

SPRING 2012 REGISTRATION INFORMATION

4 WAYS TO REGISTER!

Registration begins December 5

Register early to guarantee enrollment and prevent course cancellations.

- 1. ONLINE:** pafa.edu/ce
- 2. PHONE:** 215-972-7632
- 3. MAIL:** Continuing Education Programs*
Pennsylvania Academy of the Fine Arts
128 North Broad Street
Philadelphia, PA 19102

4. IN PERSON: Visit the Continuing Education office on the 3rd Floor of the Samuel M.V. Hamilton Building

* Please mail a completed registration form with check, money order, or credit card information. We accept VISA, MasterCard, American Express and Discover Card. Make checks or money orders payable to "PAFA."

STUDENT ADVISING

For assistance in course selection or to make an appointment, call 215-972-7632 or email continuinged@pafa.edu.

Continuing Education Programs Office Hours
Monday - Thursday 9 a.m. - 7 p.m.
Friday 9 a.m. - 5 p.m.
Saturday 9 a.m. - 1 p.m.

During school vacations, the office will be open Monday through Friday, 9 a.m. - 5 p.m.

CREDIT

PAFA is accredited through the National Association of Schools of Art and Design (NASAD) and is a member of the Association of Independent Colleges of Art and Design (AICAD).

Undergraduate Credit

14-week courses are available for 1.5 undergraduate credits. Short and Condensed Courses are available for 1.0 or 1.5 undergraduate credits (please refer to individual descriptions). If taken for credit, the student may incur additional coursework, and will receive a course grade and appropriate credit that will appear on an official PAFA transcript, if requested.

Changes in credit status must be arranged through the CE office prior to the third class. No refunds for changes from credit to non-credit.



FOR K-12 EDUCATORS**Act 48 Continuing Professional Education**

PAFA is approved by the state of Pennsylvania to offer Act 48 hours for all of its courses and workshops as follows: 1.5 undergraduate credit CE courses are available for 42 Act 48 hours. Workshops, lectures and seminars are eligible for the number of contact hours for which they meet (excluding lunch breaks). Educators electing to receive Act 48 hours must notify the Continuing Education Programs office when registering.

New Jersey Department of Education Professional Development Provider System

PAFA is approved by the state of New Jersey to offer Professional Development Credit for all of its courses and workshops as follows: 1.5 undergraduate credit CE courses are available for 42 credits. Workshops, lectures and seminars are eligible for the number of contact hours for which they meet (excluding lunch breaks). Educators electing to receive Professional Development Credit should notify the Continuing Education Programs office when registering.

Graduate Credit

K-12 educators enrolled in the Advanced Curriculum for Educators (ACE) program may earn graduate credit in select CE courses.

- \$825 for 1.5 credits @ \$550 per credit
- 1.5 credit course: 42 hours class contact time plus 18 hours outside course work = 60 hours
- 1.0 credit course (limited availability): 30 hours class contact time plus 15 hours outside course work = 45 hours

Please visit pafa.edu/CE for application information.

REGISTRATION DEADLINES

- January 6 for classes beginning January 17 - 23
- January 27 for Saturday high school classes
- Registration deadlines vary for Short and Condensed Courses, Workshops, Lectures and Seminars and Special Programs. Please refer to individual course descriptions.

COURSE TUITION AND FEES

\$675 for 1.5 undergraduate credits

\$465 for non-credit

Tuition varies for Short and Condensed Courses, Workshops, Lectures, Seminars and Special Programs. Please refer to individual course descriptions.

Lab and Material Fees

Please consult individual course descriptions for any applicable lab or materials fees.

Late Fee

Registrations received after 5 p.m. on their deadline date will be assessed a late fee of \$25.

Locker Rental

Lockers are available on a first-come, first-served basis for \$20.

DISCOUNTS**Frequent Student Discount***

- Accumulate five 14-week courses (or equivalent) and receive your sixth course of equal or lesser value free.
- Accumulate five two-day workshops (or equivalent) and your sixth is free!

Referral Discount*

Refer a first-time Continuing Education student, and you both receive a 10% tuition discount on one course or workshop.

Membership Discount*

PAFA Members at the "Friend" level and above receive a 10% tuition discount on regular courses. Lab, materials and locker fees are not eligible for discount.

*Restrictions apply.

CE COMMUNITY SCHOLARSHIP - NEW!

PAFA Continuing Education is pleased to present the "CE Community Scholarship" to assist students who demonstrate dedication to their art.

Requirements:

- Completed application form
- Completed CE registration form
- Portfolio of 5 - 10 pieces (may be digital images in JPG format on a CD)
- Personal statement (one page)
- Letter of support from a teacher
- A copy of your most recent tax return (or comparable)

Partial tuition scholarships will be awarded on a competitive basis on the basis of need and merit.

Application deadline: January 6

Application is available to download from pafa.edu/ce. Please call 215-972-7632 for more information.

The CE Community Scholarship is made possible in part by a generous contribution from the Dry Family Foundation. For information about making a gift to support the CE Community Scholarship, please contact the Development Department at 215-972-2077.

GIFT CERTIFICATES

A gift certificate for a course or workshop makes a great gift! Call 215-972-7632 for more details.

REFUND POLICY

Withdrawals must be made in writing via letter or email to the Continuing Education Programs office. A \$30 administrative fee will be assessed per dropped course and \$15 per workshop. Tuition refunds will be adjusted according to the following schedule (less the administrative fee), unless otherwise indicated.

14-week Courses

Prior to one week before the 1st class100%
 After the above, prior to the 2nd class 75%
 After the above, prior to 3rd class 50%
 After the above0%

Condensed/Short Courses

Prior to one week before the 1st class100%
 After the above, prior to the 2nd class50%
 After the above0%

Workshops

Prior to one week before the 1st day100%
 After the above, prior to the 1st day50%
 After the above0%

Master Class with Alex Kanevsky

Painting and Collage Workshop with Ken Kewley
 Portrait Painting Workshop with Paul Dusold
 Evening Lecture Series
 Visit the Vaults with Stuart Shils and Bill Scott
No refunds

COURSE CANCELLATIONS

If minimum enrollment is not met, a class will be cancelled on or shortly after its registration deadline date. Students will be notified by phone and may choose to transfer into another class or receive a full tuition and fee refund. Please register early to help prevent course cancellation.



WEATHER/ EMERGENCY CLOSING

The closing, delayed opening, or early dismissal of the Pennsylvania Academy of the Fine Arts will be determined jointly by the Dean of the School and the Museum Director, with approval of the President. Such closing or delay would include the school, galleries and administrative offices. Decisions regarding the cancellation of special events and evening classes may be made later in the day. To find out if PAFA is closed or delayed you should check one of the following:

- Our website - messages will be updated on the PAFA homepage, pafa.edu
- PAFA's main number, 215-972-7600 - An outgoing message advising of a close or delay will be recorded by 6:30 a.m.
- KYW (1060AM) - Listen for PAFA's code 150 (Continuing Education's code is 2150)
- WPVI-TV 6ABC - Lists the school by name
- NBC 10 - Lists the school by name

TRANSPORTATION AND PARKING

PAFA is conveniently located near the SEPTA Market East and Suburban train stations, bus and trolley stops and PATCO Hi-Speed Line station stops. For SEPTA information, call 215-580-7800 or visit www.septa.org. Discounted parking is available at adjacent Parkway Corporation parking lots. Tickets must be validated by Security staff.