

Registration Information

You may register online at www.parsons.newschool.edu/register, or register by fax, up to three days before the start date of class. Mail registration must be postmarked two weeks before your class begins.

Fax or mail your completed registration form to:

The New School
Registrar's Office
79 Fifth Avenue, 5th floor
New York, NY 10003
Fax: 212.229.5648

Non credit Fax or Mail Registration

Instructions

1. Use the form for non credit registration.
2. Provide complete payment information. If you wish to charge your fees to MasterCard, Visa, or American Express, enter the credit card number and expiration date on the registration form. If you are mailing your registration, you may also pay by personal check or money order payable to The New School. Do not send cash. Add the \$7 Non Credit Registration Fee.
3. Enclose full payment. Students whose tuition will be paid by a company or government agency should follow the instructions in the section under tuition payment on page 22.
4. Fax or mail the completed form to the above number/address.
5. Receipts will be processed and mailed to students.
6. Carefully read the policies for adding and dropping courses and the refund of tuition and fees detailed on page 25.

Certificate Fax or Mail Registration

Instructions

1. Use the form for certificate registration.
2. Include the code 'CT' in the box marked Grade Option. This notation ensures that the instructor will evaluate your participation in the class. If you are registering for a course that is not part of your certificate program, put NC in the Grade Option box.
3. Important: Include the correct Major Code from the list below and record it in the box labeled Major.

Certificate Major Codes

FASH Fashion Design
FINE Fine Arts
GRDS Graphic and Digital Design
INTD Interior Design
ACAD Pre-College Academy

4. Provide complete payment information. If you wish to charge your fees to MasterCard, Visa, or American Express, enter the credit card number and expiration date on the registration form. If you are mailing your registration, you may also pay by personal check or money order payable to The New School. Do not send cash. Add the \$60 University Services Fee for certificate registration.
5. Enclose full payment. Students whose tuition will be paid by a company or government agency should follow the instructions in the section under tuition payment on page 22.
6. Fax or mail the completed form to the above number/address.
7. Receipts will be processed and mailed to students.
8. Carefully read the policies for adding and dropping courses and the refund of tuition and fees as stated in the back of this catalog, page 25.

General Credit Fax or Mail Registration

Instructions

1. Use the form for general credit registration.
2. Enter the credit value for each course in the Credits column. (The number of credits for each course is indicated by the digit at the end of the course description.) You may include noncredit courses on the general credit registration form by entering 0 in this column. General credit registration for nine (9) or more credits requires approval of a Parsons SPACE advisor and must be completed in person.
3. General credit tuition is \$1,168 per credit. Tuition stated in the course description applies to noncredit registration only.
4. Provide complete payment information. If you wish to charge your fees to MasterCard, Visa, or American Express, enter the credit card number and expiration date on the registration form. If you are mailing your registration, you may also pay by personal check or money order payable to The New School. Do not send cash. Add the \$60 University Services Fee.
5. Enclose full payment. Students whose tuition will be paid by a company or government agency should follow the instructions in the section under tuition payment, page 22.
6. Fax or mail the completed form to the above number/address.
7. Receipts will be processed and mailed to students.
8. Carefully read the policies for adding and dropping courses and the refund of tuition and fees detailed on page 25.

You will receive your registration confirmation, receipt, statement, and schedule by mail, but not always before your first class begins.

Fax or Mail Now!

Registrations will be processed in the order in which they are received.

