

Consumer Information

The New School Center for Media

Located at: 14 Computer Drive West, Albany, NY 12205

Phone: 518 438 7682

HELPFUL LINKS:

Main Webpage: <http://newschoolalbany.edu/>

Catalog page: <http://newschoolalbany.edu/Catalog.pdf>

Title IX Policy: <http://newschoolalbany.edu/TitleIXPolicy.pdf>

Drug Abuse Prevention Policy: <http://newschoolalbany.edu/DrugAbusePolicy.pdf>

Most Recent Annual Safety & Security Report: <http://newschoolalbany.edu/AnnualSecurityReport.pdf>

Clery Act: <http://newschoolalbany.edu/CleryAct.pdf>

Copyright Infringement Policy: <http://newschoolalbany.edu/CopyrightInfringement.pdf>

This document serves to notify current and prospective students regarding the availability and location of consumer information in accordance with certain state and federal laws applicable to our school. For assistance with any of the consumer information discussed herein, prospective and current students may contact the Director of the school during regular business hours. Requests also may be e-mailed to admin@newschoolalbany.edu.

Title IX Protection

The New School Center for Media is committed to creating, fostering, and maintaining an educational, employment, business, and environment that is free from sex - based discrimination, sexual harassment, and sexual violence. In keeping with this commitment, and consistent with Title IX of Education Amendments of 1972, The New School prohibits discrimination based on sex and sexual harassment, including sexual violence in its educational programs and activities. This policy supersedes all prior policies and guidance relating to Title IX.

Non-Discrimination Notice

The New School Center for Media is committed to a policy of nondiscrimination on the bases of race, gender, sexual orientation, religion, creed, color, national origin, ancestry, marital status, age, disability, and any other legally-protected class in admissions and educational programs, services and activities, in accord with applicable federal and state law.

Non-Discrimination Statement in accordance with the provisions of the Americans With Disabilities Act of 1990, Title VI of the Civil Rights Act of 1964 (as amended), Title IX of the Educational Amendments of 1972, P.L. 93-112, and Section 504 of the Rehabilitation Act of 1973 and the regulations thereunder, it is the policy of the school that no person shall, because of age, sex, race, disability, or national origin be excluded from participation in, be denied the benefits of, or subjected to discrimination under any education program or activity of the school, including the employment of staff personnel.

The New School Center for Media nondiscrimination statement, cited above, prohibits discrimination and harassment against individuals based on characteristics protected under federal and state law. The school also prohibits retaliation based upon reporting of such violations. If you have questions or believe you have been subjected to discrimination, harassment, including sexual harassment, or retaliation, you may email admin@newschoolalbany.edu.

Catalog

The New School Center for Media catalog contains a wide variety of consumer information, including information relating to academic programs, facilities, courses, costs, financial aid, and institutional policies. To view the Catalog for The New School please visit:

<http://newschoolalbany.edu/Catalog.pdf>

Questions relating to the Catalog may be directed to the Director or submitted via email to admin@newschoolalbany.edu

Entities that Accredit, License, or Approve the Institution

The names of the organizations that accredit, approve, or license The New School Center for Media and its programs are detailed in our current Catalog. The school also will make available upon request a copy of the school's licensure, or approval documentation. To request a copy of any such documentation, students should submit a written request to the Director or via email to admin@newschoolalbany.edu. Any other questions can be answered by contacting or emailing:

Cathy Taylor, Director of Operations

ctaylor@newschoolalbany.edu

The School's Catalog is available at <http://newschoolalbany.edu/Catalog.pdf>

Cost of Attending the Institution

The institutional costs associated with attending (e.g., tuition, fees, books and supplies) are detailed in the current Catalog for each program. As noted above, the Catalog for The New School Center for Media is available at <http://newschoolalbany.edu/Catalog.pdf>

In addition, The New School Center for Media maintains a distinct webpage for each program of study at each school. Each such "Program Page" provides a wealth of information, including both the institutional costs of enrolling in the program and estimates of the living expenses students typically incur (e.g., transportation, room and board).

Questions relating to institutional costs may be directed to the Director or submitted via email to admin@newschoolalbany.edu.

Programs of Study Offered at the Institution

The academic programs, training, and other education offered at The New School Center for Media are detailed in the School's Catalog, available at: <http://newschoolalbany.edu/Catalog.pdf>. The New School maintains a distinct webpage for each program offered at 14 Computer Drive West, Albany, NY. Each such "Program Page" provides a wealth of information, including a detailed description of the program, cost and financing information, graduation and employment rates, and information concerning potential occupational paths for program graduates.

We encourage prospective students to explore the Program Pages and to return if considerable time has passed since your last visit, as The New School is always working to revise and strengthen existing programs and may have added new ones. Indeed, it is The New School's right, and responsibility, to continually consider changes in program content, materials, schedules, in the interest of improving our student's education experience, or where deemed necessary due to industry changes, academic scheduling, or professional requirements. Students may inquire as to whether any plans exist for improving or otherwise altering a particular program at The New School contacting the Director, or emailing their inquiry to admin@newschoolalbany.edu.

School Facilities Associated with Academic Programs

The New School Center for Media provides hands-on, technical training that prepares graduates to enter the workforce ready to practice their chosen trade or vocation. For this reason, we expend considerable resources ensuring that our facilities include appropriate equipment and space for lecture, lab, and study. Information regarding the instructional, lab and related facilities available at The New School Catalog: <http://newschoolalbany.edu/Catalog.pdf>

Questions relating to facilities and programs may be directed to the Director or submitted via email to admin@newschoolalbany.edu.

Textbook Information

Students attending The New School Center for Media will receive a letter prior to the first day of school with information regarding textbooks and/or required supplies. This information will also be provided in their course syllabus.

Questions relating to textbook information may be directed to the Director of Education.

Career Services

The New School Center for Media does not and cannot guarantee that its graduates will obtain employment, or employment in any particular field. The New School is committed, however, to fully preparing graduates to enter the workforce. The Director of Education and instructors assist students with their job search. Indeed, providing students with the skills and training they need to embark on a successful career is at the very core of The New School Center for Media's mission.

The New School Center for Media maintains a distinct webpage for each program of study. Each Program Page includes, among other things, employment or placement rates for the program, as reported in the school's most recent annual reports to its accreditor, and information concerning potential occupational paths for program graduates. Questions relating to career services may be directed to the Director of Education.

Faculty and Other Instructional Personnel

Individuals may request the names of the faculty and instructional personnel employed at The New School Center for Media from the Director of Education, or emailing admin@newschoolalbany.edu. In addition, the names of the administrative staff and faculty employed at the school are included in the School's Catalog. Questions relating to faculty may be directed to the Director of Education.

Student Achievement (Graduation, Retention, Employment, and Placement Rates)

Federal Student-Right-to-Know Graduation Rate: Pursuant to the Student Right-to-Know Act, The New School Center for Media determines and makes available each year the graduation rates of its students. It's important to note that the Student Right-to-Know graduation rate is calculated at the school level. In other words, there is one rate for the entire school, not a rate for each specific program. Certain institutions also are required to calculate and distribute graduation or completion rates for students receiving athletically related student aid, as well as transfer-out rates. These requirements are not applicable to The New School Center for Media.

The Student Right-to-Know rate is based on a "cohort" study; that is, a group of students who are first-time New School attendees who are enrolled full-time. Their graduation rate is measured over a period of time. The rate does not include students who left the school to serve in the armed forces, on official church missions, or in the foreign service of the federal government. Students who died or were totally and permanently disabled also are excluded.

The most recent Student-Right-to-Know graduation rate for The New School Center for Media is available upon request to current and prospective students. The written request can be submitted to the Director of the school or at admin@newschoolalbany.edu. The requested information will be

mailed or emailed to the student.

Federal On-Time Graduation Rate: Beginning July 1, 2011, in accordance with federal regulations, The New School Center for Media will make available an "On-Time Graduation Rate" for each program. This rate is calculated using the following, federal methodology:

- Determine the number of students who completed the program during the most recently completed award year;
- Determine the number of such students who completed the program within normal time, regardless of whether the students transferred into the program or changed programs at the institution; and
- Divide the number of students who completed the program within normal time by the total number of students who completed the program and multiplying the result by 100.

The New School maintains a Program Page for each program of study at each program that includes the program's current Federal On-Time Graduation Rate.

Federal Retention Rate: In accordance with federal law, The New School Center for Media also must make available the retention rates it reports to the U.S. Department of Education. The Federal Retention Rate, as defined by the Department, is a measure of the rate at which students persist in their educational program at an institution, expressed as a percentage. Like the Student-Right-to-Know graduation rate, the Federal Retention Rate is calculated at the school level (*i.e.*, there is one rate for the entire school, not a rate for each specific program).

The most recent Federal Retention rate for The New School Center for Media is available upon request to current and prospective students. The written request can be submitted to the Director of the school or at admin@newschoolalbany.edu. The requested information will be mailed or emailed to the student.

ACCSC Graduation & Employment Rates: The New School Center for Media is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). The Commission requires that The New School Center for Media calculate a graduation rate and an employment rate each year, for each program offered, which the institution submits in its Annual Report to ACCSC. These rates are calculated in accordance with the timeframes and methodology set forth in the *ACCSC Standards of Accreditation*, a current copy of which may be obtained by visiting: <http://www.accsc.org/Content/Accreditation/StandardsofAccreditation/Standards.asp>. As discussed in the *Standards*, a school demonstrates successful student achievement by maintaining graduation and employment rates that meet or exceed certain "Benchmark Rates" established by the Commission.

The New School Center for Media maintains a Program Page at each location. Each Program Page sets out the graduation and employment for all programs, as most recently reported to ACCSC.

Questions relating to student achievement rates may be directed to the Director or submitted via email to admin@newschoolalbany.edu

The New School Center for Media is committed to providing an accessible and supportive environment for students with disabilities, consistent with its obligations under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Accordingly, The New School does not discriminate on the basis of disability against otherwise-qualified individuals in any program, service, or activity offered by at The New School Center for Media, and strives to ensure that no otherwise-qualified individual with a disability is excluded, denied services, segregated, or otherwise treated differently than other individuals because of the absence of auxiliary aids or other appropriate services. However, accommodations cannot result in an undue burden to The New School or fundamentally alter the requirements essential to a program of instruction.

Prospective and current students should refer to the "Facilities" section of the Catalog for information for services available to disabled student. The Catalog can be found at: <http://newschoolalbany.edu/Catalog.pdf>.

In addition, individuals with any questions or concerns about this policy may contact the Director of Operations or Director of Education via email at admin@newschoolalbany.edu.

Immunization Policy

The New School Center for Media generally does not require specific immunizations beyond those requirements that may be imposed by federal or state law. However, if we determine that a public health situation has developed that warrants the implementation of mandatory immunization requirements, those requirements will be communicated as quickly as possible. In addition, The New School reserves the right to take steps to limit or restrict an individual's access to any or to require medical documentation as reasonably necessary to verify that an individual does not pose a substantial risk to the community due to communicable disease.

If you have any questions regarding our Immunization policy, please do not hesitate to contact via email at admin@newschoolalbany.edu.

Transfer of Credit

The New School Center for Media school does not accept credits earned at another institution. Prospective and current students should never assume that another institution will accept credits earned at a The New School Center for Media. Students are strongly advised to obtain confirmation that the school they are interested in attending, will accept credit earned at another institution before executing their enrollment agreement. Additional information regarding the transfer of credit to other institutions is available in the School Catalog.

Articulation Agreements

In some circumstances, The New School Center for Media may enter into a written agreement with another postsecondary institution pursuant to which certain courses or programs are assessed and pre-approved for transferability. Individuals seeking information relating to articulation agreements also may contact the Director of Education, or email their inquiry to admin@newschoolalbany.edu.

Prospective and current students should be advised that The New School Center for Media does not and cannot guarantee that credits earned at an institution operated by The New School will be accepted by or transferable to any other college, university, or educational institution, even where an articulation agreement is in place. Accordingly, individuals are strongly encouraged to contact any institution to which they may want to transfer credits earned at The New School to confirm that the institution will accept their transfer credits, consistent with any existing articulation agreement. Questions relating to articulation agreements may be directed to the Director of Education.

College Navigator Website

The National Center for Education Statistics (NCES), a division of the U.S. Department of Education, is the primary federal entity responsible for collecting and analyzing data related to postsecondary education in the United States. Each year, NCES collects a broad range of information from postsecondary institutions through the Integrated Postsecondary Education Data System. Much of this information is then sorted, organized, and presented to the public on the College Navigator website, which is managed by NCES.

The College Navigator website is located at the following URL:

<http://nces.ed.gov/collegenavigator>.

To view information relating to the The New School Center for Media, type the name of the school into the appropriate space in the upper left-hand corner of the webpage.

Gainful Employment Disclosures

Federal regulations that went into effect on July 1, 2011, include a provision that requires postsecondary institutions to disclose to prospective students certain information about each of their "gainful employment" programs. For institutions like The New School Center for Media, a program is a gainful employment program if eligible students enrolled in the program can obtain federal financial aid. The specific information that must be disclosed for each gainful employment program is as follows:

- The name and U.S. Department of Labor's Standard Occupational Classification (SOC) code of the occupations that the program prepares students to enter, along with links to occupational profiles on the U.S. Department of Labor's O*NET Web site or its successor site.
- The on-time graduation rate for students completing the program.
- The tuition and fees the institution charges a student for completing the program within normal time.
- The typical costs for books and supplies (unless those costs are included as part of tuition and fees), and the cost of room and board, if applicable.
- The job placement rate for students completing the program.
- The median loan debt incurred by students who completed the program.

The New School Center for Media maintains a distinct webpage, or "Program Page," for each gainful employment program offered. Simply select the program of your choice, and you will be directed to the appropriate Program Page, which includes the information discussed above.

Student Body Diversity

The New School Center for Media values the diversity of its student body. The data relating to student body diversity is available upon request to current and prospective students. The written request can be submitted to the Director of the school or at admin@newschoolalbany.edu. The requested information will be mailed or emailed to the student. Pursuant to federal law, colleges and universities must make available to current and prospective students information about student body diversity, including the percentage of enrolled, full-time students in the following categories:

- Male
- Female
- Self-identified members of a major racial or ethnic group
- Federal Pell Grant recipients

Questions relating to student body diversity may be directed to the Director of Education or submitted via email to admin@newschoolalbany.edu

The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974, as amended (FERPA), is a federal law that protects student information and affords students who are currently or were formally enrolled, regardless of their age or status in regard to parental dependency, the following rights with respect to their education records:

1. The right to inspect and review the student's education records within 45 days of the day the institution receives a request for access.
2. The right to request the amendment of education records the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
3. The right to provide written consent before the institution discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the institution to comply with the requirements of FERPA.

Following please find a more detailed discussion of each of these rights and guidance regarding the manner in which they may be exercised.

1. The right to inspect and review the student's education records within 45 days of the day the institution receives a request for access.

With certain exceptions, an "education record" is defined under FERPA as any record (1) from which a student can be personally identified and (2) that is maintained by the institution. A student wishing to inspect his or her education records should submit to the Director of Education a written request that identifies the record(s) the student wishes to inspect. The school will make arrangements for access and notify the student of the time and place where the records may be inspected. To facilitate this process, The New School Center for Media has created a Family Education Rights & Privacy Act (FERPA) Request to Inspect & Review Education Record(s) form which may be obtained from the Admissions Office.

Copies of requested educational records will only be provided in the event that circumstances effectively prevent a student from exercising the right to inspect and review the education records requested and no other feasible arrangements can be made. In such instances, a fee may be charged to cover the production of copies.

2. The right to request the amendment of education records the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

To question the accuracy of education records, students should first informally confer with the custodian or originator of the record at issue. A student who then wishes to ask the school to amend a record should write the official responsible for the record, clearly identifying the part of the record that he or she believes should be amended and the basis for why it should be amended. If the school decides not to amend the record, it will notify the student in writing of the decision and the student's right to a hearing with school officials regarding the request for amendment. Additional information regarding hearing procedures will be provided to the student when notified of the right to a hearing.

Note: The above procedure shall not be available to challenge the validity of a grade or score given by an instructor or any other decision by an instructor or official, but only whether the recording of such grade or decision is accurate or complete.

3. The right to provide written consent before the institution discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Students may consent to their school disclosing personally identifiable information from the student's education record to a third party. This consent must be made to the Director of Education, in writing, signed and dated by the student, and must (1) specify the records to be disclosed, (2) state the purpose of the disclosure, (3) and identify the party to whom the disclosure is to be made. This release requirement is applicable to disclosures to parents or other family members who inquire about a student's education record.

To facilitate this process, The New School Center for Media has created a Family Educational Rights & Privacy Act (FERPA) Release, which may be obtained from the Admissions Office. A fee may be imposed for copying a student's record(s) in connection with such a disclosure or release.

Significantly, there are instances in which a school is permitted to disclose a student's education records *without* consent. Examples of such instances include, but are not limited to: responding to school officials with a legitimate educational interest; in compliance with a judicial order or pursuant to a lawfully issued subpoena; to officials of another school in which the student is enrolled or seeks or intends to enroll (in these cases The New School Center for Media intends to forward the information upon request); in the event of health or safety emergency involving the student; or to parties otherwise authorized to receive the information pursuant to FERPA.

FERPA also permits institutions, within established guidelines, to disclose without a student's consent information the institution deems "directory information." The New School Center for Media has identified the following items as directory information: name, address, telephone number, e-mail address, date and place of birth, dates of attendance, field of study, credit hours earned, degrees earned, honors and awards received, participation in official school activities, and most recent previous educational agency or institution.

Students may request that directory information not be released. To request restriction of directory information, students should complete a *Request to Restrict Release of Student Directory Information* form, which can be obtained from the Admissions Office, and once completed should be submitted to the Admissions.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the institution to comply with the requirements of FERPA.

Students wishing to file complaints relating to FERPA matters may submit such complaints to the following office of the U.S. Department of Education, which administers FERPA:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901
Phone: 1-800-USA-LEARN (1-800-872-5327)

In addition, The New School Center for Media encourages students to file any such complaints or concerns with their school pursuant to the Student Grievance Policy located in the school's Catalog.

Students with questions regarding their rights pursuant to FERPA, or desiring additional guidance concerning the appropriate manner in which to exercise such rights at their school, can contact admin@newschoolalbany.edu.

Drug Abuse Prevention

The New School Center for Media is committed to providing a healthy and safe learning environment for its students, faculty, staff, and guests. Abuse of alcohol and other drugs disrupts this environment, interfering with the academic and personal development of our students, and the personal and professional development of our employees. For this reason, as a matter of policy, The New School prohibits the unlawful manufacture, possession, use, sale, dispensation, or distribution of controlled substances and the possession or use of alcohol by students and employees on its property.

Safety and Security

Safety and Security are important issues in postsecondary education. In recognition of this fact, and in keeping with applicable federal requirements, each The New School Center for Media school publishes each year a Safety and Security Report. This Report discloses information concerning safety and security policies and procedures, as well as statistics regarding certain types of crimes reported to the and local law enforcement during the prior calendar year. Among other things, each Report includes policies and procedures relating to:

- Security Awareness
- Security of and Access to Facilities
- Law Enforcement
- Possession, Use, and Sale of Alcoholic Beverages of Illegal Drugs
- Sex Offenses and Offenders
- Reporting of Crimes and Emergencies
- Emergency Action Plans
- Crime Statistics

This Report thus provides students, prospective students, employees, and prospective employees with key information regarding the security of the and surrounding areas, and ultimately, creates a safer, more secure environment.

If you have any questions please contact the Director of Operations or send a request via email to admin@newschoolalbany.edu.

Copyright Infringement

There are serious consequences related to the unauthorized use of copyrighted material. To explain the policies and procedures, The New School follows in responding to notifications of alleged copyright infringements The New School has adopted an anti-copyright infringement policy.

International Students

The New School Center for Media is SEVP Certified to issue I-20 forms for non-immigrant foreign students. Once accepted into a New School program, students are eligible for M1 Student Visas, allowing them to study with us in the U.S.

Questions relating to the admission of international students may be directed to the Director during regular business hours or submitted via email to admin@newschoolalbany.edu

Agency Contact for Filing Student Complaints

The New School Center for Media strongly encourages students to seek resolution by contacting the Director of Education, Director of Operations or Director by emailing admin@newschoolalbany.edu.

However, as noted in the Catalog, students may at any time choose to file a complaint with any one of the school's regulators. The complaint procedure below is also outlined in the catalog at: <http://newschoolalbany.edu/Catalog.pdf>.

You should try to resolve your complaint directly with the school unless you believe that the school would penalize you for your complaint. Use the school's internal grievance procedure or discuss your problems with teachers, department heads, or the school director. We suggest that you do so in writing and that you keep copies of all correspondence to the school. However, the school cannot require you to do this before you file a complaint with the New York State Education Department. If you do file a complaint with the Department, please advise the Bureau of any action that you have taken to attempt to resolve your complaint.

The steps you must take to file a complaint with the New York State Education Department are:

1. Write to the New York State Education department at 116 West 32nd Street, 5th Floor, New York, New York 10001, or telephone the Department at (212) 643-4760, requesting an interview for the purpose of filing a written complaint. Take all relevant documents with you to the interview, including an enrollment agreement, financial aid application, transcripts, etc. an investigator from the Department will meet with you and go through your complaint in detail.
2. If you cannot go in for an interview, send a letter or call the office to request a complaint form. You must complete and sign this form and mail it to the office. Please include with it copies of all relevant documents. You should keep the originals. *You must file a complaint within two years after the alleged illegal conduct took place.* The Bureau cannot investigate any complaint made more than two years after the date of the occurrence.
3. The investigator will attempt to resolve the complaint as quickly as possible and may contact you in the future with follow-up questions. You should provide all information requested as quickly as possible; delay may affect the investigation of your complaint. When appropriate, the investigator will try to negotiate with the school informally. If the Department determines that violations of the law have been committed and the school fails to take satisfactory and appropriate action then the department may proceed with disciplinary charges.

Constitution Day

Constitution Day commemorates the formation and signing of the U.S. Constitution by thirty-nine brave men on September 17, 1787, recognizing all who are born in the U.S. or who by naturalization have become citizens. Each year on September 17, The New School Center for Media celebrates Constitution Day through activities and educational programming. In the event September 17 falls on a Saturday, Sunday, or holiday, Constitution Day activities are held during the preceding or following week. Below we have provided links to Constitution Day resources available on the Internet.

Questions relating to Constitution Day may be directed to the Director or submitted via email to admin@newschoolalbany.edu.

[About the Signers](#)
[Hi-Res Images](#)

[Charters of Freedom](#)
[Constitutional Initiative](#)

[Constitution Day, Inc.](#)
[Interactive Constitution](#)

[Founding Fathers](#)

U.S. Voter Registration

The New School Center for Media recognizes the right to vote as one of the fundamental, cherished elements of American democracy. As you know, it is a right that has been secured and maintained only at great cost, with many Americans having made the ultimate sacrifice to ensure its preservation. Indeed, even today, people across the world struggle to win the right to vote for their own people.

Because registering to vote is the first step one can take toward a lifetime of responsible, effective citizenship, The New School encourages its students and employees to register to vote, and to exercise this powerful and beloved right. Individuals may ask the Director of Operations to assist them in obtaining a hardcopy of the voter registration forms, or access the forms electronically by visiting the voter registration website for their state of residence. For your convenience, we also have set out the New York State voter registration websites below:

New York State Voter Registration Website
www.elections.ny.gov/NYSBOE/Download/voting/voteform.pdf

Individuals also may visit their local post office to obtain a voter registration form, or visit the U.S. Election Assistance Commission at: http://www.eac.gov/voter_resources/register_to_vote.aspx to obtain a *National Mail Voter Registration* form. Each state has a different deadline for voter registration, but in most states, individuals will need to register at least 30 days before an election.

Students or employees with questions regarding voter registration may request assistance via email at admin@newschoolalbany.edu.

Information Literacy

The New School Center for Media is committed to providing each of our students with the practical knowledge necessary to succeed in their chosen career fields. It is imperative that each of our students encompasses a functional level of Information Literacy to ensure that this success is achieved.

Information Literacy Day has been created to offer each of our students the opportunity to utilize the technical tools and resources that are available at their level. We hope that Information Literacy Day is embraced and its benefit realized by each student and faculty member. The ultimate goal of all that we do at The New School Center is the success of our students.

Financial Aid Information

Information relating to financial aid opportunities available to eligible students attending The New School Center for Media schools may be found at the school's website as well as in the Catalog. The Return of Title IV Funds Policy for all New School Center for Media students is also available by visiting the school's website.

In addition, the U.S. Department of Education hosts various, free websites available to students that provide information regarding the regulations, requirements, and application for Federal Student Aid, including www.ed.gov, www.fafsa.ed.gov, www.studentaid.ed.gov.

Questions relating to financial aid may be directed to the Director of Financial Aid or submitted via email to admin@newschoolalbany.edu.

Withdrawal and Refund Policies

The withdrawal and refund policies for The New School Center for Media students are described in detail in each student's Enrollment Agreement, as well as in the school Catalog. The current Catalog for The New School is available at <http://newschoolalbany.edu/Catalog.pdf>.

Questions relating to withdrawal and refunds policies may be directed to the Director of Financial Aid or via email to admin@newschoolalbany.edu.

Requirements for Return of Federal Financial Aid

The policy pursuant to The New School Center for Media's return of federal financial aid is described in detail in the school's Catalog. Questions relating to withdrawal and refunds policies may be directed to the school's Financial Aid Office, or via email to admin@newschoolalbany.edu.

Net Price Calculator

Planning for a postsecondary education can seem like an insurmountable task, and sometimes it seems that the financial aid office has a language all its own. The purpose of the Net Price Calculator is to give first time, full-time students (and their parents) a better idea of what their "estimated" educational cost will be.

The estimates provided by the Net Price Calculator will provide you a general snapshot of what you can expect for planning purposes, should you enroll in the largest program offered at The New School Center for Media. The estimate provided is based on cost of attendance and financial aid provided to students in that program in the most recent award year (*e.g.*, 2015-2016). It is important to understand, however, that cost of attendance and financial aid availability change year to year, and awards are determined on an individual basis. Moreover, not all students receive financial aid. Therefore using the information provided, while helpful for planning, may only provide a partial overview of what you can expect to receive in financial aid.

Also, please keep in mind that actually *applying* for financial aid is a separate process. In order to receive a federal financial aid award, for example, an eligible student must first submit the Free Application for Federal Student Aid, or "FAFSA" (to learn more about the FAFSA, students may visit <http://www.fafsa.ed.gov>).

On the following page, we have included glossary terms below, which may help explain the meaning of the terms used in the Net Price Calculator and how they relate to you:

To access the Net Price Calculator please use the following link: <http://newschoolalbany.edu/calculator/>

Questions regarding the Net Price Calculator may be directed to the Director of Financial Aid or submitted via email to admin@newschoolalbany.edu.

Glossary of Financial Aid Terms

- *Estimated total price of attendance:* Also referred to as the Cost of Attendance (COA). The cost of attendance is based upon average costs and educational expenses for a student in your category. The cost of attendance helps us to determine your financial aid award, but does not reflect the amount you owe The New School. You will receive a bill that shows your actual charges.
- *Estimated Tuition & Fees:* This number represents the cost of tuition for classes and any applicable fees.
- *Estimated Room & Board:* This amount is an average figure based on information gathered by The New School each year. It is expected that additional financial aid proceeds will be used to pay living expenses.
- *Estimated Books and Supplies:* This is an average amount you might spend on books and supplies. This amount is not actually billed to your student account.
- *Estimated Other Expenses:* Also referred to as Miscellaneous and Personal. This is an estimate of what you might spend during the school year on personal items, clothing, recreation and travel, and is not an amount billed by The New School.
- *Estimated total Grant Aid:* The median amount of grant aid, which is aid that does not have to be repaid (also known as gift aid) received by The New School students in your category. This amount includes Federal Aid (such as Pell Grant), as well as State & Institutional grant aid. It does not include any outside scholarships you may receive.
- *Estimated net price:* This is the price of attendance minus any grant aid you receive.