

FIT

# GRADUATE STUDIES

INNOVATIVE  
RELEVANT  
INTENSIVE  
GLOBAL  
INTERDISCIPLINARY  
CREATIVE

2018–2019

Master of Arts  
Master of Fine Arts  
Master of Professional Studies

**Fashion Institute of Technology**  
State University of New York

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# Graduate Catalog

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## **SCHOOL OF GRADUATE STUDIES**

### **CATALOG 2018-2019**

**Fashion Institute of Technology**  
State University of New York

Master of Arts  
Master of Fine Arts  
Master of Professional Studies

### **Requests for Admissions Information**

[gradinfofitnyc.edu](http://gradinfofitnyc.edu) ([gradinfo@fitnyc.edu](mailto:gradinfo@fitnyc.edu))

[fitnyc.edu/gradstudies](http://fitnyc.edu/gradstudies)

Bursar's Office 212 217.3680  
Financial Aid 212 217.3560  
Registrar 212 217.3820  
Residential Life 212 217.3900  
General Information 212 217.7999

# Welcome

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In the Fashion Institute of Technology's School of Graduate Studies, you will become part of a rich mix of innovative achievers, original thinkers, and industry pioneers. Over its more than 70-year history, FIT has emerged as an internationally recognized innovation center, fostering interdisciplinary initiatives, promoting advanced study and research, partnering in professional education, providing leadership in technology, and nurturing the work of students and faculty.

We continue to expand our programs and our local and international partnerships to keep students abreast of emerging trends.

FIT's distinguished and dedicated graduate faculty provides our students with intellectual challenges balanced by real-world industry experience. Our rigorous Master of Arts, Master of Fine Arts, and Master of Professional Studies programs ensure that each student receives the focused, individual attention that is a hallmark of a superior graduate education.

FIT and New York City set the pace in the fields of design, fashion, advertising, communications, and the arts. As a global center of both culture and commerce, New York offers internationally acclaimed museums, galleries, auction houses, and business resources. FIT puts you at the heart of these creative industries as no other graduate school can.

Our students have access to the State University of New York's extensive resources, as well as FIT's campus offerings. The Gladys Marcus Library features a well-selected collection that supports the college's instructional programs, as well as archives and specialized materials not often found in conventional academic libraries. The world-renowned Museum at FIT, the only museum in New York City dedicated solely to fashion, offers award-winning exhibitions, public programming, and research opportunities.

Students come to FIT with a broad array of experiences and backgrounds and leave with a network of professional relationships that will inform and support their careers for many years. The School of Graduate Studies turns ambition into achievement and can help you reach your professional goals. We look forward to having you join us.

# Academic Calendar

Calendar is subject to change.

## FALL SEMESTER

Activity	2017	2018	2019
Faculty conferences, registration, and orientation	August 21-27	August 20-26	August 19-25
First day of classes	August 28	August 27	August 26
Labor Day — college closed	September 4	September 3	September 2
Rosh Hashanah — classes suspend at 4pm	September 20	September 9	September 29
Rosh Hashanah — college closed	September 21-22	September 10-11	September 30-October 1
Yom Kippur — classes suspend at 4pm	September 29	September 18	October 8
Yom Kippur — college closed	September 30	September 19	October 9
Thanksgiving recess — college closed	November 23-26	November 22-25	November 28-December 1
Last day of the semester	December 21	December 18	December 17
New Year's Eve observed — college closed	December 31	December 31	December 31

## WINTER SESSION

Activity	2018	2019	2020
First day of classes	January 2	January 2	January 2
Martin Luther King, Jr. Day — college closed	January 15	January 21	January 20
Last day of the session	January 18	January 17	January 17

## SPRING SEMESTER

Activity	2018	2019	2020
Faculty conferences, registration, and orientation	January 24-26	January 23-25	January 22-24
First day of classes	January 29	January 28	January 27
President's Day — college closed	February 19	February 18	February 17
Spring recess — no classes	March 26-April 1	April 15-21	April 6-12
Last day of the semester	May 23	May 20	May 18
Commencement	May 24	May 23	May 21
Memorial Day — college closed	May 28	May 27	May 25

## SUMMER SESSION 1/SUMMER SESSION 2

Activity	2018	2019	2020
First day of summer session 1 classes	May 29	May 28	May 26
Last day of summer session 1 classes	July 2	July 1	June 29
Independence Day — college closed	July 4	July 4	July 4
First day of summer session 2 classes	July 9	July 8	June 30
Last day of summer session 2 classes	August 2	August 1	July 27

# The College

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Known worldwide as the leading institution of fashion education, the Fashion Institute of Technology (FIT) is also an internationally renowned State University of New York college of art and design, business and technology. Offering 49 programs leading to the AAS, BFA, BS, MA, MFA, and MPS degrees, FIT is committed to blending an academic experience with a career-focused curriculum. Our graduates leave with professional skills and broad-based knowledge, enabling them to achieve notable success.

The college's faculty is drawn from New York City's industry experts, at the forefront of their respective fields, who infuse a hands-on teaching approach with real-world expertise. FIT's faculty helps to ensure that our schools and programs evolve and adapt apace with industry.

New York City is FIT's campus, playground, and muse. World capital of fashion, business, design, and the arts, the city provides students with exposure to these industries, and FIT nurtures these connections through guest lectures, industry partnerships, and field studies. Located in the Chelsea neighborhood of Manhattan, the college offers easy access to major museums, galleries, auction houses, design studios, and the retail industry. FIT's multi-building complex comprises a full city block, and the campus is easily accessible by subway, bus, and commuter rail lines.

As FIT defines its future educational goals, it continues to reflect on its original mission. In setting out to create "the MIT for the fashion industries," FIT's founders were clear on the college's purpose, and the institution remains unique in its history and in its educational offerings. Just seven years after its 1944 founding, FIT became one of the first community colleges under the State University of New York empowered to grant the Associate in Applied Science degree.

As the curricula expanded beyond fashion and its more broadly defined industries, including design, business, and communications, changes in FIT's degree program offerings were also made. In 1975, an amendment to the education law of New York State was approved, permitting the college to confer Bachelor of Fine Arts and Bachelor of Science degrees. Four years later, another amendment was approved, authorizing the granting of master's degrees. The first Master of Arts programs were introduced in 1985, the first Master of Professional Studies degree was added in 2000, and the Master of Fine Arts degree was introduced in 2010. Today, there are approximately 10,000 students at FIT, including 200 graduate students, attending classes day and evening, year-round, in New York City, online, and in the college's international programs. With each new program, whether professional certificate, associate, bachelor's, or master's, FIT continues to serve the needs of students seeking advanced education in specific fields of study.

FIT is a public institution, receiving its principal financial support from the State and City of New York. The college is governed by its own Board of Trustees, all of whom are active professionals committed to the development of talent and the advancement of industry. The college's local sponsorship comes from the New York City Department of Education in cooperation with the FIT Foundation. It is accredited by the Middle States Commission on Higher Education, the National Association of Schools of Art and Design, and the Council for Interior Design Accreditation.

FIT is firmly committed to creating an environment that will attract and retain people of diverse racial and cultural backgrounds. By providing a learning and working environment that encourages, utilizes, respects, and appreciates the full expression of every individual's ability, the FIT community fosters its mission and grows because of its rich, pluralistic experience.

FIT is committed to prohibiting discrimination in its employment, programs, and activities, whether based on race, color, national origin, sex, gender, gender identity, religion, ethnic background, age, disability, marital status, sexual orientation, military service status, genetic information, pregnancy, familial status, citizenship status (except as required to comply with law), or any other criterion prohibited by applicable federal, state, or local laws. Inquiries regarding the non-discrimination policy may be directed to the Affirmative Action Officer/Title IX Coordinator, 212 217.3360, [titleix@fitnyc.edu](mailto:titleix@fitnyc.edu).

## **FIT MISSION**

FIT prepares students for professional excellence in design and business through rigorous and adaptable academic programs, experiential learning, and innovative partnerships. A premier public institution in New York City, FIT fosters creativity, career focus, and a global perspective and educates its students to embrace inclusiveness, sustainability, and a sense of community.

## **FIT'S Vision**

FIT will be globally celebrated as the institution where students, scholars, and teachers cross traditional disciplinary boundaries to stimulate innovation, partner with creative industries worldwide, and develop innovative design and business solutions. By focusing on the three major goals, FIT will become stronger by conscious design and be known as a strategic organization—one that applies available resources to greatest effect to achieve its vision.

### **1. Academic and Creative Excellence**

FIT will provide a rigorous learning experience built on the highest standards of academic and scholarly excellence, an environment that promotes creativity and experimentation, and diverse experiential learning with a variety of industry partners.

### **2. An Innovation Center**

The college will work with industries worldwide to help address key challenges, build an even stronger culture of innovation and entrepreneurship at FIT, and establish collaborations that translate creative ideas into action.

### **3. An Empowered Student Community**

FIT will build an inclusive community in which students engage with, learn from, and inspire one another—discovering how their differences and similarities promote creativity, intellectual and personal growth, and understanding.



## Campus and Facilities

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FIT's nine-building campus is located in the Chelsea neighborhood of Manhattan, an area filled with galleries, shops, cafés, museums, restaurants, and theaters catering to New York's eclectic cultural scene. The campus comprises numerous computer labs, design and production studios, athletic facilities, the Gladys Marcus Library, and The Museum at FIT, which houses one of the world's most important collections of costume and textiles. FIT has four residence halls—three on campus and one close by on West 31st Street—offering single-, double-, triple-, and quad-occupancy rooms and apartments.

### **SHIRLEY GOODMAN RESOURCE CENTER**

#### **School of Graduate Studies**

[fitnyc.edu/gradstudies](http://fitnyc.edu/gradstudies)

The school is primarily located on the third, fourth, and sixth floors of the Shirley Goodman Resource Center. Graduate Studies facilities located in the Goodman Center include:

- meeting facilities for student use;
- a fully equipped conservation laboratory;
- a multipurpose laboratory for conservation projects and the dressing of mannequins;
- specialized storage facilities for costume and textile materials;
- a graduate student library reading room with computers, reference materials, and copies of past classes' qualifying papers;
- specialized wireless classrooms, model stands, easels, and drafting tables.

The graduate programs also use the special facilities and collections of the Gladys Marcus Library and The Museum at FIT to enrich their offerings.

#### **Gladys Marcus Library**

[fitnyc.edu/library](http://fitnyc.edu/library)

Located on the fourth, fifth, and sixth floors of the Shirley Goodman Resource Center, the library provides a collection of more than 300,000 print, non-print, and digital resources. The newspaper and periodical collection includes over 500 current subscriptions, with a specialization in international design and trade publications, and the Digital Library contains more than 90 searchable databases hosted by FIT, the New York State Library, and SUNYConnect. Most of these databases are available remotely, via login, 24 hours a day. The library also offers specialized resources supporting the college's educational offerings, such as clipping files, fashion and trend forecasting services, runway show DVDs, and sketch collections.

The library's fourth floor contains a library instruction classroom, Research and Instructional Services, and Special Collections. The fifth floor serves as the principal book collection of the library and also houses a graduate reading room, a Mac lab, PC workstations, and a scanning center. The sixth floor holds designer and fashion files, forecasting services, "look books," microfilm, the newspaper and periodical collection, and a "smart" classroom for information literacy instruction. Mac and PC computer workstations, printers, scanners, and self-service copiers are located throughout the library.

Special Collections houses rare books and materials, including all titles in the library's collection that predate 1860, and selected titles dating from 1860 to the present, singled out for their aesthetic qualities, fragile condition, rarity, or value. Special Collections covers such subjects as architecture, art, decoration and ornament, dressmaking, fashion, interior decoration,

regional costume, tailoring, textile design, the textile industry, and textile science. It also includes archives, original fashion sketches, photographs, portfolios of plates, and scrapbooks containing biographical material on designers and companies. Special Collections is accessible by appointment only, including evenings and weekends.

Some highlights of Special Collections include:

- corporate and personal archives, including B.H. Wragge, Inc., David Dubinsky, *Esquire*, and an FIT historical collection;
- Fashion for America!, which includes reproductions of 4,500 original fashion sketches, representing more than 50 designers and houses;
- periodicals such as *Gazette du Bon Ton* (1912-25), *Harper's Bazaar* (1867-1939), *Les Idées Nouvelles de la Mode* (1922-32), and *Vogue* (1916-39);
- sketches by/from Bergdorf Goodman, Berley Studio, Cardinal Fashion Studios, Davidow, Lady Duff-Gordon (known as Lucile, c.1908-19), the Frances Neady Fashion Illustrations Collection, Sophie Gimbel, Bill and Hazel Haire, Joseph Love, Inc., Muriel King (c.1932-45, including costumes designed for Katharine Hepburn, Ginger Rogers, and Margaret Sullavan), Harriet Meserole, Max Meyer, Frederick Milton, Florence Schatken, and Whittingham and Humphreys (1888-1914);
- WPA scrapbooks of picture sources.

### **The Museum at FIT**

[fitnyc.edu/museum](http://fitnyc.edu/museum)

The Museum at FIT is a specialized fashion museum, dedicated to advancing knowledge of fashion through exhibitions, publications, and public programs. To achieve its mission, the museum collects, conserves, documents, exhibits, and interprets fashion. Founded in 1969, the museum was installed in the current building in 1974, and exhibitions began to be presented in 1975. Its permanent collection now encompasses some 50,000 garments and accessories from the 18th century to the present. Important designers such as Adrian, Balenciaga, Chanel, and Dior are represented. The collecting policy of the museum focuses on aesthetically and historically significant “directional” clothing, accessories, textiles, and visual materials, with an emphasis on contemporary avant-garde fashion. A fully equipped conservation laboratory assures specialized care and preservation of the collection, as well as innovative methods of presentation. A photographic studio provides documentation of the collection, as does the collections management database. Hundreds of specialized classes and tours utilize the museum’s collection every year, as do many designers and scholars.

The museum is best known for its innovative and award-winning exhibitions, such as *Denim: Fashion's Frontier*, *Fairy Tale Fashion*, *Fashion Underground: The World of Susanne Bartsch*, and *Global Fashion Capitals*. Major exhibitions are presented in the Special Exhibitions Gallery on the lower level. In addition, every six months, a new selection of objects from the permanent collection is put on display in the Fashion and Textile History Gallery, the only such venue in the United States. Each exhibition in this gallery surveys approximately 250 years of fashion by focusing on topics such as fashion and politics, eco-fashion, and seduction. The museum’s third exhibition venue, Gallery FIT, is devoted to student and faculty shows, including an annual collaboration between the museum and FIT’s MA program in Fashion and Textile Studies. Every year, approximately 100,000 visitors come to the museum, which is free and open to the public Tuesday through Friday, noon to 8 pm, and Saturdays from 10 am to 5 pm.

The museum’s Fashion Culture program presents numerous lectures, conversations, tours, and other events. In addition, it presents an annual Fashion Symposium, which brings together internationally known scholars, curators, and fashion professionals.

## **DAVID DUBINSKY STUDENT CENTER**

Throughout the eight-story David Dubinsky Student Center are lounges, a game room, the student radio station, the Style Shop (the student boutique on the first floor), student government and club offices, arts and crafts studios, a comprehensive health center, the Lari and Barbara Stanton Fitness Center, the counseling center, and an outdoor sitting area. Financial Aid Services, Educational Opportunity Programs, and Disability Support Services/FIT-ABLE offices are also located here. In addition, the student center houses 50,000 square feet of laboratories and studios, including the Annette Green Fragrance Foundation Studio, a professionally equipped fragrance lab that is the only one of its kind on a U.S. college campus, and provides an environment for fragrance development. The street-level dining hall features a variety of food stations and a wide range of menu options, as well as a full-service Starbucks. The Barnes & Noble at FIT bookstore is located on the lower level. Students are encouraged to take advantage of the full range of services and activities offered by the Department of Student Life, located on the seventh floor.

## **FRED P. POMERANTZ ART AND DESIGN CENTER**

The Fred P. Pomerantz Art and Design Center houses photography studios and darkrooms, painting and printmaking rooms, a sculpture studio, a graphics laboratory, and a model-making workshop. Specially equipped studios provide creative work areas for students in the fine and applied arts. The graphics laboratory, Print/FX Graphics Lab, provides a controlled and calibrated computer environment in which students can prepare digital files for printed output. The laboratory includes high-resolution, large-format printers to accommodate photography, presentation graphics, overlays and specialty graphics, banners, posters, displays, fine art, textile proofs, and CAD prints. The laboratory is also equipped with slide duplication, scanning, wire-binding, and laminating capabilities. On the first floor is the Katie Murphy Amphitheatre, used for both student presentations and industry events.

## **MARVIN FELDMAN CENTER AND THE BUSINESS AND LIBERAL ARTS CENTER**

These two buildings house academic and specialized classrooms, laboratories, design studios, and the Morris W. and Fannie B. Haft Theater.

These buildings also house the academic and administrative offices for the School of Art and Design, the School of Liberal Arts, and the Jay and Patty Baker School of Business and Technology. The Feldman Center is home to the Registration Center, the Registrar, Admissions, the Academic Advisement Center, the Writing Studio, and the Office of International Student Services.

## **Peter G. Scotese Computer-Aided Design and Communications Center**

Students have access to Mac and PC labs with specialized peripheral equipment. Software applications include Adobe Creative Suite (Photoshop, Illustrator, InDesign, GoLive, and Acrobat). In addition, internet access and web applications are supported by Macromedia Studio MX (Dreamweaver, Flash, Fireworks, Freehand, and Cold Fusion), Macromedia Director, and Shockwave Studio. Proprietary software from such industry leaders as Gerber (AccuMark) and Lectra (U4ia, Modaris, PrimaVision, Kaledo) is used by students, in addition to NedGraphics Fashion Studio, Colour Matters, Pointcarré, AutoCAD, Final Cut Studio Pro, Rhino, Solidworks, 3D Studio Max, and others. Open labs are available to support instruction on these systems and programs. The Peter G. Scotese Center is also open to industry members for computer training and industry-specific workshops.

The state-of-the-art facilities in this center allow art and design students to explore technology and its use in the design of textiles, toys, interiors, fashion, advertising, graphics, and packaging, as well as photography and computer graphics. Various computer laboratories are used for liberal arts coursework in English, educational skills, science, social sciences, and mathematics. Students also use these labs for the study of textile development, patternmaking, and marker making.

**Design/Research Lighting Laboratory**

This educational and professional development facility provides the opportunity to study lighting design through experimentation and firsthand observation using a computer-programmable light-control system. Students in the graduate school's Exhibition Design and Sustainable Interior Environments programs use this facility, along with several undergraduate majors.

**Fabrics and Findings Laboratory**

A facility of the School of Art and Design, this laboratory replicates the resources and current methods used by professional fashion designers. It provides students with a hands-on experience of the same techniques used by working designers to create fashion collections. Lab materials are updated seasonally.

**CONFERENCE CENTER AT FIT**

The Conference Center at FIT features state-of-the-art conference and training rooms for industry seminars and workshops. The Conference Center also houses the John E. Reeves Great Hall, a nearly 6,400-square-foot venue for fashion shows, lectures, exhibitions, trade shows, and other events.

**CLERY STATEMENT**

The safety and well-being of FIT's students, faculty, staff, and visitors is of paramount importance. Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, FIT publishes an annual report containing crime statistics and statements of security policy, accessible online at: <https://www.fitnyc.edu/safety/statistics/>. A paper copy of the report will be provided upon request by contacting Public Safety's administrative office number at 212 217.4999.

## **FIT and New York City**

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FIT's location places its students at the heart of the fashion, advertising, visual arts, design, business, and communications industries. FIT views New York City as a laboratory for learning and living, and the college makes use of the city's unparalleled cultural and commercial resources to enrich its programs and enhance each student's opportunity for personal and professional growth. Frequent visits by students to design studios, museums and galleries, production and distribution centers, and retail establishments complement the regular visits to FIT's campus by business leaders who discuss current trends, new developments, and technological changes. Class projects take students to the city's numerous museums, libraries, galleries, studios, workrooms, and showrooms.

Industry research and development, seminars, job placements, workshops, executive forums, and many other activities are enhanced by their location in New York City. FIT's extensive internship program provides students with vital professional experience.

# School of Graduate Studies

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Providing an advanced course of study in disciplines closely tied to the creative and business industries, the School of Graduate Studies offers four Master of Arts (MA) programs, two Master of Fine Arts (MFA) programs, and two Master of Professional Studies (MPS) programs. Highly focused and professionally oriented, FIT's graduate programs provide students with the opportunity to develop critical thinking capability, eloquent and effective communication skills, creative business acumen, and technical expertise.

Our graduates are highly sought after in their fields. The majority of MA and MFA program graduates are currently employed in creative professions. Working as curators, registrars, educators, conservators, auction house and art gallery staff, and corporate curators and advisors, graduates in Art Market and Fashion and Textile Studies: History, Theory, Museum Practice have found positions at the Guggenheim Museum, Christie's, Seoul Auction House, the Metropolitan Museum of Art, The Museum of Modern Art, the Asia Society, and the Smithsonian Institution. Those enrolled in the studio-intensive programs of Exhibition and Experience Design and Illustration graduate with a highly competitive portfolio, a strong network of industry contacts, and relevant experience. Students in the Global Fashion Management and the Cosmetics and Fragrance Marketing and Management MPS programs are already established in their fields and maintain full-time employment in the industry while working toward their degree, which provides the basis for advancement to positions of greater managerial responsibility.

## **School of Graduate Studies Mission Statement**

The School of Graduate Studies:

- provides accessible, student-centered graduate education in the specialized fields of art, design, business, and technology;
- instills in its students the expertise and confidence to make significant, creative contributions to their professional environments;
- fosters leadership and innovative thinking through scholarship, research, and professional development;
- facilitates cross-disciplinary opportunities for its students and faculty;
- acts as an interdisciplinary center of academic and creative excellence that anticipates the evolving needs of the communities, industries, and institutions it serves;
- strengthens global educational partnerships through curricular innovation and faculty and student exchange.

# Teaching and Learning

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## FACULTY

FIT's approach to teaching combines theory and practice in all the disciplines; students are provided with a curriculum that blends critical thinking and creative problem-solving challenges with a hands-on, real-world-based education. Faculty are required to have extensive experience in diverse fields, enabling them to integrate their continuing professional activities into their teaching. They contribute to the development of the design and business professions through their participation in conferences, exhibitions, and publications and are often sought by the media as experts in their fields. In addition to regular faculty, working professionals also serve as advisors, visiting critics, and guest lecturers.

The college is committed to faculty development through its Center for Excellence in Teaching and the Teaching Institute, which support faculty research and professional development. These facilities provide instructional support to faculty as they work to develop innovative teaching methodologies and integrate developing technologies into their curricula. Regular mentoring programs bring together faculty for discussions on effective teaching and learning.

## ADVISORY GROUPS

Many FIT programs are supported by an advisory group of professionals in the field, often drawn from the college's well-placed alumni. Using their work experience as the basis for consultation, group members work with faculty to ensure that the curricula remain current. They arrange for student field work and help students identify internship and career possibilities. Advisory groups also plan seminars on the latest technological and theoretical advancements and work to maintain close ties between industry and the college.

FIT's location places its students at the heart of the fashion, advertising, visual arts, design, business, and communications industries. FIT views New York City as a laboratory for learning and living, and the college makes use of the city's unparalleled cultural and commercial resources to enrich its programs and enhance each student's opportunity for personal and professional growth. Frequent visits by students to design studios, museums and galleries, production and distribution centers, and retail establishments complement the regular visits to FIT's campus by business leaders who discuss current trends, new developments, and technological changes. Class projects take students to the city's numerous museums, libraries, galleries, studios, workrooms, and showrooms.

Industry research and development, seminars, job placements, workshops, executive forums, and many other activities are enhanced by their location in New York City. FIT's extensive internship program provides students with vital professional experience.

## Alumni of FIT

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FIT graduates continue to be active participants in the college's educational objectives in a variety of ways, including through participation in alumni events through the Office of Alumni Relations and advisory groups. Alumni share their expertise with students and exchange ideas with emerging professionals in their fields.

## THE FIT ALUMNI ASSOCIATION

All FIT alumni are welcome to become members of the association. This group works closely with the college and the FIT Foundation to stimulate interest among professional industry leaders, to assist with curriculum development, and to contribute annually to the library, scholarship, and student housing funds. Members nurture professional and social affiliations begun in their years at FIT while striving to establish educational and professional rapport with current students. The association presents the Mortimer C. Ritter Award and the Marvin Feldman Award to outstanding alumni with at least five years of professional excellence.

## Admissions

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- Additional Information (p. 20)



# Selection of Applicants

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For general admission questions, please contact [carole\\_desantis@fitnyc.edu](mailto:carole_desantis@fitnyc.edu).

**1. A completed application** may be submitted exclusively online from September 15-February 15; there are no spring admissions. Applications submitted will receive a response within 4-6 weeks following the February 15 priority deadline. Applications accepted after February 15 will receive a reply as space permits. Applications will not be reviewed until all necessary elements are received.

## **2. Resume and Essay**

In a brief essay, discuss your choice of program and reasons for interest, including pertinent work and travel experience. Also include your future professional objectives.

## **3. Transcripts**

Applicants must hold a baccalaureate degree in an appropriate major from an accredited college or university with a cumulative GPA of 3.0 or greater. Transcripts may be uploaded with your application; however, you must submit an official transcript in its original sealed envelope. These can be mailed to:

School of Graduate Studies, Room E315  
Fashion Institute of Technology  
227 W. 27th Street, New York, NY 10001-5992

FIT will accept electronic transcripts from the following approved vendors:

Parchment

Naviance by Hobson

## **Guidelines for International Student Credentials**

All applicants educated outside the U.S. are required to have their credentials from those schools evaluated by World Education Services (WES). To ensure that your evaluation includes all of the information that FIT requires, please note:

FIT's requirements may differ from WES's country-specific requirements. All schools listed on FIT's application and resume/CV must all be listed on WES's application as well. For FIT's instructions and requirements go to: [wes.org/fitgrad/](http://wes.org/fitgrad/). For questions or problems regarding document submission, please email WES at [FIT@wes.org](mailto:FIT@wes.org). **ATTENTION:** WES evaluations constitute non-binding advisory opinions only. Where FIT's assessment of any credential(s) differs from that of WES, FIT makes all final determinations regarding course/grade/credit/GPA equivalencies and degree equivalencies.

Applicants with three-year bachelor's degrees:

Regardless of the outcome of the WES evaluation, FIT does not recognize the three-year bachelor's degree (from India, for example) as equivalent to a U.S. bachelor's degree.

For more information on application requirements, please visit <http://www.fitnyc.edu/graduate-studies/apply/>

## **Program-Specific Admission Requirements**

### **Art Market**

Applicants must present the Graduate Record Examination (GRE). Forward scores to the School of Graduate Studies (code 2257-5199).

Minimum of four college-level courses in art history.

Minimum of two years of college coursework in a foreign language appropriate to the chosen field of study. If you do not meet the foreign language requirement, you may be granted conditional acceptance requiring fulfillment of the coursework by the end of the second semester of study.

## **Fashion and Textile Studies**

Applicants must present the Graduate Record Examination (GRE). Forward scores to the School of Graduate Studies (code 2257-5199).

Minimum of four college-level courses in art history or related disciplines.

Minimum of two years of college coursework in a foreign language appropriate to the chosen field of study.

Minimum of one college-level chemistry course with a lab component.

## **Exhibition and Experience Design**

Portfolio Requirements:

Submission of 20 pieces of design work to include: Samples of drafting in AutoCAD or Vectorworks; proficiency in Creative Suite programs including Illustrator, InDesign, and Photoshop; 3D digital rendering in 3D Studio Max, SketchUp, or other programs. Additional work in sketching, hand rendering, and other software applications a plus. If you have examples of other forms of artistic pursuits such as photography, painting, sculpture, or media, please include samples in your portfolio. Creative expression, looseness, and playfulness are very appreciated in the candidate.

Submit your portfolio online.

## **Fashion Design**

Applicants must have an earned Bachelors degree.

Portfolio Requirements:

Written proposal of thesis study: 500 words maximum.

A thirty (30) page PDF portfolio comprised of the following sections: 1. PAST- ten pages of discipline specific work from Bachelors level study; 2. PRESENT- ten pages of current practice; 3.FUTURE- ten pages of exploration of the ideas outlined in the proposal for thesis study.

If shortlisted, applicants may be asked to complete a small project in preparation for their interview.

Submit application via [www.slideroom.com](http://www.slideroom.com). Applicants will receive instructions on portfolio submission after the application is submitted.

## **Illustration**

Applicants must have three years of industry-related work experience after earning a bachelor's degree in illustration or a related field.

Proficiency in Adobe Photoshop, Illustrator, and Microsoft Word.

Portfolio Requirements:

Submission of 15-20 pieces. Life drawings and drawings from observation **MUST** be included for consideration. Submit images as low-resolution files (72 dpi). Please submit using the format: Lastname.jpeg (number each illustration sequentially). Submissions improperly prepared will not be considered. No slides, original work, or direction to a website are accepted.

All portfolio submissions become the property of the School of Graduate Studies and will not be returned. Portfolios that do not follow the specifications will not be reviewed. Portfolios will not be reviewed unless an application has been submitted.

Submit your portfolio online.

## **Cosmetics and Fragrance Marketing and Management**

Prior to matriculation, candidates may be required to have satisfactorily completed undergraduate courses in marketing principles, macroeconomics, and accounting or finance, depending on undergraduate field of study and previous professional experience.

Candidates must have a minimum of three years of work experience in an industry related to their course of study. Preference is given to candidates with at least five years of work experience, global work or study experience, and foreign language proficiency.

Three letters of recommendation, including one from a college or university faculty member with whom you have studied and two from professionals with whom you have worked.

Select applicants will be contacted by the Office of Graduate Studies to schedule an interview and timed writing sample.

Mac laptop required.

Completed applications may be submitted from September 15 through March 15.

## **Global Fashion Management**

Applicants must present the Graduate Record Examination (GRE) scores or the Graduate Management Admissions Test (GMAT) scores. GRE test scores are preferred. Forward scores to the School of Graduate Studies (code 2257-5199).

Minimum of three years' work experience in a fashion-related industry, preferably on a managerial level.

### **Notification**

Students who have completed applications will be notified by letter of their acceptance status.

Letters of acceptance will include forms pertaining to the student's residency, housing applications, and financial aid information. Failure to meet the deadline stated in the supplemental admissions information may result in cancellation of the student's admission.

## **International Students**

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Students educated outside the U.S. should go to <http://www.fitnyc.edu/graduate-studies/apply/> for detailed information about transcript requirements.

Students from countries where English is not the official language must provide an official Test of English as a Foreign Language (TOEFL) score, a minimum of 550 on the paper test, 213 on the computer test, or 80 on the internet test, directly from ETS, or an Interactive/English Language Testing (IELTS) score of 6.5 or higher. Scores should be sent directly to FIT. The FIT Graduate School College Code is 2257-5199.

### **STUDENT VISAS**

In accordance with federal regulations, FIT issues I-20 forms (Certificates of Eligibility for Nonimmigrant [F-1] Student Status) to students who have been admitted to a full-time program of study. Students who wish to apply for an F-1 student visa or who hold F-1 student status must obtain an I-20 from FIT. To obtain an I-20, students must submit an International Student Financial Statement (ISFS) to FIT after being admitted to the college. The U.S. Department of Homeland Security (DHS) requires verification of the student's ability to finance studies in the United States. An estimate of expenses based on current tuition, fees, and living and personal expenses appears on the ISFS.

After notification of acceptance, a tuition deposit is required. Once the tuition deposit and the International Student Financial Statement are received, an I-20 will be issued by FIT International Student Services (ISS). The I-20 is necessary to apply for a visa at a U.S. Consulate in order to enter the United States to study and maintain F-1 status.

Those students holding F-1 status from another U.S. college must transfer their F-1 status to FIT; instructions for transfer of their SEVIS record to FIT will be sent upon receipt of the tuition deposit and the ISFS. An FIT-issued I-20 is necessary to maintain F-1 status while at FIT. To download the ISFS and for more information about applying for a visa and the terms and conditions of F-1 status, visit the International Student Services website at [fitnyc.edu/iss](http://fitnyc.edu/iss).

All international students must attend a mandatory orientation during their first semester of attendance. Orientation information will be sent with the I-20 and is available online.

## **Veterans and Selective Service**

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FIT has been accorded recognition as a school of higher learning by the Veterans Administration. Enrolling students should obtain their VA papers as far in advance of registration as possible. Those seeking admission to the college from the armed services who have been admitted to the college for a date of entry prior to formal separation should notify the office of the Registrar immediately following receipt of acceptance in order to facilitate processing of early separation procedures.

For more information, please visit our Veteran Services web page: <http://www.fitnyc.edu/veteran-services/>.

## **Visits to the College**

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Each program in the School of Graduate Studies schedules and hosts its own public events, including an annual open house. For more information about a particular program's events, visit the school's website at [fitnyc.edu/gradstudies](http://fitnyc.edu/gradstudies).

## Additional Information

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Consistent with SUNY policy, FIT will not inquire into criminal history in admissions applications.

Instead, FIT asks about criminal history only when a student seeks to participate in a covered activity. After acceptance, FIT will ask whether a student has previously been convicted of a felony at the time the student seeks to participate in a covered activity. A student who discloses a prior felony conviction is not automatically barred from participation in a covered activity. The student will be required to disclose information regarding the felony convictions for review by a standing committee at FIT, consistent with the legal standards in the New York State Corrections Law. The committee may approve participation in covered activities with or without conditions or may deny participation in covered activities.

Students who have previously been convicted of a felony are advised that their prior criminal history may impede their ability to complete the requirements of certain academic programs. At FIT, some academic programs require the completion of an internship, but in some cases this requirement may be fulfilled by substitute academic work. Additionally, some graduate programs at FIT require international travel. Students who have questions or concerns about academic requirements are advised to contact the academic dean of their intended academic program. More information is available in FIT's policy on Admission of Persons with Prior Felony Convictions.

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## Enrollment Management and Student Success

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- Student Services (p. 23)
- Student Rights and Responsibilities (p. 25)
- Governance (p. 27)

# Student Services

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## **ENROLLMENT MANAGEMENT AND STUDENT SUCCESS**

Business and Liberal Arts Center, Room B221, 212 217.3800  
[fitnyc.edu/studentaffairs](http://fitnyc.edu/studentaffairs)

The Division of Enrollment Management and Student Success is essential to FIT's primary goal: to promote the intellectual, cultural, personal, and social development of students, as well as to provide quality student services.

## **COUNSELING CENTER**

David Dubinsky Student Center, Room A212B, 212 217.4260  
[fitnyc.edu/counseling](http://fitnyc.edu/counseling)

The Counseling Center provides confidential counseling services and educational programs to help students adjust to college life, deal with problems that can affect their well-being and academic success, and develop skills needed for personal and professional success. The center's counselors assess students' conditions and provide appropriate care, which can include support during a crisis, short-term counseling, or a referral to qualified and affordable treatment resources in the community. Students are encouraged to seek out counseling at the first sign of difficulty, since early identification of problems minimizes the impact of those problems on their personal lives and their academic progress. Students may call or visit the center to arrange an appointment, come by during walk-in consultation hours, or be seen immediately for emergencies.

In addition to personal counseling, the Counseling Center provides a variety of programs and resources to help students develop competencies needed for academic and professional success. These programs include educational workshops and freshman success seminars that focus on important aspects of student development and performance. The center also provides a variety of informational booklets on topics related to mental health, personal growth, and study skills.

## **FIT-ABLE: DISABILITY SUPPORT SERVICES**

David Dubinsky Student Center, Room A570, 212 217.4090  
[fitnyc.edu/fitable](http://fitnyc.edu/fitable)

FIT offers students with disabilities the opportunity to seek individually determined reasonable accommodations and services for their studies. The college welcomes students with learning disabilities, mental health issues, hearing/vision impairments, physical/mobility issues, and chronic illnesses to meet with the coordinator to discuss participating at the college level with a disability. Current evaluations from certified clinicians are recommended to document disabilities. This department provides students with individual reasonable accommodations for their coursework. We encourage and provide technology training to enhance the student's ability to participate in all FIT events, and eventually become a self-reliant graduate. Assistive technology equipment is available on loan for students registered with FIT-ABLE. Self-advocacy is encouraged.

Students with learning disabilities (LD) are offered academic, personal, and career-readiness development through the LD program. Students on the autism spectrum or who have nonverbal learning disorders or social anxiety disorders may benefit from coaching provided by projectTHRIVE, a collaborative effort of FIT and the Jewish Child Care Association (JCCA).

The Office of Disability Services, FIT-ABLE, is a confidential support service for FIT students, upholding the mandates of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Titles II and III.

The office is a National Voter Registration Act voter registration site, whereby students with disabilities can register to vote or can make changes to their current voter registration information.



## HEALTH SERVICES

David Dubinsky Student Center, Room A402, 212 217.4190  
fitnyc.edu/healthservices

FIT's Health Services is an accredited primary care facility staffed by nurse practitioners and physicians, a nutritionist, an acupuncturist, a massage therapist, and a health educator. The office provides primary medical and gynecological care. A referral list of consultants is available in cases where a specialist's evaluation and treatment are required. Health Services also provides counseling on topics such as family planning, nutrition, stress management, and health maintenance.

FIT has a mandatory health insurance policy. All full-time students (including international students) are automatically billed for health insurance. Students can be excused from the mandatory insurance if they have equal or better health insurance from another company. In order to waive the mandatory insurance, it is necessary to complete and submit a waiver form by the deadline. For deadline dates and other insurance information, contact Health Services.

New York State law mandates that all students must provide proof of immunity against measles, mumps, and rubella in order to attend classes. Students born prior to January 1, 1957, are exempt from these requirements.

Proof of immunity is defined for the following as:

**Measles** Two doses of live measles vaccine given on or after the first birthday, and after 1967, physician's documented history of the disease, or serological evidence of immunity.

**Rubella (German Measles)** One dose of live rubella vaccine given on or after the first birthday or serological evidence of immunity. A physician-documented history for rubella will not be accepted.

**Mumps** One dose of live mumps vaccine given on or after the first birthday, a physician-documented history of the disease, or serological evidence of immunity.

New York State Public Health Law (NYS PHL) §2167 requires colleges and universities to distribute information about meningococcal disease and vaccination to all students registered for 6 credits or more, whether they live on- or off-campus. Students must notify Health Services if they will receive the meningitis vaccination, have received it in the past, or decline/refuse to receive the immunization. Please note that according to NYS PSL, no institution shall permit any student to attend the institution in excess of 30 days or to register for the next semester's classes without complying with this law.

An immunization form and a health form must be completed and returned to Health Services. Forms can be faxed to 212 217.4191.

## INTERNATIONAL STUDENT SERVICES

Business and Liberal Arts Center, Room B103, 212 217.3700  
fitnyc.edu/iss

The Office of International Student Services assists international students and offers an array of programs and services to international students and scholars representing 80 countries. The ISS staff works to promote meaningful interaction between U.S. citizens and nationals of other countries through educational and social activities. The ISS staff advises international students and scholars on immigration, cultural, financial, academic, and personal concerns.

## RESIDENTIAL LIFE

Alumni Hall, first floor, 212 217.3900  
Kaufman Hall, first floor, 212 217.3930  
fitnyc.edu/housing

Full-time, degree-seeking students are eligible to apply for housing.

Our four residence halls—Coed Hall, Nagler Hall, Alumni Hall, and the George S. and Mariana Kaufman Residence Hall—provide single-, double-, triple-, and quad-occupancy rooms and suites, all with laundry facilities, cable TV, and wireless internet connections. FIT residence halls are 100 percent alcohol-, drug-, and smoke-free. Policies are strictly enforced.

Housing is awarded on a first-come, first-served basis. Help is also available in finding off-campus housing.

### **STAFF**

Residence halls are fully staffed to assist students. Professional staff, including resident counselors, and hall managers live in the residence halls. Resident counselors and managers are on call for emergencies at all times when the halls are occupied.

A security officer is posted in each residence hall lobby 24 hours a day when the residences are open. Visitors must provide proper identification and be signed in by residents.

Resident assistants (RAs), students assigned to live on each floor, help to create an environment conducive to learning, socializing, and acceptable community behavior. RAs serve as liaisons between residents and the college and assist students with educational and personal concerns.

### **ACTIVITIES AND PROGRAMS**

Students have many opportunities to participate in social, educational, and community service activities sponsored by Residential Life and the Residence Hall Community Council (RHCC). RHCC—the association of on-campus residents—sponsors trips, events, and other campus activities, including the annual spring block party.

### **REGISTRAR**

The Office of the Registrar exists to support the FIT community by providing information and services to support, facilitate, and promote the educational mission of the college. This role specifically includes providing information about the services related to academic programs and degree requirements, registration and enrollment verification, and maintenance of permanent academic records for students, faculty, staff, and external constituencies in a timely, accurate, confidential, and supportive manner in accordance with college policy and state and federal law.

### **STUDENT LIFE**

The Department of Student Life at the Fashion Institute of Technology offers a complete educational, cultural, and social experience. Student Life is responsible for clubs and organizations, student government, orientation/Weeks of Welcome, leadership workshops, and social programming. The department is the center of many extracurricular activities on campus. Through active participation in our diverse opportunities, along with the services offered through the department of Student Life, students become engaged in campus life, enhancing their learning, exploration, and sense of community.

## **Student Rights and Responsibilities**

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The FIT *Student Rights and Responsibilities Manual* contains crucial information about what it means to be part of the community at FIT.

This publication identifies many, but not all, of the important policies and regulations that address the expectations and obligations of students at FIT. Failure to comply with community standards may subject a student to disciplinary action as defined in the college's Student Code of Conduct and Academic Honor Code. The manual is produced by the Office of the Vice President of Enrollment Management and Student Success.

It is FIT's goal to provide an exciting, vibrant learning community on campus, both in and out of the classroom. The manual may be found at [fitnyc.edu/rightsandresponsibilities](http://fitnyc.edu/rightsandresponsibilities).

## INTRODUCTION

FIT encourages the development of independence, maturity, and ethical sensitivity in its students. The college must establish standards of conduct essential to its effective and orderly function as an educational institution. The codes of conduct were prepared to guide all members of the student body. All who become members of our community have an obligation to support and obey college regulations, and all local, state, and federal laws. Those who cannot or do not comply will be subject to disciplinary action both from the college as well as local, state, and federal authorities, and the privilege of continued attendance at FIT may be withdrawn.

For more information about the Student Code of Conduct and Academic Honor Code with clearly defined judicial procedures, please see the *Student Rights and Responsibilities Manual*.

## ACCESS TO OFFICIAL STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA), and regulations adopted by the Secretary of the U.S. Department of Education to implement FERPA, provide students with specific rights relating to their records at FIT. Under FERPA, students have the right to:

- inspect and review their education records;
- seek amendment of their education records that they believe to be inaccurate, misleading, or otherwise in violation of the student's privacy rights;
- consent to disclosures of personally identifiable information contained in their education records, except to the extent that FERPA and the regulations authorize disclosure without consent;
- file with the United States Department of Education a complaint concerning alleged failures by FIT to comply with the requirements of FERPA or the secretary's regulations. Complaints should be filed in writing to:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Ave., S.W.  
Washington, DC 20202-4605

Complete copies of FERPA and the regulations are available for review in the Registrar's Office. Any students having a question about access to FIT student records is encouraged to consult them.

The *Student Rights and Responsibilities Manual* sets forth the procedures for inspection and review of education records and for students to request amendment of their own education records. The manual also sets forth the types of records the college may disclose without student consent.

## COMMITMENT TO DIVERSITY

FIT is committed to creating an environment that attracts and retains people of diverse racial and cultural backgrounds. By providing a learning and working environment that encourages, utilizes, respects, and appreciates the full expression of every individual's ability, the FIT community fosters its mission and grows because of its rich pluralistic experience. The college is committed to prohibiting discrimination, whether based on race, national origin, sex, religion, ethnic background, age, disability, marital status, sexual orientation, or any other criterion specified by applicable federal, state, or local laws.

## EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

FIT is committed to providing equal opportunity in educational programs, in its admissions policy, and in employment, including the opportunity for upward mobility for all qualified individuals.

The affirmative action officer provides complaint resolution and investigates complaints of discrimination, sexual harassment, and Title IX issues. The affirmative action officer monitors the college's progress in complying with laws concerning affirmative action and Title IX. The affirmative action officer is in the Office of Compliance and Audit in Room A605.

Enrollment Management and Student Success provides students with complaint resolution, training, and orientation on Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

## **Governance**

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### **STUDENT GOVERNMENT ASSOCIATION**

David Dubinsky Student Center, Room A710, 212 217.4130

The FIT Student Government Association is the governing body of the FIT Student Association, whose membership includes all full- and part-time students who have paid the student activity fee. Membership affords students the privileges and responsibilities of citizens in the self-governing college community. The council consists of elected officers of the association and at least one representative from every club. All other interested students receive voting privileges following their attendance at two consecutive meetings.

The Student Government Association is responsible for organizing athletic, cultural, and social activities for the students; determining allocations and disbursement of the student activity fees in accordance with the purposes and duties of the association and the policies of the board of trustees of the college; cooperating with the administration in the definition and enforcement of all student regulations; and working with the administration to maintain good public relations, fostering greater unity among the administration, the faculty, and the student body.

The FIT Student Government Association president, elected each year by the student body, is a member of the board of trustees with voting rights and responsibilities.

### **THE FACULTY SENATE**

The Faculty Senate elects representatives to committees that focus on a wide variety of college-related areas. Students selected by the FIT Student Government Association serve on some of these committees, such as admissions/registration, assessment, counseling, curriculum, diversity, library, and student affairs.

### **THE FIT STUDENT-FACULTY CORPORATION**

The FIT Student-Faculty Corporation is an independent entity with nine directors, three representing each constituency of the college—the Board of Trustees and administration, the faculty, and the student body. It derives its revenue from the rental of college facilities and from commission income from food services and the campus bookstore. The corporation allocates this revenue for the benefit of the students and faculty.

## Expenses and Financial Aid

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- Financial Aid (p. 33)
- Tuition and Fee Refunds (p. 32)
- Tuition and Fees (p. 29)

## Tuition and Fees

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FIT is a college of the State University of New York. It receives state funding and support from the New York City Department of Education. This assistance allows the college to offer the tuition rates noted below.

All new matriculating students are required to confirm their acceptance with a nonrefundable advance tuition payment of \$150 as soon as they are notified of admission. The following schedules of fees are effective for the 2017-2018 academic year:

Full-time tuition, New York City/State residents	\$5,603* per semester
Full-time tuition, out-of-state residents	\$11,449* per semester
Part-time tuition, New York City/State residents	\$467* per credit
Part-time tuition, out-of-state residents	\$954* per credit

Tuition and fees are subject to change without prior notice at the discretion of the college's Board of Trustees. Current tuition and fees are available on the FIT website at [fitnyc.edu/bursar](http://fitnyc.edu/bursar). Tuition is charged for noncredit-bearing courses. Lectures, laboratories, and workshops are billed at different rates.

\* Tuition paid by check or money order must be in the exact amount in U.S. dollars.

### RESIDENCY FOR TUITION PURPOSES

#### U.S. Citizens and Permanent Resident Aliens

To qualify as a New York State resident, one must have established legal residence by maintaining a domicile in New York State for a period of at least one year preceding the date of the semester.

A domicile is defined as a fixed permanent home to which one intends to return after being absent for a period of time. A person does not acquire a New York State domicile simply by being physically present in New York for a period of 12 months. A person retains a domicile until their present domicile is abandoned and another domicile is established.

In addition to the general domicile standards, students under the age of 21 and whose parents or legal guardians reside out of state must present evidence of financial independence from parents or legal guardians and an established New York State domicile in order to be designated as New York State residents for tuition purposes.

Applications for change of residency status are available at the Office of the Bursar at 333 Seventh Avenue, 15th floor, and on the FIT website at [fitnyc.edu/bursar](http://fitnyc.edu/bursar). Completed applications with supporting documents must be submitted prior to the end of the registration period for the semester for which the application is intended. Residents of any of the five boroughs of New York City must sign the residency affidavit printed on the registration form at the time of admissions to the college. New York City residents who have met the New York State residency requirement by maintaining a domicile in New York State for a period of at least one year preceding the date of registration do not have to file a Certificate of Residence. New York State residents who do not reside in any of the five boroughs of New York City must file a Certificate of Residence (issued by the county in which the student resides) in order to be eligible for the in-state resident tuition rate. It is mandatory that the student present a new certificate at the beginning of each academic year. This completed certificate must be filed with the Office of the Bursar at the beginning of the term for which the certificate is intended.

Students who enroll at the college in the fall semester are required to submit a new certificate the following fall. Students who enroll after the fall semester (winter, spring, or summer) must submit a certificate at the beginning of their first semester of attendance at FIT and a new certificate at the beginning of the following fall semester. Note that individual counties have different deadline dates and may have different criteria for issuing the certificates. Notices are mailed each year

to continuing FIT students who are enrolled as New York State residents reminding them of the deadline dates along with an application for the County Residence Certificates and instructions for completing the form. However, regardless of whether the FIT notices are received, students are responsible for submitting the completed affidavits to their respective counties and the County Residence Certificate to FIT's Office of the Bursar at 333 Seventh Avenue, 15th Floor, or mailing it to Fashion Institute of Technology, Attn: Steven Serrano, Office of the Bursar, 227 West 27th Street, New York, NY 10001-5992.

The County Residence Certificate is issued by the student's County Administrative or Treasurer's Office, not by FIT. Applications and information pertaining to the location of county offices are available at the Office of the Bursar and on the FIT website at [fitnyc.edu/bursar](http://fitnyc.edu/bursar). Application forms are also available at the county offices. Students who fail to submit a valid County Residence Certificate to the college by the deadline dates will be billed the equivalent of non-resident tuition. No exceptions will be made. New York State law requires that students who reside in New York State, outside any of the five boroughs of New York City, must file a County Certificate of Residency certified by their home county to qualify for the in-state tuition rate. New York State residents who are eligible for the in-state tuition rate but have moved from one county to another within New York State within the last six months must file for a County Residence Certificate with both counties and submit both certificates to FIT's Office of the Bursar. Other residency requirements, county certificate applications, and other information may be obtained from the website at [fitnyc.edu/bursar](http://fitnyc.edu/bursar).

### **Nonimmigrant Aliens**

Foreign students with F-1 student visas are not eligible for the New York State resident tuition rate. Students with other types of visas may be eligible if they have been residents of New York State (as described above) for one year prior to the date of registration. The student must have possessed the qualifying visa for at least one year prior to the date of registration.

### **TUITION PAYMENT DEADLINES**

Nonmatriculated students are required to pay full tuition liability at the time of registration for each semester.

Tuition due dates are determined by the college in advance of each semester and may vary from one academic year to the next. Tuition due dates for the fall semester normally occur between mid-July and early August. Tuition due dates for the spring semester normally occur between late December and early January.

All students who register after the payment due date are required to make tuition payment immediately upon registration. All students attending winter and summer sessions are required to pay full tuition liability at the time of registration.

Checks and money orders should be made payable to: Fashion Institute of Technology. Checks or money orders may be mailed to: FIT, Office of the Bursar-Cashiering Operations, Room B127, 227 West 27 Street, New York, NY 10001-5992. Student ID numbers must be indicated on payments. Students can make payments in person at the Office of the Bursar-Cashiering Operations. Payment may be made via MasterCard, Visa, American Express, Discover Card, personal check, or money order. Credit card payments may also be made via the college's website. FIT no longer sends bills by mail. An email will be sent to students' FIT email accounts when bills are ready for viewing. To view and pay, students should go to [myfit.fitnyc.edu](http://myfit.fitnyc.edu) and click on *Pay Student Account* or *View e-Bill* under the Student Services tab. Students should check their FIT email regularly for important messages regarding their accounts. For more information, contact the Bursar's Office, 212 217.3720/3680, [bursarhelp@fitnyc.edu](mailto:bursarhelp@fitnyc.edu).

## FEES

Duplicate diploma	\$10
Health insurance <sup>1</sup>	\$987.50 per semester
Health Services	\$161.50 per semester
Laboratory <sup>2</sup>	\$10 per course
Late examination	\$25 per occurrence
Late Payment	1.5% per month on balance
Late registration (full-time)	\$100 per occurrence
Late registration (part-time)	\$50 per occurrence
Locker rental	\$10 per student/per semester
Matriculation fee (resident)	\$250 per semester
Matriculation fee (non-resident)	\$500 per semester
Offsetting services <sup>3</sup>	\$5 per semester
Placement test	\$25 per occurrence
Program change	\$25 per occurrence
Records maintenance fee	\$15 per semester
Recreation and Athletics	\$55 per semester
Replacement ID card	\$25 per occurrence
Returned check	\$25 per occurrence
Student activity <sup>4</sup>	\$65 per semester
SUNY Learning Network (online courses)	\$15 per online credit hour
Technology	
Part-time student	\$50 per semester
Full-time student	\$100 per semester
Transcript	\$12
Books and supplies	cost between \$600 and \$900 (depending on major) per semester.

- 1 This insurance must be purchased by all full-time students unless evidence of other coverage is submitted. The rate shown is for domestic students.
- 2 Fee is charged to each student who registers for a course requiring life/fashion models and/or the use of certain specialized equipment/materials.
- 3 Fee is charged to part-time students and is nonrefundable.
- 4 Approved by FIT's Board of Trustees in accordance with Student Council regulations.

## NON-PAYMENT OF DEBTS AND FINES

Checks returned by a bank as unpaid for any reason will result in a returned check fee of \$25 charged to the student's account. The college reserves the right not to accept a personal check for payment under some conditions: for example, a history of prior returned checks or checks without preprinted name and address. Note that a stop payment draft against a check is not considered an official withdrawal from the college and the student will be charged a \$25 returned check fee in addition to the tuition liability.



Late payments are subject to a late fee of 1.5 percent per month on all outstanding balances. Students who fail to pay their bills or other college debts will be ineligible to register, graduate, or obtain transcripts or other services from the college. Outstanding debts may be referred to a licensed collection agency, and collection fees up to 33 1/3 percent may be added to the outstanding balance. If legal action becomes necessary, litigation and all court costs will be the student's responsibility.

Students who have not satisfied their full financial obligations, exclusive of certified financial aid or tuition payment plans, by the scheduled due date may be subsequently de-registered and all previously assigned classes may be dropped. Late registration and program change fees may be assessed to students who are de-registered and wish to re-enroll. Students are not guaranteed class availability if they need to re-register for courses.

## Tuition and Fee Refunds

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### FULL-TIME AND PART-TIME PROGRAMS

An application for refund of tuition must be made on the Withdrawal/Refund of Tuition Form provided in the Registration Center or in writing. All refunds are based on the official date of withdrawal. No refunds will be permitted unless an official withdrawal form is submitted in the required time period. The date on which the Withdrawal/Refund of Tuition Form is received by the Registrar's Office is considered the official date of the student's withdrawal. The \$5 part-time offsetting fee is not refundable. Student health insurance for full-time students is nonrefundable after the first day of class. Nonattendance in class or stop payment on a check is not considered an official withdrawal from the college. The student remains responsible for all tuition liabilities. Students receiving Title IV financial aid will be processed according to federal guidelines. The refund period terminates by the end of the third week of classes, in accordance with the following schedule:

<b>Withdrawals</b>	<b>Refunds</b>
Prior to the first day of classes	100% of tuition and fees**
Prior to the second week of classes*	75% of tuition and fees**
Prior to the third week of classes*	50% of tuition and fees**
Prior to the fourth week of classes*	25% of tuition and fees**
Thereafter	No refund

\* The first week ends on Saturday regardless of which day of the week classes begin.

\*\* The student health insurance fee is not refundable.

The refund process generally takes six to eight weeks after the semester begins. All credit card refunds are issued through the appropriate credit card carrier.

## SUMMER AND WINTER SESSIONS

The refund period terminates prior to the fourth scheduled session of the class, in accordance with the following schedule:

Withdrawals	Refunds
Prior to the first day of classes	100% of tuition
Prior to the second day of classes	75% of tuition
Prior to the third day of classes	50% of tuition
Prior to the fourth day of classes	25% of tuition
Thereafter	No refund

## Financial Aid

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The Fashion Institute of Technology attempts to remove financial barriers to college entrance by providing loans, limited scholarships, and part-time employment based on available funding for students with financial need. Students who are in a degree program and require financial aid of any kind must complete the Free Application for Federal Student Aid (FAFSA), designating FIT (code 002866) as a college choice. The FAFSA is the core application for all financial aid programs. Apply online at [fafsa.ed.gov](https://fafsa.ed.gov). Foreign students are not eligible for financial aid from FIT.

The Fashion Institute of Technology directly administers its institutional grants and scholarships, which are provided by the FIT Foundation. Federal funding administered by the college for graduate students may include Federal Direct Unsubsidized Stafford loans, Graduate PLUS loans for students, and the Federal Work Study program.

Financial aid is not automatically renewed. Since most financial aid awards are made for an academic year, students must reapply each academic year by submitting the required forms by the dates established and published by the Office of Financial Aid Services. To be eligible as a full-time student, you must take at least 9 credits of courses that are required for your current degree.

The amount of financial aid awarded depends on funds available to FIT as well as the student's educational budget and anticipated available resources. Priority for institutionally administered funds is given to students enrolled and designated as full-time. Federal funds at FIT are contingent on congressional authorizations and appropriations. Eligibility requirements and funding regulations governing federal and state programs may change from year to year depending on legislative action.

For more information, visit FIT's website at [fitnyc.edu/financialaid](https://fitnyc.edu/financialaid).

## SATISFACTORY ACADEMIC PROGRESS (SAP) FOR FINANCIAL AID RECIPIENTS

The Higher Education Amendments require that colleges and universities provide federal financial aid to those students who are in good academic standing and making satisfactory progress in a degree program. The U.S. Department of Education requires that students make satisfactory academic progress (i.e., successfully complete at the least 66 percent of attempted courses) and maintain a cumulative GPA of 3.0. The Satisfactory Academic Progress guidelines for financial aid are available through Financial Aid Services ([fitnyc.edu/financialaid](https://fitnyc.edu/financialaid)). Students are responsible for reading and adhering to these guidelines.

Students who do not meet the SAP standards will be issued a warning and placed on financial aid probation. Once in this status, if a student again does not meet the SAP standards, then the student's status will be changed to financial aid termination. Under this status the student must attend at least one semester without the benefit of federal and institutional aid. The student's academic record will then be reviewed to regain eligibility. If there were extenuating circumstances that led to the termination, s/he may submit an appeal that will be reviewed by the Financial Aid Committee. The student will then be advised, in writing, of the committee's decision. Should the appeal be approved, the student will regain eligibility for one semester and be placed on financial aid probation. The student will be required to agree to an academic plan as well as complete select financial literacy courses online. Should the appeal be denied, to be reinstated, the student must at their own expense successfully complete enough credits based on their classification as a full-time or part-time student, with a cumulative GPA of 3.0 or higher to bring the quantitative and /or qualitative standards back to satisfactory levels. The student can then petition in writing to the SAP Appeal Committee requesting reinstatement of financial aid eligibility.

### **FINANCIAL AID REFUND POLICY**

Financial aid recipients who withdraw partially or fully must have their financial aid reviewed. If a student withdraws fully during the first 60 percent of the enrollment period and has any form of federal aid disbursed, the amount of the refund will be based upon a distribution formula as required by federal regulations. The refund distribution, prescribed by law and regulation, is in the following order: Unsubsidized Federal Stafford Loan, Federal Graduate PLUS Loan, Federal Perkins Loan, other Title IV aid programs, and other federal sources of aid. Additional information on these refunds and repayment policies may be obtained from Financial Aid Services.

# Academic Programs

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- Master of Arts (p. 36)
  - Art Market (p. 37) Studies (p. 37)
  - Exhibition and Experience Design (p. 40)
  - Fashion and Textile Studies: History, Theory, Museum Practice (p. 42)
- Master of Fine Arts (p. 45)
  - Fashion Design (p. 46)
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# Master of Arts

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Art Market Studies (p. 37)

Exhibition and Experience Design (p. 40)

Fashion and Textile Studies: History, Theory, Museum Practice (p. 42)

# Art Market Studies

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NYSED: 87128 HEGIS: 1099

Art Market Studies is a 39-credit, full-time program that provides students with the tools to forge careers in the business of art. Its interdisciplinary nature reflects the diversity of professional opportunities available to graduates — whether in galleries, auction houses, art fairs, appraisal firms, online platforms, museums, or non-profit organizations. The curriculum aims to balance practical skills with academic rigor, as well as core business and legal concepts with industry-specific knowledge. It also privileges contemporary art, given that art produced from the postwar period to the present has come to dominate the market in recent years.

In addition to coursework in valuation and appraisal, art law, marketing, gallery operations, the auction business, and the history of contemporary art, students in the program are required to pursue an internship with an art-related business or organization. Students gain hands-on experience through a practicum in which they assemble an exhibition from concept to execution. This distinctive assignment allows students to put into practice the knowledge and skills they have acquired in a real-world showcase of their abilities. Curriculum below is for the entering class of Fall 2018.

## **NATASHA DEGEN, Associate Chairperson**

**natasha\_degen@fitnyc.edu** ( [natasha\\_degen@fitnyc.edu](mailto:natasha_degen@fitnyc.edu))

**fitnyc.edu/artmarket**

## **COURSE OF STUDY**

### **Semester 1**

AM 510	The International Art Market	3
AM 522	History of Contemporary Art, 1945 to the Present	3
AM 533	Core Business Practices	3
AM 500	Art Market Research and Valuation	3
AM 633	Art, Law, and Professional Ethics	3

### **Semester 2**

AM 511	Gallery Management and Operations	3
AM 513	The Auction Business	3
AM 523	Art in a Global Context, Post-1989	3
AM 531	Marketing for Art Organizations	3
AM 654	Practicum: Exhibition	3

### **Semester 3 - Choice of Option 1 or Option 2**

AM 691	Internship	9
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Plus

### **Option 1: AM 655 and AM 701**

OR

### **Option 2: AM 600 and AM 602**

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Total Credits	39
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Additional Courses:

AM 603 Field Study

## **COMMON REQUIREMENTS**

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation

## **ADVANCEMENT TO DEGREE CANDIDACY**

### **Eligibility to Attend Commencement Exercises**

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

### **Maintenance of Matriculation**

To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

### **Degree Requirements**

#### **General**

For admittance to degree candidacy, students must have satisfied all outstanding prerequisites, completed a minimum of 39 approved course credits, achieved a final grade point average (GPA) of 3.0, and completed one internship for credit. Students must have advanced to degree candidacy before being permitted to attend graduation ceremonies.

#### **Internship**

All students are required to complete an internship at an appropriate art institution. Internships may be pursued during the third semester of the program or during the summer prior to the third semester. They require a minimum commitment of 135 hours, which is the equivalent to one or two days per week for a full semester, or for summer internships, four to six weeks of full-time work.

#### **The Third Semester**

In their third semester — in addition to completing an internship — students may embark on a thesis project (Option 1), or they may elect to pursue additional coursework (Option 2). Students who choose the thesis track will enroll in AM 655 Thesis Seminar and AM 701 Thesis Preparation. The Thesis Seminar will guide students through the research and writing process, while also providing background on research methodologies and academic standards. Totaling 12,000 to 15,000 words, the resulting project will represent an original contribution to the field.

The second option — which comprises two business-oriented courses: AM 600 Case Study Research and AM 602 Innovation in the Creative Industries — guides students in identifying specific business problems within the art market and considering viable solutions. Whereas Innovation in the Creative Industries primarily supports the development of a new business venture, Case Study Research focuses on the research and analysis of an existing organization, with the end goal of producing a business case study and teaching note suitable for publication.

**Time Requirement for Degree Completion**

Students are expected to complete all degree requirements by the end of the third semester of study. In the event of special extenuating circumstances, the Department Chair, in consultation with the Dean, may provide a student with an extension through the end of the second academic year of the program.



# Exhibition and Experience Design

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NYSED: 29386 HEGIS: 1009

The 39- to 47-credit, full-time program in Exhibition and Experience Design prepares students for careers in the exhibition design profession. Students can also choose to take courses on a part-time basis, however, the final semester will be full-time. Please contact the program chairperson for information. The studio-driven curriculum focuses on designing narrative environments with the audience in mind. Students explore exhibition design in multiple areas, including museums and trade and public venues, and develop skills in concept development, environmental design, graphics, lighting, and modelmaking. Working closely with industry partners, the program features actual projects and studio-based competitions with local and international firms, museums, and public facilities. Students can elect to complete an internship at a specially designated site appropriate to their learning needs and career visions. The program culminates with a critical thesis exhibition and experience design project. Curriculum below is for the entering class of Fall 2018.

## CHRISTINA LYONS, Associate Chairperson

[christina\\_lyons@fitnyc.edu](mailto:christina_lyons@fitnyc.edu) ( [christina\\_lyons@fitnyc.edu](mailto:christina_lyons@fitnyc.edu))

[fitnyc.edu/exhibitiondesign](http://fitnyc.edu/exhibitiondesign)

## COURSE OF STUDY

### Fall - Semester 1

ED 541	Introduction to Exhibition Design Graphics	1.5
ED 571	Illuminating the Exhibition Experience	3
ED 572	Historical Perspective and Theory	3
ED 581	Introduction to the Exhibition Design Studio	1.5
ED 582	Exhibition and Planning Design Studio	3

### Optional Winter Session

		0-6
ED 573	Exhibition Design International Professional Practices Seminar	
ED 501	Sustainability for Exhibitions	

### Spring - Semester 2

ED 523	Exhibition Design for the Museum Setting	3
ED 531	Presentation Techniques	3
ED 542	Exhibition Design Graphics	3
ED 584	Exhibition Development and Evaluation	3

### Summer Session

ED 591	Exhibition Design Thesis: Directed Research	3
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### Optional Summer Session

		0-2
IC 592	Internship - Exhibition Design	

### Fall - Semester 3

ED 632	Advanced Presentation Techniques	3
ED 643	Exhibition Design Graphics II	3
ED 651	The Exhibition Model	3
ED 691	Capstone Project Development & Qualifying Paper	3

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Total Credits

39-47

## COMMON REQUIREMENTS

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation.

## **ADVANCEMENT TO DEGREE CANDIDACY**

### **Eligibility to Attend Commencement Exercises**

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

### **Maintenance of Matriculation**

To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

### **Degree Requirements**

#### **General**

For admittance to degree candidacy, students must have satisfied all prerequisites and completed a minimum of 39 approved course credits in 16 months of full-time attendance. Students can choose to take courses on a part-time basis, however, the final semester will be full-time, and course credits must be completed within 5 years. Please contact the program chairperson for information. Student must achieve a final grade point average (GPA) of 3.0, and had their qualifying thesis project approved by their committee. Students must have advanced to degree candidacy before being permitted to attend graduation ceremonies.

#### **Qualifying Thesis Project**

The final semester of the program comprises four interdisciplinary courses, through which students conceive and execute a professional-quality, independent thesis design project, subject to department approval. The thesis is comprised of a design hypothesis proven through research and the execution of a comprehensive exhibition design and qualifying academic paper.

#### **Laptop**

Students accepted into the Exhibition and Experience Design program are expected to bring a laptop computer that meets current program specifications. For specific information, please contact the program chairperson.

# Fashion and Textile Studies: History, Theory, Museum Practice

NYSED: 85053 HEGIS: 1099

The 48-credit, full- or part-time program in Fashion and Textile Studies: History, Theory, Museum Practice prepares students for professional curatorial, conservation, education, and other scholarly careers that focus on historic clothing, accessories, textiles, and other related materials. Fashion and textiles are explored from a variety of perspectives, including traditional art historical methodologies, as well as innovative approaches such as anthropology, material culture, and gender studies. The curriculum offers a vigorous, hands-on approach to the study of fiber-based objects through a close association with The Museum at FIT. Students may elect either a curatorial or a conservation emphasis, but all students are taught basic conservation skills, current collections management methods, and the proper exhibition techniques for costumes and textiles. To supplement their historical and analytical courses, students are required to complete at least one internship, write a master's qualifying paper based on original research, and take an active role in a yearlong course that culminates in a professional exhibition at The Museum at FIT. Students may customize the course of study by choosing their qualifying paper topic and their internship location. They may also select up to two independent study courses with an appropriate focus on their chosen specialization. In addition, students may transfer up to nine credits in related coursework from other graduate institutions.

Graduates of the program find positions as museum curators, research specialists, collections managers and registrars, historic house directors, museum educators, independent exhibition curators, corporate curators, fashion and textile historians, costume and textile conservators, auction house department specialists and researchers, vintage clothing and textile dealers, archivists, and consultants. Curriculum below is for the entering class of Fall 2018.

## DENYSE MONTEGUT, Associate Chairperson

[denyse\\_montegut@fitnyc.edu](mailto:denyse_montegut@fitnyc.edu)

[fitnyc.edu/fashiontextilehistory](http://fitnyc.edu/fashiontextilehistory)

## COURSE OF STUDY

### Pre-Semester

FT 541	Proseminar: Critical Writing, Research Techniques, and Documentation Methods	0
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### Semester 1

FT 521	Fashion History through the Nineteenth Century	3
FT 522	History of Western Textiles	3
FT 551	Collection Management Skills	3
FT 561	Fiber and Fabric: Identification and Analysis	3

### Semester 2

FT 523	History of Twentieth Century Fashion	3
FT 524	Dress and Textiles in World Cultures	3
FT 552	Museum Theory and Practices	3
FT 562	Conservation Practices: Theory and Technique	3

### Semester 3

FT 653	Costume and Textile Mounting Skills	3
FT 654	Exhibition: Planning and Interpretation	3

Choose any two courses from the following four: 6

FT 625	History of American Men's Wear	
FT 631	Special Topics	
FT 623	Contemporary Fashion: Research and Criticism	
FT 663	Advanced Conservation I	

### Semester 4

FT 626	Modern Textiles: Designers, Makers, and Markets	3
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FT 655	Exhibition: Practicum	3
choose any two courses from the following three:		6
FT 633	Advanced Theory: Professional Seminar	
FT 634	Advanced Curatorial: Historic Interiors	
FT 664	Advanced Conservation II	
Total Credits		48

### Additional Courses

FT 691 Internship (0 cr.), FT 701 Qualifying Paper (0 cr.), MM 701 Maintenance of Matriculation (0 cr.), and FT 692 Independent Study (1-3 cr.)

### COMMON REQUIREMENTS

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation.

### ADVANCEMENT TO DEGREE CANDIDACY

#### Eligibility to Attend Commencement Exercises

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

#### Maintenance of Matriculation

To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

### Degree Requirements

#### General

For admittance to degree candidacy, students must have satisfied all outstanding prerequisites, completed a minimum of 48 approved course credits, achieved a final grade point average (GPA) of 3.0, completed at least one official internship, and had their qualifying paper proposal approved by their committee. Students must have advanced to degree candidacy before being permitted to attend graduation ceremonies. Students have one year after achieving degree candidacy to complete their qualifying paper.

#### Language Requirement

All students are required to have a reading knowledge of either French, Italian, German, or Spanish (though other foreign languages appropriate to a specific field of study will also be considered). This requirement must be met by the end of the second semester of study, or if studying part-time, by the time the student completes the equivalent of one full-time year of coursework. Students can satisfy this requirement by completing two years (four semesters) of college-level language study, or by passing a written examination administered by the School of Graduate Studies.

Students for whom English is a second language are exempt from the language requirement.

## **Internship**

The Fashion and Textile Studies: History, Theory, Museum Practice program emphasizes practical, professional experience, and therefore each student is required to complete an approved internship. Although only one internship is required for graduation, students may choose to serve additional internships for networking opportunities and as aids to professional growth.

Internships may be pursued during the academic year or during winter or summer breaks, and require a minimum commitment of 135 hours. Past sites for internships have included The Museum at FIT, the Metropolitan Museum of Art, the Costume Institute, Christie's and Sotheby's auction houses, the Brooklyn Museum, the Museum of the City of New York, the textile conservation lab at the Cathedral Church of St. John the Divine, the Cooper-Hewitt, Smithsonian Design Museum, the National Design Museum, the Jewish Museum, the National Museum of the American Indian, and the American Museum of Natural History.

Current lists of internship opportunities, descriptions, guidelines, and procedures are kept on file in the Office of Graduate Studies. Each student, in consultation with the faculty internship advisor, makes a formal application for a position, and if selected, reports directly to a staff member at the internship location, who then supervises and evaluates the student's work. Students are required to maintain an internship journal, and to write an essay summarizing their experience.

Academic credit cannot be granted for any internship that has not been approved by the faculty advisor before the internship begins.

## **Qualifying Paper**

The qualifying paper may take the form of a scholarly research paper or article, an exhibition proposal or catalog, a conservation treatment proposal and report, a grant proposal, a collection survey, or an interpretive program utilizing a variety of formats, including electronic media.

Students should select a topic whose research and explication is completely manageable within a single year. When completed, a qualifying paper—including but not limited to text, footnotes, bibliography, and illustrations—should not exceed 30-40 pages in length.

It is the student's responsibility to propose a topic and to select an advisor from the graduate faculty. Written proposals must be submitted to and approved by both the advisor and the committee before the student may proceed. Students, with their advisors, are invited to attend the committee's discussion of the proposal to defend and clarify points. Students are encouraged to complete proposals by the end of their third graduate semester. Detailed guidelines are available in the Office of Graduate Studies.

## **Time Requirement for Degree Completion**

Students matriculating full-time will have three years to complete all degree requirements, including the qualifying paper (two years of coursework, plus one year to write and complete the qualifying paper). Part-time students will have five years to complete all degree requirements (a maximum of four years of coursework, plus one year to write and complete the qualifying paper).

## **Pro-seminar**

Please note that the Fashion and Textile Studies MA program requires students to attend a late-summer intensive program. For specific information, please contact the program chairperson.

# Master of Fine Arts

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Fashion Design (p. 46)

Illustration (p. 48)

# Fashion Design

NYSED: 38535 HEGIS: 1009

The 60-credit Fashion Design MFA program is a two-year, full-time program that invites students to embark on a highly mentored personal journey into their own ideas and philosophies around fashion and design. They are encouraged and supported to innovate in design, fit, cut, construction, silhouette, and materiality, all with intention and meaning. Students are required to reflect with critical distance on their own work as well as contribute as an active participant in the critique space in a collaborative studio environment to gain new perspectives on their own ideas, concepts, philosophies, and ideologies, and to give feedback and insight to others on theirs.

Upon graduating from this program, students have gained a new level of design fluency and creative confidence, a mastery of their own specialized craft: OLOGY, and an understanding of their place as a maker and influencer in fashion history/futures. They enter personally defined industries as articulate, vocal, and formidable design specialists, not design generalists, and are expected to populate a mix of large-scale, high-end design houses, smaller ateliers, entrepreneurial ventures, experimental think tanks and consultancies, or continued study at MPhil or PhD level.

Curriculum below is for the entering class of Fall 2018.

## JONATHAN KYLE FARMER, Chairperson

[jonathan\\_farmer@fitnyc.edu](mailto:jonathan_farmer@fitnyc.edu) ( [jonathan\\_farmer@fitnyc.edu](mailto:jonathan_farmer@fitnyc.edu) )

Semester 1		Credits
MAJOR AREA	MF 501 - Thesis Idea	2
	MF 502 - Thesis Play	3
	MF 503 - Fashion Creation I: X3 Self	3
	MF 505 - The Fashion Activist	3
	MF 504 - Design Communication I: Visual Explanations	1.5
ELECTIVE	Elective*	3
<b>Semester 1 Winter</b>		
	MF 506 - International Making Seminar I - Fashion Institute of Technology Investigates FIT	3
<b>Semester 2</b>		
MAJOR AREA	MF 523 - Thesis Focus	3
	MF 522 - Fashion Creation II: Elective Connect	3
	MF 524 - craft: OLOGY	3
	MF 525 - Design Communication II: Image Capture	2
ELECTIVE	Elective*	3
<b>Semester 2 Summer</b>		
MAJOR AREA	MF 602 - International Making Seminar II: Fashion Farming	3
<b>Semester 3</b>		
MAJOR AREA	MF 605 - Thesis Edit	3
	MF 601 - Fashion Creation III: Design Archaeology	3
	MF 603 - Business I: Brand Marketing and Finance	3
	MF 604 - Design Communication III: 2D Curation Portfolio	2
<b>Semester 4</b>		
MAJOR AREA	MF 626 - Thesis Conclude	4.5
	MF 627 - Thesis: Exhibition Design Portfolio	3
	MF 628 - Business II: Supply Chain Production and Retail	3
	MF 629 - Thesis: Captured/Present	3
<b>TOTAL CREDIT REQUIREMENTS</b>		
MAJOR AREA		51
ELECTIVE		6
Total Credits:		60

**\*Elective Requirement: 6 credits.** CHOICE of master's-level coursework as approved by the department chair.

## **COMMON REQUIREMENTS**

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation.

## **ADVANCEMENT TO DEGREE CANDIDACY**

### **Eligibility to Attend Commencement Exercises**

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

### **Maintenance of Matriculation**

To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

## **Degree Requirements**

### **General**

For admittance to degree candidacy, students must have satisfied all outstanding prerequisites, completed a minimum of 60 approved course credits, achieved a final grade point average (GPA) of 3.0, and had their qualifying paper proposal approved by their committee. Students must have advanced to degree candidacy before being permitted to attend graduation ceremonies.

### **International Seminars**

Every student in the Master of Fine Arts Fashion Design degree program is required to complete both international seminars. It is recommended that students budget approximately \$4,000 in addition to fees for the first seminar MF 506, and \$6,000 in addition to fees for the second seminar MF 602. These figures are approximate and may vary. Additional administration fees may also be required.



# Illustration

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NYSED: 28604 HEGIS: 1009

The 60-credit, part-time, evening and weekend Illustration program was created for working illustrators seeking advanced study, preparing them to better assume their roles and responsibilities in a world of new media opportunities and rapidly evolving technologies. The curriculum is designed to encourage individual creativity and innovation. Through this program, students develop a broad-based skill set encompassing digital and traditional studio techniques, and are encouraged in the kind of entrepreneurial thinking that leads to thriving careers as illustrators.

An award-winning faculty of active professionals, assignments mirroring real-world challenges and specifications, and regular guest lecturers and off-campus field visits maximize student exposure to New York City's art and design world. Graduating students complete a visual thesis project that is exhibited at The Museum at FIT, and a written master's thesis. Curriculum below is for the entering class of Fall 2018.

**BRENDAN LEACH, Associate Chairperson**  
**brendan\_leach@fitnyc.edu** ( [brendan\\_leach@fitnyc.edu](mailto:brendan_leach@fitnyc.edu))  
**[fitnyc.edu/illustrationmfa](http://fitnyc.edu/illustrationmfa)**

## COURSE OF STUDY

### Pre-Semester

MI 572	Digital Boot Camp	0
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### Semester 1

MI 501	Thesis 1: Initiating the Process	3
MI 521	The History of American Illustration	3
MI 581	Drawing for Illustration	3

### Semester 2

MI 571	Integrating Digital with Traditional Media	3
MI 582	Exploring Media	4
MI 583	Narrative Art	3

### Summer Session 1

MI 532	Directed Projects in Illustration	2
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### Semester 3

MI 603	Thesis II: Evaluating and Composing for Content	1
MI 641	Creative Writing For Illustrators	3
MI 681	Creating Character	3
MI 783	Illustration in Motion	3

### Semester 4

MI 531	Studio Management Intensive	2
MI 602	Reportage: Theory and Practice	4
MI 604	Thesis III: Editing, Designing, Defending and Publishing	3
MI 682	Exploring and Expanding Your Artistic Voice	3

### Summer Session 2

MI 631	On Location: Studio Visits	2
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### Semester 5

MI 672	Everything That Rises Must Converge: A Survey of Digital Illustration	3
MI 731	Business Practices and Self Promotion Strategies	3
MI 791	Visual Thesis Studio	3

**Semester 6**

MI 782	Art is Where You Look For It: Diversifying Illustration's Application	3
MI 792	Visual Thesis - Exhibition and Promotion	3
Total Credits		60

**COMMON REQUIREMENTS**

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation.

**ADVANCEMENT TO DEGREE CANDIDACY****Eligibility to Attend Commencement Exercises**

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

**Maintenance of Matriculation**

To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

**Degree Requirements****General**

For admittance to degree candidacy, students must have satisfied all outstanding prerequisites, completed a minimum of 60 approved course credits, achieved a final grade point average (GPA) of 3.0, and had their qualifying paper proposal approved by their committee. Students must have advanced to degree candidacy before being permitted to attend graduation ceremonies.

**Thesis**

Graduating students in the MFA in Illustration program are required to complete a master's thesis, in the form of an academic paper focusing on a specific aspect of illustration—its history, various applications, or current state. Students should select a topic whose research and composition is manageable within an 18-month period.

It is the responsibility of the student to submit, and have approved, his/her topic proposal to the department thesis coordinator; the thesis coordinator will then select an individual advisor whose area of expertise is relevant to the paper's topic and research. Students are expected to submit their written proposals approximately six weeks into their first semester.

Detailed guidelines on the thesis process will be distributed in the early weeks of the first semester. Papers are due in April of the student's fourth semester in the program, when the student presents his/her research to a committee to discuss and defend the paper, prior to the paper's final approval. In May of the fourth semester, students meet individually with a committee—composed of the department associate chairperson, the thesis coordinator, and the student's thesis advisor—to discuss and defend their thesis and research work, prior to the paper's final approval.

Students will be expected to retain a professional copy editor during the process.

**Time Requirement for Degree Completion**

Students will have three years to complete all degree requirements, except for the qualifying paper, which is due within 18 months after beginning the program.

### **Boot Camp**

Please note that students enrolled in the Illustration MFA program are required to attend a late-summer intensive program prior to the first week of the first semester of classes. For specific information, please contact the program chairperson.

# Master of Professional Studies

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Cosmetics and Fragrance Marketing and Management (p. 52)

Global Fashion Management (p. 55)

# Cosmetics and Fragrance Marketing and Management

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NYSED: 22600 HEGIS: 1099

The 42.5-credit, part-time program in Cosmetics and Fragrance Marketing and Management is recognized as a think tank for training fast-track professionals to assume greater management responsibilities within their respective companies. The program is designed to provide students with high-level management capabilities and the interdisciplinary, global perspective sought by today's industry. Traditional business courses in leadership, consumer behavior, finance, international business, and marketing are combined with industry-specific offerings in product innovation and creative management.

The curriculum is designed to encompass three skill sets that leaders in the cosmetics and fragrance industries have identified as crucial to managerial success. The first is core business skills, such as leadership, corporate finance, management communication, and supply chain management, all within a global context. The second is marketing skills, including consumer behavior, digital marketing, an understanding of retailing in relevant channels, and advanced marketing theory. The third encompasses technical and creative competencies required by the industry, including cosmetics and fragrance product innovation, creative management, and an intellectual foundation in beauty and fashion culture.

There is also a significant global component that includes required field study courses in Europe and Asia to participate in meetings with industry leaders in major overseas markets and observe these markets and their retail environments. A field study to a US market outside of the tri-state area will explore actual business scenarios in response to emerging issues. The program culminates in a capstone seminar that requires students to work in teams, presenting their findings to the industry. Curriculum below is for the entering class of Fall 2018.

**STEPHAN KANLIAN, Associate Chairperson**

**[stephan\\_kanlian@fitnyc.edu](mailto:stephan_kanlian@fitnyc.edu)**

**[fitnyc.edu/cfmm](http://fitnyc.edu/cfmm)**

## COURSE OF STUDY

### Semester 1

CF 505	Innovation in the Development of the Beauty Industry	1.5
CF 530	Consumer Insights	2
CF 541	Communication and Presentation Skills for Managers	3

### Winter Session 1

CF 533	Patterning Global Markets	4
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### Semester 2

CF 510	Cosmetic Product Innovation	3
CF 514	Fragrance Innovations in Consumer Products	2
CF 615	Managing the Creative Process	1.5

### Summer Session 1

CF 513	Corporate Finance for Managers	3
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### Semester 3

CF 655	Commerce Management	2
CF 675	Global Supply Chain Management	1.5
CF 663	Graduate Seminar: Advanced Topics in Marketing	4

### Winter Session 2

CF 665	Building a Social Brand	1.5
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### Semester 4

CF 670	Graduate Seminar: Advanced Topics in Leadership	4
CF 682	Global Cosmetics and Fragrance Markets	4

CF 683	Graduate Seminar: Capstone Research Seminar	1.5
<b>Summer Session 2</b>		
CF 690	Graduate Seminar: Capstone Project	4
Total Credits		42.5

## **COMMON REQUIREMENTS**

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation.

## **ADVANCEMENT TO DEGREE CANDIDACY**

### **Eligibility to Attend Commencement Exercises**

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

## **Maintenance of Matriculation**

To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

## **Degree Requirements**

### **General**

For admittance to degree candidacy, students must have satisfied all prerequisites, completed a minimum of 30 approved course credits at FIT, achieved a final grade point average (GPA) of 3.0, and successfully completed the capstone seminar and all other program requirements including Individual Leadership and Career Development Plan.

### **Capstone Project**

Student groups are presented with marketing and management challenges that reflect current beauty industry practices and trends and must develop creative solutions that involve all aspects of a corporate organization. Groups are graded on their ability to react quickly and cohesively, analysis of the issues from the perspectives of the corporate environment, utilization of the concepts learned in the program, and presentation skills. Industry experts serve as panelists, critiquing and grading the capstone projects.

### **Individual Leadership and Career Development Plan including Executive Mentor Program**

Every student in the Master of Professional Studies degree program is required to complete an individual leadership and career development plan as part of their Graduate Seminar: Advanced Topics in Leadership. In cooperation with their employer and the program chair, students will be required to have an executive mentor throughout the program. These requirements reflect the leadership development function of the degree program.

### **Time Requirement for Degree Completion**

Students have a maximum of four years, beginning with their first semester of matriculation, to complete all degree requirements.

### **Domestic and Overseas Field Studies Travel**

Please note: Students in the CFMM program should budget for three mandatory field studies: Europe, Asia and United States as these expenses are not covered by tuition. Refer to application materials for estimated costs, or contact Program Manager, Dorene Kaplan [dorene\\_kaplan@fitnyc.edu](mailto:dorene_kaplan@fitnyc.edu) (212) 217-4311.

### **Laptop**

Students accepted into the CFMM program are expected to bring a laptop computer that meets current program specifications. For additional information, please contact the program chairperson.

# Global Fashion Management

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NYSED: 28922 HEGIS: 0599

The 36-credit, full-time Global Fashion Management program is offered in collaboration with Hong Kong Polytechnic University and the Institut Français de la Mode in Paris. Its purpose is to prepare fashion industry managers for executive positions. The curriculum includes courses in production management and the supply chain, global marketing and fashion brand management, culture and international business, corporate finance for managers, politics and world trade, business policy, global retail management, and three seminars taught at the participating institutions. The course of study is completed in a three-semester period. Graduating students are prepared for advancement within their sectors of the fashion industry. Curriculum below is for the entering class of Fall 2018.

**PAMELA ELLSWORTH, Associate Chairperson**

**pamela\_ellsworth@fitnyc.edu**

**fitnyc.edu/gfm**

## COURSE OF STUDY

### Semester 1

GF 511	Fashion for Global Markets	3
GF 552	Business Policy	3
GF 581	Seminar: New York	3
GF 583	Culture and International Business	3

### Semester 2

GF 561	Global Marketing and Fashion Brand Management	3
GF 584	Seminar: Paris	3
GF 586	Global Retail Management	3
GF 691	CAPSTONE SEMINAR	3

### Semester 3

CF 513 or GF 612	Corporate Finance for Managers Challenges of Profitability	3
GF 551	Production Management and Supply Chain	3
GF 585	Seminar: Hong Kong	3
GF 621	Politics and World Trade Today	3

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Total Credits	36
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## COMMON REQUIREMENTS

All degree programs require that students maintain a cumulative grade point average of 3.0 every semester while enrolled in the program. A student is placed on probation if his or her semester GPA is below 3.0. A student is not subject to academic dismissal at the end of his or her first semester in a degree program. A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0. A final GPA of 3.0 is required for graduation.

## ADVANCEMENT TO DEGREE CANDIDACY

### Eligibility to Attend Commencement Exercises

Candidates for the master's degree at FIT must have advanced to candidacy before being permitted to attend graduation ceremonies.

### Maintenance of Matriculation



To maintain matriculation, a degree candidate must register each semester following entry into a program for either (a) at least one approved course or (b) MM 701, maintenance of matriculation. If a student does not maintain continuous matriculation, or does not complete all degree requirements in the time allowed, that student will be required to apply for readmission to the program following the procedures and requirements listed in the catalog of the readmission year. If readmission is granted, the student will also be required to pay all delinquent maintenance of matriculation fees prior to being awarded the degree.

## **Degree Requirements**

### **General**

For admittance to degree candidacy, students must have satisfied all prerequisites, completed a minimum of 36 approved course credits, achieved a final grade point average (GPA) of 3.0, and successfully completed the capstone seminar. Students must have advanced to degree candidacy before being permitted to attend graduation ceremonies.

### **Capstone Seminar**

Emphasis is placed upon global business concerns, including merchandising, sourcing, marketing, financial management, leadership, sustainability, and digital commerce, among other disciplines. Students collaborate on the capstone project with third-year law students from Cardozo School of Law, who act as consultants to GFM's client, offering legal advice based on copyright, trademark, privacy, counterfeit, and other legal issues. Individuals and teams are graded on their ability to analyze issues from the perspective of corporate or consumer environments, collect and understand data, conduct effective surveys, utilize concepts learned in the program, and present professionally. A three-member jury of industry professionals judges the final projects for entry into the capstone event held in January for an audience of family, faculty, and industry executives.

### **Capstone Project**

Student groups are presented with management challenges that reflect current industry practices and trends and must develop creative solutions that involve all aspects of a corporate organization. Emphasis is placed upon global business concerns, including merchandising, sourcing, marketing, financial management, and leadership. Groups are graded on their ability to react quickly and cohesively, analysis of the issues from the perspectives of the corporate environment, utilization of the concepts learned in the program, and presentation skills.

### **Time Requirement for Degree Completion**

Students matriculate on a full-time basis and have three semesters to complete all degree requirements, including the capstone project. Extensions may be granted to degree candidates on a case-by-case basis at the discretion of the chairperson.

### **Travel**

Please note: Students in the Global Fashion Management program should budget for the mandatory trips to Europe and Asia, as these expenses are not covered by tuition.

## Scholastic Standing

Scholastic standing is determined by a semester index, computed by multiplying grade value by credit hours for the course, and dividing the sum by total credit hours the student carried.

The following grades are used for final marks

Grade	Quality Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
F	0

Grade	Grade Value
IN	Incomplete
IP	In progress
P	Passed
WD	Student-initiated authorized withdrawal
WF	Unauthorized withdrawal
Z	No grade

Grade	Grade Description
IN	Incompletes are reported by instructor at grade-processing deadline. Does not affect GPA.
IP	Indicates that a student's master's thesis is in progress. Replaced by a letter grade when the student's thesis is completed or by "F" if matriculation is not maintained.
P/F	A "P" grade is not calculated in the scholastic average, but credit is received and recorded on the academic transcript. An "F" grade is calculated in the GPA.
WD	Student-initiated authorized withdrawal is permitted up to the last day of the 13th week of a fall or spring semester, until the ninth day in a winter session, or until the end of the thirteenth day in a summer session and does not affect GPA. This grade is a terminal grade and changes are not accepted.

WF

Unauthorized withdrawal, which may be assigned at the instructor's discretion, carries a penalty, and is equivalent to an "F" in the GPA. This grade is a terminal grade and changes are not accepted.

Z

No grade reported by instructor at grade-processing deadline. Does not affect GPA.

### **INCOMPLETE GRADE POLICY/GRADUATE COURSEWORK**

- An incomplete (IN) grade is assigned at the instructor's discretion.
- Instructors must submit final grades for incompletes to the Registrar's Office within six weeks of the start of the following regular semester.
- When an "IN" is granted, the instructor will specify and communicate to the student a due date which is no later than six (6) weeks in to the next 15-week academic term (Fall or Spring).
- "IN" converts only to a letter grade and cannot become a "WD" or a "WF".
- If a grade for an incomplete is not completed/submitted within the appropriate time frame, the "IN" will roll into an "F" at the end of the following regular semester.

### **ACADEMIC STANDARDS**

The Office of the Registrar notifies students of their academic standing in writing via email at the end of the fall and spring semesters. Graduate students whose academic standing is academic probation or academic dismissal may appeal the decision to the Faculty Senate Committee on Academic Standards. The academic standing appeal procedure is a formal request by the student seeking to appeal for an exception to the academic standing regulations as published in the college catalog and on the following website: [fitnyc.edu/registrar](http://fitnyc.edu/registrar). A student may appeal their status for three consecutive regular semesters following the decision of probation or dismissal.

Following are the criteria for academic probation or academic dismissal for the School of Graduate Studies

- A student is placed on probation if his or her semester GPA is below 3.0.
- A student is not subject to academic dismissal at the end of his or her first semester in a degree program.
- A student will be dismissed from the college after two consecutive semesters with a GPA below 3.0.

Students who have been academically dismissed from the college are permitted to take only noncredit-bearing courses offered through the Center for Continuing and Professional Studies.

Please see [fitnyc.edu/registrar](http://fitnyc.edu/registrar) for complete details for the academic standing appeal process and a copy of the appeal form.

### **Attendance**

Attendance shall be taken in all classes. The general policy with regard to student attendance in any class is determined by the instructor and is announced to the class at the beginning of each semester. Specific procedures for handling absences are detailed in the *Student Rights and Responsibilities Manual*.

On occasion, students are unable to attend a class session due to illness, accident, or other emergency. Students should contact their instructor(s) directly, via phone or email. If students are unable to reach their instructor(s), they should contact the instructor(s)' academic department office(s). Extended absences from class should be substantiated by appropriate documentation.

No persons shall be expelled from or be refused admission as students of the college for the reason that they are unable to attend classes or to participate in any examination, study, or work requirements on a particular day(s) because of religious beliefs.

Students unable to attend classes on a particular day(s) because of religious beliefs shall, because of such absence on the particular day(s), be excused from any examination or any study or work requirements.

It shall be the responsibility of the faculty and the administrative officials of the college to make available to students absent from school because of religious beliefs an equivalent opportunity to make up any examination or study or work requirements that they may have missed because of such absence on any particular day(s). No fees of any kind shall be charged for making available such equivalent opportunity.

In effectuating the provisions of this section, it shall be the duty of the faculty and of the administrative officials to exercise the fullest measure of good faith. No adverse or prejudicial effects shall result to any student because of his or her availing himself or herself of the provisions of this section.

Any student who is aggrieved by the alleged failure of any faculty or administrative officials to comply in good faith with the provisions of this section shall be entitled to maintain an action or proceeding in the supreme court of the county in which the college is located for the enforcement of his or her rights.

It shall be the responsibility of the administrative officials of the college to give written notice to students of their rights under this section, informing them that each student who is absent from school because of religious beliefs must be given an equivalent opportunity to register for classes or make up any examination or study or work requirements that he or she may have missed because of such absence on any particular day(s). No fees of any kind shall be charged by the college for making available to such student such equivalent opportunity.

## **OFFICIAL WITHDRAWAL**

A student who voluntarily withdraws from the college should go to the Registrar's office to begin the withdrawal process. Complying with this procedure will put the student's record in good order and will facilitate readmission to the Fashion Institute of Technology if the student decides to return in the future or wishes to have transcripts of grades sent elsewhere. Title IV recipients must have an exit interview with a counselor from the office of Financial Aid before withdrawal.

## **ACADEMIC OPPORTUNITIES**

### **Transfer of Credit**

With the approval of the program chair, entering students may transfer up to nine credits of graduate-level coursework from other accredited institutions and apply them toward the FIT graduate degree. All requests for transfer credit are made on a case-by-case basis.

Students already enrolled in FIT's graduate programs may, with approval, take courses at other institutions and apply those credits toward their graduate degree, but in no case may a student apply more than nine credits from other institutions toward their FIT graduate degree. Permission is granted on an individual basis and must be pre-approved by the program chair.

## **INDEPENDENT STUDY**

Independent study opportunities are available to students in the fall and spring semesters and refer to individualized instruction, which is provided in a tutorial manner outside of a regularly offered class schedule. Participating students work with their sponsoring faculty member to create a course of study and learning outcomes for the independent study and sign an Independent Study Agreement Form (<http://www.fitnyc.edu/registrar/forms/independent-study.php>) to adhere to these learning outcomes. The faculty member assigns the credit value to the course based upon the anticipated learning outcomes and scope of work required during the course of the study.

For all graduate degree programs, a maximum of 3 credits of independent study are allowed. Credits earned for independent study cannot be used as a substitute for a major-required course and can only be used for elective credit.

Independent study requests are student-initiated and must be made in the preceding semester. Students must have a minimum GPA of 3.5. Students must complete, sign, and submit the Independent Study Agreement Form, in conjunction with their sponsoring faculty member, by April 15 for Fall semester, and November 15 for Spring semester.

### **Dean's List**

The Dean's List, published at the end of each semester, honors those students who have achieved a semester index of 3.5 or better. A student receiving an incomplete or a grade of "F" during a particular semester is ineligible for the Dean's List that semester.

### **Undergraduate Courses**

Students who are matriculated full-time in any of FIT's master's degree programs may take additional undergraduate elective courses each semester at no additional cost. However, undergraduate courses do not meet master's degree requirements.

## **GUIDELINES FOR AUDITING A COURSE**

<http://www.fitnyc.edu/registrar/forms/auditing.php>

- A non-degree student may only request to change from credit to audit status up to the 3rd week of a fall/spring semester.
- A non-degree student may only request to revert from audit status back to credit status up to the 3rd week of a fall/spring semester.
- Standard tuition and fees associated with registering for a course apply to an audited course.
- Audited courses cannot be repeated.
- An audited course will not count towards degree requirements.
- An "L" grade is issued for an audited course.
- Audited courses do not count towards financial aid eligibility.

# Courses

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- Courses (p. 61)
  - AM: AM-Art Market (MA) (p. 61)
  - CF: Cosmetics and Fragrance Marketing and Management (MPS) (p. 64)
  - ED: Exhibition and Experience Design (MA) (p. 69)
  - FT: Fashion and Textile Studies: History, Theory, Museum Practice (MA) (p. 71)
  - GF: Global Fashion Management (MPS) (p. 76)
  - IC: Internship Center (MA) (p. 78)
  - MF: Fashion Design (MFA) (p. 79)
  - MI: Illustration (MFA) (p. 81)

## AM: AM-Art Market (MA)

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### **AM 500 — Art Market Research and Valuation**

3 credits; 3 lecture hours

Covers the fundamentals of art market research, from connoisseurship to the digital humanities. Students apply their knowledge of key resources and methodologies to the study of valuation.

### **AM 510 — The International Art Market**

3 credits; 3 lecture hours

This course provides an overview of the history of the art market from fifteenth century Italy to the present. It introduces the key actors and institutions that circulate works of art—among them, galleries, auction houses, advisors, art fairs, and museums—and charts their evolution.

### **AM 511 — Gallery Management and Operations**

3 credits; 3 lecture hours

Examines principles of art administration. Considers commercial art establishments: their facilities, design, exhibition and storage requirements, staffing, taste and price levels. Site visits to galleries and related businesses.

### **AM 513 — The Auction Business**

3 credits; 3 lecture hours

Introduces students to the inner workings of the auction business by focusing on how property is obtained for sale, how auction houses compete for consignments, the inter-departmental coordination required to bring works of art to the auction block and, finally, the mechanics of an art auction.

### **AM 522 — History of Contemporary Art, 1945 to the Present**

3 credits; 3 lecture hours

Provides a comprehensive survey of the art and culture of postwar Europe and America. Abstract Expressionism, Pop, Minimalism, Conceptual Art, Performance Art, Earth Art, Postmodern and participatory strategies of representation are explored using major critical and theoretical models. The impact of the market on contemporary practice is also considered. Where possible, museum, gallery and studio visits are integrated into the course.

### **AM 523 — Art in a Global Context, Post-1989**

3 credits; 3 lecture hours

Addresses the theoretical and sociopolitical parameters of art production, presentation, and exchange after 1989 in a global context. This investigation, steeped in specificity, and aimed at decentering the canon of art history, is further expanded in student presentations, term papers, and projects.

### **AM 531 — Marketing for Art Organizations**

3 credits; 3 lecture hours

Introduces students to the basic principles of integrated marketing communications as they apply both to non-profit institutions, such as museums, and for-profit retail art establishments. Surveys sales techniques, advertising, merchandising, publicity, social media, special events, and media relations as they apply to the art world. Students organize and develop a marketing plan.

### **AM 533 — Core Business Practices**

3 credits; 3 lecture hours

Prepares students for advanced research and analysis of the art market via the study of relevant theory and applications in accounting and finance, probability and statistics, microeconomics, and management. Considers multiple approaches to dealing with marketplace uncertainty, highlighting the behavioral aspects of financial decisions. Taught through lectures, discussion of readings, case studies, problem sets, and an in-class simulation.

### **AM 600 — Case Study Research**

3 credits; 3 lecture hours

Research and analysis of an existing art market organization, with the goal of producing a written business case study suitable for academic publication. Taught through field work, writing workshops, lectures, teaching observation, and guest speakers.

### **AM 602 — Innovation in the Creative Industries**

3 credits; 3 lecture hours

A hands-on approach to business innovation in the creative industries, with an emphasis on applications of digital technology. Taught through lectures, discussions, guest speakers, creative exercises, and self-reflection. Students develop a class wiki and a capstone innovation project.

### **AM 603 — Field Study**

3 credits; 3 lecture hours

This course is comprised of introductory sessions on campus that introduce an art market center—in particular, its cultural, political, and historical context—followed by field study research where students engage in experiential learning. Visits to museums, non-profit organizations, galleries, auction houses, and private collections complement in-depth academic study.

### **AM 633 — Art, Law, and Professional Ethics**

3 credits; 3 lecture hours

Considers the legal and ethical questions particular to art galleries, auction houses, museums, collectors, and artists. Topics covered include taxes, title, commissions, copyright, contracts, estates, reproductions, forgery, artists' rights, and the legal status of the art object.

### **AM 641 — Art Now: Communicating Current Trends in Art**

3 credits; 3 lecture hours

This class examines up-to-the-minute ideas, trends, and movements in art. Special attention will be paid to the work of the last twenty years in order to equip students with the theoretical concepts and the language necessary to develop meaning in new art. Oral and written assignments will help students learn to quickly assess and evaluate art, and the strategies employed in its exhibition, as well as, to eloquently express their critical understanding.

### **AM 654 — Practicum: Exhibition**

3 credits; 1 lecture and 4 lab hours

In this course, students will organize and install a group exhibition. In addition to curating the show, they will create and produce an announcement, press release, advertising campaign, catalog, and website.

Prerequisite(s): AM 653.

**AM 655 — Thesis Seminar**

3 credits; 3 lecture hours

Introduces students to the MA thesis project and guides them through the research and writing process. Course workshops and lectures focus on research methodologies, academic writing style, and the development of an argument. Students periodically present their research and writing and receive critical feedback from peers.

**AM 691 — Internship**

3 credits; 3 lecture hours

Supervised field experiences in galleries, archives, auction houses, art foundations, and museums. Completed individually for a minimum of 135 hours. In the third semester, students will take an evaluation and assessment workshop course that includes oral and written presentations of their internship experience.

**AM 692 — Independent Study in Art Market**

1-3 credit; 1 lecture hour

Under the guidance of a faculty member, the student undertakes advanced work in a particular subject, pursues an individual project, or combines both of these activities. Proposals for independent study must adhere to school guidelines.

**AM 701 — Thesis Preparation**

3 credits; 3 lecture hours

With the approval of faculty advisors, students develop individual topics and research and write a thesis, following school guidelines.

**AM 702 — Maintenance of Matriculation per Term**

0 credits; 0 lecture hours

Students must maintain matriculation after completion of their coursework until the thesis has been approved.



# CF: Cosmetics and Fragrance Marketing and Management (MPS)

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## **CF 501 — Environmental Fragrances for Non-CFM Majors**

2 credits; 1 lecture and 2 lab hours

This course will introduce students to the role of scent in multiple CPG categories. It will provide an in depth knowledge of these product categories, the companies that produce them, and the role of sustainability and CSR. Students will be design and evaluate functional fragrances, incorporating them into finished products, and running sensory evaluation studies and stability test son them.

## **CF 505 — Innovations in the Development of the Beauty Industry**

1.5 credits; 1.5 lecture hours

Students will be given the historical, sociological, and socio-economic perspectives of the development of the beauty industry from ancient times through the present day, with emphasis on the 20th century. Particular attention will be given to events that evolved beauty culture, the adaptation of beauty products and ornamentation through different cultures, product and market innovations that changed beauty habits and rituals, and the contributions of other design arts to the packaging, merchandising, and product development of the beauty industry. Individual companies that shaped the modern industry and innovators in the beauty and fragrance industry will be profiled.

## **CF 510 — Cosmetic Product Innovation**

3 credits; 3 lecture hours

This course will provide students with the knowledge of how cosmetics are created and manufactured for the marketplace. Students will study both natural and synthetic raw materials used in the manufacture of cosmetics. They will evaluate the marketability of cosmetics, and will be provided with a cosmetics vocabulary.

## **CF 513 — Corporate Finance for Managers**

3 credits; 3 lecture hours

Students learn to recognize, read, analyze, and interpret financial statements (income statements, balance sheets, and cash flow statements), all within an international business context. Emphasis is placed on the importance of planning and control to the organization's success. The financial planning function is viewed from two perspectives: distribution channel and product category.

## **CF 514 — Fragrance Innovations in Consumer Products**

2 credits; 2 lecture hours

This course will provide students with in-depth knowledge about the role of scent across various consumer product categories and channels of distribution around the world. Students will learn to identify consumer and category preferences as well as the societal, cultural, and other trends that shape them. Students will focus on the ever-important role of fragrance as part of the consumer's holistic everyday experience, and how it contributes to and impacts brand storytelling, integrated marketing communications strategy, and brand loyalty. Students will develop their critical thinking and analytical skills through the process of individual assignments and team interdisciplinary projects, and develop their technical skills through hands-on olfactive training. As part of the hands-on component, students will design and create a functional fragrance for a consumer product as part of their final joint interdisciplinary project, which also includes developing a unique brand positioning and story, olfactive and positioning maps, as well as pricing, distribution, and launch strategy.

### **CF 515 — Fragrance Product Innovation**

3 credits; 3 lecture hours

This course will give students a broad insight into the fragrance development process and exposure to the key natural and synthetic raw ingredients in the perfumer's palette. Olfactive sessions will give students the opportunity to develop his or her "nose" and basic understanding of how fragrances are constructed. An historic overview of women's and men's fragrance evolution will be offered as well as key insights into modern trends, master branding, and a perspective on global fragrance development. The fragrance development process will be broken down to acquaint the student with the important steps in fragrance creation.

### **CF 530 — Consumer Insights**

2 credits; 2 lecture hours

The ability to develop actionable insights about consumers in the beauty and personal care industries is one of the most important aspects of strategic brand management today. Students will learn how to design and implement market research, and to identify and explain new and cutting-edge techniques for studying consumer behavior such as ethnographic studies, trend and future forecasting, digital/social media data gathering, and big data. This course covers qualitative and quantitative research methodologies, the logic of scientific inquiry, the use of secondary information sources and database management, as well as data analysis, devising actionable insights and the preparation of executive management research reports and presentations. Students will analyze, synthesize and evaluate learnings by conducting actual qualitative and quantitative consumer market research in the field and through in-person and digital surveys, and be able to derive conclusions and consumer insights that can be applied and incorporated into strategic brand management and marketing activities in the beauty industry. Managers will learn how to influence and steer appropriate research plans and methodologies within their own companies, divisions or brands, including the operational and financial components of these activities.

### **CF 533 — Patterning Global Markets**

4 credits; 4 lecture hours

This intensive overseas seminar provides an opportunity to research individual country markets by gathering consumer insights data, analyzing brand case studies, qualitative interviews with global business leaders, and market field visits to retailers and other influential consumer business models. Students will gather relevant data and perform onsite research as part of a structured exercise in "how to pattern a market." During the country market visits of their field study, students will examine the global implications of current marketing and management issues in the beauty (and related) industries and prepare a field observation report that specifically addresses a particular product sector, consumer sector, or retail channel across all overseas markets visited, and in comparison to the US market.

### **CF 541 — Communication and Presentation Skills for Managers**

3 credits; 3 lecture hours

Using an interactive format to teach effective communication skills for the modern manager. This course emphasizes both conventional and technologically enhanced preparation and presentation techniques. Communication workshops and weekly presentation skills practice sessions utilizing video playback and personal coaching are included. The use of PowerPoint and teleprompter is covered. Written assignments include workbook exercises, reports on relevant experiences, and strategic communication plans.

### **CF 615 — Managing the Creative Process**

1.5 credits; 1.5 lecture hours

Students are introduced to the creative development process for cosmetics and fragrance. Emphasis is placed on management and interpersonal skills needed to develop a climate of innovation through creative departments, creative personnel, and creative materials. Presentations and lectures cover the design process, the role of branding in design, and the importance of creative processes to corporate innovation.

### **CF 655 — Commerce Management**

2 credits; 2 lecture hours

This course will provide students with knowledge about the evolving channels of distribution for beauty and personal care products, as well as how each channel functions differently and impacts brand strategy and decisions relating to product mix, pricing, packaging, space/location, point-of-purchase materials, product information, advertising, promotion, servicing, logistics and training. Students will explore the impact of digital technology on the decision-making process and consumer experience. In addition, students will learn the importance of building strong relationships and agreements with commerce partners, as well as how to effectively negotiate those agreements.

### **CF 660 — International Business Practices**

1.5 credits; 1.5 lecture hours

This is an advanced graduate-level course on global trade and international business, with a special focus on the issues faced by international cosmetics and fragrance companies. A strong emphasis is placed on developing those competencies expected from mid-level and senior managers in global companies: knowledge of major international markets and international management practices, ability to summarize and present the results of business analyses and research, and ability to work productively and creatively as the member of an international team.

### **CF 663 — Graduate Seminar: Advanced Topics in Marketing**

4 credits; 4 lecture hours

This seminar is designed to cultivate business acumen about the consumer, brands, categories, channels and markets from the consumer and corporate marketing management points of view, with a focus on consumer products within and outside of the beauty industry. This course promotes innovative and disruptive thinking, through the process of critical analysis and problem solving around current marketing issues, emerging trends, predictions and implications. It includes guest speakers, industry case studies, and workshops, and a US field study component to one or more markets outside the tri-state area, to engage the students outside the classroom in order to explore the role of technology firms, private equity and disrupter entrepreneurs that impact CPG commercial channels and product innovation. This course provides a forum for critical analysis of local and global marketing issues and the identification of new opportunities in product marketing and value creation. It includes oral presentations, written assignments and extensive teamwork.

### **CF 665 — Building a Social Brand**

1.5 credits; 1.5 lecture hours

In this course, students will explore the ever-evolving landscapes of Digital and Social Media. Through reading assignments, case studies, discussions, and interactive exercises, they will gain a deeper understanding of these platforms and how they continue to affect and change consumer insights. They will gain the necessary knowledge and skills needed to create (or enhance) Social Identity for a brand; integrate Social Media into a broader marketing strategy; craft shareable brand narratives; develop 2-way, value-based relationships with influencers, consumers, and stakeholders; and identify key performance indicators that can be measured against business goals and objectives.

### **CF 670 — Graduate Seminar: Advanced Topics in Leadership**

4 credits; 4 lecture hours

Focuses on senior-management level strategic leadership and decision-making. Reading assignments highlight leadership, management theory, and organizational behavior. Case studies, industry guest lecturers and workshops explore actual business responses to strategic issues. Topics include emotional intelligence/leadership personality profiles, situational leadership, influencing skills, cross-cultural and global leadership, team leadership, change management, mentoring/coaching, negotiation skills and corporate ethics. Students will develop and foster their own appropriate, respectful and consistent leadership style that is adaptive to the culture or situation within their organization, division and department. Students will gain an understanding of how their leadership style and actions impact the achievement of corporate goals and influence the actions of peers, team members, direct reports, senior management, the corporate culture, and greater community of stakeholders.

### **CF 675 — Global Supply Chain Management**

1.5 credits; 1.5 lecture hours

This course is designed to expand the knowledge of managers about the rapidly changing world of global supply chain management, with a focus on the cosmetics, fragrance, and personal care industries. Managers will learn about global supply chain systems, ranging from R&D, cost management, sourcing, supply planning, demand planning, plant and equipment, manufacturing, transportation, and distribution. This course will allow managers to identify and utilize supply chain metrics and scorecards to optimize the supply chain network. These concepts will be presented from the supplier, company-owned manufacturing, outside contract manufacturing, and retail perspectives. Other areas covered will include financial planning, computer software management systems, and risk management assessment and mitigation.

### **CF 682 — Global Cosmetics and Fragrance Markets**

4 credits; 4 lecture hours

This intensive overseas session provides an experiential component to the global issues covered in the curriculum. Students will examine the global implications of current marketing and management issues in the beauty industry and prepare a marketing project that specifically addresses global components of marketing and brand management.

### **CF 683 — Graduate Seminar: Capstone Research Seminar**

1.5 credits; 1.5 lecture hours

As the research survey course that prepares students for the final interdisciplinary Capstone exercise in the Master of Professional Studies degree, the Capstone Research Seminar provides a platform for the students to master and utilize traditional academic research methodologies, such as primary research analysis, qualitative research (expert interviews and field observations), and (where applicable) quantitative research to inform their Capstone research projects in their final term. Recognizing the expansion of scope of the CFMM Capstone research now published annually in academic White Papers, presented at business conferences, and covered by major press outlets, the Capstone Research Seminar will provide students with the opportunity to develop research plans, a detailed research Summary of primary research in the field of study selected annually, and synthesize expert interviews and other qualitative research vehicles. Where applicable, students will also design and field quantitative research to support their Capstone projects. The learning and outcomes of the new Capstone Research Seminar will support the development of the rigorous research deliverables produced by the students annually in CF 690: Graduate Seminar: Capstone Projects.

**CF 690 — Graduate Seminar: Capstone Project**

4 credits; 4 lecture hours

In this course, student teams developed in the preceding year's graduate seminars make final program presentations on a daily basis over the course of this one-week retreat. Students are presented with complex current marketing and management issues in the beauty industry and develop creative solutions that involve critical thinking from the perspective of all functions and disciplines within a corporate organization. Industry managers and experts join faculty in critiquing these Capstone presentations.

**CF 692 — Independent Study: Cosmetic and Fragrance Marketing**

1-3 credit; 1 lecture hour

Under the guidance of a faculty member, students undertake advanced work, pursue an individual project, or combine both of these activities toward a subject of their choosing. By completing an independent study, a student can begin to specialize in a selected area of interest. Proposals for independent study must be submitted in a timely fashion, and must adhere to the guidelines set by the School of Graduate Studies.

# ED: Exhibition and Experience Design (MA)

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## **ED 501 — Sustainability for Exhibitions**

3 credits; 6 lab hours

A series of exercises and design projects assist students in studying the impact of sustainable materials and practices for exhibitions and tradeshow events on society, design, cost and project management.

## **ED 523 — Exhibition Design for the Museum Setting**

3 credits; 6 lab hours

This studio-based course explores the great diversity of museum exhibitions such as permanent, pop-up, traveling, virtual and collections-based, and the myriad types of museums including art, historic, children's, science, halls of fame, zoos, botanic gardens, religious, and memorials. This course incorporates multiple applied projects featuring a complete exhibition concept design program for a museum client.

## **ED 531 — Presentation Techniques**

3 credits; 6 lab hours

Introduces the planning and design of professional presentations, including drawings, digital images, and boards. Quick and formal sketch techniques, as well as appropriate materials, are reviewed. This course functions in an interdisciplinary manner with ED 542.

## **ED 541 — Introduction to Exhibition Design Graphics**

1.5 credits; 3 lab hours

Introduces the principles and history of graphic design. Develops a working knowledge of the complementary role graphics plays in exhibit design, as well as an understanding of typographic style, image concept, theme response, brand identity issues, and product graphic requirements. This course will function in an interdisciplinary manner ED 581.

## **ED 542 — Exhibition Design Graphics**

3 credits; 6 lab hours

Explores graphic design communication system, including graphic identity and program development. Imagery and typographic solutions, with an emphasis on two- and three-dimensional design development, are covered. Guest lecturers and site visits included.

## **ED 571 — Illuminating the Exhibition Experience**

3 credits; 6 lab hours

Introduces the role of light in exhibition design in the conversation and interpretation of objects. Topics include illumination of art and text; the relationship between illumination, color, and human response; light as a facilitator of visual communication, merchandising, and education; and light in theatric and thematic exhibition experiences. Illumination methods and the needs of museums, galleries, and trade shows are explored. Assigned reading, demonstrations, guest lectures, and hands-on experience are included.

## **ED 572 — Historical Perspective and Theory**

3 credits; 1 lecture and 4 lab hours

This studio-based course explores the history, theory, and practice of exhibition design. Through presentations, studio design work and visits to design firms, museums, public and corporate venues, students examine key events and issues. Emphasis is placed on exhibitions as arbiters of fact and content authority, and the extraordinary gains being made in design innovation.

## **ED 573 — Exhibition Design International Professional Practices Seminar**

3 credits; 1 lecture and 4 lab hours

In this seminar students work directly with international business partners to learn fundamental and state of the art business practices. Through panel discussions, presentations, industry-led tours, and studio work, they delve into current marketing, management, and vendor relationship issues that impact the world of exhibitions and project management.

### **ED 581 — Introduction to the Exhibition Design Studio**

1.5 credits; 3 lab hours

Addresses the three-dimensional challenges faced by exhibition designers. Topics include space design; conceptual development of a thematic approach; and creation of a presentation system for products, artifacts, or artwork. Guest lecturers include exhibition designers, producers, and historians. Site visits incorporated when possible. All student projects must meet American with Disabilities Act (ADA) standards. This course functions in an interdisciplinary matter with ED 541.

### **ED 582 — Exhibition and Planning Design Studio**

3 credits; 6 lab hours

Develops an understanding of small- and large-scale projects. Three assignments drawn from such exhibition venues as galleries, museums, trade shows, symposia, and traveling exhibitions are required. Students develop exhibition-design programs that include research, programming, space planning, lighting, graphics, audiovisual components, electronic media, and proposal/presentation development.

### **ED 584 — Exhibition Development and Evaluation**

3 credits; 6 lab hours

This studio-based course introduces students to exhibition design development processes and the variations in practice across different venues. Brainstorming and ideation techniques are exercised and key phases and deliverables explored. The role that exhibition evaluation plays within the exhibition development and design process will be introduced and applied, including Front-End, Formative and Summative.

### **ED 591 — Exhibition Design Thesis: Directed Research**

3 credits; 1 lecture and 4 lab hours

Development of the individual's thesis program, including the development of the design hypothesis, identification of design criteria, and appropriate research methods for data analysis. Critiques and guidance are provided by both faculty and exhibition design professionals.

### **ED 632 — Advanced Presentation Techniques**

3 credits; 6 lab hours

Covers digital enhancement of manual sketches, portfolio development, and the design, style, layout, content, labeling, and material for each individual's thesis project.

### **ED 643 — Exhibition Design Graphics II**

3 credits; 6 lecture hours

Focuses on the development of the interactive components and graphic elements, specifically all collateral and print items, for each individual's thesis project. Covers the graphics requirements of the Americans with Disabilities Act (ADA).

### **ED 651 — The Exhibition Model**

3 credits; 6 lecture hours

Focuses on the construction of three-dimensional exhibition models, and the role these models play in communicating exhibition design concepts. Students develop projects from initial visits to finished presentation pieces. Includes lectures, industry presentations, and site visits to professional model-making facilities.

### **ED 691 — Capstone Project Development & Qualifying Paper**

3 credits; 6 lab hours

This capstone course is a continuation of ED 591, with co-requisites ED 643, ED 651, and ED 632. Students further develop the foundation of their capstone exhibition design project, and complete a graduate-level thesis qualifying paper.

Prerequisite(s): ED 591

Co-requisite(s): ED 643, ED 651, and ED 632.

# FT: Fashion and Textile Studies: History, Theory, Museum Practice (MA)

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## **FT 520 — Fashion Theory I: Art Historical and Social Theories of Fashion**

3 credits; 3 lecture hours

This course introduces students to fashion theory and to related critical approaches to the study of textiles and dress. They read and discuss the foundational authors of fashion theory drawn from various disciplines, and through papers presented in class, explore ways to test and apply these theories in the analysis of historical and contemporary fashion.

## **FT 521 — Fashion History through the Nineteenth Century**

3 credits; 3 lecture hours

Surveys the history of fashionable dress in the West from the late Middle Ages through the nineteenth century, with the goal of surpassing the simple chronicle of changing styles to explore the meaning of fashion in the broadest possible context. Students will define fashion, its relation to the arts and function in society, and determining when its history begins, using an interdisciplinary approach that examines a range of scholarly resources, including literature of the field and primary sources. Lectures supplemented by extensive use of the costume collection at The Museum at FIT. A midterm presentation interpreting fashion in a work of art, a 10-15 page research paper, and an object-based final examination are required.

## **FT 522 — History of Western Textiles**

3 credits; 3 lecture hours

Examines the history of Western textiles from antiquity to the early twentieth century, including significant developments in the style, technology and function of such materials. Surviving evidence and representations of textiles in the arts and literature are used to examine their social and historical context and their central economic role in pre-industrial societies. Textiles as works of art and as constituents of dress will be presented as expressions of novelty and fashion. Their designs will be used to trace cultural continuities that span the societal strata, and the role technological advances play in their evolution will be examined. Pattern-woven silks, tapestry, embroidery, lace, and printed/painted fabrics are covered.

## **FT 523 — History of Twentieth Century Fashion**

3 credits; 3 lecture hours

A study of western fashion, from the Belle Epoque to hip-hop America. The formation and definition of "modern" fashion and the influences of modern art, internationalism, postmodernism, the world wars, designers, Hollywood and advertising will be considered. A term paper and presentation on 20th-century costume or accessory, with analysis of its historical or cultural influences, and development of a theory regarding its importance to 20th-century culture, is required. Students take an interdisciplinary approach and examine the full range of sources available through their readings and assignments. Lectures are supplemented by use of the costume collection at The Museum at FIT.

## **FT 524 — Dress and Textiles in World Cultures**

3 credits; 3 lecture hours

Examines important manifestations of dress and its context in a selection of world cultures. The historical range spans two millennia, and the settings range from nomadic societies and rural communities to urban court and merchant groups. The impact made on dress by issues such as religious/symbolic beliefs, ideas of gender, and design and technology occupies a central position in the methodology suggested for this course. Aspects of material culture will be included, particularly when examining development of dress typologies, conditions for lifestyles, and textile production and its artifacts. Emphasis will be placed on examples typically encountered in the collections of museums and other cultural institutions.



### **FT 541 — Proseminar: Critical Writing, Research Techniques, and Documentation Methods**

0 credits; 0 lecture hours

Introduces students to interdisciplinary research in fashion studies, with the goal of establishing solid research and writing skills and a foundation in theory and methodology. Students complete interrelated research and writing assignments, based on different types of primary and secondary sources and reflecting the application of various methodologies. This course also provides training for an understanding of the material nature of historic costume and textile objects, guidelines for reporting their physical condition, and methods of photo-documentation. Materials research studies will be discussed and a project based upon those resources will be assigned. All assignments are discussed and critiqued in class. This course is taken on a Pass/Fail basis.

### **FT 551 — Collection Management Skills**

3 credits; 3 lecture hours

Covers all aspects of the physical handling practices and storage techniques necessary for the proper management of textile and costume collections. Assessment and planning, archival material choices, environmental control, lighting, custom-built supports and boxes, packing and shipping issues, risk evaluation, crisis control, and current collections management software systems used in institutions will be investigated. Collections assessment methods and an introduction to the use of electronic media in collections care will be covered.

### **FT 552 — Museum Theory and Practices**

3 credits; 3 lecture hours

Explores the role of museums and examines workplace issues particular to these institutions. Through class discussions and presentations by senior museum professionals (including administrators, curators, educators, and editors), students expand their knowledge of how museums function. Topics to be considered include the leadership role of museums in the history of style and taste; how museums collect, conserve, and interpret objects; public expectations of museums today; and trends that influence professional thinking and practice. Students also examine the use of modern technology in collections management and exhibition planning.

### **FT 561 — Fiber and Fabric: Identification and Analysis**

3 credits; 2 lecture and 2 lab hours

Investigates the components and structures of textiles examining polymers, fibers, yarns, and weave structures. The chemical and physical nature of individual fiber types is studied at the polymer level; methods for fiber identification are introduced. Students will become familiar with the polarizing light microscope and photomicroscopy. Examination of all standard fabrics as generic structures and as specific/vernacular-technique materials. Particular emphasis on technical and analytical skills, and descriptive vocabularies for application in labs, cataloguing assignments and exams. The historic framework and interaction between the requirements of technology and design are also included. Students will be expected to perform professional identifications of fibers and textiles from the Fashion and Textiles Study Collection.

### **FT 562 — Conservation Practices: Theory and Technique**

3 credits; 2 lecture and 2 lab hours

Provides both the scientific foundation and the basic technical skills useful in designing and carrying out preservation plans for collections management, and simple conservation treatments for historic textiles, costumes, and accessory materials. Building upon their prerequisite documentation and handling skills, students are taught to recognize signs of deterioration and design basic preventive conservation procedures. Includes documentation, vacuuming, realignment, rolling/folding, stitching (for both repair and mounting), wet and dry cleaning, dye-to-match techniques, and the identification and understanding of problematic materials. Using objects from the Graduate Studies collection, students are asked to perform and document simple treatments and handling procedures in a standardized and professional manner.

### **FT 623 — Contemporary Fashion: Research and Criticism**

3 credits; 3 lecture hours

In this course students research and study fashion from circa 1990 to the present, with the goal of writing insightful fashion criticism. Through readings, discussions, writing assignments based upon historical and visual research, and critiques, they characterize fashion on the world's runways and streets, and assess the environmental and social impacts of the fashion industry.

### **FT 624 — History of Fashion Journalism and Visual Media**

3 credits; 3 lecture hours

This course covers the history of fashion journalism, including illustration and photography, from its origins in the Renaissance to the contemporary fashion media, concentrating on the most influential writers, artists and photographers from the mid-nineteenth through the twentieth centuries.

### **FT 625 — History of American Men's Wear**

3 credits; 3 lecture hours

Explores the history of men's clothing and fashion from the seventeenth to the twentieth centuries. Traces the development of the modern suit with reference to its European roots, the influence of world cultures and the impact of media on it, as well as its relationship to women's dress. Includes illustrated lectures of garments and sample books in the costume and textile collections of the Museum at FIT, the Costume Institute, and Special Collections of the Gladys Marcus Library.

### **FT 626 — Modern Textiles: Designers, Makers, and Markets**

3 credits; 3 lecture hours

Investigates contextual relationships of textiles in terms of their creation, marketing, and reception. Includes structural and stylistic analysis, as well as biographical research. Historical and contemporary textiles are examined and a methodology of analysis and documentation that specifically includes interdisciplinary approaches is developed. The rapid, global, technological advances of the twentieth century are given particular attention as they pertain to traditional, industrial, and contemporary textile practices.

### **FT 631 — Special Topics**

0 credits; 0 lecture hours

An advanced, third-semester research seminar focusing on a topic of special interest or import to the field of fashion or textile studies. Requires original research leading to a meaningful outcome, such as publication in a professional-level magazine, journal. Use of the collections of The Museum at FIT and the Special Collections of the Gladys Marcus Library is strongly encouraged. The process of selecting an appropriate publication target will be discussed. Topics can range from focused studies of a specific historical periods, designers, fashion trends, regional areas, types of accessories, or specific influences, to themes including the history of fashion photography, the history of fashion theory, examinations of cultural and consumer studies, material culture, or related decorative arts. Term paper required.

### **FT 631A — Special Topics: A Study of Surface Embellishments**

3 credits; 3 lecture hours

### **FT 632 — Advanced Curatorial: Acquisitions Theory and Practice**

3 credits; 3 lecture hours

Studies the role of the curator in the acquisition process and develops written and analytical skills used in the assessment and documentation of acquisitions and their use in exhibitions. Covers standard collecting processes, including identifying areas of weakness in a collection; working with a budget; identifying legitimate sources for purchases; collegial collaboration on purchases; the role of the conservator in researching objects for purchase; funding sources; and proposing, describing, and presenting an object to your department chief and/or director. Emphasizes visual analysis of objects and trains students to pick out key characteristics, identifiers, and flaws at a fast pace. Composition of catalog entries and written acquisition rationales covered. The end of the course focuses on developing exhibitions around specific collections.

### **FT 633 — Advanced Theory: Professional Seminar**

3 credits; 3 lecture hours

Research seminar focusing on a selected topic of interest within the field of fashion or textile studies. Subject and faculty may change from year to year. Topics present a significant academic challenge and require original research that leads to a substantial outcome, such as would be expected for inclusion in a professional academic conference or symposium. This advanced seminar calls upon students to use all they have learned thus far in the program to prepare a clear flowing, well-documented presentation that answers a vital question as yet unanswered in the field. An abstract of the presentation, including bibliography, will be prepared as if the student were answering a call for papers. Abstracts will be ranked by a panel of readers, including the instructor. The results and the typical judgment process will be discussed. There will be two rounds of presentations. The first will be a preliminary presentation on the chosen topic, given at the mid-term point, critiqued by fellow students and the instructor. Students will then have the opportunity to improve and revise, for a professional-level presentation at the end of the term. The final set of talks will have an audience of not only classmates but invited outside professionals as well, who will aid the instructor in the evaluation.

### **FT 634 — Advanced Curatorial: Historic Interiors**

3 credits; 3 lecture hours

In this course, students broaden their understanding of the key European and American decorative arts from the seventeenth through to the early twentieth century. They study decorative art objects and textiles found in American public collections. Material culture, geography, and trade are addressed. Professional museum interpretation and care of objects within historic interiors is covered.

### **FT 653 — Costume and Textile Mounting Skills**

3 credits; 2 lecture and 2 lab hours

Examines the issues and provides practical experience in the preparation and mounting of dress items, accessories, and flat textiles for exhibition. Skills include sketching, historical research, analysis of apparel structure, draping techniques, customizing of mannequins to accommodate historic style and size variations, and specialized supports. Construction of special strainers, tubular supports, press-mounts, and a variety of stitch-supported hanging techniques covered. All assignments include use of standard professional documentation and photography. Includes general introduction to garment construction through lectures and use of both the Fashion and Textiles Study Collection and The Museum at FIT.

### **FT 654 — Exhibition: Planning and Interpretation**

3 credits; 1 lecture and 4 lab hours

Focuses on the practical aspects of exhibit creation, and on the exhibition as a vehicle for the interpretation and presentation of objects. Research on the topic is undertaken and a preliminary selection of objects is made. Outside experts provide assistance with didactics, labels, brochure copy, and press releases and help with design issues. Lectures, assigned readings, case studies, class exercises and on-site observations of actual installations included. This course is taken on a Pass/Fail basis.

### **FT 655 — Exhibition: Practicum**

3 credits; 1 lecture and 4 lab hours

Using the exhibition theme selected in FT 654, students make the final selection of objects, prepare the narrative materials, create a publicity plan, design and participate in the installation, and evaluate the educational program. Outside experts are invited to assist the students as appropriate. This course is taken on a Pass/Fail basis.

### **FT 663 — Advanced Conservation I**

3 credits; 2 lecture and 2 lab hours

Required for conservation-emphasis students; open to qualified curatorial students with instructor permission. Provides practical experience in advanced conservation treatments, including adhesive treatments and advanced support treatments, permanent press-mounts, surface consolidations, re-warping and re-weaving. Visits to museum conservation labs allows in-depth contact with specific conservation disciplines, specifically upholstery, ethnographic objects, tapestry, and rugs. Students will select an appropriate object and begin work on a conservation-related qualifying paper.

### **FT 664 — Advanced Conservation II**

3 credits; 2 lecture and 2 lab hours

Required for conservation-emphasis students; open to qualified curatorial students with instructor permission. Provides practical experience in advanced conservation treatments, including adhesive and advanced support treatments, surface consolidations, overlay and underlay procedures, and re-warping and re-weaving. In addition to several treatment experiments, students will continue work on the required qualifying paper, performing a treatment on the object selected in FT 663. The treatment must include analysis, condition assessment, treatment pre-testing, treatment proposal, photo documentation, time and cost estimates, completed treatment and final assessment. Professional reporting and documentation, as well as historical-context research and full structural analysis, are required. All documentation will be assembled in a portfolio.

### **FT 691 — Internship**

0 credits; 3 lecture hours

Students are expected to complete 135 internship hours at appropriate collections, historic sites, or museums, where they will work on projects and tasks related to their graduate training in Fashion and Textile Studies. All internships will be approved by the department chair, and will be satisfied according to department guidelines. No program credit is given for internships, but at least one is mandatory as a graduation requirement. This course is taken on a Pass/Fail basis.

### **FT 692 — Independent Study**

1-3 credit; 1 lecture hour

Under the guidance of a faculty member, students undertake advanced work, pursue an individual project, or combine both of these activities toward a subject of their choosing. By completing an independent study, a student can begin to specialize in a selected area of interest. Proposals for independent study must be submitted in a timely fashion, and must adhere to the guidelines set by the School of Graduate Studies.

## **FT 701 — Qualifying Paper**

0 credits; 3 lecture hours

The qualifying paper may take the form of a scholarly research paper or article, an exhibition proposal or catalogue, a conservation treatment proposal and report, a grant proposal, a collection survey, or an interpretive program utilizing a variety of formats, including electronic media. Paper should not exceed 30-40 pages in length. This course is taken on a Pass/Fail basis.

## **GF: Global Fashion Management (MPS)**

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### **GF 501 — SEMINAR: NY**

0 credits

### **GF 511 — Fashion for Global Markets**

3 credits; 4.5 lecture hours

Explores fashion in the global marketplace, focusing on the effects of social, cultural, and economic factors on the merchandising and marketing of branded and licensed products. Working in teams, students develop a cohesive product line based on either an existing brand or hypothetical brand.

### **GF 551 — Production Management and Supply Chain**

3 credits; 3 lecture hours

Focuses on production management and supply chains, including sales forecasting, sourcing materials, sourcing contractors, cutting procedures and techniques, assembly procedures and techniques, quality control and costing, and the warehousing and shipping of finished products. Emphasizes gearing production to fit the manufacture of goods for a specific market.

### **GF 552 — Business Policy**

3 credits; 3 lecture hours

Analyzes the functions and responsibilities of senior management, the crucial problems that affect the success of the total corporate enterprise, and the decisions that determine the direction of the organization and shape its future. Taught through readings, case studies, and electronic simulation, students will consider the fundamental theoretical question of strategic management: why do some firms perform better than others?.

### **GF 561 — Global Marketing and Fashion Brand Management**

3 credits; 3 lecture hours

This course explores the challenges facing apparel manufacturers and retailers in penetrating multinational markets. Topics covered include: analyzing potential of global markets, identifying the consumer and the competition, brand positioning, and marketing campaigns. Particular focus is placed on the role of digital commerce, e-commerce, and social media in elevating brand awareness and the use of data in analyzing consumer demand.

### **GF 581 — Seminar: New York**

3 credits; 3 lecture hours

The New York seminar focuses on U.S. retail concepts, the role of factoring and private equity in the New York industry, digital commerce and technology, design and retail entrepreneurship, and current trends in the New York industry.

### **GF 583 — Culture and International Business**

3 credits; 3 lecture hours

Explores the relationship of international business practices to various national cultures. Applies concepts borrowed from cultural anthropology and sociology to specific problems and situations encountered in international business. Using case studies, team projects, and simulation exercises, to highlight common dilemmas encountered in marketing, negotiations, human resources, business communications, organizational structure and management.

**GF 584 — Seminar: Paris**

3 credits; 3 lecture hours

The Paris seminar provides background and current strategy on the French luxury industry, in addition to topics related to fashion creativity, EU consumer demand, and current trends in Parisian industry.

**GF 585 — Seminar: Hong Kong**

3 credits; 3 lecture hours

The Hong Kong seminar focuses on rapidly changing production and supply chain methods, Hong Kong and mainland Chinese consumer demand, and successful Chinese designer concepts.

**GF 586 — Global Retail Management**

3 credits; 3 lecture hours

Examines the origins of retail, the leaders and events which have contributed to the modern business landscape, and the role of emerging markets in redefining the interpersonal and cultural impact on profitability. Students will explore how retail companies manage departments, personnel functions, effective teams, technology, and social networks to achieve and retain a competitive advantage.

**GF 612 — Challenges of Profitability**

3 credits; 3 lecture hours

Explores the difficulties facing apparel manufacturers and retailers in an increasingly competitive global marketplace. Lecture and guest-speaker topics include cost of goods and increased operating expenses, efficient supply-chain management, guaranteed gross margin percentages. Includes assigned reading and case studies.

**GF 621 — Politics and World Trade Today**

3 credits; 3 lecture hours

Explores the influence of politics on contemporary world trade. The political agendas that come into play when countries are formulating multilateral and bilateral agreements to establish trade rules are examined. Organizations such as the World Trade Organization are studied for their influence on worldwide trade practices. The risks and benefits of conducting global business is emphasized.

**GF 691 — Capstone Seminar**

3 credits; 3 lecture hours

In this research-based project, emphasis is placed upon global business concerns, including merchandising, sourcing, marketing, financial management, leadership, sustainability and corporate social responsibility, and digital commerce, among other disciplines. Students collaborate on the capstone project with third-year law students from Cardozo School of Law, who act as consultants to GFM's client, in offering legal advice based on copyright, trademark, privacy, counterfeit, and other legal issues. A three-member jury of industry professionals judges the final projects for entry into the capstone event held in January, to an audience of family, faculty, and industry executives.

## **IC: Internship Center (MA)**

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### **IC 592 — Internship - Exhibition and Experience Design**

3 credits; 3 lecture hours

This internship elective occurs over summer session 1. Internship sites include design firms, museums, exhibit marketing firms, retail environments, events companies, and exhibition design and production companies. Internships must be pre-approved by the department chairperson and FIT's Career and Internship Center.

# MF: Fashion Design (MFA)

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## **MF 501 — Thesis Idea**

2 credits; 4 lab hours

An intensive orientation course for the Masters of Fashion Design program. Provides the opportunity to engage in workshops, roundtable discussions and mentoring sessions to explore the IDEA students proposed in their program applications. The primary focus is to facilitate the process whereby students explore personal inspirations and concepts differently.

## **MF 502 — Thesis Play**

3 credits; 6 lab hours

This space is a safe playground where students can metaphorically trip and fall allowing for accidental innovation to take place. Students use PLAY in design to provide evidence of personal research through “Doing.” Required to work independently and collaboratively, personal design, and creative and technical vocabulary is expanded. Course provides a strong foundation for work undertaken in THESIS-FOCUS.

## **MF 503 — Fashion Creation I: X3 Self**

3 credits; 6 lab hours

Students are introduced to four key phrases: inspiration, ideation, and testing, as the lenses through which to learn new ways of looking at the fashion design process.

## **MF 504 — Design Communication I: Visual Explanations**

1.5 credits; 3 lab hours

Will explore various ways in which designers can document ideas quickly and efficiently as a tool to visually explain thought processes and/or design ideas and solutions to others. Through a series of in-class exercises students experiment with new ways of designing fashion.

## **MF 505 — The Fashion Activist**

3 credits; 3 lecture hours

Requires students to challenge the accepted and traditional methodologies within the fashion system. Asks students to question every step of the process: from inspiration to sample-making and production to sales and marketing.

## **MF 506 — International Making Seminar I - Fashion Institute of Technology Investigates FIT**

3 credits; 6 lab hours

Students investigate a wide-range of body types in real- life situations and examine an individual’s needs. Students observe body in motion and discover how fit and function interact with design. The focus of the two-week making seminar is experiential learning, which includes onsite research, exploration and making in London and Paris.

## **MF 522 — Fashion Creation II: Elective Connect**

3 credits; 6 lab hours

The work done in this course allows for further exploration in relation to the individual’s thesis. Has two core projects, both of which use the work done in the elective spaces as a starting point for design of two 12-look collections. One look from each collection will be fully realized in materials informed by the data collected in the elective spaces.

Prerequisite(s): MF 503.

## **MF 523 — Thesis Focus**

3 credits; 6 lab hours

Relevant industry experts connect with individual students to provide technical support for development of realistic working prototypes. Emphasis on exploring problems and opportunities that present themselves throughout the technical phase. A FOCUS is placed on fabrication, materiality, innovation and invention, user experience, audience and market.

Prerequisite(s): MF 502.



**MF 524 — craft:OLOGY**

3 credits; 3 lecture hours

Provides an examination of fashion/textile/production history. Students explore the relationship between hand and machine, and question the link between technology and fashion. Key innovations in textiles and fibers, clothing manufacturing, and surface embellishments from the past, present and future are analyzed.

**MF 525 — Design Communication II: Image Capture**

2 credits; 4 lab hours

The process stylists, photographers, filmmakers, and show producers use: to present, document, and archive clothing, transform it into "fashion." This course introduces the students to the many ways creative innovators have captured and created significant moments in fashion and in turn created fashion history. Students experiment in capturing their own fashion imagery through several weeks of in-class assignments.

Prerequisite(s): MF 504.

**MF 592 — INDEPENDENT STUDY-FD MFA**

1-3 credit

**MF 599 — Independent Study for MFA in Fashion Design**

1-3 credit

**MF 601 — Fashion Creation III: Design Archaeology**

3 credits; 6 lab hours

Using the lens of an archaeologist, students examine and analyze the artifacts of material culture and environmental data. Artifacts will be utilized as the starting point from which to design two contemporary collections of clothes. Will also examine intellectual property in fashion, appropriation, and plagiarism through design.

Prerequisite(s): MF 522.

**MF 602 — International Making Seminar II: Fashion Farming**

3 credits; 6 lab hours

Local fashion systems are compared to distant manufacturing systems. Students travel to diverse local and global communities to examine the complexities of "fast" (Factory Farming) vs. "slow" (Free Range Farming) global fashion production systems.

Prerequisite(s): MF 506.

**MF 603 — Business I: Brand Marketing and Finance**

3 credits; 3 lecture hours

Students learn to develop a fashion brand marketing strategy using traditional methods and interactive technologies. The fundamentals of financial planning and reporting, with a focus on merchandise planning and buying introduce students to brand marketing communications and finances.

**MF 604 — Design Communication III: 2D Curation Portfolio**

2 credits; 4 lab hours

Assists students in finding their own person way of building a comprehensive portfolio of work. Each project will be re-evaluated and curated into a readable 2D space using a primary focus on simple yet thoughtful and methodical order and format.

Prerequisite(s): MF 525.

**MF 605 — Thesis Edit**

3 credits; 6 lab hours

An examination of the strongest ideas, best initial prototypes and the happy accidents identified in the previous three phases of the thesis process. Using them, students build the required complete 12-look collection and create prototypes for presentation in a final lineup in toile.

Prerequisite(s): MF 523.

### **MF 626 — Thesis Conclude**

4.5 credits; 9 lab hours

Students fully realize the visual and written components of the thesis collection. The visual component includes 8 looks, or equivalent, summarizing the total thesis exploration trajectory. The written component succinctly communicates thesis concepts, theories, goals and reflections.

Prerequisite(s): MF 605

Corequisite(s): MF 627 and MF 629.

### **MF 627 — Thesis: Exhibition Design & Portfolio**

3 credits; 6 lab hours

Students conceptualize, produce and install an exhibition based on their thesis portfolio. Elements of the exhibition include: a business card, hang tag, back neck labels, and clothes hangers that complement the work done throughout the 2 years of study.

Prerequisite(s): MF 605

Corequisite(s): MF 626 and MF 629.

### **MF 628 — Business II: Supply Chain Production and Retail**

3 credits; 3 lecture hours

Students learn to recognize the complex processes at play in organizing, managing and supporting an apparel and/or accessories brand from sourcing and manufacturing to distribution and sales. Three key business areas: 1) supply chain, 2) production, and 3) distribution/retail, are analyzed.

Prerequisite(s): MF 603.

### **MF 629 — Thesis: Captured/Present**

3 credits; 6 lab hours

Students capture the final outcomes of their thesis work and develop the tools necessary to deliver new and abstract concepts to their audience confidently. Assists students in finding their own creative confidence for presentation and defence of their thesis.

Prerequisite(s): MF 605

Corequisite(s): MF 626 and MF 627.

### **MF 692 — INDEPENDENT STUDY-FD MFA**

1-3 credit

## **MI: Illustration (MFA)**

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### **MI 501 — Thesis 1: Initiating the Process**

3 credits; 3 lecture hours

Thesis I: Initiating the Process will begin with a basic overview of the thesis and its educational objectives. The Thesis Guidelines, a booklet addressing the specific content and formatting needs of the paper, will be distributed and discussed at length and will be used as a supplemental text throughout the development of the project.

### **MI 521 — The History of American Illustration**

3 credits; 3 lecture hours

This course will explore the role of the illustrator and the evolution and importance of illustration as a social barometer of our culture. The course will offer its history of illustration in the broader contexts of world art and of American history and popular culture, using slide shows, field trips and anecdotal lectures.

### **MI 531 — Studio Management Intensive**

2 credits; 2 lecture hours

This course is a seminar designed to cover the full complement of premises and responsibilities that an illustrator need think about when running a successful studio. A myriad of options to do so will be presented along with time management techniques, suggestions for resources, and case studies of successful and also no-so-successful scenarios as teaching tools as well as an off-site studio venue visit.

### **MI 532 — Directed Projects in Illustration**

2 credits; 1 lecture and 2 lab hours

This course is designed to give the opportunity to study intensively with high-profile, industry-active illustrators who are enjoying success within a variety of markets in the industry.

### **MI 571 — Integrating Digital with Traditional Media**

3 credits; 1 lecture and 4 lab hours

This course will explore new artistic possibilities in creating art by combining traditional with digital media. Using Adobe Photoshop, Corel Painter and a Wacom tablet, students will be given the opportunity to unlock an image's full potential by giving them the digital tools needed to create multiple versions of an idea.

### **MI 572 — Digital Boot Camp**

0 credits; 0 lecture and 0 lab hours

This course is a weeklong workshop designed to introduce the new MFA in illustration student to the language and pace of graduate study in a studio environment. It will encourage and support experimentation in concept development and execution through 'traditional media' and software programs such as Photoshop and Illustrator.

### **MI 581 — Drawing for Illustration**

3 credits; 1 lecture and 4 lab hours

This course is designed to enhance and to invigorate a solid foundation of drawing. Conventional subject matter such as the nude and costumed figure, still life and reportage, combined with a broad range of media and technique, explores premises of design, composition, dimension and drama.

### **MI 582 — Exploring Media**

4 credits; 1 lecture and 6 lab hours

This class is designed to not only explore the unique qualities of three traditional mediums appropriate for the execution of illustration assignments, but also disseminates information designed to familiarize the graduate student with the traditional practices, techniques and theories of artists and illustrators of the past.

### **MI 583 — Narrative Art**

3 credits; 1 lecture and 4 lab hours

This course is concerned with building awareness of, and competence in successfully telling stories with pictures. What is discussed are the ways in which arrangements of elements within imagery can connect with the cognitive process of the viewer, resulting in the telling of a story.

### **MI 592 — Visual Thesis Creation Seminar**

1 credit; 1 lecture hour

The seminar begins the process of creating the culminating Visual Thesis exhibit. Each student will produce a body of work as a visual thesis that is exhibited in the Museum at FIT. The seminar serves to prepare the student for the process of identifying the Visual Thesis topic and is intended to familiarize the student with the development and fulfillment structure for creating the final body of work.

### **MI 602 — Reportage: Theory and Practice**

4 credits; 8 lab hours

Enhances the ability to draw from life; to document people, environments, and events. Explores reportage theory, history and practice. Using location drawing sessions, students heighten their sense of observation and apply the practice of reportage drawing to illustration assignments. Prerequisite(s): MI 581.

### **MI 603 — Thesis II: Evaluating and Composing for Content**

1 credit; 1 lecture hour

After intensive scrutiny and evaluation, students will revise, edit and assemble in complete, final, and fully copyedited form the entire historical overview section and will begin the process of researching, interviewing primary sources, sending out and tabulating questionnaires, and authoring and assembling the current state section of the paper.

Prerequisite(s): MI 501.

### **MI 604 — Thesis III: Editing, Designing, Defending and Publishing**

3 credits; 3 lecture hours

The completed thesis is due on April 15th of this semester for submission to the Defense Committee. In preparation for thesis defense, students will embark on a process of finishing their work and following up with the careful editing and designing of their final papers.

### **MI 631 — On Location: Studio Visits**

2 credits; 2 lecture hours

Studio Visits' main educational goal is to expose illustration students to West Coast markets by traveling to locations in and around Los Angeles. Students will visit the various studios and their subcontractors at which the most advanced work of this kind of being done.

### **MI 641 — Creative Writing For Illustrators**

3 credits; 3 lecture hours

In this course, students engage in intensive writing exercises in a variety of genres, read published works, and discuss the elements of creative nonfiction, poetry, and fiction. They investigate the craft of writing in these genres, with additional attention to children's literature, graphic novels, and other forms that typically incorporate illustration.

### **MI 672 — Everything That Rises Must Converge: A Survey of Digital Illustration**

3 credits; 1 lecture and 4 lab hours

This course will focus on the techniques and uses of digital illustration in its varied forms and styles with an emphasis on using appropriate software in a way that maximizes creative expression while taking into consideration the practical aspects of reproduction processes.

### **MI 681 — Creating Character**

3 credits; 1 lecture and 4 lab hours

This course is designed to explore the complete spectrum of premises needed to successfully create an illustrated character(s). The class will cover the ideas behind the research, concept and refinement necessary to build a character.

### **MI 682 — Exploring and Expanding Your Artistic Voice**

3 credits; 1 lecture and 4 lab hours

This course is designed to guide the student in the discovery and development of one's self as a personal brand. Students will be challenged to experiment and to explore different media, subject matter, stylistic approaches and markets in solving a variety of assignments while maintaining the integrity of one's personal artistic vision and also searching for one's broader artistic voice.

### **MI 692 — INDEPENDENT STUDY-MI**

1-3 credit; 1 lecture hour

### **MI 731 — Business Practices and Self Promotion Strategies**

3 credits; 3 lecture hours

This course addresses a myriad of best practices to successfully carry on the business of illustration. The course will be delivered in three separate units of study: Contracts, Copyright, Negotiation, Business Management and Taxes, Marketing, Grants and Self- Promotion Strategies, Licensing and its Tools: Press Releases, Statements.

**MI 782 — Art is Where You Look For It: Diversifying Illustration's Application**

3 credits; 2 lecture and 2 lab hours

This course explores the ever-emerging and divergent paths an illustrator can take to use his or her skills in traditional and digital media, combined with a personal illustration style to expand into disciplines and areas of the arts not ordinarily considered.

**MI 783 — Illustration in Motion**

3 credits; 1 lecture and 4 lab hours

Illustration in Motion uses software associated with digital illustrative to make moving images. Through lectures, visual presentations and studio assignments, students will be exposed to the various roles of illustration in moving image media, from initial visual concepts, storyboards, animatics, layout, animation techniques, and digital compositing. The class will cover the twelve principles of animation, as well as paper and digital 2D animation techniques.

**MI 791 — Visual Thesis Studio**

3 credits; 1 lecture and 4 lab hours

This course focuses on the execution of the proposal and research completed during the Visual Thesis Creation Seminar. Students will be expected to arrive with work samples representative of the finished Visual Thesis project.

**MI 792 — Visual Thesis - Exhibition and Promotion**

3 credits; 1 lecture and 4 lab hours

Visual Thesis Creation: Exhibition and Promotion is the last segment and time period devoted to preparing the body work of each MFA graduate that will appear in the culminating exhibition of the MFA program and experience.

## Directories and Location

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# Fashion Institute of Technology

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**Mercedes Cepeda**, Instructor-Admissions Counselor  
BA, Binghamton, MSEd, Brooklyn College, City University of New York

**Barry R. Fischer**, Professor-Assistant Director, Financial Aid  
BA, State University of New York at Stony Brook, MA, Eastern Michigan University, 2008-09 State  
University of New York Chancellor's Award for Excellence in Professional Service

**Helena Diamant Glass**, Associate Professor-Registrar  
BA, MA, New York University, Certificate, University of Toronto

**Terry Ginder**, Assistant Professor, Counseling Center  
BA, East Stroudsburg University, MSW, Marywood University

**Patrice Gomba**, Associate Professor-Financial Aid Counselor  
BS, MS, Adelphi University, MPM, Keller Graduate School of Management

**Elizabeth S. Grubic**, Assistant Professor-Admissions Counselor  
BFA, Indiana University, MFA, Queens College, City University of New York

**Percuss H. Jonas-Atteloney**, Assistant Professor, Registration and Records  
BS, York College, City University of New York, MSEd, Bernard M. Baruch College, City University of  
New York

**Fran Kalish**, Assistant Professor-Financial Aid Counselor  
BS, MS, Bernard M. Baruch College, City University of New York

**Catherine Lavelle**, Assistant Professor-Admissions Counselor  
BS, Virginia Commonwealth University, MA, Lesley University

**Frank Mitchell**, Assistant Professor-Admissions Counselor  
BA, Wilkes University, MEd, Bernard M. Baruch College, City University of New York

**Ellen Simpao**, Adjunct Assistant Professor-Counselor to Students  
BS, Loyola University, MA, EdM, Teachers College, Columbia University, PhD, Long Island University

**Ilna Tykotski**, Adjunct Assistant Professor-Financial Aid Counselor  
BA, Montclair State University, JD, New York Law School

**Rajasekhar R. Vangapaty**, Assistant Professor-Registrar  
B Engg, Osmania University, India, MTech, Institute of Technology, India, Diplome d'Ingenieur Expert, Institut National Polytechnique de Lorraine, France, MS, Lehman College, City University of New York

**Arnaldo Vidal**, Assistant Professor-International Student Advisor  
BA, University of Puerto Rico, MA, Teachers College, Columbia University

**Sally White**, Professor-Registrar  
BA, St. Thomas Aquinas College, MBA, Bernard M. Baruch College, City University of New York

**Liza Wolsky**, Assistant Professor-Counselor to Students  
BSW, MSW, New York University, Certificate, Gestalt Association for Psychotherapy Institute

**Jen-Mai Wong**, Assistant Professor-Counselor  
BA, University of Alberta, PsyD, Rutgers, The State University of New Jersey

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**Jeffrey Manning**, Associate Director, Residential Life  
BA, Bucknell University, MS, Miami University

**Gabrielle Arthurton-Crumb**, Assistant Director, Outreach and Judicial Affairs  
BA, MSW, Fordham University

**Angela Brown**, Resident Counselor  
BS, MS, University of Buffalo

**Jocelin Engle**, Resident Counselor  
BS, MPS, Fashion Institute of Technology, State University of New York

**Mark Fabbi**, Resident Counselor  
BA, Temple University, MS, Drexel University

**Matthew Krein**, Resident Counselor  
BA, State University of New York at New Paltz, MA, State University of New York at Stony Brook

**Tara Pieratti**, Resident Counselor  
BFA, Fashion Institute of Technology, MA, Teachers College, Columbia University

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BA, University of North Carolina, MDiv, Princeton Theological Seminary

**Mark Blaifeder**, Assistant Vice President for Finance  
BA, Queens College, City University of New York, MILR, Cornell University

**Natalie Polvere**, Acting Assistant Vice President for Administration  
BS, Columbia University, MBA, Baruch College, City University of New York

**Mario Cabrera**, Director, Public Safety  
BA, John Jay College

**John Scully**, Deputy Director, Public Safety  
BA, Fairleigh Dickinson University

**Paul Debiase**, Director of Environmental Health and Safety  
BS, State University at Stony Brook, MS, Long Island University/CW Post

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BS, Brooklyn College, City University of New York

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BS, New Jersey Institute of Technology

**Shelci Graham**, Acting Controller  
BA, Howard University

**June Ng**, Director, Space Management and Planning  
BA, State University of New York at Geneseo

**Angela Palumbo**, Director, Payroll  
CEP, BS, College of Saint Elizabeth

**Nancy Su**, Director, Budget  
BA, Harvard-Radcliffe College, MPPM, Yale University

## GENERAL COUNSEL

**Stephen P. Tuttle**, General Counsel and Secretary of the College  
BA, Franklin and Marshall College, JD, Syracuse University

**Rina Grassotti**, Associate General Counsel  
BA, University of Massachusetts, JD, Seton Hall

**Tejuana Roberts**, Assistant General Counsel  
BS, State University of New York at Binghamton, JD, Cornell Law School

**Brittany Schoepp-Wong**, Assistant General Counsel  
BS, University of Wisconsin-Madison, JD, Columbia University School of Law

**Joseph Iannini**, Executive Director for Internal Controls and Management Analysis  
BS, MBA, Seton Hall University

**Harold Lederman**, Internal Auditor  
BS, Brooklyn College, City University of New York, MBA, Long Island University, Brooklyn Campus,  
IT Auditing Certificate, New York University

**Griselda Gonzalez**, Director of Policy and Compliance  
BS, State University of New York, Empire State College

## HUMAN RESOURCES

**Brenda Smith**, Interim Vice President for Human Resource Management and Labor Relations  
BS, Northern Arizona University, MA, Northeastern University, JD, New England School of Law

**Karen Yuen**, Assistant Vice President for Human Resources and Labor Relations  
BA, Pace University, MS, The New School

**Michele Davis**, Director, Compensation and Benefits  
BA, Temple University

**Tara Kaplan**, Director, Human Resource Information Technology  
BA, Hofstra University

**Eric Odin**, Director, Human Resource Services  
BA, Northwestern University, MA, George Mason University, JD, George Washington University

## INFORMATION TECHNOLOGY

**Greg Fittinghoff**, Acting Vice President for Information Technology and CIO  
BS, Iona College, MS, Iona College

**Walter Kerner**, Chief Information Security Officer  
BA, Binghamton University, State University of New York, MBA, New York University

**Van Buren Winston, Jr.**, Assistant Vice President for Software Services and Information Access  
BS, Stevens Institute of Technology, Certificate, Management Program for Executives, University of Pittsburgh

**Richard Hoar**, Acting Executive Director of Media Services  
BA, University of North Texas

## THE MUSEUM AT FIT

**Valerie Steele**, Director, The Museum at FIT  
BA, Dartmouth College, MA, PhD, Yale University

**Patricia Mears**, Deputy Director, The Museum at FIT  
BA, MBA, The George Washington University, MA, Fashion Institute of Technology  
Emeriti Associates

**Irene Buchman**, Professor Emeritus of Presidential Scholars and Educational Skills 1973-2015  
BA, MA, EdD

**Alan Fishman**, Professor Emeritus of Fine Arts 1968-1991  
BFA

**Eleanor L. Fried**, Professor Emeritus of Illustration 1947-1973  
BA

**Barry S. Ginsburg**, Professor Emeritus of Science and Mathematics 1956-1992  
BA, MA, EdD

**Newton Godnick**, Professor Emeritus of Fashion Buying and Merchandising 1963-1992  
BS, MS

**Hilde W. Jaffe**, Professor Emeritus of Fashion Design 1959-1992  
AAS, BA

**Richard J. Meagher**, Dean Emeritus for Continuing Education 1965-1994  
BA, MA, EdD

**Vittorina Rolfo**, Professor Emerita of Apparel Design 1945-1970  
BS

**Rosalind Snyder**, Founder Dean Emeritus 1944-1963  
BS, MA

**Arthur A. Winters**, Professor Emeritus of Advertising and Marketing Communications, 1959-1992  
BA, MBA, EdD



# Faculty

---

## FACULTY

**Daniel Abraham**, Adjunct Instructor, Graduate Illustration, JD, University of Miami, AB, University of Chicago

**Jonathan Bartlett**, Adjunct Instructor, Graduate Illustration, BFA, University of the Arts, MFA, School of Visual Arts

**Catherine Hannah Behrend**, Adjunct Assistant Professor, Art Market, BA, Simmons College, MA, MBA, New York University

**Geb Berry**, Assistant Professor, Cosmetics and Fragrance Marketing and Management, BA, Macalester College, MBA, Duke University

**Steve Brodner**, Adjunct Instructor, Graduate Illustration, BFA, Cooper Union

**Isabella Bruno**, Adjunct Instructor, Exhibition and Experience Design, BFA, Fordham University

**Celia Bullwinkle**, Adjunct Instructor, Graduate Illustration, MFA, School of Visual Arts

**June Burns Bové**, Adjunct Instructor, Fashion and Textile Studies, BA, Bucknell University, MA, New York University

**Sarah Byrd**, Adjunct Professor, Fashion and Textile Studies, BA, University of Tennessee, MA, Fashion Institute of Technology, State University of New York

**Brooke Laurin Carlson**, Associate Professor, Cosmetics and Fragrance Marketing and Management, BS, MBA, Sacred Heart University, PhD, University of New Haven

**Denise Carvalho**, Adjunct Instructor, Graduate Illustration, MA, PhD, University of California Davis

**Chiyu Chang**, Adjunct Instructor, Modern Languages and Cultures, MA, New York Institute of Technology

**Praveen Chaudhry**, Professor, Social Sciences, Global Fashion Management, BA, MA, MPhil, University of Delhi, PhD, University of Pennsylvania

**David Cohen**, Adjunct Assistant Professor, Art Market, BA, Sussex University, MA, Courtauld Institute of Art

**Brenda Cowan**, Associate Professor and Associate Chairperson of the Department, Exhibition and Experience Design, MSED, Bank Street College of Education

**Michael De Feo**, Adjunct Instructor, Graduate Illustration, Studied at Tyler School of Art

**Natasha Degen**, Professor, Art Market, AB, Princeton University, MPhil, PhD, University of Cambridge, United Kingdom

**Joyce Denney**, Associate Professor, Fashion and Textile Studies, BA, MA University of Missouri-Columbia, MA, Columbia University

**Dittrich Dennis**, Adjunct Instructor, Graduate Illustration, MFA, Syracuse University

**David J. Drogin**, Professor and Chairperson of the Department, History of Art, BA, Wesleyan University, MA, PhD, Harvard University, 2008-09 State University of New York Chancellor's Award for Excellence in Teaching

**Mari Dumett**, Adjunct Assistant Professor, History of Art, BA, Indiana University, MA, University of British Columbia, PhD, Boston University

**Ronald Eligator**, Adjunct Instructor, Sustainable Interior Environments, BA, Williams College

**Pamela Ellsworth**, Associate Professor and Associate Chairperson of the Department, Global Fashion Management, BS, Cornell University, MPS, Fashion Institute of Technology, State University of New York

**Jonathan Kyle Farmer ma(rca)**, Professor and Associate Chairperson of the Department, MFA in Fashion Design, BFA, Cheltenham & Gloucester College of Higher Education, MA, Royal College of Art, London

**Lourdes Font**, Professor, History of Art, Fashion and Textile Studies, BA, Middlebury College, MA, PhD, New York University, 2010-11 State University of New York Chancellor's Award for Excellence in Scholarship and Creative Activities

**Mandi Gibbons**, Adjunct Instructor, Sustainable Interior Environments, MS, Utah State University

**Carly Guerra**, Adjunct Instructor, Cosmetics and Fragrance Marketing and Management, BA, Le Moyne College, MA, Fordham University

**Julian Guthrie**, Adjunct Instructor, MFA in Fashion Design, BFA, MFA, The New School

**Leslie Harris**, Professor, Cosmetics and Fragrance Marketing and Management, BA, Wellesley College, MPS, Fashion Institute of Technology, State University of New York, MA, London College of Fashion

**Michael Hyde**, Professor, English and Communication Studies, BA, University of Pennsylvania, MFA, Columbia University, PhD, New York University, 2004-05 State University of New York Chancellor's Award for Excellence in Teaching

**Meg Joseph**, Adjunct Professor, Global Fashion Management, AB, Brown University, MBA, Columbia University

**Aya Kakeda**, Adjunct Assistant Professor, Graduate Illustration, MFA, School of Visual Arts

**Stephan Kanlian**, Professor and Associate Chairperson of the Department, Cosmetics and Fragrance Marketing and Management, BA, University of California, MPA, University of Pennsylvania, MA, Durham University

**Joseph Karadin**, Exhibition and Experience Design, B.Arch, Cornell University

**Rebecca Kelly**, Professor, Fashion and Textile Studies, BA, MS, University of Rhode Island

**Stephanie Kramer**, Adjunct Instructor, Cosmetics and Fragrance Marketing and Management, BA, Wake Forest University

**Brendan Leach**, Adjunct Assistant Professor, Graduate Illustration, MFA, School of Visual Arts

**John Lee**, Adjunct Assistant Professor, Art Market, BA, Vassar College

**Jodi Lubrich**, Adjunct Instructor, Communication Design Pathways, AAS, Fashion Institute of Technology, State University of New York

**Florence Lynch**, Adjunct Assistant Professor, Art Market, BS, MA, Fashion Institute of Technology, State University of New York

**Christina Lyons**, Adjunct Professor, Exhibition and Experience Design, MA, Pratt Institute

**Monika Maniecki**, Adjunct Instructor, Graduate Illustration, MFA, Fashion Institute of Technology, State University of New York

**Donald McMichael**, Professor, Art Market, MBA, Duke University

**Katherine J. Michaelsen**, Professor, History of Art, Associate Chairperson of the Department, Art Market, BA, MA, PhD, Columbia University

**Anelle Miller**, Adjunct Instructor, Graduate Illustration, BFA, Parsons School of Design, The New School

**Denyse Montegut**, Professor and Associate Chairperson of the Department, Fashion and Textile Studies, BA, Brooklyn College, City University of New York, MA, New York University

**Bernice Morris**, Adjunct Assistant Professor, Fashion and Textile Studies, MA, University of Southampton, BA, University of Birmingham

**Bruno D. Nadalín**, Adjunct Instructor, Graduate Illustration, BS, Seton Hall University, MA, New Jersey City University

**Enrique Paz**, Adjunct Instructor, Art Market, BFA, Fashion Institute of Technology, State University of New York

**Karen R. Pearson**, Professor, Science and Math, BA, Clark University, PhD, Washington State University, 2010-11 State University of New York Chancellor's Award for Excellence in Teaching

**Cheryl Phelps**, Associate Professor, Graduate Illustration, BFA, Memphis College of Art

**Melanie Reim**, Associate Professor, Illustration, and Associate Chairperson of the Department, Graduate Illustration, BS, State University of New York College at Buffalo, MFA, Syracuse University, 2010-11 State University of New York Chancellor's Award for Excellence in Faculty Service

**Sara Reiter**, Adjunct Instructor, Fashion and Textile Studies, BA, Oberlin College, MS, University of Delaware

**Lucille A. Roussin**, Adjunct Instructor, Art Market, PhD, Columbia University, JD, Benjamin N. Cardozo School of Law, Yeshiva University

**Sarah Scaturro**, Adjunct Assistant Professor, Fashion and Textile Studies, BA, University of Colorado, MA, Fashion Institute of Technology, State University of New York

**Gayle M. Skuzacek**, Adjunct Instructor, Art Market, BA, Barat College

**Valerie Soll**, Adjunct Instructor, Art Market, BA, University of Oregon

**Jack Tom**, Adjunct Instructor, Graduate Illustration, MFA, Hartford University

**Melissa Tombro**, Associate Professor, English and Communication Studies, BA, Rutgers, The State University of New Jersey, MA, University of Chicago, PhD, University of Illinois at Urbana-Champaign, 2012-13 State University of New York Chancellor's Award for Excellence in Teaching

**Helen Toomer**, Adjunct Instructor, Art Market, BFA, The Arts Institute at Bournemouth

**Andrew Weinstein**, Associate Professor, History of Art, BA, Brown University, MA, University of Pennsylvania, MA, New York University, PhD, Institute of Fine Arts, New York University, 2015-16 State University of New York Chancellor's Award for Excellence in Teaching

**Karen Young**, Adjunct Instructor, Cosmetics and Fragrance Marketing and Management, BA, University of Denver

# New York City Department of Education

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**Carmen Fariña**, Board of Education, Chancellor

## New York City Officials

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**Bill de Blasio**, Mayor

**Scott Stringer**, Comptroller

**Melissa Mark-Viverito**, Speaker of the Council

**Gale Brewer**, President, Borough of Manhattan

**Eric L. Adams**, President, Borough of Brooklyn

**Ruben Diaz, Jr.**, President, Borough of the Bronx

**Melinda Katz**, President, Borough of Queens

**James S. Oddo**, President, Borough of Staten Island

**Dean Fuleihan**, Director, Office of Management and Budget

**Carmen Fariña**, Chancellor, Department of Education

## New York State Officials

---

**Andrew Cuomo**, Governor

**Kathleen C. Hochul**, Lieutenant Governor

**Thomas P. DiNapoli**, Comptroller

**Robert F. Mujica Jr.**, Budget Director

# State University of New York

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State University of New York's 64 geographically dispersed campuses bring educational opportunity to virtually all New Yorkers and comprise the nation's largest comprehensive system of public higher education. Founded in 1948, with the consolidation of 29 state-operated but unaffiliated institutions, the state university has grown to a point where its impact is felt educationally, culturally and economically the length and breadth of the state.

More than 467,000 students are pursuing traditional study in classrooms and laboratories or are working at home, at their own pace, through such innovative institutions as the SUNY Learning Network and Empire State College, for more than 25 years a leader in non-traditional education, distance learning, and assessment of prior learning. The state university's students are predominantly New York State residents. They also come from every other state in the United States, from four U.S. territories or possessions, and from 160 foreign countries. The university passed a major milestone in the mid-1980s when it graduated its one-millionth alumnus, and currently numbers 2.7 million graduates on its rolls.

The state university enrolls close to 40 percent of all New York State high school graduates, and its total enrollment is more than 467,000 (full-time and part-time). Because of its structure and comprehensive programs, the state university offers students a wide diversity of educational options: short-term vocational/technical courses, certificate programs, baccalaureate degrees, graduate degrees, and post-doctoral studies. The university offers access to almost every field of academic or professional study somewhere within the system—more than 7,000 programs of study overall.

As part of the university's commitment to bring to the students of New York the very best and brightest scholars, scientists, artists, and professionals, the state university's distinguished faculty is recruited from the finest graduate schools and universities throughout the United States and many countries around the world, and includes nationally and internationally recognized figures in all the major disciplines. Their efforts are regularly recognized in numerous prestigious awards and honors, including the Nobel Prize.

The state university's research contributions are helping to solve some of today's most urgent problems. At the same time, contracts and grants received by university faculty directly benefit the economic development of the regions in which they are located. State university researchers pioneered nuclear magnetic resonance imaging and the supermarket bar code scanner, introduced time-lapse photography of forestry subjects, isolated the bacteria that causes Lyme disease, and developed the first implantable heart pacemaker. Other university researchers continue important studies in such wide-ranging areas as breast cancer, immunology, marine biology, sickle-cell anemia, and robotics, and make hundreds of other contributions, inventions, and innovations for the benefit of society.

The university's program for the educationally and economically disadvantaged, consisting of Educational Opportunity Programs (EOP) and Educational Opportunity Centers (EOC), has become a model for delivering better learning opportunities to young people and adults traditionally bypassed by higher education.

The 30 locally sponsored two-year community colleges operating under the program of the state university offer local citizens programs that are directly and immediately job-related as well as degree programs that serve as job-entry educational experience or a transfer opportunity to a baccalaureate degree at a senior campus.

In 1998, the governor and the legislature approved a multiyear, \$2 billion capital construction program for the university. This investment in critical maintenance will protect the university's infrastructure, valued at nearly \$11 billion, and enable the university to keep pace with modern technology for the benefit of its students and faculty. As a public university, the State University of New York has a special responsibility to make its rich and varied resources accessible to all.

In 1995, the board of trustees developed the document Rethinking SUNY, in response to a call from the legislature for a "multiyear, comprehensive system wide plan to increase cost efficiency." Underlying Rethinking SUNY is the theme of increasing efficiency by empowering campuses to manage directly more of their academic and financial affairs and by eliminating disincentives to the prudent use of campus and system resources.

In 2010, the university launched The Power of SUNY, a strategic plan that calls for the system's campuses to lead New York's economic revitalization through such innovations as increased entrepreneurial opportunities, an urban-rural teacher corps, more distance learning, and a health care report, SUNY Scale, that would document progress in combating obesity or chronic illnesses. The university's economic development services programs provide research, training and technical assistance to the state's business and industrial community through Business and Industry Centers, the New York State Small Business Development Center, the Strategic Partnership for Industrial Resurgence, Rural Services Institutes, the Trade Adjustment Assistance Center, Technical Assistance Centers, Small Business Institutes, Centers for Advanced Technology, and international development.

State University of New York is governed by a board of trustees, appointed by the governor, which directly determines the policies to be followed by the 34 state-supported campuses. Community colleges have their own local boards of trustees whose relationship to the state university board is defined by law.

The university's motto is "To Learn, To Search, To Serve."

## State University of New York Administration

---

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Interim Provost and Vice Chancellor for Research and Economic Development

### **Johanna Duncan-Poitier**

Senior Vice Chancellor for Community Colleges and the Education Pipeline

### **Eileen G. McLoughlin**

Vice Chancellor for Finance and Chief Financial Officer

### **Elizabeth L. Bringsjord**

Vice Provost and Vice Chancellor for Academic Affairs

### **Sandra Casey**

General Counsel-in-Charge

### **Stacey Hengsterman**

Associate Vice Chancellor for University Relations and Chief of Staff

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## State University of New York Colleges and Centers

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### STATE UNIVERSITY OF NEW YORK COLLEGES AND CENTERS

#### UNIVERSITY CENTERS

State University at Albany  
 State University at Binghamton  
 State University at Buffalo\*  
 State University at Stony Brook\*

#### HEALTH SCIENCE CENTERS

Health Science Center at Brooklyn  
 Health Science Center at Syracuse

#### UNIVERSITY COLLEGES

College at Brockport  
 College at Buffalo  
 College at Cortland  
 Empire State College  
 College at Fredonia  
 College at Geneseo  
 College at New Paltz  
 College at Old Westbury  
 College at Oneonta  
 College at Oswego  
 College at Plattsburgh  
 College at Potsdam  
 College at Purchase

#### COLLEGES OF TECHNOLOGY

Alfred  
 Canton  
 Cobleskill  
 Delhi  
 Morrisville  
 SUNY Institute of Technology

#### SPECIALIZED COLLEGES

College of Environmental Science and Forestry  
 College of Optometry  
 College of Technology at Farmingdale  
 Institute of Technology at Utica/Rome\*\*  
 Maritime College

#### STATUTORY COLLEGES \*\*\*

College of Ceramics at Alfred University  
 College of Agriculture and Life Sciences at Cornell University  
 College of Human Ecology at Cornell University  
 School of Industrial and Labor Relations at Cornell University  
 College of Veterinary Medicine at Cornell University

#### COMMUNITY COLLEGES

(Locally sponsored, two-year colleges under the program of State University of New York)  
 Adirondack Community College at Glens Falls  
 Broome Community College at Binghamton  
 Cayuga County Community College at Auburn  
 Clinton Community College at Plattsburgh  
 Columbia-Greene Community College at Hudson  
 Corning Community College at Corning  
 Dutchess Community College at Poughkeepsie  
 Erie Community College at Williamsville, Buffalo, and Orchard Park  
 Fashion Institute of Technology at New York City\*\*\*\*  
 Finger Lakes Community College at Canandaigua  
 Fulton-Montgomery Community College at Johnstown

Genesee Community College at Batavia  
Herkimer County Community College at  
Herkimer  
Hudson Valley Community College at Troy  
Jamestown Community College at Jamestown  
Jefferson Community College at Watertown  
Mohawk Valley Community College at Utica  
Monroe Community College at Rochester  
Nassau Community College at Garden City  
Niagara County Community College at Sanborn  
North Country Community College at Saranac  
Lake, Malone, and Ticonderoga  
Onondaga Community College at Syracuse  
Orange County Community College at  
Middletown  
Rockland Community College at Suffern  
Schenectady County Community College at  
Schenectady  
Suffolk County Community College at Selden,  
Riverhead, and Brentwood  
Sullivan County Community College at Loch  
Sheldrake  
Tompkins Cortland Community College at  
Dryden  
Ulster County Community College at Stone  
Ridge  
Westchester Community College at Valhalla

\* The Health Sciences Centers at Buffalo  
and Stony Brook are operated under the  
administration of their respective University  
Centers.

\*\* This is an upper-division institution  
authorized to offer baccalaureate and  
master's degree programs.

\*\* These operate as "contract colleges" on the  
campuses of independent universities.

\*\* While authorized to offer such baccalaureate  
and master's degree programs as may be  
approved pursuant to the provisions of the  
Master Plan in addition to the associate  
degree, the Fashion Institute of Technology  
is financed and administered in the manner  
provided for community college.

## Requests for Admissions Information

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Fashion Institute of Technology  
School of Graduate Studies  
227 West 27 Street, Room E315  
New York, NY 10001-5992  
212 217.4300  
gradinfo@fitnyc.edu  
fitnyc.edu/gradstudies

### FOR SPECIAL INFORMATION

Bursar's Office—Cashiering Operations 212 217.3680  
Financial Aid 212 217.3560  
Registrar 212 217.3820  
Registration Center 212 217.3850  
Residential Life 212 217.3900  
General Information 212 217.7999

### DETAILS REGARDING EMERGENCY COLLEGE CLOSINGS

212 217.7792

## Location

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The college is located at West 27th Street between Seventh and Eighth avenues. This midtown location, the center of the fashion industries, is easily reached by every subway, major railroad line, and bus route in the city.

### SUBWAYS

Twenty-eighth Street stations of the 1 and the N and R; 23rd Street or 34th Street stations of the A, C, E, and F lines.

### RAILROAD LINES

Pennsylvania Station of the Amtrak, New Jersey Transit, and Long Island railroads; Grand Central Station of Amtrak and Metro-North commuter railroads (Harlem, Hudson, New Haven, Port Jervis, and Pascack Valley Lines); 23rd Street and 34th Street PATH stations.

### BUS ROUTES

Twenty-third Street and 34th Street crosstown buses; Seventh Avenue and Eighth Avenue buses; Port Authority Bus Terminal at 40th Street, and George Washington Bridge Terminal for New Jersey buses, then via subway for most metropolitan bus lines.

### AIRPORTS

For those air travelers who have a choice, we suggest using either Newark or LaGuardia Airport, both of which are more accessible than Kennedy International Airport.

### NO ON-CAMPUS PARKING

Though there are parking garages in the neighborhood, there is no on-campus parking.



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