | 800-490-7081

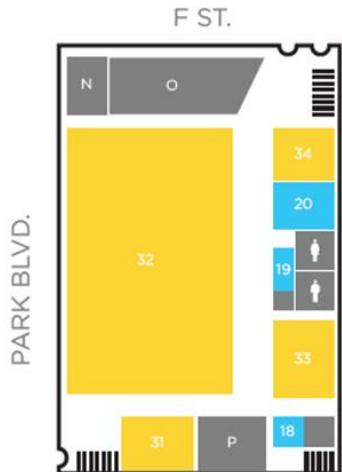
Campus Map



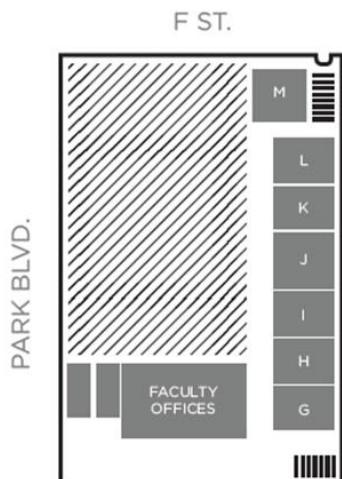
NewSchool is located in Downtown, San Diego California. Situated in a two-story building within a one-block radius between 13th St. and Park Blvd., and F St and G St. Our urban campus is located one block away from public transportation and is a short drive from the San Diego International Airport. There is street parking available.

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MAIN BUILDING - 2nd FLOOR



MAIN BUILDING - 3rd FLOOR



STUDENT SERVICES

1. Facilities
2. International Student Services
3. Mac Lab
4. Materials Lab
5. Technology Core
6. Student Lounge
7. Career Services
8. Richard Welsh Library
9. The Compass
10. Solution Center
11. Assistant Registrar
12. Academic Advisor M-Z
13. Academic Advisor A-L
14. Academic Advising and Student Success
15. Registrar
16. Disability Access Center
17. Student Life
18. Multi-Faith Prayer Room
19. Lactation Room
20. Veteran's Resource Center

ADMINISTRATION

- A. Front Desk
- B. Large Hang Ten Conference Room
- C. Small Hang Ten Conference Room
- D. Faculty Offices
- E. Faculty Offices
- F. Security Desk
- G. Faculty Offices
- H. Program Chair, Construction Management
- I. Dean, School of Design
- J. Irving Gill
- K. Faculty Lounge
- L. Head, Architecture Program
- M. Academic Services (Faculty Only)
- N. Director, Integrative Studies
- O. Faculty Offices
- P. Faculty Offices
- Q. Admissions, Marketing and Enrollment

ACADEMIC

21. Roy Drew
22. Studio III
23. T-1
24. T-2
25. CAD Lab 2
26. Studio IV
27. Auditorium
28. Harriet Wimmer
29. Cliff May
30. Richard Requa CAD Lab 1
31. McGraw Nolen
32. Studio II
33. John Dobyns
34. CAD Lab 3
35. Studio VI
36. P101
37. P102

DIRECTIONS

North to South, via I-5S
Follow I-5 S to 17th St in San Diego.
Take exit 15C from I-5 S
Turn left onto 16th St. Take to F St.
Make a right onto F St.
NewSchool will be on the left

South to North, via I-805N
Take I-805 N and CA-94 W to F St in San Diego.
Take the M L King Jr Fwy exit from CA-94 W
Continue onto F St.
NewSchool will be on the left

There is only metered parking around campus



1249 F Street, San Diego, CA 92101

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Scheduling of Classes/Program Content

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Per California Education Code Section 94898

- (a) NewSchool shall not merge classes unless all of the students have received the same amount of instruction. This subdivision does not prevent the placement of students, who are enrolled in different educational programs, in the same class if that class is part of each of the educational programs and the placement in a merged class will not impair the students' learning of the subject matter of the class.
- (b) After a student has enrolled in an educational program, the institution shall not do either of the following:

- (1) Make any unscheduled suspension of any class unless caused by circumstances beyond the institution's control.
- (2) Change the day or time during the period of attendance in which any class is offered to a day when the student is not scheduled to attend the institution or to a time that is outside of the range of time that the student is scheduled to attend the institution on the day for which the change is proposed unless at least 90 percent of the students who are enrolled consent to the change and the institution offers full refunds to the students who do not consent to the change. For the purpose of this paragraph, "range of time" means the period beginning with the time at which the student's first scheduled class session for the day is set to start and ending with the time the student's last scheduled class session for that day is set to finish.
- (c) If NewSchool enrolls a student in an educational program that is conducted at a specific site at the time of enrollment, the institution shall not convert the educational program to another method of delivery, such as by means of distance education. This subdivision does not apply to an educational program that also includes a distance education component, if the student is notified during the enrollment process, in writing, that the program contains a distance education component.
- (d) NewSchool shall not move the location of class instruction more than 25 miles from the location of instruction at the time of enrollment unless any of the following occur:
 - (1) NewSchool discloses in writing to each student before enrollment in the educational program that the location of instruction will change after the educational program begins and the address of the new location.

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- (2) NewSchool applies for, and the bureau grants, approval to change the location. The bureau shall grant the application within 60 days if the bureau, after notice to affected students and an opportunity for them to be heard as prescribed by the bureau, concludes that the change in location would not be unfair or unduly burdensome to students. The bureau may grant approval to change the location subject to reasonable conditions, such as requiring the institution to provide transportation, transportation costs, or refunds to adversely affected students.
- (3) NewSchool offers a full refund to students enrolled in the educational program who do not voluntarily consent to the change.
- (4) An unforeseeable and unavoidable circumstance outside of the control of the institution requires the change in the location of instruction.

Admission

Notice Concerning Transferability of Credits and Credentials Earned at our Institution

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The transferability of credits you earn at NewSchool is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the (degree, diploma, or certificate) you earn in Bachelor of Architecture, Bachelor of Arts in Architecture, Bachelor of Science in Construction Management, Bachelor of Interior Architecture & Design, Bachelor of Arts Product Design, or Bachelor of Science in Graphic Design & Interactive Media, Master of Architecture, Master of Architectural Studies, Master of Science in Architecture, Master of Construction Management, or Certificate in Construction Management is also at the complete discretion of the institution to which you may seek to transfer. If the (credits or degree, diploma, or certificate) that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending NewSchool to determine if your (credits or degree, diploma, or certificate) will transfer.”

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Transfer Guides

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NewSchool partners with other schools to create Transfer Guides in the spirit of cooperation and to mutually recognize each other as quality institutions of higher learning. The purpose of a Transfer Guide is to provide a tool for transfer students, this tool is to help students review prior credit earned for potential transferability. A transfer guide is not considered an articulation agreement and is only a reference and is subject to change based on program requirements. Only credits that apply during an official transfer evaluation will be considered official transfer credits and applied to the student's program. A list of schools NewSchool has created transfer guides can be found on NewSchool's website. NewSchool has over 90 transfer guides with over 50 schools, including:

Allan Hancock College
American River College
Bakersfield College
Chabot College
Chaffey College
Citrus College
City College of San Francisco
Coastline Community College
College of Marin
College of San Mateo
College of the Canyons
College of the Desert
College of the Sequoias
Cosumnes River College
Cuesta College
Cuyamaca College
De Anza College
Diablo Valley College
East Los Angeles College
El Camino College

Foothill College
Fresno City College
Fullerton College
Glendale Community College
Grossmont College
Irvine Valley College
Ivy Tech Community College
Laney College
Las Positas College
Long Beach City College
Los Angeles Harbor College
Los Angeles Pierce College
Mira Costa College
Mt. San Antonio College
Norco College
Orange Coast College
Palomar College
Pasadena City College
Saddleback College
San Bernardino Valley College

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San Diego City College
San Diego Mesa College
Santa Monica College
Santiago Canyon College
Seminole State College
Southwestern College
Truckee Meadows Community College

Valencia College
Ventura College
Western Nevada College
West Valley College
Vancouver Community College
Camosun College
Lethbridge College

Credit for Prior Experiential Learning_ Military Credit

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NewSchool accepts military credit as prior experiential learning is to be granted according to the California Code of Regulations.

- (1) NewSchool may grant military credit to a student for prior experiential learning only if:
 - (A) The prior learning is equivalent to a college or university level of learning;
 - (B) The learning experience demonstrates a balance between theory and practice and;
 - (C) The credit awarded for the prior learning experience directly relates to the student's degree program and is applied in satisfaction of some of the degree requirements.
- (2) NewSchool's level learning experience for which credit is sought shall be documented by the student in writing. For military credit evaluation, both an official ACE transcript and a student's written request must be provided.
- (3) NewSchool's level learning experience shall be evaluated by faculty qualified in that specific subject area who shall ascertain (1) to what college or university level learning the student's prior experience is equivalent and (2) how many credits toward a degree may be granted for that experience.
- (4) The faculty evaluating the prior learning shall prepare a written report indicating all of the following:
 - (A) The documents in the student's record on which the faculty member relied in determining the nature of the student's prior experience;
 - (B) The bases for determining that the prior experience (i) is equivalent to college or university level learning and (ii) demonstrates a balance between theory and practice; and
 - (C) The bases for determining (i) to what college or university level the experience is equivalent and (ii) the proper number of credits to be awarded toward the degree for that experience.

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(5)(A) The NewSchool Registrar is designated responsible for the review of faculty determinations regarding the award of credit for prior experiential learning.

(B) The NewSchool Registrar shall document the institution's periodic review of faculty evaluations to assure that the faculty written evaluations and awards of credit comply with this section and the institution's policies and are consistent.

(6) The amount of credit awarded for prior experiential learning shall not be related to the amount charged the student for the assessment process.

(7)(A) Of the first 60 semester credits awarded a student in an undergraduate program, no more than 15 semester credits may be awarded for prior experiential learning.

(B) Of the second 60 semester units (i.e., credits 61 to 120) awarded a student in an undergraduate program, no more than 15 semester credits may be awarded for prior experiential learning.

(C) Of the first 30 semester credits awarded a student in a graduate program, no more than 6 semester credits may be awarded for prior experiential learning.

(D) Of the second 30 semester credits (i.e., credits 31 to 60) awarded a student in a graduate program, no more than 3 semester credits may be awarded for prior experiential learning.

(E) No credit for experiential learning may be awarded after a student has obtained 60 semester credits in a graduate program.

A student has a right to dispute their transfer credits, they can appeal their transfer credit evaluation by emailing registrar@newscholarch.edu.

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Graduate Transfer of Credit

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A student who has studied at another accredited college or university or program is granted credit for previous work if such coursework meets NewSchool's educational requirements or if comparable courses are included in NewSchool's curriculum. At the graduate level, transfer credit cannot be more than 10 years old. When transfer credit is granted for a particular course, the requirements for the course have been successfully met (only courses with a B or above for graduate work), and credit is indicated on the student's transcript. No letter grade is provided.

Initial evaluation of transfer coursework must be completed by the end of the student's first quarter at NewSchool. Courses will be given only the maximum credits NewSchool has assigned to the course. Graduate students will be given transfer credit only for graduate-level work.

All transcripts are reviewed for transferable professional courses.

- Professional required courses are transferable.
- Professional elective courses are transferable.
- Refer to Transfer Credit Limits chart.

Transfer students may have myriad credits, but the studio placement is established by prior courses taken and a portfolio review. All transfer of credit is awarded at the discretion of the Office of Admissions. The transferability of credits earned at NewSchool of Architecture & Design is at the discretion of the receiving college, university, or other educational institution. Students considering transferring to any institution should not assume that credits earned in any program of study at NewSchool of Architecture & Design will be accepted by the receiving institution. Similarly, the ability of a degree, certificate, diploma, or other academic credential earned at NewSchool of Architecture & Design to satisfy an admission requirement of another institution is at the discretion of the receiving institution. Accreditation does not guarantee credentials or credits earned at NewSchool of Architecture & Design will be accepted by or transferred to another institution. To minimize the risk of having to repeat coursework, students should contact the receiving institution in advance for evaluation and determination of transferability of credits and/or acceptability of degrees, diplomas, or certificates earned.

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Transfer Credit Limits Chart

Program	Eligible for Transfer	Notes
Master of Architecture, First Professional Degree		
Master of Architecture 4+2	18 total Credits	A maximum of 18 credits may be transferred A Student must earn at least 72 credits in residence at NewSchool
Master of Architecture 4+3	30 total credits	A maximum of 30 credits may be transferred A Student must earn at least 120 credits in residence at NewSchool
Master of Architectural Studies Post- Professional Degree	0 credit total	No transfer credit is accepted
Master of Architectural Studies	0 credit total	No transfer credit is accepted
Master of Construction Management	0 credit total	No transfer credit is accepted

Undergraduate Degree Program Information

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ARCHITECTURAL LICENSURE

A California's examination and licensure requirements to become an architect are more flexible than most other jurisdictions. Although each candidate's path to licensure may differ, all will complete the

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process with the necessary knowledge, skills, and ability to be a licensed architect who practices in a way that protects the health, safety, and welfare of Californians.

No single aspect can accurately measure whether an individual is qualified to be licensed to practice architecture in California. The Board considers three separate aspects of an individual's architectural development—education, experience, and examination—when assessing the knowledge, skills, and abilities required to competently perform the services required of an architect.

A candidate who provides evidence of having completed the following requirements is eligible to receive a license to practice architecture:

- Be at least 18 years of age or the equivalent of a graduate from high school
- Five years of architectural educational experience or the equivalent as specified in the Board's regulations¹
- Architectural Experience Program (AXP) or the Canadian Provincial Internship in Architecture Program (IAP)^{1, 2}
- All divisions of the Architect Registration Examination (ARE)
- California Supplemental Examination (CSE)

It is important to note that each candidate may have different education and training backgrounds, and it is not possible to describe each education and experience background.

¹When combined will total the eight years of architectural training and education experience required for licensure (Business and Professions Code (BPC) section 5552).

²Candidates who meet the exemption requirements specified in the Board's regulations may substitute work experience in lieu of AXP.

For current information regarding architectural licensing requirements within the state of California, please visit the California Architects Board's website:

https://www.cab.ca.gov/candidates/becoming_a_licensed_architect/overview.shtml. For licensure requirements outside of California, students are encouraged to consult the appropriate state agency to determine specific requirements.

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Graduate Degree Program Information

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INTEGRATED PATH TO ARCHITECTURAL LICENSURE (IPAL)

The School of Architecture is approved by the National Council of Architectural Registration Boards (NCARB) to offer an Integrated Path to Architectural Licensure (IPAL). Participation in IPAL grants students permission to take the Architect Registration Examination (ARE) prior to completion of their professional degree. Master of Architecture students are encouraged to apply in the first year of the three-year program. However, any architecture student may apply for IPAL provided they can show that they can complete the IPAL requirements. These requirements include completing all 3,740 Architectural Experience Program (AXP) hours and taking all sections of the six-part exam at least once prior to graduation.

Students must start their NCARB record upon beginning work and must report all Architecture Experience Program (AXP) hours to NCARB according to the AXP Guidelines. Students must remain in good standing academically and financially as determined by the School of Architecture, the Registrar's Office, and Student Accounts.

ARCHITECTURAL LICENSURE

Pg. 94

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Academic Information

Attendance Policy

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Because of the professional nature of education at NewSchool, students should strive for 100% attendance in all scheduled classes. NewSchool classes are experiential and attendance for the entire class is required. The following attendance policy is modeled after attendance expectations in the

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workplace and is consistent with NewSchool's commitment to 'a culture of professional practice' (NewSchool Mission Statement).

Instructors provide important information and guided practice. Students must participate in discussion, reviews, critiques, and seminars. Lack of attendance and/or participation will impact the student's success and, potentially, progress through the program of study.

Instructors may call roll of the student names listed on the attendance roster at any time during the class, for each day that the course meets during the quarter. Students who are tardy may have points or a percentage deducted from the cumulative total for the course (refer to the instructor's course syllabus for details on tardiness).

Course absences count against the minimum 70% attendance requirement or as stated on the course syllabus or in the department rules. Students who are absent due to an extenuating circumstance may submit documentation (e.g., doctor's note) to their instructor in support of a request for an excused absence. Students may make up work from excused absences; however, because NewSchool classes are highly participatory, even excused absences may prevent students from making required progress. In these cases, the faculty will work with Academic Advising to act in the best interest of the student's academic progress.

Participation and Attendance Disclosure

A student must meet the participation and Attendance requirements as stated on the course syllabus to earn a passing grade in each course. For full attendance policy see above.

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Facilities & Equipment

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FACILITIES & EQUIPMENT Students at NewSchool study in classrooms and studios designed to promote collaborative, integrative learning in a professional environment. Learning spaces at NewSchool meet or exceed expectations of professional guidelines. Students have access to equipment and materials unique to their programs of study.

PROGRAM OF STUDY FACILITIES/EQUIPMENT	
Interior Architecture & Design	Materials library
Architecture	Materials lab including a 3-D printer
All programs	Specialized software such as Revit, Rhino, Unity, ZBrush, Unreal Render Engine, Maya

MATERIALS LIBRARY – The Material Library is a collection of material samples such as stone, ceramics, textiles, wall coverings, wood, paint, and other products specific to the practice of architecture, interiors, and product design. Intended to promote hands-on interaction and active exploration, the Material Library is accessible to students and encourages them to appreciate and understand material properties, to recognize product manufacturers and vendors, and to be inspired, thoughtful, and innovative in their use of materials and surfaces in the development of design solutions.

MATERIALS LAB - The Materials Lab is a comprehensive 3,000-square-foot facility where students can create tangible representations of their ideas by using multiple types of fabrication capabilities. The Materials Lab has state-of-the-art equipment for woodworking, metalworking, and CNC routing, as well as 3-D printing capabilities.

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Policies and Procedures

Library Resources

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LIBRARY RESOURCES

The mission of the Richard Welsh Library is to support the teaching and research needs of the faculty, students, and alumni of NewSchool. The professionally staffed library complements classroom activity and is an integral part of all programs. The collection covers all subjects taught at NewSchool and includes over 17,000 print books, 12,000 e-books, and electronic resources such full-text databases, video streaming, and LinkedIn Learning. Holdings also include tech hardware, a reserve collection, and digital and print periodical subscriptions. Books are shelved by call number using the Dewey Decimal Classification system. In addition to learning resources, the library offers campus networked computers, scanning, printing, Wi-Fi, and space for group and private study. Library staff serve as an integral resource and point of help for both students and faculty.

LEARNING OUTCOMES

- Library users will be able to locate and access resources utilizing appropriate search strategies within the library and beyond.
- Library users will be able to critically evaluate information sources considering relevance, reliability, and authority. Library users will be able to use information ethically and legally, assigning credit for the source and ideas utilizing pertinent citation standards.
- Library users will be able to apply discipline-specific research methods to accomplish a particular purpose.

Members of the NewSchool community (students, faculty, staff, and alumni) are granted the following borrowing rights:

- Open Shelf Books: 3 weeks
- New Books: 2 weeks
- Magazines/ Tech/ eBooks: 1 week
- Audio Visual Resources / Board Games / Video Games: 3 days

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- Thesis: 1 day
- Reference / Reserve Books: 2 hours

The library may be closed over school breaks. Students and faculty will receive notification of library closures via email.

Library Access

Students, faculty, and staff can access the library during normal operating hours by using their NewSchool ID card. Books and Materials can be checked out from the library using a self-checkout system linked with the NewSchool ID card.

EBooks and other online resources can be accessed through the NewSchool Library website, <https://library.newschoolarch.edu/home>.

For additional learning resources including tutoring and workshops please see The Center of Academic & Student Success (The Center) on page 122 of the 2022-2023 NewSchool of Architecture & Design Academic Catalog & Student Handbook.

SPECIAL REQUIREMENTS & ACCESS FOR PEOPLE WITH DISABILITIES The library is accessible for people with disabilities. Please phone or email ahead of time for additional assistance

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ADDITIONAL FEES AS INCURRED

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- Application Fee (nonrefundable) \$75.00
- Tuition Deposit (refundable)* \$175.00 *Deposit applied to tuition charges after cancellation period are subject to institutional refund policies.
- International Transcript Evaluation Fee \$100.00
- Late Registration Fee \$250.00
- Late Course Add Fee (After add/drop period) \$100.00
- Late Payment Fee \$25.00 for payment plans. \$100.00 per month each term for non-payment plans.
- Payment plan set up fee \$50.00 to \$200.00 depending on length
- Payment plan monthly maintenance fee: \$25.00 per month (Waived if auto pay set up)
- Returned Check Fee \$35.00
- Unofficial Transcript Fee \$5.00 (Free if printed from student portal)
- Official Transcript Fee \$15.00 o Transcript shipping fees may apply
- Duplicate Diploma Fee \$50.00 n Graduation Fee \$250.00 (includes diploma, degree audits, and other administrative fees necessary for processing degree conferral)
- Course Challenge Fee \$500.00
- Overdue Library Book Fee \$0.25/day
- Student ID Replacement (first replacement free) \$25.00
- Stop payment and reissuance of Stipend check fee \$15.00

The Student Tuition Recovery Fund (STRF) rate is based on institutional charges (Tuition and Fees) for the entire program (one-time collection). The STRF fee, if imposed, is charged once in the initial year for new students who are residents of California: \$2.50 per \$1000

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A payment plan must be set up between the student and the New School of Architecture and Design. A set-up fee ranging from \$50.00 to \$200.00 (depending on the length of the plan) is applied to all payment plans and is included with the first payment. Information concerning the payment plan offered by the institution can be found at: [Payment-Plan-Policy-Updated-09.30.2022.pdf \(newschoolarch.edu\)](https://newschoolarch.edu/Payment-Plan-Policy-Updated-09.30.2022.pdf)