

NEW WORLD SCHOOL OF THE ARTS

NEW STUDENT HANDBOOK

Welcome to New World School of the Arts!

Congratulations! You have been selected to join a unique community—Florida’s Center of Excellence for the visual and performing arts. As an NWSA student, you will be working closely with professional artists/teachers to develop your skills and expand your own creativity. In addition, you will be taking general education courses that form the foundation of a baccalaureate program.

As a member of the NWSA family you will be in the company of Academy, Grammy, and Tony Award winners, Martha Graham Dance Company members, Chicago Lyric Opera singers and Art Basel participants. You are now part of an artistic community that is recognized nationally and internationally for its high caliber artistic and academic achievements and professionalism.

All of the faculty and staff join me in wishing you a productive and enjoyable college career. We are here to assist you in any way we can. I look forward to meeting you, and to applauding your achievements as you tackle the challenging and rewarding work ahead.

Jeffrey Hodgson
Provost

A Warm Welcome from Student Services!

The Student Services staff is here to serve and assist you in reaching your educational goals. A career in the arts is demanding but very rewarding, and you have made a wonderful choice by choosing New World School of the Arts.

We look forward to an exciting and challenging year for you. If we can assist you in any way, feel free to stop by. We are located in Building #5, 6th Floor, Room #5605.

Naché P. Atkins
College Student Affairs
305.237.3472
natkins@mdc.edu

Student Services Staff

TBD
Coordinator, Admissions and Recruitment

NEW WORLD SCHOOL OF THE ARTS

MISSION STATEMENT

New World School of the Arts is a Florida Center of Excellence in the Visual and Performing Arts. NWSA provides a comprehensive program of artistic, creative and academic development through a curriculum that reflects the rich multicultural community of Florida. The school empowers students to become state, national and international leaders in the arts, challenging them with innovative ideas as they prepare for professional careers in a global community. These principles guide intensive and rigorous education for talented high school and college/university arts students.

NEW WORLD SCHOOL OF THE ARTS FULFILLS ITS MISSION BY:

- Providing a curriculum that enables students to develop a broad understanding of their roles as artists and citizens;
- Maintaining a climate which reflects the rich ethnic diversity of the community;
- Fostering opportunities for students to express their cultural heritage;
- Nurturing respect for others;
- Assuring a protective, supportive and challenging environment which fosters the development of each student's full potential;
- Creating opportunities for students to demonstrate acquired skills and achievements;
- Employing professional artists/teachers and an outstanding academic faculty;
- Establishing technology as an integral component of each student's creative experience;
- Assisting students in their transition into professional careers or additional study.

NEW WORLD SCHOOL OF THE ARTS

NWSA Administration Phone Numbers

Jeffrey Hodgson, Provost (305) 237-3417

Mary Lisa Burns, Dean of Dance (305) 237-3582

Daniel Andai, Dean of Music (305) 237-3539

Alan Patrick Kenny, Dean of Theatre (305) 237-3458

O. Gustavo Plascencia, Dean of Visual Arts (305) 237-3649

Rita Fidalgo, Director of Administrative Services (305) 237-3617

Maria Flores, Director Communications & Public Affairs (305) 237-3559

Naché P. Atkins, Director of College Student Services (305) 237-3472

DANCE

Marisol Da Silva, Assistant to the Dean (305) 237-3684

MUSIC

Peggy Rubio, Assistant to the Dean (305) 237-3622

THEATRE

Jeannique Alexis, Assistant to the Dean (305) 237-3260

VISUAL ARTS

Odlin Mauricette, Assistant to the Dean (305) 237-3597

COUNSELOR

Alejandro (Alex) Zuccaro, LCSW (305) 237-7379

Reception Desk – Administrative Offices (305) 237-3135

Fax (305) 237-3794

For e-mail addresses please visit our website at <https://nwsa.mdc.edu>

New World School of the Arts is a 4-year institution offering baccalaureate degrees through partnerships with MDC and UF.

NWSA is an accredited institutional member of the National Association of Schools of Dance, National Association of Schools of Music, National Association of Schools of Theater, and National Association of Schools of Art and Design.

All academic programs are approved by the Florida State Department of Education and accredited by the Southern Association of Colleges and Schools.

New World School of the Arts confers the Bachelor of Fine Arts and Bachelor of Music, the Associate in Arts, and the high school diploma through its institutional partners.

GLOSSARY OF TERMS

100% REFUND DATE - The last day to adjust your class schedule and receive a full refund.

AA Degree Associate in Arts Degree, a two-year degree program designed for students who are interested in continuing their education at a four-year college or university.

BFA Bachelor of Fine Arts degree is awarded to students in Dance, Theater or Visual Arts program.

BFA GRA Bachelor of Fine Arts in Graphic Design

BM Bachelor of Music

CLASS NUMBER - A 4-5-digit number that identifies a specific class at MDC OR UF.

CLAST College Level Academic Skills Test. The CLAST test will no longer be required effective July 1, 2009. Students must fulfill graduation requirement as follows: Students need to meet one of the following requirements in addition to fulfilling other AA requirements:

- Meet/exceed minimum score on a standardized examination such as SAT, ACT Scores.
- Achieve a GPA of 2.5+ in the areas of English and math
- CPT Exam
- Allows for waivers at the local level to the above requirements for students with documented specific learning disabilities & other extenuating circumstances, under criteria very similar to those previously in place.

CLEP Credit earned through a proficiency test.

CPT Computerized Placement Test, basic skills placement test given to students enrolling for college credit courses who do not have acceptable SAT or ACT scores.

CREDIT A unit of work in a subject, generally equivalent to 16 hours per term (one per week). Labs and studio classes may vary. May also be referenced as a unit.

DEGREE AUDIT/ACADEMIC REQUIREMENTS A report that tells you the classes that you have taken, are registered for, and need to take in order to graduate, GPA, major, entry date, etc.

DROP/ADD Dropping or adding a course to or from your registration schedule. Must be done by the appropriate deadlines. It is the student's responsibility to drop/add according to deadlines. Make sure you review your schedule at the beginning of the semester and that you are attending the correct classes.

FULL-TIME/PART-TIME Full-time students must register for a minimum of 12 credits during the two major terms. International students & students receiving financial aid must be full-time.

GRADE POINT AVERAGE (GPA) Learning is measured by the assignment of a letter grade by an instructor. Your letter grades are then converted to a 4-point system. It works this way:

<i>Prior to May 11, 2009 (UF)</i>	<i>After May 11, 2009 (UF)</i>	<i>MDC</i>
A = 4 points	A = 4 points	A = 4
B+ = 3.5 points	A- = 3.67 points	B = 3
B = 3 points	B+ = 3.33 points	C = 2
<i>Prior to May 11, 2009 (UF)</i>	<i>After May 11, 2009 (UF)</i>	D = 1
C+ = 2.5 points	B = 3.0 points	F = 0
C = 2 points	B- = 2.67 points	
D+ = 1.5-point	C+ = 2.33 points	
D = 1.0-point	C = 2.0 points	
E* = 0-point	C- = 1.67 points	
	D+ = 1.33 points	
	D = 1.0 point	
	D- = .67 point	

E* = 0 point

* Failure at UF is designated by the letter E.
MDC does not issue plus or minus grades.

To calculate your GPA: multiply the points for each grade you receive by the number of credits in that course; then divide the total number of points by the total number of credits.

Example:

Course	Grade	Credits	Total Points
ENC1101	A=4	3	12
MAC1105	B=3	3	9
DEP2000	C=2	3	6

Total points $12+9+6=27$

Total credits = 9

Total points/total credits $27/9= 3.0$ GPA

GPA for MDC and UF are separate.

Students can view their grades from their MYMDC ACCOUNT:

- 1) Go to STUDENT.MDC.EDU
- 2) Create an account following the directions & you will have access to course registration, grades, degree audit, change of address, tax forms, tuition bill, etc.
- 3) Log in

Students can view their grades from the UF website:

- 1) Go to one.uf.edu to create an account
- 2) You can access your degree audit, grades, financial aid, change of address, tax forms, etc.

GRADE I Incomplete - An incomplete grade may be assigned at the discretion of the instructor as an interim grade for a course in which the student has completed a major portion of the course with a passing grade, been unable to complete course requirements before the end of the term because of extenuating circumstances, and obtained agreement from the instructor and arranged for resolution of the incomplete grade. Instructors are not required to assign incomplete grades.

GRADE W Withdrawal. If a student drops a class after the 100% refund date, he/she will receive the grade W for that class. This does not affect your GPA, but will affect financial aid eligibility and may place student on academic on probation. W grades also count as one attempt at taking that particular course. Make sure to withdraw by the deadlines in order to avoid a failing grade.

HONORS - Refers to your academic standing. Please refer to Miami Dade College's catalogue for honors guidelines for the AA and to the University of Florida's catalogue for the BFA and BM. Also included in this handbook.

MDC – Miami Dade College

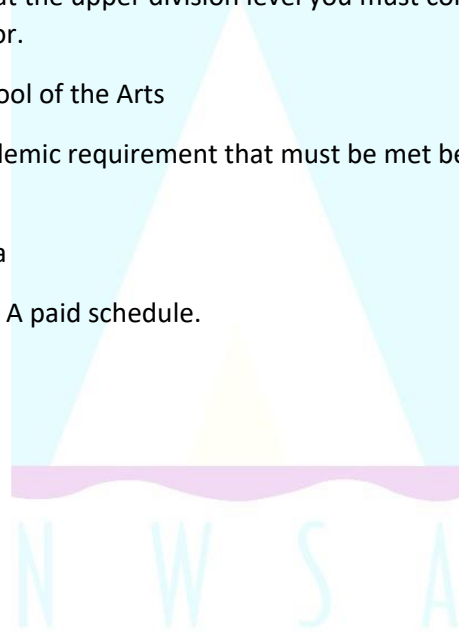
MAJOR - Designation given to the complete group of courses necessary to fulfill the requirements for graduation in a specific field (The AA designations are as follows: Dance 11003, Music 11001, Theater 11002, and Visual Arts 11000). If you want to declare a double major at the upper division level you must complete the appropriate process with your advisor.

NWSA - New World School of the Arts

PREREQUISITE - An academic requirement that must be met before a certain course can be taken.

UF - University of Florida

VALIDATED SCHEDULE - A paid schedule.



NEW WORLD SCHOOL
OF THE ARTS

INTERNATIONAL STUDENT SERVICES

The following documents are required to complete the application process to Miami Dade College:

1. Application for admission to MDC
2. Confidential Statement of Financial Resources- An official bank letter indicating that you have or your sponsor has on account at least \$23,000 (equivalent in American dollars) and that this money is to be used to support you while you study in the US.
3. Official diplomas, certificates, and transcripts.
4. Test of English as a Second Language (TOEFL) - a minimum of 550 (213 computer scores). Students scoring below 550 (213) are required to take the EPT test for placement. CPT testing is required following EPT testing and/or completion of EAP courses.
5. Passport, I-94, and I-20
6. Certificate of Health and Accident Insurance

Students must be enrolled full-time (12 credit hours for both Fall and Spring terms) and remain in good academic standard to maintain their international student status. Students must not work off campus without Immigration and Naturalization Service's permission.

All international students are required to abide by the policies, regulations, and rules of the College, and the United States Department of Justice, Immigration and Naturalization Service. Please click on the following website for more specific information and deadlines.

<https://www.mdc.edu/internationalstudents/>

The following documents are required to complete the application process to University of Florida:

- I. Student must be fully admitted to the University of Florida
- II. Confidential Statement of Financial Resources - An official bank letter indicating that you have or your sponsor has on account at least \$46,100 (equivalent in American dollars) for each year you will attend UF and that that this money is to be used to support you while you study in the US.
- III. Official diplomas, certificates, and transcripts.
- IV. Transfer of I-20 from M-DC
- V. Proof of Insurance. Students can buy insurance from the University of Florida.

All international students are required to abide by the policies, regulations, and rules of the University of Florida and the United States Department of Justice, Immigration and Naturalization Service. Please click on the following website for more specific information and deadlines.

INTERNATIONAL EDUCATION

STUDY ABROAD

Miami Dade College offers short-term, faculty-led, for-credit programs that are both flexible and diverse, appealing to students of all pathways and careers. We want to make sure you have access to a beneficial overseas academic experience without breaking the bank or causing significant disruptions in your personal priorities or obligations.

<https://mdc-sa.terradotta.com/>

EXCHANGE PROGRAMS – UNIVERSITY OF FLORIDA

The Visual Arts division offers an exchange program with Universidad Francisco de Vitoria in Madrid, Spain for fall or spring terms. Students are subject to pre-approval from the Dean of Visual Arts.

<https://internationalcenter.ufl.edu/study-abroad>

TUITION AND FEES – ACADEMIC YEAR 2023-2024

***Tuition for lower-division courses through MDC is as follows:**

In-State Tuition (Florida residents)	\$118.22 per credit hour
Out-of-State Tuition (Non-Florida residents)	\$402.51 per credit hour

***Tuition for upper-division courses through the University of Florida is as follows:**

In-State Tuition (Florida residents)	\$186.08 per credit hour
Out-of-State Tuition (Non-Florida residents)	\$928.65 per credit hour

***Fees are subject to change without notice.**

To PAY TUITION:

Miami Dade College: Pay in person at Bursars Office, Bldg. 1, Room #1168. The Bursars office accepts cash, checks, Visa or Master Card for payment. Pay online at student.mdc.edu.

University of Florida: Pay tuition online through Gatorlink account. There is a processing fee for paying with a credit card. You may mail your payment to:

University Financial Services

University of Florida
S-113 Criser Hall
P O Box 114050
Gainesville, FL 32611-4050

Allow two weeks for processing of mailed checks to the University of Florida.

FINANCIAL AID

Students must complete the Free Application for Federal Student Aid (FAFSA) to determine eligibility. It takes between 6-8 weeks for the application to be processed. These financial aid programs are available:

Pell Grant: Free money you receive to pay for your college education and college related expenses.

Student Loan: Money that you borrow from the bank to pay for your college education and college related expenses. These low interest loans must be paid back to the lender after completion of your studies.

Book Loan (MDC): A book loan is an advancement on your Pell Grant that is used to help you buy books. Book loans will be mailed to you before the beginning of the new term.

NELNET: A payment plan program at MDC.

Scholarship: Free money that you receive from a donor who has specified the criteria for the award. NWSA awards scholarships based on merit. Scholarships are used to pay tuition and/or fees.

Work Study: Part-time jobs on & off-campus that are available to students who qualify for Financial Aid. These jobs pay minimum wage and are tax free.

The NWSA representative for financial aid services at MDC is **Silvia Suarez** (305)237-7624.

150% Rule – Financial Aid

- Financial aid will pay for 150% of the credits required to complete a degree or certificate (i.e. for AA degrees the credits required are 60, and financial aid will cover up to 90 credits, for the BFA or BM degree the credits required are 120, and financial aid will cover up to 140 credits).
- The rule applies to credits for which the student personally paid as well as credits covered by financial aid.
- Grades of “W” are counted as attempts.

- Up to 30 credits of College Prep courses and all ESL/ENS credits are exempt from the 150% standard except for ENS credits applied as electives for the AA degree.
- Students may request an appeal to review their individual circumstances by completing a Petition for Financial Aid Waiver.

Appeal for Satisfactory Academic Progress

Students wishing to petition for a waiver for the 150% Rule can obtain a petition form at the Financial Aid Office at MDC or <https://www.mdc.edu/financialaid/important-forms/forms.aspx>. Petition forms for the University of Florida are available at <https://www.sfa.ufl.edu/forms/>. The form must be returned to the appropriate financial aid office. A petition committee at either institution will review the request and documentation presented and will determine whether the student is entitled to a waiver of the current rule.

Exceptions to the 150% Rule

Exceptions to the 150% Rule are based on the following extenuating circumstances:

- Illness or injury to the student or immediate family member.
- Death of an immediate family member (parent, spouse, child).
- Unsolicited job change, involuntary work schedule change or transfer.
- Extended jury duty trial or the direct involvement of the student in a current legal action.

The student must provide appropriate documents from a doctor, hospital, records bureau, employer, etc. in order to support the request for a waiver.

UF ADMISSION REQUIREMENTS FOR NWSA STUDENTS

Minimum requirements for admission:

- Fully completed on-line UF application with \$30 fee.
- Completion of one college level math and one college-level English course with grade of C or higher
- Foreign language requirement (2 years of a single foreign language in high school) or eight (8) sequential credits at the college level or CLEP, IB, OR AP examinations.
- All pertinent transcripts
- 60 lower-division credits

After admission:

CLAS EXEMPTION RECEIVED (Please see exemptions to CLAS) BY THE TIME THE STUDENT COMPLETES 30 UPPER DIVISION CREDITS.

- If this requirement is not met, no further enrollment in upper division arts courses will be permitted.
- A student who has not completed all the general education courses before acceptance into UF must continue enrolling in MDC general education courses each semester while taking upper division art courses. A STUDENT WHO DOES NOT CONTINUALLY REGISTER FOR GENERAL EDUCATION COURSES WILL BE DROPPED FROM UPPER DIVISION COURSES.
- The AA degree must be completed by the end of the summer of the junior year. Failure to do this will delay graduation by a year.
- Students may not withdraw from general education courses without the permission of their advisor.

Students who do not meet minimum requirements for UF admission:

- Students who have completed all lower division arts requirements but do not meet the UF admissions criteria indicated above will have two additional semesters during which to meet those requirements while taking upper division arts courses.
- These students must complete a non-degree application and are considered OFA (non-degree) status.
- A student may attend UF in OFA status for two semesters only.

Deadlines for applications:

Fall – July 15

Spring – October 15

Summer – March 15

To apply for full admission or non-degree (OFA Status), visit the NWSA website <https://nwsa.mdc.edu>, click “College”; “Current Students”, select “Apply to UF”. Follow instructions carefully and make sure to complete all steps in the application process, including notifying NWSA Student Services. Failure to do this will result in denial of your admission to UF. You will receive a letter and/or email from UF with your student ID number once admitted.

Course withdrawal and grade forgiveness for Developmental Education Courses

- Withdrawal/Grade Forgiveness for College Prep Courses:
- Effective Fall 1997, students will have no more than two attempts for a college prep course
- Attempts taken by a student prior to the Fall 1997 will not be counted as an attempt for purposes of this policy
- A registration hold will be placed on a student after the second attempt to alert the student to other instructional support options
- An attempt is counted anytime the student officially enrolls in the Fall 1997 or thereafter, has a paid schedule for the course, and does not drop the course with 100% refund
- A fourth and final attempt may be granted due to a major extenuating circumstance provided the student petitions for such an attempt through the academic appeals process.
- Withdrawal /Grade forgiveness for credit courses:

Withdrawal/Grade Forgiveness for Credit Courses

- A student enrolling in the same credit course for a third attempt will not be permitted to withdraw from the course.
- Attempts taken by a student prior to the Fall 1997 will not be counted as an attempt for purposes of this policy.
- A registration hold will be placed on a student after the second attempt to alert the student to other instructional support options
- An attempt is counted anytime the student officially enrolls in the Fall 1997 or thereafter, has a paid schedule for the course, and does not drop the course with 100% refund.
- A fourth and final attempt may be granted due to a major extenuating circumstance provided the student petitions for such an attempt through the academic appeals process
- A valid grade of A, B, C, D, or F will always be recorded for a third attempt and calculated in the GPA. A student successfully appealing a fourth attempt will have the grade for both the third and fourth attempt recorded and calculate in the GPA.
- A student cannot re-enroll in a college level course if the student previously earned a grade of “C” or better.

Cost to Re-Enroll in a College Credit Course

Students who have enrolled in the same course twice, received a grade of W, X, D, or F,

and wish to re-enroll for the third time must pay the full cost of instruction for this and any subsequent attempts.

ACADEMIC RESOURCES

- Reading and Writing Center, Bldg 2, Room 2301_
<https://www.mdc.edu/learning-resources/tutoring-labs-technology/>
 - Online appointments available
- World Languages Speech, Listening, and Writing Labs, Bldg 1, Room 1554
- Math Learning Center, Bldg 2, Room 2223
- Campus Library – Bldg 1, Room 1216

STUDENT HEALTH AND COUNSELING SERVICES

Student Health and Counseling Services focuses on the physical, emotional, mental, and spiritual aspects of health as it relates to each student. Take advantage of workshops offered throughout the semester. The counseling office is located in room #5423. The counselor is available by appointment. Please call 305-237-7379 or e-mail at azuccaro@mdc.edu.

STUDENT ID CARDS

The Miami Dade College identification card is your official identification for NWSA and MDC. You will need it for: official identification, lab access, test-taking, library use, parking authorization, vending and copier machines, etc. Identification Cards will be issued during the first two weeks of classes at the Student Life office (Building #2, First Floor). More information will be distributed during orientation. Students will be issued University of Florida identification cards during Convocation in September at the beginning of the junior year.

LIBRARY RESOURCE CENTER

The library is located on the 2nd Floor of Building #1 (room #1216). You must have a valid MDC card for book checkout. The library is open from 7:30 a.m. until 9 p.m. Monday-Thursday, from 7:30 a.m. until 4:30 p.m. on Fridays, and 9 a.m. until 11 a.m. on Saturdays. You may check out books at any of MDC campuses. NWSA students at the upper division (UF) may also utilize the MDC library. The Main Public Library is also located within walking distance of NWSA.

BOOKSTORE

The bookstore is located on the first floor of Building #7. The bookstore will be open as follows: Monday-Thursday 8:00 a.m. – 7 p.m. and Fridays 8:00 a.m. – 12 p.m. During the beginning of the fall term the bookstore will be open additional hours. The bookstore

sells new and used textbooks and supplies. The bookstore participates in used book buyback at the end of each term.

STUDENT COMPLAINTS PROCEDURES

NEW WORLD SCHOOL OF THE ARTS DISCRIMINATION COMPLAINTS PROCESSES

High School Students

Office of Civil Rights Compliance

https://www.hrdadeschools.net/apps/pages/index.jsp?uREC_ID=370901&type=d&termREC_ID=&pREC_ID=691198

How to File a Complaint

There are two (2) ways students, parents, employees, applicants or vendor can file a complaint of discrimination/harassment with the Office of Civil Rights Compliance (CRC) based on the following protected categories: Gender, Race, Color, Ethnic or National Origin, Religion, Age, Disability, Pregnancy, Marital Status, Linguistic Preference, Sexual Orientation, Social and Family Background, Political Beliefs, Sexual Harassment, Family and Medical Leave Act (FMLA), Genetic Information Nondiscrimination Act (GINA), and Retaliation.

An individual may elect to send in a written discrimination/harassment complaint directly to the CRC office, or (s)he may report the allegation to the worksite administrator.

Student/Parent Complaint Form

<http://forms.dadeschools.net/webpdf/5199.pdf>

Miami Dade College Students

Miami Dade College is an equal access/equal opportunity institution which does not discriminate on the basis of sex, race, color, marital status, age, religion, national origin, disability, veteran's status, ethnicity, pregnancy, sexual orientation or genetic information.

Miami Dade College is committed to providing equal employment and equal educational opportunities to its employees, students and applicants for employment or admission in an environment free from harassment or other discriminatory practices based upon sex, race, color, marital status, age, religion, national origin, disability, veteran's status, ethnicity, pregnancy, sexual orientation or genetic information.

Manual of Procedure 1665 Discrimination and Harassment Grievance Process

<https://www.mdc.edu/procedures/Chapter1/1665.pdf>

The Charge of Discrimination/Harassment form is the form used to submit a Charge of discrimination/harassment to the Office of Equal Opportunity Programs/ADA Coordinator/Title IX Coordinator (EOP/ADA/Title IX) which is also within the Human Resources Division. It may be used by Students as well as Employees and Job Applicants to submit.

Process

Students must file the discrimination complaint through the NWSA Student Services Director, Naché Atkins, natkins@mdc.edu or the Wolfson Campus Dean of Students, wolfsondeansoffice@mdc.edu, who will forward the complaint to the Office of Equal Opportunity Programs who will email a discrimination and harassment grievance process information package to the student; which includes a cover memorandum, policies and procedure, and the Charge form.

https://www.mdc.edu/hr/OnlineForms/EmployeeRelations/Charge_of_Discrimination_Form.pdf

University of Florida Students

The University of Florida is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act. This commitment applies in all areas to students, Academic Personnel (AP), Technical, Executive, Administrative, and Managerial Support (TEAMS) staff, University Support Personnel System (USPS) personnel, and Other Personnel Services (OPS) employees.

Discrimination is a violation of University of Florida Policy and a violation of the Student Code of Conduct.

UF Non-Discrimination Policy

<https://regulations.ufl.edu/wp-content/uploads/2013/03/1006.pdf>

To file a discrimination complaint against another student:

File an incident report through the UF Dean of Students Office of Student Conduct and & Conflict Resolution

<https://sccr.dso.ufl.edu/contact/report-an-incident/>

To file a discrimination complaint against a faculty or staff member:

File an online complaint through the Office of Compliance and Ethics at UF

<https://www.reportlineweb.com/Welcome.aspx?Client=UF>

To file an anonymous complaint, contact the Compliance Hotline at
1-877-556-5356

<https://compliance.ufl.edu/uf-compliance-hotline/>

To file a complaint of sexual harassment or sexual discrimination (against another student, faculty, or staff member):

File a report through the Office of Accessibility and Gender Equity at UF

<https://titleix.ufl.edu/make-a-report/>

NEW WORLD SCHOOL OF THE ARTS FOUNDATION SCHOLARSHIP TERMS AND CONDITIONS

1. All foundation scholarships will be reviewed and renewed term by term based on students' grades, service to the division, performance, availability of funds and continuous attendance at NWSA.
2. NWSA will not pay for courses a second time. If the student receives a "D", "F", or "W", the student is responsible for payment of repeated courses.
3. Student must maintain a minimum grade point average of at least 3.0 in art division courses and 2.0 in all other courses. Other division specific criteria may apply as outlined in the NWSA College Handbook.
4. Students with scholarships must be full-time (12 credits) in at least the two major terms (Fall and Spring).
5. Scholarship funding is limited to NWSA courses taken to fulfill approved degree requirements for one major as determined by the division and is limited to the number of hours required to obtain this degree.
6. Scholarship funding will not be renewed beyond five years.
7. A student in good academic standing who has exhausted scholarship options may remain a NWSA student as long as financial obligations are met.
8. Return the signed scholarship letter by the posted date or the scholarship may be forfeited.

9. New World School of the Arts scholarship recipients must file a Free Application for Federal Student Aid with the United States Government. In the school area, please enter Miami Dade College (number 014631) if you have not been fully admitted to the University of Florida or the University of Florida (number 001535) if you are fully admitted. You do not need to apply if you are an international student.

10. If the student withdraws or drops out of school (officially or unofficially), student is responsible to repay a portion or all of the scholarship funds paid. Student may be billed for any outstanding obligations created by failing to earn the disbursed scholarship funds. NWSA will calculate the amount of funds earned (percentage of number of days attended divided by number of days in the term), and the amount to be returned to the scholarship fund. Ex: If student has attended school for 40 days out of the 80 days of the semester, the student is responsible for paying back 50% of the scholarship awarded.

ACADEMIC ADVISING AND REGISTRATION

Academic Advising is a collaborative process through students and their division advisor. Students are expected to know the requirements for the completion of the degree program.

NWSA students are advised each term by the division advisor. Division advisors also assist with the registration of courses.

COURSE MODALITIES

By nature of performing and visual arts courses, most classes are delivered in-person. General education courses taken at Miami Dade College can be taken in various formats. Due to the ongoing pandemic, social distancing and face coverings are required for in-person and blended courses.

MDC In-Person – Take classes on campus while following social distancing protocols, including wearing a face covering and staying six feet apart from others.

MDC LIVE – Take virtual classes from anywhere and interact in real time with professors and classmates on scheduled days and times, as you would in person.

MDC Online – Take classes online with the option to complete coursework on your own time and at your own pace, while still meeting weekly and term deadlines.

Blended courses – These classes combine online and traditional in-person instruction. Social distancing protocols will be followed when meeting in person.

*Students considering online course instruction should thoroughly understand the duties and responsibilities of distance learning. Success in online courses requires rigorous self-discipline and solid study habits. Any student with history of academic difficulty should not take online courses. These courses are accredited and recorded on students' transcripts as all other MDC credit courses.

RECEIVING THE ASSOCIATE OF ARTS DEGREE

Students are responsible for making sure they have met the requirements to receive the Associate of Arts degree. When your requirements have been completed, the student must apply to graduate through the Advisement Department at the Wolfson Campus. Students can attend the MDC graduation ceremony in the Spring term if they wish to do so. The AA diploma takes 6-8 weeks to be received by the student upon completion of the program requirements, and will be mailed to the address on file at Miami Dade College.

GRADUATING WITH HONORS – Miami Dade College

The College gives special recognition to students who demonstrate outstanding academic performance while working toward a degree. In addition, special designators are entered on transcripts of students awarded an Associate in Arts degree if the student meets the following criteria:

Honors: Cumulative GPA 3.50 -3.69

Highest Honors: Cumulative GPA of 3.7 – 4.0

Honors with Distinction: Cumulative GPA of 3.5 – 3.69 and 15 credits earned in honors courses (noted with an “H” on transcript).

Highest Honors with Distinction: Cumulative GPA of 3.7 – 4.0 and 15 credits earned in honors courses (noted with an “H” on transcript).

TRANSFERRING TO THE UNIVERSITY OF FLORIDA

Students at NWSA will complete the Junior and Senior year as University of Florida students. Students must apply to the University of Florida before the posted deadlines. Students can be fully admitted to UF or admitted as non-degree students until the requirements are met for full admission. It is the responsibility of the student to ensure their admission to the University of Florida.

Requirements for full admission to the University of Florida

1 college level Math

1 college level English

60 credits

Completion of 2 years of a foreign language

Students who are fully admitted to UF are eligible for financial aid, processed through the University of Florida.

Students who apply as non-degree seeking (OFA) students at UF must complete the non-degree application. Students are not eligible for financial aid as non-degree seeking students.

TRANSIENT STUDENT PROCESS

Students who take courses at more than one institution in Florida are considered transient students. NWSA students may take classes at both MDC and UF in the same term. Students must complete the transient application for each term they have transient status.

<https://www.floridashines.org/>

- Go to “Take a course at another school”
- Select “Start or check Transient Student Admission Application”
- Select your Home Institution from drop down menu – *see below
- Enter Student Identification Number (MDC – MDID 10 digit#/UF-username) and password (MDC – use the password used to login to your MyMDC account, UF – use the password used to login to your Gatorlink account)
- Complete the application
- E-mail Naché Atkins at natkins@mdc.edu once you complete the application so I can approve your courses.

*If you are fully admitted to the University of Florida:

- UF is your HOME institution and MDC is the HOST institution.
- List ONLY the MDC courses you are taking

*If you are OFA (non-degree seeking status) at UF:

- MDC is your HOME institution and UF is the HOST institution.
- List ONLY the UF courses you are taking

You are listing the courses that you are taking at the **HOST** institution. Be sure to list all the courses including the suffix, for example, MUM 2623C or GRA 2193C, do not omit the “C”, as the application will be rejected.

You must register for classes at your HOME institution before you can complete this application. It is very important that you complete this process as soon as possible. Failure to do this will result in delay of receiving your financial aid. If you experience any problems while completing the process, email Naché Atkins at natkins@mdc.edu.

RECEIVING THE BACHELOR OF FINE ARTS OR BACHELOR OF MUSIC DEGREE

Students are responsible for making sure they have met the requirements to receive the Bachelor of Fine Arts or Bachelor of Music Degree, by checking their Academic Requirements (Degree Audit). Diplomas take 6-8 weeks to be received upon completion of the program requirements, and will be mailed to the address on file at the University of Florida.

GRADUATING WITH HONORS – University of Florida

The university offers three levels of honors: cum laude, magna cum laude and summa cum laude. Honors recognition is printed on the university diploma.

Cum Laude
3.4 All Divisions

Magna Cum Laude
3.75 all divisions

Summa Cum Laude
Music and Visual Arts 3.90 GPA
Theater and Dance 3.75 GPA

The faculty will consider recommending students for graduation with honors, high honors or highest honors on the following criteria: grade point average, distribution and quality of subject matter studied, faculty evaluation and other pertinent qualities. Post baccalaureate students are not eligible to receive honors recognition.

The student will be considered for honors with a 3.4 minimum academic average; or a 3.75 academic average for high or highest honors. The average will be calculated on all work attempted while the student is classified 3FA and 4FA. Post baccalaureate students are not eligible for any honors designation. Transfer credits from MDC will be included in the average.

Superior students should consult their academic adviser about the requirements for high or highest honors. In addition to the required GPA, they also must complete 48 semester hours (honors, high, highest) at UF and complete a written thesis or creative project. On the basis of this work, the department will recommend high or highest honors.

Art: Students eligible for high or highest honors will be notified in writing. High or highest honor candidates in studio, graphic design and art education will be required to submit a portfolio of 10-15, 35mm slides representing their work in the major. Art history candidates must submit a research paper prepared with the guidance of the area faculty. Art education candidates will submit their teaching portfolio created under the direction of their faculty supervisor. Candidates for the B.A. in general art studies will submit a portfolio or paper in their area of concentration.

Music: Students majoring in music performance may be required to complete the performer's certificate. The student in music education, music history/literature, performance, theory/composition, church music, music in combination with outside field, or a candidate for the BA in music will submit an independent creative or research project under the guidance of area faculty.

Theatre/Dance: Theatre/dance majors who qualify for high or highest honors will be notified in writing by the undergraduate adviser. To be eligible to receive high or highest honors, BFA candidates will complete a significant performance/production project as determined by area faculty. Students should consult their adviser for details.

Candidates for the BFA in General Theatre and Drama Education will be required to submit an independent creative or research project under the guidance of faculty in his or her respective area.

Please see advisor for specific information.

INSURANCE INFORMATION

New World School of the Arts does not have a student insurance policy for students to purchase. Miami Dade College and the University of Florida, our partner institutions, receive information from the three companies below. These companies are not endorsed by New World School of the Arts or Miami Dade College. Therefore, we encourage students to go on line and review these policies carefully before choosing one.

First and Second Year Students (MDC):

www.insuranceforstudents.com

www.StudentInsuranceAgency.com

www.mckinleyinsurance.com

Third- and Fourth-Year Students (UF offers 2 options):

United Healthcare Student Resources

PHONE: (800) 996-4698

WEBSITE: www.uhcsr.com/uf

APP FOR IPHONE: [iTunes Store](#)

APP FOR ANDROID: [GooglePlay Store](#)

Call United Healthcare Student Resources directly or visit the website to view full plan details and prices, as well as to enroll online.

Scarborough Insurance

PHONE: (352) 377-2002

WEBSITE: scarins.com

Contact local insurance agent Scarborough Insurance with any specific coverage questions, or if you prefer to enroll through their agency directly.

International Students

www.studentinsurance.com

PLACEMENT CRITERIA AND TESTING

With the exception of students who meet the criteria for an exemption from common placement testing and developmental education instruction, the State Board of Education (SBOE) requires entry-level testing for degree seeking students and students who have not met college level competency either through the completion of developmental education requirements in the Florida College System or have not been awarded credit for college level coursework in the area of deficiency.

https://www.mdc.edu/main/testing/criteria/degree_and_college_credit_certificate_programs.aspx

Exempted from Testing for Degree Programs and College Credit Certificate Programs

- Students who entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a standard diploma from a Florida public high school. Refer to Appendix B.

Note: Home education students and students who earned a GED or a diploma from a private high school are not exempted from common placement testing and developmental education.

- Students who are serving as active duty members of any branch of the United States Armed Forces.
- Students who have earned an associate degree or higher from an institution recognized by MDC. Official documentation is required. Students with foreign degrees from non-English speaking countries must present passing scores from MDC approved English proficiency examinations. General Education requirements will be waived for these students if they have a degree from a foreign accredited institution. Refer to TMOP for Transfer Credit Evaluation (1100:815110).

Refer to Section II for examinations and passing scores.

- Students who have earned the required course grade listed in the Exemption Course Grade chart. (Please refer to the Exemption Using Course Grade table below)

Notes:

Exemption for courses not on the chart must be approved by the appropriate department chairperson. Official documentation is required.

- Students who have a letter grade (including D, F, W, U and P) associated with a placement area are not required to be retested; they will be re-placed in the English, Reading or Math course in which they earned that grade.
- Transient students (those who attend another college or university) who provide appropriate documentation, and are enrolling for courses to transfer to their primary institution (and who are not seeking a degree at MDC).

- Students who present SAT, ACT, ACCUPLACER or PERT scores meeting State requirements in MDC's Course Placement Guides (ACT and SAT, ACCUPLACER and PERT). If multiple test results are on record, the highest subtest scores are used. Any score presented which is lower than the score needed for exemption will require the student to be tested on the appropriate MDC Placement Test subtest(s). For students presenting passing mathematics scores in specific score ranges (ACT Mathematics = 19-20 and SAT Mathematics = 24-26), the ACCUPLACER Next-Generation QAS subtest, CPT college-level mathematics subtest with test dates through January 2020 and the PERT mathematics subtest may be used to determine placement into advanced mathematics courses (e.g., MAC 1105, MAC 1106, MGF 1106, STA 2023, etc.).

ENGLISH PROFICIENCY TEST

Who is required to take an English proficiency placement test?

- All students who graduated from a non-English speaking high school.
- All students who took ESOL during their eleventh or twelfth grade years at any English-speaking high school.
- All students who earned a GED in Spanish.
- All students who took an MDC approved English proficiency placement test more than one year ago and whose scores were not used for placement decisions.
- Students transitioning from EDU 070, EDU 058, or EDU 064 to degree or college credit certificate programs are required to take an MDC approved English proficiency placement test in order to determine eligibility.

Who is exempt from taking an English proficiency placement test?

The table below indicates the Test of English as a Foreign Language (TOEFL) scores used to exempt students from English proficiency placement testing.

TOEFL Exam	Total Score
Paper-and-pencil	550 or higher
Computer-based	213 or higher
Internet-based*	79 or higher

* Effective 9/24/2005

Note: Institutional TOEFL scores are not used for exemption purposes.

CREATING MyMDC ACCOUNT (MIAMI DADE COLLEGE)

All New World School of the Arts students need the MDC account for two functions:

1. Login to the Student Web applications in order to

- a. View student feedback of professors
- b. Register for lower division classes (Add/Drop/Withdraw)
- c. View/Pay for fees
- d. View/Print schedule
- e. Change your home address
- f. Change your emergency contact information
- g. Change your E-Mail address

2. Access MDC courtyard and lab computers.

INSTRUCTIONS TO CREATE myMDC ACCOUNT

1. www.my.mdc.edu
2. Click on "Create my MDC account"

What you will need to know to create your myMDC Account

You will be asked to provide some basic information about who you are:

- Student Number or Social Security Number
- First Name
- Last Name
- Date of Birth

After the system confirms identity, you will be asked to:

- Accept MDC's computing policies
- Create a password
- Create a challenge question and answer you can use later in case you forget your password

Once completed, you will be issued your myMDC user name.

You will need to remember:

- Your user name and password
- the answer to the challenge question that you will create

CREATE A UNIVERSITY OF FLORIDA ACCOUNT (Gatorlink)

All New World School of the Arts students currently enrolled at the University of Florida need a UF Gatorlink account to:

1. Register
2. Pay for classes
3. Access Financial Aid information
4. Request transcripts
5. View grades
6. Access your degree audit

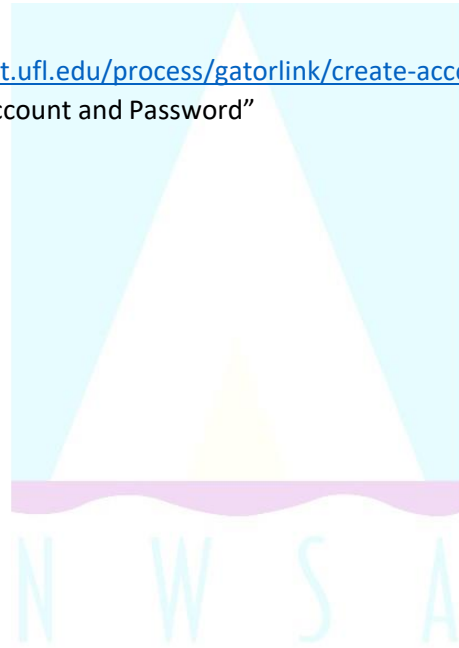
7. Receive important e-mails
8. And many other services

You will need the following information:

1. University of Florida Identification Number
2. Last Name
3. Date of Birth

Instructions:

1. Go to <http://identity.it.ufl.edu/process/gatorlink/create-account/>
2. Click on “Create an Account and Password”



NEW WORLD SCHOOL
OF THE ARTS