

NewSchool of Architecture & Design 2024-2025 Academic Catalog & Student Handbook
Addendum

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EFFECTIVE DATE

The information contained in this addendum supplements or replaces information found in the 2024-2025 catalog. The following changes reflect current information about NewSchool of Architecture and Design Catalog and Student Handbook, effective April 1, 2025, unless otherwise noted.

OWNERSHIP & GOVERNANCE

LOCATION

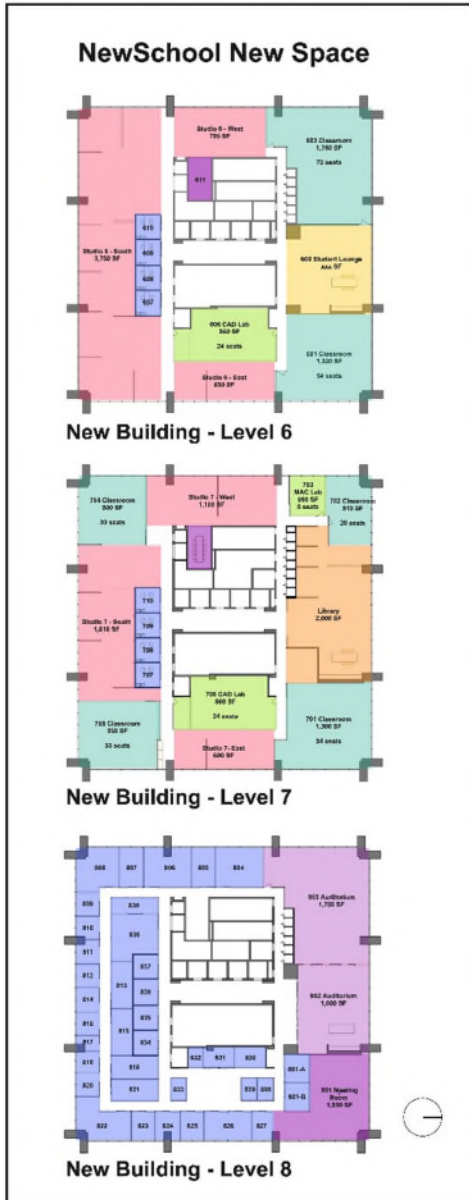
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NewSchool is located in downtown San Diego, California, central to urban activity and the arts community, providing a rich professional context to the study of architecture, design and construction management. NewSchool is easily accessible by public transportation and has convenient freeway access for commuters.

Classes are held in over 40,000 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.sisportal.newschoollarch.edu>.

Classes are held at the following locations: 600 B Street Suite 600-800, San Diego, CA 92101; 750 Park Blvd, San Diego, CA 92101. See NewSchool Main Campus Map.

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Staff

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Chiao-Ling Hsu, President/CEO

Dr. Dutchie Reid, Vice President of Academic Affairs/Accreditation Liaison Officer

Shannon Liu, Chief Financial Officer (CFO)

Dr. Irene Moore, Director of Financial Aid & Compliance

Grace Thomas, Associate Director of Human Resources

Richard Hess, Director of Career Services

Allen Mutchler, Registrar

Stephen Toppin, Bursar

Naomi Cano, Librarian

Juan Saldana, Associate Director of Enrollment

Nicole Dean, Student Life Manager

Erene Hilentzaris, Interim Director of Enrollment and Marketing

Paul Hendricks, Facilities Manager and Title IV Coordinator

Stephen Pon, Associate Director of Information Technology

Christian Capetillo, Manager, Information Technology

Caroline Ambrose, Materials Lab Manager

REFUND POLICIES

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STUDENT'S RIGHT TO CANCEL

- A student has the right to cancel an agreement for a program of instruction, without any penalty or obligations, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, a student also has the right to stop school at any time and the right to receive a pro rata refund if he or she has completed 60% or less of the scheduled quarter through the last day of attendance.
- Cancellation may occur when a student provides a written notice of cancellation at the following address: 600 B Street Suite 800, San Diego, CA 92101. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, is effective if it shows that the student no longer wishes to be bound by the enrollment agreement.
- If the enrollment agreement is cancelled, the school will refund the student any money he or she paid, less an application fee not to exceed \$250, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

MATERIALS LAB

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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.

Contact Info: Caroline Ambrose

Email: cambrose@newschoolarch.edu

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Phone: (619) 684-8769

Location: 750 Park Blvd. San Diego, CA 92101

REFUND, CANCELLATION, & TERMINATION POLICY

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