

NATIONAL ASSOCIATION OF SCHOOLS OF ART AND DESIGN
11250 Roger Bacon Drive, Suite 21
Reston, Virginia 20190-5248
Telephone: 703-437-0700
Facsimile: 703-437-6312

NOTICE OF INTENTION TO APPLY

All information must be typed or printed legibly. Please do not retype this form.

Name of Institution and Art and/or Design Unit

Street and/or Mailing Address

City

State

Zip Code

Multipurpose Institutions –

Chief Executive Officer/President: _____

Chief Academic Officer: _____

Dean Responsible for the Unit: _____

Independent Schools of Art/Design –

Chief Executive Officer/President: _____

Chair, Board of Trustees: _____

I. APPLICATION CATEGORY (*check only one*):

- Membership (*for first-time applicants or institutions with Associate Membership*)
 Renewal of Membership (*for institutions with Membership*)

II. INSTITUTIONAL CATEGORY (*check all that apply*):

- Public Not-for-Profit Non-Degree-Granting Degree-Granting Single Professional Program
 Private Proprietary Community/2 Year College Doctoral Degree-Granting Accreditation–Graphic Design
 Single Professional Program
Accreditation–Industrial Design

Total Number of Art/Design Major Students: _____ Total Number of Art/Design Faculty: F/T _____ P/T _____

Total Number of Campuses: _____

If more than one campus, please indicate the number of students enrolled at each campus, and describe the administrative and faculty relationships with the central unit. (Refer to the statement on branch campuses/external programs found in the NASAD *Handbook*.)

III. COMMUNITY EDUCATION (CE) CATEGORY (*check only one*):

(*All applicants must complete this section*)

- No CE program in art/design, or only individual CE courses offered
 CE program with specific published identity and specifically designated administrator, part of or affiliated with postsecondary art/design unit*
**Check only one:* Review for Basic Listing Review for separate program listing

Total Number (Headcount) of Students Enrolled in the Community Education Program: _____

Total Number of Art/Design Faculty Teaching in the Community Education Program: F/T _____ P/T _____

(continued)

IV. VISIT INFORMATION

Visitation Dates. After a review of the evaluation calendar in the document *NASAD Procedures for Institutions*, we suggest the following dates for the accreditation visit (*please be specific*):

Date(s) / Month(s) _____ Year _____

Please check here to request that an electronic copy of the NASAD Visitors' Report to be sent by the NASAD National Office directly and only to the institution's designated primary NASAD Institutional Representative (IR1). A check mark entered here, along with your signature below, enables NASAD to release this confidential report in electronic format, and indicates that the IR1 will distribute the Report within the institution as required by the institution.

Consultative Visit. (Optional) Does the institution request a consultative visit prior to the accreditation visit? YES NO

If yes, please indicate: Year _____ Spring Fall [OR] Date(s) / Month(s) _____

Joint or Concurrent Visit? (*Complete only if applicable. Refer to the NASAD Handbook Appendix titled "Procedures for Joint Evaluations" for an explanation of joint and concurrent visits.*) Our visit will be joint concurrent with _____

V. ALL ART/DESIGN CURRICULA OFFERED (first-time applicants only). *Prior to completing this section, please review Article I., Section 3. of the Rules of Practice and Procedure, Part II as set forth in the NASAD Handbook.*

Please provide a complete list of all community education programs, postsecondary programs (*include and indicate all certificate and diploma programs*), and/or degrees in art/design offered by the institution, and indicate current or immediate last term enrollment for each.

Community Education Programs: _____

Non-Degree Postsecondary Programs: _____

Degree Programs: _____

VI. GRAPHIC DESIGN AND/OR INDUSTRIAL DESIGN CURRICULA OFFERED (renewing applicants only)

Please provide a list of all graphic design and/or industrial design degree and non-degree programs offered or planned.

VII. DESIGNATED INSTITUTIONAL ACCREDITOR (single-purpose art/design schools only)

If the institution participates in or intends to participate in Title IV programs, please indicate the accrediting agency it has or intends to designate as its institutional gatekeeper for the purpose of participation in these programs.

Please append any additional information or requests concerning the review.

We now request that NASAD proceed with the nomination of visitors.

Name and Title of Art/Design Executive

Signature of Art/Design Executive

Date

Telephone (*include area code*)

Facsimile (*include area code*)

Web Address

Email Address