

nysd.

New York School of Design

2026

School Catalog



#fashionstarshere

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DISCLAIMER STATEMENT

It is important for students to be aware that certain information in the catalog may undergo changes. We strongly advise students to consult with the School Director for the most up-to-date details on programs, tuition, and scheduling before enrolling.

COLLEGE CREDIT DISCLAIMER

As a licensed private career school, NYSD's programs are structured in clock hours, not credit hours. Any decisions regarding course or program transfer waivers for college credit are at the sole discretion of the accepting college or institution of higher learning.

NONDISCRIMINATION POLICY

New York School of Design is dedicated to equal opportunity and affirmative action. The school upholds a nondiscrimination policy, ensuring that age, gender, race, color, creed, religion, national or ethnic origin, physical capability, or sexual orientation do not influence student admissions, employment, educational programs, activities, or administration of educational policies.

CHANGES

NYSD retains the right to modify information published in this catalog, encompassing changes to program schedules and admission requirements. Such alterations must adhere to the NYSED BPSS regulations and any existing enrollment agreement between the School and the Student.

ACADEMIC CALENDAR

NYSD's programs are offered on a quarterly calendar, i.e., classes run for 12 weeks each quarter.

YEAR 2026 ACADEMIC CALENDAR

Winter Term		Spring Term	
Jan 5	Winter Registration Deadline	Mar 21	Spring Registration Deadline
Jan 5	Tuition Down Payment Due	Mar 21	Tuition Down Payment Due
Jan 6	New Student Orientation	Mar 24	New Student Orientation
Jan 6	Classes Begin	Mar 25	FD Foundation Classes Begin
Jan 20	Martine Luther King Day – School Closed	Mar 31	FD Certificate & Professional Classes Begin
Feb 6-11	Students' Runway Show / Fashion Expo	Apr 7	Summer 2026 Registration Begins
Feb 10-14	Satisfactory Academic Progress Evaluation	May 5	Satisfactory Academic Progress Evaluation
Feb 15	Spring 2026 Registration Begins	May 26	Memorial Day – School Closed
Mar 24-28	Final Exam & Project Presentations	Jun 8-12	Final Exams & Project Presentations
Mar 28	Term Ends	June 21	Term Ends
Summer Term		Fall Term	
Jun 16	Summer Registration Deadline	Sep 14	Fall Registration Deadline
Jun 16	Tuition Down Payment Due	Sep 14	Tuition Down Payment Due
Jun 22	Classes Begin	Sep 21	New Student Orientation
Jun 23	New Student Orientation	Sep 21	Classes Begin
Jul 3	Independence Day July 4 – School Closed	Oct 26-30	Satisfactory Academic Progress Evaluation
Jul 7	Fall 2026 Registration Begins	Nov 19-20	Thanksgiving Day – School Closed
Jul 20-24	Satisfactory Academic Progress Evaluation	Nov 23	Winter 2027 Registration Begins
Aug 21-Sep 4	Final Exam & Project Presentations	Dec 7-11	Final Exams & Project Presentations
Sep 4	Term Ends	Dec 11	Schoolwide Graduation Ceremony
Sep 11	Students' Fashion Expo [Tentative]	Dec 11	Term Ends
Sep 7-18	Summer Break	Dec 14-Jan 3	Winter Break

PROGRAMS

FASHION DESIGN FOUNDATION

The Fashion Design Foundation program is designed to equip novice students with foundational skills and knowledge essential for advanced programs like Fashion Design Certificate, Fashion Technical Design, and 3D Fashion Design. Students who successfully complete this program will receive the certificate for Fashion Design Foundation.

Courses

FAD101	Principles and Elements of Fashion Design (45 hours)
FAD102	Fashion Illustration (60 hours)
FAC101	Sewing Basics (45 hours)

Total:	150 clock hours
Duration:	12 weeks 3 months
Offerings:	Morning or afternoon (in alternate terms)

FASHION DESIGN CERTIFICATE

NYSD's Fashion Design Certificate program is a hands-on, practical approach that seamlessly integrates industry-standard technical skills with creative thinking and problem-solving abilities to equip students with entry-level workplace skills in the design process, garment construction, and 3D technical design. The 690-hour program concludes with a photoshoot, a fashion exhibition, and a market-ready fashion portfolio. Students who successfully complete this program will receive the Fashion Design Certificate.

Courses

Foundation Courses: 150 Clock Hours

FAD101	Elements and Principles of Fashion Design (45 hours)
FAD102	Fashion Illustration (60 clock hours)
FAC101	Sewing Basics (45 hours)

Required Courses: 540 Clock Hours

FAD103	Color for Fashion Design (45 hours)
FAD104	Fashion Textiles (45 hours)
FAC201	Sewing (90 hours)
FAC202	Patternmaking (90 hours)
FAD201	Digital Fashion Design (75 hours)
FAC301	Draping (90 hours)
FAD301	3D Fashion Design (45 hours)
FAD302	Fashion Portfolio (45 hours)
FAW301	Career Seminar (15 hours)

Total:	690 clock hours
Duration:	36 weeks 9 months (full-time; 19 hours per week)
Offerings:	Morning or afternoon (in alternate terms)

FASHION DESIGN PROFESSIONAL

The Fashion Design Professional program is designed to transform aspiring designers with no prior fashion design skills into career-ready fashion professionals. As students progress into the advanced courses, they will align with industry standards and expectations, applying their creativity and problem-solving skills to projects that showcase a distinct personal aesthetic. Guided by industry professionals and educators, the courses are tailored to meet the specific career goals of each student.

A unique aspect of the program involves students planning their own New York Fashion Week runway show, presented to an audience comprising industry entrepreneurs, influencers, and academics. Students who successfully complete this program will receive the Fashion Design Professional Certificate.

Courses

Foundation Level: 150 Clock Hours

FAD101	Elements and Principles of Fashion Design (45 hours)
FAD102	Fashion Illustration (60 hours)
FAC101	Sewing Basics (45 hours)

Required Level: 540 Clock Hours

FAD103	Color for Fashion Design (45 hours)
FAD104	Fashion Textiles (45 hours)
FAC201	Sewing (90 hours)
FAC202	Patternmaking (90 hours)
FAD201	Digital Fashion Design (75 hours)
FAC301	Draping (90 hours)
FAD301	3D Fashion Design (45 hours)
FAD302	Fashion Portfolio (45 hours)

Professional Level: 240 Clock Hours

FAE401	Brand Identity and Communication (45 hours)
FAD401	Creative Design Process (45 hours)
FAC401	Collection Construction (135 hours)
FAW301	Career Seminar (15 hours)

Total: 915 Clock Hours

Duration: 48 weeks | 1-year (full-time; 19 hours per week)

Offerings: Evening and Weekends

ENTREPRENEURSHIP FOR FASHION DESIGNERS

The evolution of technology in traditional fashion production creates an opportunity for fashion designers to establish their own small fashion enterprises. This program guides fashion designers in harnessing the advantages of emerging digital fashion technologies, including 3D avatars, e-commerce, open-source manufacturing networks, and AI-based marketing strategies.

Fashion designers will not only combine their creativity to innovate new products but also acquire a range of skills essential for a startup entrepreneur. These skills encompass strategies for launching their brand, forecasting fashion trends, planning and managing in-house or outsourced production, marketing their products effectively, and crafting a compelling business plan to secure capital. Students who successfully complete this program will receive the Entrepreneurship for Fashion Designers Certificate.

Courses

Foundation Level: 150 Clock Hours

FAD101	Elements and Principles of Fashion Design (45 hours)
FAD102	Fashion Illustration (60 hours)
FAC101	Sewing Basics (45 hours)

Certificate Level: 540 Clock Hours

FAD103	Color for Fashion Design (45 hours)
FAD104	Fashion Textiles (45 hours)
FAC201	Sewing (90 hours)
FAC202	Patternmaking (90 hours)
FAD201	Digital Fashion Design (75 hours)
FAC301	Draping (90 hours)
FAD301	3D Fashion Design (45 hours)
FAD302	Fashion Portfolio (45 hours)

Entrepreneurship Courses: 285 Clock Hours

FAE401	Brand Identity and Communication
FAE402	Fashion Trends Forecasting
FAE403	Collection Design Development
FAE404	Production Planning
FAE405	Fashion Marketing
FAE406	Fashion Business Plan
FAW301	Career Seminar

Total: 960 clock hours

Duration: 51 weeks | 13 months (full-time: 19 hours per week)

Offering: Please refer to schedule of classes published on the school's website

FASHION TECHNICAL DESIGN

Fashion Technical Design stands out as one of the most sought-after professions in the fashion world. A technical designer plays a crucial role in transforming a creative design concept into a finalized shelf-ready product. In this program, students undergo rigorous training in fashion design, apparel construction, and apparel production.

This comprehensive training equips them with the skills needed to scrutinize design work, formulate production plans, and ensure that the finished product meets the intended quality standards. Students who successfully complete this program will receive the Fashion Technical Design Certificate.

Courses

Foundation Courses: 150 Clock Hours

FAD101	Elements and Principles of Fashion Design (45 hours)
FAD102	Fashion Illustration (60 hours)
FAC101	Sewing Basics (45 hours)

Required Courses: 450 Clock Hours

FAD104	Fashion Textiles (45 hours)
FAC201	Sewing (90 hours)
FAC202	Patternmaking (90 hours)
FAD201	Digital Fashion Design (75 hours)
FAP301	Apparel Production (45 hours)
FAC301	Draping (90 hours)
FAW301	Career Seminar (15 hours)

Technical Pack Courses: 120 Clock Hours

FAP401	Technical Pack (75 hours)
FAD302	Fashion Portfolio (45 hours)

Total: 720 clock hours

Duration: 36 weeks | 9 months (full-time; 20 hours per week)

Offerings: Please refer to schedule of classes published on the school's website

3D FASHION DESIGN

NYSD's 3D Fashion Design program starts by providing students with a foundation in fashion design basics and patternmaking skills. The curriculum then progresses to cover 3D clothing design and visualization using Browzwear design tools.

With these tools, students will create true-motion fit designs, execute pattern modifications, grade tech packs, and present fashion brands in a sustainable and efficient manner. Students who successfully complete this program will receive the 3D Fashion design Certificate.

Courses

Foundation Courses: 150 Clock Hours

FAD101	Elements and Principles of Fashion Design (45 hours)
FAD102	Fashion Illustration (60 hours)
FAC101	Sewing Basics (45 hours)

Required Courses: 360 Clock Hours

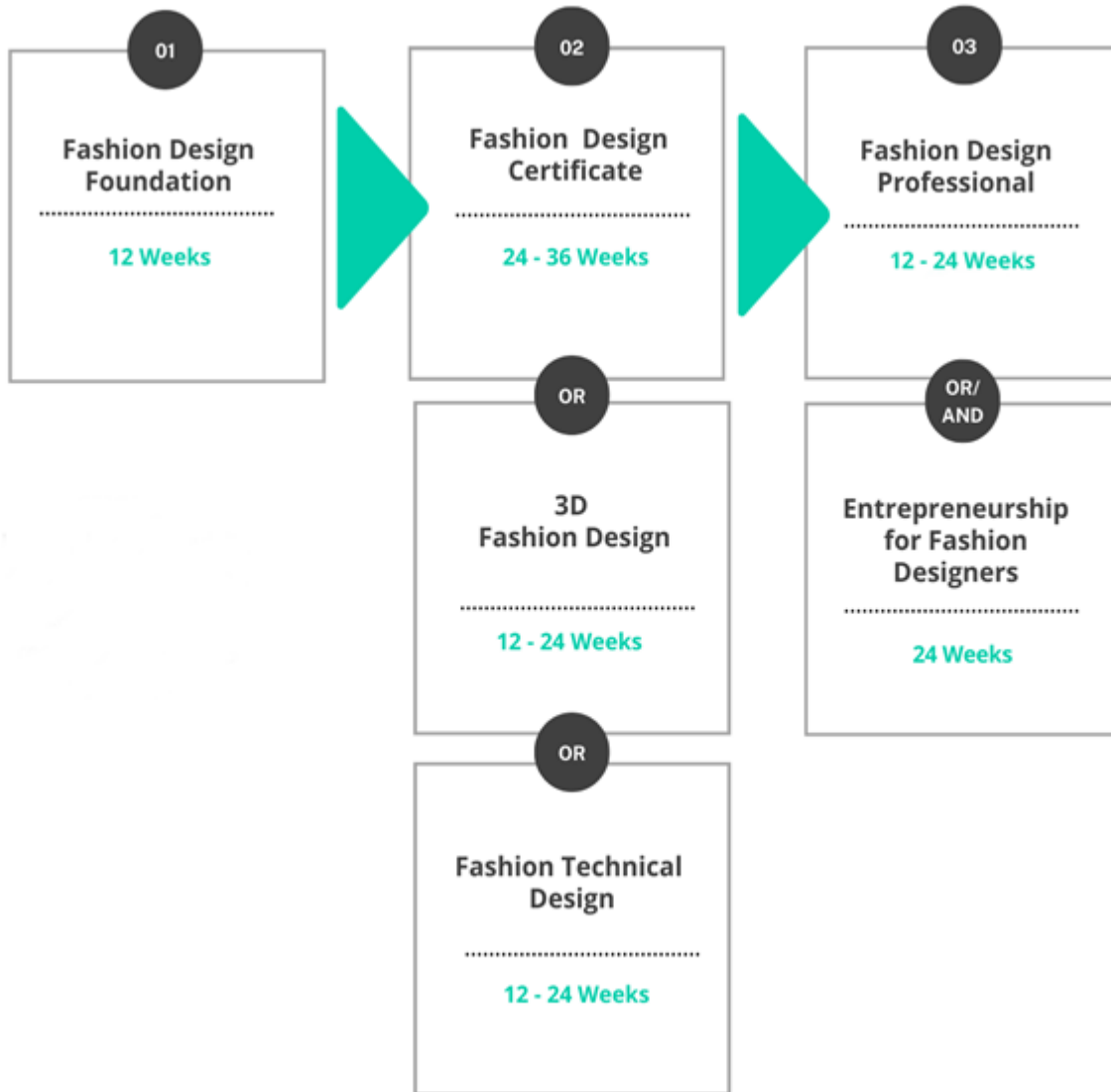
FAD103	Color for Fashion Design (45 hours)
FAD104	Fashion Textiles (45 hours)
FAC202	Patternmaking (90 hours)
FAD201	Digital Fashion Design (75 hours)
FAD301	3D Fashion Design (45 hours)
FAD302	Fashion Portfolio (45 hours)
FAW301	Career Seminar (15 hours)

Total: 510 clock hours

Duration: 36 weeks | 9 months (part-time: 14 hours per week)

Offerings: Please refer to schedule of classes published on the school's website

PROGRAM PATHWAY



COURSE DESCRIPTIONS

GARMENT CONSTRUCTION

FAC101 Sewing Basics – 45 hours

The basics of sewing by both hand and machine include seams, ruffles, pleats, zippers, buttons/buttonholes, pockets, and trim or embellishments on muslin and different types of woven fabrics. Fashion terms and processes will be introduced. (*Prerequisite: none*)

FAC201 Sewing – 90 hours

Students will learn how to put pieces together to create a variety of garments: skirt, blouse, dress, pants, and jacket. They will learn how to clean-finish the inside of the garment, create fullness, and add details to their own custom designs. (*prerequisite: FAC101 Sewing Basics*)

FAC202 Patternmaking – 90 hours

This course covers patternmaking techniques to create paper patterns for a skirt, blouse, dress, pants, and jacket. The student will learn how to identify the style and design lines in a sketch and use various techniques to create fullness and or fit. (*prerequisite: FAC101 Sewing Basics*)

FAC301 Draping – 90 hours

Students use their skills learned in the Sewing and patternmaking courses to create designs and fit by draping. The course begins by teaching students to drape skirts, blouses, dresses and pants and apply those skills to create their own custom designed garments. Creativity and innovation are encouraged. Students will compile a process journal of their work for their final portfolio. (*prerequisite: FAC201 Sewing, FAC202 Patternmaking*)

FAC401 Collection Construction – 135 hours

Professional garment construction techniques and excellent craftsmanship in patternmaking, draping, and sewing. Advance the ability to create refined garments to their own collections and build a visual reference collection of approaches to construction and garment finishing. Students will produce 8 look final garment collection and 1 collaboratively produced look for a fashion show or exhibit. (*prerequisite: Completion of Fashion Design Certificate*)

FASHION DESIGN

FAD101 Elements & Principles of Fashion Design – 45 hours

In this course, students will gain a foundation in fashion design through a survey of basic concepts and principles, including design elements, line, form/shape/space, texture, color, Balance, proportion, rhythm, emphasis, and unity. Students apply fashion design principles to develop their own design identity, conceptualize creative garments, and communicate with various industry segments by analyzing and deconstructing fashion for specific markets. (*prerequisite: none*)

FAD102 Fashion Illustration – 60 hours

Students develop the "Fashion Figure" and create the croquis in a variety of garments. They can render prints and the drape of fabric on a figure and gain the ability to develop their own style of illustration. Students will draw fashion flats and their application to producing apparel. They will create at least 3 rendered fashion looks, curate a process journal as reference for their personal design aesthetic and mood board. (*prerequisite: None*)

FAD103 Color for Fashion Design – 45 hours

Color theory's basic concepts and applications to design, color use, and color anomalies; color connections to emotional response, symbolism, and trends/relationships among colors; principles for combining colors; analyzing color in designed products; fabric printing; science and art; and additive and subtractive color mixture including with lights and paints. (*Prerequisite: none*)

FAD104 Fashion Textiles – 45 hours

This course will introduce students to the role of textile and fabric within the garment industry. Topics covered will include: the role of textiles in fashion; the different materials, fibers and yarns; conceptualizing a collection of fabrics for a target market; and sourcing fabrics with consideration for fabric properties and characteristics. Students will gain experience in understanding textile productions regulations and communicating effectively with textile suppliers. (*prerequisite: none*)

FAD201 Digital Fashion Design – 75 hours

Students will learn how to use Adobe Illustrator to translate their fashion looks and draw technical flats. They will develop a library of colors, surface designs, and stitches that they will be able to use with their fashion looks and technical flats. Students will develop color ways and layout a multi-page line sheet document and merchandise board with of their designs. (*prerequisite: FAD102 Fashion Illustration or with approval of Instructor*)

FAD301 3D Fashion Design – 45 hours

Students in this course create 3D visualizations of their designs using VStitcher, a 3D software developed by Browzwear. Students design garments through size ranges, leverage graphics, fabrics, trims, colorways, styling, and photorealistic 3D rendering. Besides creating a 3D presentation, students acquire design production skills such as true-motion fit, pattern modification, grading, and tech pack. (*prerequisites: Completion of FAD102 Fashion Illustration, FAC202 Patternmaking and FAD201 Digital Fashion Design*)

FAD302 Fashion Portfolio– 45 hours

A well-curated portfolio is critical to your success. This course shows you how to curate and present your work, using traditional and digital tools to create a personal, graphic identity and layout style in digital as well as printed formats. Students will create their online presence through a professionally developed website and social media platforms. They will create their personal design decks, cover letters and a resume. *(prerequisites: Completion of all 100 and 200 level courses of Fashion Design Certificate)*

FAD401 Creative Design Process – 45 hours

This course introduces students to a creative process in design thinking and challenges them to open to “all ways of working to sustain themselves as future creative thinkers”. The course takes the student through 10 case studies of interviews with designers to uncover how they (the designers) continually look for inspiration in developing their products. Through the 3-step case study approach, students conduct research, interpret design inspirations, and develop a creative process in generating ideas for their own creations.

(prerequisites: Completion of the Fashion Design Certificate)

FAE401 Brand Identity and Communication – 45 hours

This course takes a design approach to branding by adhering to a systematic process of building a brand identity. Students explore the brand platform, creating a brand identity, protecting their brand, and communicating their brand in the context of the brand atmosphere and market environment. The practical and hands-on approach guides students to launch their brand by design approach. *(prerequisites: Completion of a Certificate level program)*

FAE402 Fashion Trend Forecasting – 45 hours

This course shows fashion trends forecasting as a vital factor for successful product and brand development. Students explore the roles of both fashion consumers and designers as developers and promoters of fashion trends, the impact of fashion consumption on the environment and the digital consumer on current fashion trends. Students will engage in researching fashion trends and using processes and techniques to make short and long-term forecasting toward the development of their fashion designs. *(prerequisites: Completion of a Certificate level program)*

FAE403 Fashion Collection Development – 45 hours

Fashion companies must continually renew its product offerings. This course aims to analyze the logic and approaches fashion companies use to create new collections, considering their business models, strict timelines, cost, and quality goals. A hands-on operational approach with case studies of best practices and management for successful collections development. Students work through the complexities of the various phases of collections development (analysis of sales data, guidelines, collection planning, and technical development) in a logical process to create their own collections in the class studio.

(prerequisites: Completion of Fashion Design Certificate)

FAE404 Production Planning – 45 hours

This course takes students step-by-step through the decision-making involved in the pre-production phase of apparel product development---planning, forecasting, fabricating, line development, technical design, pricing, sourcing, and distribution. Students learn how these processes must be coordinated to get the right product to market, when consumers want it, and at a price they are willing to pay. The course builds on the themes of sustainability, business ethics, and the impact of fast fashion and social media and how new technologies continue to shorten the product development calendar. *(prerequisites: Completion of a Certificate level program)*

F AE405 Fashion Marketing – 45 hours

This course provides a hands-on approach toward developing a strategic marketing plan for fashion designers. Through task-oriented plan development activities, review of case studies of successful fashion companies, and exploration of contemporary issues in fashion marketing, students learn a range of marketing strategies with a blend of sound design sense and commercial realism. They develop a systematic approach to fashion marketing and communication in the digital space, both at the local and international levels. *(prerequisites: Completion of a Certificate level program)*

F AE406 Fashion Business Plan – 45 hours

The process of launching a fashion brand is daunting. The problem-solving approach of this course helps fashion designers define their fashion brand, set marketing and operational strategies, calculate their financial estimates, and draft a business plan by themselves. *(prerequisites: Completion of a Certificate level program)*

F AW301 Career Seminar – 15 hours

The Career Seminar is a series of seminars designed to help graduating students to find and pursue a fulfilling career in fashion. Offered in collaboration with members of the fashion industry, the seminars cover resume building, networking, company search and interview skills. *(prerequisites: Completion of a Certificate level program)*

F AP301 Apparel Production – 45 hours

An overview of the apparel production process, materials and terms relating to the mass production of raw materials, design and product development, garment details and components, fit, patternmaking, pre-production operations, assembly, production, and manufacturing, labeling regulations, testing and quality control, inspection, finishing and packaging. Students learn the relationships between each step in the production process in the fashion supply chain. *(prerequisites: Completion of FAC201 Sewing, FAC202 Patternmaking, FAC301 Draping and FAD201 Digital Fashion Design)*

F AP401 Technical Pack – 75 hours

The professional skills course equips students with skills of creating a Tech pack or Specification Sheets to explain the design or a garment to the manufacturer to produce a finished garment. Course topics include designing technical flats, analyzing structure of fabrics, stitch counts, garment closures and finishes, interfacing, colorways, fit specs and grade, sample evaluations, and more. Students are trained in using Gerber Technology's UniquePLM Production Management software. *(prerequisites: Completion of FAC202 Patternmaking and FAD201 Digital Fashion Design)*

THE SCHOOL

MISSION

The New York School of Design (NYSD) prepares aspiring designers for professional success in the fashion industry. NYSD provides students with the comprehensive technical skills and creative foundation necessary to innovate, think critically, and confidently pursue their unique career paths in fashion.

VISION STATEMENT

NYSD is dedicated to being an experimental space where aspiring designers create the future of fashion and design. We champion the equal development of technical skills and creative exploration while fostering vital industry collaborations. NYSD graduates emerge as confident, technically accomplished, and agile problem solvers ready for the global industry.

SCHOOL LICENSE

NYSD is a licensed private career school under the New York State Education Department- Bureau of Proprietary School Supervision (BPSS). BPSS oversight ensures that NYSD operates with complete fiscal responsibility, utilizes approved curricula, and maintains the highest state-mandated instructional standards.

ACCREDITATION

NYSD is fully accredited by the Commissions on Elementary and Secondary Schools of the Middle States Association (MSA-CESS). This institutional accreditation reflects our commitment to academic excellence, continuous organizational growth, and the highest standards of professional design education.

ACE CREDIT

NYSD's design programs carry official ACE credit recommendations. Because our curriculum is evaluated by the American Council on Education, students may be eligible to transfer completed NYSD coursework toward a college degree. While credit acceptance is never a guarantee and remains at the sole discretion of the receiving institution, thousands of colleges nationwide recognize ACE recommendations. To view our evaluated courses, visit the [ACE National Guide](#).

TRAINING PROVIDER

NYSD is a recognized training provider for the following programs, which may provide full or partial tuition coverage for qualifying students:

- **NYC Workforce1:** As an approved provider on the New York City Eligible Training Provider List (ETPL), qualifying job seekers may receive Individual Training Grants (ITGs) to fund their NYSD coursework.
- **ACCES-VR:** NYSD partners with the Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCES-VR) program to support individuals with disabilities through specialized career training and tuition assistance.
- **Veterans Affairs (VA):** NYSD is approved to accept military education benefits, allowing eligible veterans, active-duty service members, and their dependents to utilize VA funding toward their design credentials.

SCHOOL LOCATION

NYSD is located at 1032, 3rd Floor, Avenue of the Americas, New York, NY 10018 within 10 minutes' walk from major train and bus stations such as Grand Central Station, Penn Station, NJ Transit, and Port Authority. With the Fashion District of Manhattan at our doorstep, NYSD is a gateway to NYC fashion venues and events.

FACILITIES AND EQUIPMENT

NYSD prides itself on being a specialized, boutique fashion school that honors the rich heritage of our industry. Housed in a historic pre-war building that once operated as an authentic garment factory, our 4,000-square-foot facility blends New York's fashion history with modern, professional training.

Our campus features dedicated spaces designed to mirror real-world fashion houses:

- **Design Studios:** Fully appointed to modern industry standards, our Design Studios feature industrial sewing machines, professional dress forms, expansive cutting tables, and specialized garment construction equipment.
- **The Digital Lab:** Accommodating up to 18 students, our Lab is fully equipped with industry-standard creative software for digital patternmaking and 3D apparel visualization.
- **The Administration Office:** Students receive personalized, one-on-one career development and academic counseling in our cozy office.

HOURS OF OPERATION

NYSD administrative offices and educational facilities are open during our standard operational hours:

- **Standard Office Hours:** 9:00 AM – 5:30 PM, Monday through Friday
- **Instructional Hours:** Administrative offices and school facilities remain open and accessible at any time classes are actively in session, including scheduled evening or weekend courses.

OCUPATIONAL EDUCATION DATA SURVEY (OEDS): July 1, 2024 – June 20, 2025

Fashion Design Foundation (150 Clock Hours)

Admissions	
Total Applications	30
Applications Accepted	30
Applications Denied	0
Current Year Enrollment	
New Enrollment	24
Still Enrolled	0
Total Students	24
Status of 2022-2023 Enrollment	
Still Enrolled	0
Non-Completers Please review	7
Graduates	17
Graduate Follow-up	
Employed in Related Field	n/a
Employed in Slightly Related Field	n/a
Employed Unrelated Field	n/a
Employed in Military	n/a
Seeking Employment	n/a
Pursuing Additional Education	n/a
Other, Unavailable for Employment	n/a
Status Unknown	n/a
Total Graduates	22

Fashion Design Certificate (690 Clock Hours)

Admissions	
Total Applications	44
Applications Accepted	44
Applications Denied	0
Current Year Enrollment	
New Enrollment	36
Still Enrolled	3
Total Students	39
Status of 2022-2023 Enrollment	
Still Enrolled	7
Non-Completers	12
Graduates	17
Graduate Follow-up	
Employed in Related Field	1
Employed in Slightly Related Field	2
Employed Unrelated Field	0
Employed in Military	0
Seeking Employment	0
Pursuing Additional Education	4
Other, Unavailable for Employment	0
Status Unknown	10
Total Graduates	17

ADMISSIONS

ADMISSION REQUIREMENTS

NYSD is a post-secondary career training school. To enroll, a student must possess at least a High School diploma, General Equivalency Diploma (GED), or Test Assessing Secondary Completion (TASC). If you lack a High School Diploma or a GED, please contact us for information on Ability to Benefit Testing (ATB) options.

HOW TO APPLY

Step 1: Contact NYSD Licensed School Agent

Individuals interested in studying at NYSD should reach out to the licensed school agent for NYSD to request a virtual meeting or visit the school in person.

Step 2: Submit Application for Admission on NYSD Website

Submit an Application for Admission to NYSD on the school's website and upload the following information:

For Domestic Students:

Copy of HS Diploma or College Diploma

Copy of a State ID

Proof of residence (e.g., utility bill, bank or credit card statement)

For Foreign Students:

Copy of HS Diploma/College Diploma (Original and English Translation)

Copy of Passport

Copy of Valid Visa (if applicable)

Note: NYSD is not currently approved to support the M1 or F1 visa. Prospective international students must obtain a travel visa independently. Foreign students planning to study at NYSD may only enroll as part-time students, attending not more than 18 hours per week of classes.

Step 3: Application Response

Upon receiving your application, NYSD aims to provide an acceptance or denial within 2 weeks. If accepted, you will be prompted to schedule an appointment for a virtual or in-person meeting with the NYSD School Agent or School Director.

HOW TO ENROLL FOR A CLASS

Once admitted to NYSD, students are required to meet with a School Agent or School Director before attending any class. The School Agent will furnish the student with crucial program information, including the cost of tuition, fees, books, and materials. They will also explain the refund policy, provide the School Catalog, and share information on the student's rights. During this meeting, the student will complete and sign the Enrollment Agreement in the presence of the Student Advisor or School Director, affirming their understanding and acceptance of the enrollment terms.

CREDIT FOR PRIOR LEARNING

Waivers may be considered for a course if the student has undertaken relevant coursework in their prior education, either at NYSD or another institution. Additionally, waivers may be granted for students who have acquired pertinent skills and knowledge through extensive work experience. In such cases, proficiency can be demonstrated through an assessment test conducted by the NYSD instructor responsible for teaching the course.

NEW STUDENT ORIENTATION

Upon enrollment, all new students must participate in a school and program orientation, which can be conducted either virtually or in person at the school. During this orientation, students will receive comprehensive information on various aspects, including:

Program Requirements and Expectations: An overview of what is expected in terms of academic performance and participation.

Required Textbooks and Learning Supplies: Information about the necessary materials for the courses.

Academic Policies: Explanation of the school's academic guidelines and policies.

Log-in Assistance to Program Learning Resources: Guidance on accessing and utilizing the program's online learning resources.

Career and Student Support Services: Introduction to available resources for both career guidance and general student support.

Tour of the School Facility: Familiarization with the physical layout of the school and its facilities.

This orientation is designed to ensure that new students are well-informed and prepared for a successful academic journey at the school.

STUDENT SERVICES

COUNSELING AND STUDENT SUPPORT

At NYSD, our primary mission is to ensure that students are thoroughly prepared for success in the fashion workplace. To achieve this goal, the NYSD actively monitors class attendance and grades each week to identify students at risk of falling behind due to absences, tardiness in assignment submissions, or poor test performance. Those identified as at-risk will be contacted for a meeting with the School Director, who will collaborate on remedial action steps with the course instructor. This may involve attending remediation sessions with the course instructor or a student mentor.

DESIGN STUDIO AND LAB HOURS

The Design Studios and Digital Lab are available to students during normal business hours for homework, projects, practice, and portfolio building, provided the rooms are not in use for classes.

CAREER SEMINARS

Central to NYSD's objectives is a commitment to students' workplace success. Consequently, we partner with industry professionals to conduct Career Seminars throughout the year. Students are also required to complete a Career Seminar project at the conclusion of their program. These seminars cover topics such as fashion jobs and hiring trends, resume building, interview skills, company search, and entrepreneurship opportunities.

INTERNSHIPS

Students are expected to participate in internships during the last term of their programs. NYSD supports students by posting and announcing internship opportunities throughout the year.

JOB PLACEMENT ASSISTANCE

NYSD organizes job placement "fairs" during Career Seminar sessions, aiming to facilitate successful employment, internships, or entrepreneurship opportunities for students. While NYSD provides job placement assistance, it cannot guarantee employment for any student. The core mission of NYSD is to ensure that students are well-prepared for the fashion workplace. To this end, NYSD has implemented the following Mentoring and Tutoring programs.

STUDENT RECORDS

NYSD retains academic records of students for a duration of 20 years from the date of graduation. Students seeking copies of their transcripts can make a request by writing to NYSD at StudentRecords@NYSD.edu. A fee of \$10 is applicable for each transcript. Additionally, students can request a copy of the Certificate of Completion, with reprints subject to a \$25 fee. Transcripts and/or Certificates will only be released with the written permission of the student.

ACADEMIC POLICIES

ATTENDANCE POLICY

Attendance is mandatory for all class meetings, with students expected to arrive on time and remain for the entire duration of the class session. Daily attendance is recorded, and to maintain satisfactory attendance, students must be present for at least 75 percent of classes throughout each 12-week term or evaluation period.

The school acknowledges reasonable absences, such as personal illness, or family emergencies as excused absences. Students will not face penalties for these excused absences; however, they must responsibly inform the school if they are unable to attend classes. In cases of extended absence due to extenuating circumstances, students should request a leave of absence.

Students must attend a minimum of 75 percent of all scheduled course hours. For students making satisfactory academic progress but falling below the 75 percent attendance threshold, the school will provide the opportunity for makeup work at no additional cost.

Students arriving 20 minutes after the class begins or leaving 20 minutes before its conclusion will be marked as late, with three late marks equating to one absence. Failure to attend 75 percent of classes with no make-up work will result in a failing grade, irrespective of academic performance. Non-attendance does not exempt students from tuition payment obligations.

LEAVE OF ABSENCE

At the School Director's discretion, a leave of absence (LOA) may be granted up to two weeks for personal reasons and up to three months for documented reasons of health or extreme circumstances. A request for a leave of absence must be made in writing and be approved by the School Director. For leave of absence of less than two weeks or less than 25% of the total duration for the course, the student may resume training if he/she can make up the missed work and pass all quizzes and exams that were given during the absence and/or can prove satisfactory mastery of the material in a counseling session with the instructor.

DISMISSAL AND APPEALS PROCEDURE

Students who are dismissed from school shall be notified in writing via certified mail. A student has the right to appeal the school's dismissal decision. The appeal must be made in writing and received by the School Director within 30 days from the date of notification of dismissal.

Upon receipt of the dismissal appeal from the student, the School Director will establish a committee to investigate the cause of the dismissal and review the appeal. The student will be notified and given the opportunity to present at the hearing. A decision will be made within five (5) working days of the hearing, and the student will be notified of the decision of the committee in writing via email and certified mail. All decisions by the NYSD committee concerning a student's appeal are final.

GRADING POLICY

Grades are reported at the end of each course. These grades are determined by considering various factors, including class participation, test performance, practical assignments, and adherence to workplace ethics and professionalism. The criteria for assessment align with the guidelines specified in the course instructor's syllabus.

Workplace Ethics and Professionalism Rubric:

Adhering to ethical behavior and maintaining professionalism in the workplace not only enhances career growth but also fosters positive work relationships with colleagues. This involves being accountable for one's actions, taking initiative, showing respect for employers, customers, and partners, and taking pride in the quality of workmanship and services. At NYSD, it is crucial for students to comprehend workplace culture and expectations and prepare accordingly.

NYSD's grading policy designates up to 6 percent of total grades in each course for "Workplace Ethics and Professionalism" (WEP). The WEP rubrics encompass:

Time Management (2%): Timely submission of homework assignments, completion of course projects, fashion shows, etc. Late submissions may be rejected, potentially resulting in a loss of up to 2% of the total course grades.

Class Attendance (2%): Unexcused absences up to 25% of the total course time may lead to a reduction of up to 2% in the overall course grade. Absences exceeding 15% not surpassing 25% of total course time, whether excused or unexcused, must be compensated for. Failure to make up for the missed work may result in the student being moved to a future cohort or dropped from the program. Achieving a 75% attendance rate is essential to meet passing requirements for the overall program.

Professionalism (2%): Professionalism holds central importance in NYSD's program, especially in graduation projects showcased in the Fashion Show, Fashion Expo, or Fashion Photo Shoots. Students are expected to actively collaborate on thematic projects, contribute ideas, share their work, and support each other in achieving success.

Grading Scale:

PERCENTAGE	LETTER GRADE	GPA	NOTATION
90 – 100	A	4.0	Career Ready
80 – 89	B	3.0	Apprenticeship Ready
70 – 79	C	2.0	Satisfactory
60 – 69	D	1.0	Remedial
Below 60	F	0.0	Fail

Other Grades:

INC – Incomplete (temporary)

LOA – Leave of Absence

AF – Failure due to Excessive Absences

W – Withdraw

Incomplete Grade:

A grade of Incomplete (INC) may be given at the discretion of the instructor when (1) a student has satisfactorily completed most, but not all, course requirements, and (2) a student provides to the instructor evidence documenting the extenuating circumstances that prevent the completion of course requirements by the end of the semester. The instructor may change the grade of INC to another grade when the work has been satisfactorily completed. A student who receives an incomplete grade must remedy the deficiency within 12 weeks or the grade converts to an F.

Grade Appeal:

Any student seeking a review of their course grade must submit a written appeal within 10 days of the assignment of the final grade. Grade Appeal Forms can be obtained from the School Director's Office. The initial appeal should be submitted to the faculty member responsible for assigning the grade. If the student is not satisfied with the resolution, they should escalate the appeal to the School Director. The School Director, following a review with the faculty, will provide a written response, and the decision will be binding.

SATISFACTORY ACADEMIC PROGRESS

To maintain satisfactory academic progress (SAP), a student must attain an average grade of 70 percent or a GPA of 2.0 in the program, coupled with attending a minimum of 75% of all scheduled classes. In the event of failing a course, a student has the option to repeat it by paying a reduced rate for the course.

If, at the end of the evaluation period, a student falls short of meeting both the GPA and pace of progression standard, they will be placed on warning for the subsequent 12-week evaluation period. During this time, the student is required to meet with an assigned counselor to formulate an academic remediation plan for the upcoming 12 weeks.

Upon completion of the warning period, if the student has successfully met both the cumulative GPA and pace standards, the warning will be lifted. However, if the student has not fulfilled the conditions specified in their academic remediation plan by the end of the warning period, termination from the program will be enforced.

MAXIMUM PERIOD FOR COMPLETING A PROGRAM

Students are expected to complete their certificate program within an acceptable period of time. Full-time programs must be completed within the maximum period of 150% of the program duration as set below.

PROGRAM	CLOCK HRS	FULL-TIME DURATION	MAXIMUM PERIOD	PART-TIME DURATION
Fashion Design Foundation	150			3 months
Fashion Design Certificate	690	9 months	15 months	15 months
Fashion Design Professional	915	12 months	18 months	18 months
Fashion Technical Design	720	9 months	15 months	15 months
3D Fashion Design	510			9 months
Entrepreneurship for Fashion Designers	960	13 months	19 months	19 months

GRADUATION REQUIREMENTS

Students must fulfill the following requirements for the award of the NYSD Certificate:

1. Achieved an average grade of at least 70 percent in the program.
2. Completed at least 75 percent of class hours for each course or have remedied the condition as approved by NYSD and course instructor.
3. Have a signed enrollment agreement on file.
4. Have paid tuition in full.

STANDARDS OF CONDUCT

To maintain a conducive and engaging education environment at NYSD, students should follow the NYSD policies and procedures listed below:

- Students should carry a level of professionalism and dress appropriately to class.
- No food or drinks in classrooms
- Turn off cellular phone during class.
- Students can only use the existing software installed on NYSD computers and are not allowed to install personal software on any computers or make any changes to the computer settings.
- Students are responsible for any damage to computer equipment, furniture, or any other possessions of NYSD.
- Smoking is prohibited on school premises.
- It is illegal for any student to possess, use, or distribute illegal drugs or alcohol on school premises. Such behavior may cause immediate suspension by NYSD.

Student will be dismissed from NYSD for the following incidents: stealing school property; abusive behavior to school instructors, staff, or other students; carrying or bringing a dangerous weapon into the school premises; and acting aggressively to school staff, instructor, or other students.

GRIEVANCE PROCEDURE

All students are encouraged to discuss concerns, academic issues, or complaints with the NYSD's faculty and staff. Problems involving classroom or academic matters should first be discussed with the instructor. If the issue is not resolved to the student's satisfaction, the student may take the matter to the School Director. The School Director will make proper inquiries and recommend a resolution within 5 business days of receiving the grievance. Unresolved concerns should be referred to Janet Tsong, President, at: janet.tsong@nysd.edu.

ALCOHOL AND DRUG FREE POLICY

NYSD is subject to all local, State, and Federal laws related to the possession, use, distribution, manufacture, or sale of drugs or other illegal substances. No one may use, possess, sell, or distribute drugs or other illegal substances or paraphernalia on school property or any school-sponsored externship or activity. Any student found in violation of this policy is subject to dismissal.

CAMPUS SECURITY

The NYSD makes every effort to provide a safe environment for its students. As required by the U.S. Department of Education, the NYSD publishes all known occurrences of crimes committed on campus. These statistics are available in the School Director's office.

If a crime is committed, a police report must be completed and filed. Students are required to report any and all occurrences of a crime to NYSD personnel. If a sexual assault occurs on campus, the victim and witnesses to the crime must report the incident to the school administration. The police will be contacted.

SEXUAL HARASSMENT

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that tends to create a hostile or offensive work environment. Any student or employee of the NYSD, who is a victim of sexual offense in the facility, or a school-related activity must report the incidence at once to the School Director for an investigation to take place.

EMERGENCY DRILLS PROCEDURE

Fire, bomb threat, and lockdown drills are held once at the start of every new program.

LOCKDOWN

"A critical incident that requires a school lockdown will be initiated" by the following announcement: "We are now in lockdown. Students in the hallway are to report to the nearest classroom immediately, turn off lights and move to a safe location in the classroom, away from the windows." When the threat has subsided, an announcement of, "This concludes the lockdown" will be made.

A lockdown announcement will be used only if an armed and/or dangerous intruder has been seen on the grounds. It is therefore extremely urgent that you respond at once and appropriately to this announcement. If you see someone who you know or have good reason to believe poses a serious threat, immediately contact the nearest administrator, or dial "911" on your classroom phone.

BOMB THREAT RESPONSE GUIDELINES

- The incident commander will meet an emergency responder at entrance to the school or at a designated location as decided by the supervisor of the responding agency.
- Emergency responders will control the scene upon their arrival. They will follow their set policies for a bomb threat situation.
- Students and staff will evacuate the building and report to designated evacuation assembly locations.
- All people will be kept at no less than 1000 feet and behind cover if possible.
- Students and staff will remain at evacuation assembly locations until clearance is given to reenter the building.
- When a school has been evacuated and a device has not been found, it is the responsibility of the incident commander to order the re-occupancy of the school, based upon the information provided by law enforcement officials.

EVACUATION GUIDELINES

Use during conditions in which the interior of a school may not be safe, such as a fire, explosion, earthquake, plane crash, or chemical spill in the building.

- Generally ordered by Incident Coordinator or designee
- Exit using previously established or alternate routes if primary routes are blocked
- Report to assigned areas for fire drills or to the pre-designated alternate location when so directed by staff.
- Evacuation may include relocation to the pre-designated alternate location.
- Have students sit. ALL SHOULD STAY IN PLACE
- Take attendance.
- Report all missing and injured to command post via phone.
- If students are injured, Incident Commander will assign staff member to the classroom to remove unhurt Students.
- Wait for directions.
- Remain calm and keep students calm.

TUITION, FEES & PAYMENT PLANS

TUITION & FEES

Tuition Fees as of June 2026 are as follows:

Program	Hours	Duration	Tuition Fees	Reg Fee	Total Fees
Fashion Design Foundation	150	3 months	\$3,200	\$100	\$3,300
Fashion Design Certificate	690	9 months	\$13,500	\$100	\$13,600
Fashion Design Professional	915	12 months	\$20,500	\$100	\$20,600
Fashion Technical Design	720	9 months	\$15,500	\$100	\$15,600
3D Fashion Design	510	6 months	\$11,500	\$100	\$11,600
Entrepreneurship for Fashion Designers	960	13 months	\$21,500	\$100	\$21,600

Enrollment fees are non-refundable.

*Books & supplies are purchased by students on their own.

FINANCIAL AID DISCLAIMER

It's important to note that NYSD programs are not eligible for Federal and State Financial Aid.

PAYMENT PLANS

For the convenience of our students, NYSD provides the option to enroll in the NYSD payment plans upon completing the enrollment process.

NOTICE OF WITHDRAWAL

The failure of a student to notify the Director in writing of withdrawal may delay refund of tuition pursuant to Section 5002 of the Education Law.

REFUND POLICY

Any student wishing to drop out of a program or course must notify the school in writing. The date of drop for refund purposes is the last date of physical attendance. Fees and charges paid to the school for goods and services, which have not been provided by the school or accepted by the student, shall be refunded. Any money paid to the school that exceeds the sum due to the school by the student who cancels, drops, or is stopped will be refunded within thirty (30) days of such action. The failure of a student to notify the School Director in writing of withdrawal may delay refund of tuition due pursuant 5002 of the Education Law.

Any student requesting cancellation within seven (7) days after signing the Enrollment Agreement will be refunded all money paid to the school, with the exception of the non-refundable enrollment fee, as long as the student has not entered into instruction.

Thereafter, a student will be liable for:

- Nonrefundable registration fee plus
- Cost of any textbooks or supplies accepted plus:
- Tuition liability as of the student's last date of physical attendance. Tuition liability is divided by the number of quarters in the program. Total tuition liability is limited to the quarter during which the student withdrew or was terminated, and any previous quarters completed.



New York School of Design

STUDENT DISCLOSURE FORM

What is the purpose of this pamphlet?

All prospective and enrolled students in a non-degree granting proprietary school must receive this pamphlet. This pamphlet provides an overview of students' rights regarding filing a complaint against a school and accessing the tuition reimbursement fund if they are a victim of certain violations by the school.

Licensed private career schools which are licensed by the New York State Education Department are required to meet very specific standards under the Education Law and Commissioner's Regulations. These standards are designed to help ensure the educational appropriateness of the programs which schools offer. It is important for you to realize that the New York State Education Department's Bureau of Proprietary School Supervision closely monitors and regulates all non-degree granting proprietary schools. The schools are required to have their teachers meet standards in order to be licensed by the Department. Schools are also required to have their curriculum approved by the New York State Education Department, at minimum, every four years, thereby helping to ensure that all curriculum offered in the schools are educationally sound.

In addition, staff members of the Bureau of Proprietary School Supervision are often in the school buildings monitoring the educational programs being offered. The interest of the New York State Education Department is to ensure that the educational program being offered meets your needs and that your financial investment is protected.

The New York State Education Department's Bureau of Proprietary School Supervision wishes you success in your continued efforts to obtain the necessary skill training to secure meaningful employment. In addition, Bureau staff will continue to work with all the schools to help ensure that a quality educational program is provided to you.

Who can file a complaint?

If you are or were a student or an employee of a Licensed Private Career School in the State of New York and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file a complaint with the New York State Education Department.

What can a student or employee complain about?

You may make complaints about the conduct of the school, advertising, standards and methods of instruction, equipment, facilities, qualifications of teaching and management personnel, enrollment agreement, methods of collecting tuition and other charges, school license or registration, school and student records, and private school agents.

How can a student or employee file a complaint?

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

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

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

What is the tuition Reimbursement Fund?

The Tuition Reimbursement Fund is designed to protect the financial interest of students attending non-degree proprietary schools. If a school closes while you are in attendance, prior to the completion of your educational program, then you may be eligible for a refund of all tuition expenses which you have paid. If you drop out of school prior to completion and you file a complaint against the school with the State Education Department, you may be eligible to receive a tuition refund if the State Education Department is able to provide factual support that your complaint is valid and to determine that there was a violation of Education Law or the Commissioner's Regulations as specified in Section 126.17 of the Commissioner's Regulations. To file a claim to the Tuition Reimbursement Fund, you must first file a complaint with the State Education Department at the address included in this pamphlet. The staff of the State Education Department will assist you in the preparation of a tuition reimbursement form (a sample of this form should have been provided to you upon enrollment).

All schools must have a tuition refund and cancellation policy for each program included in the catalog and in the student enrollment agreement.

Read and understand the school's policy regarding tuition refund and cancellation before you sign the enrollment agreement. If you do not understand it, or are confused by the school's explanation, get help before you sign. You may ask for assistance from the Department at the address included in this pamphlet.

What should students know about “private school agents?”

Private School Agents are employed by schools for the purpose of recruiting or enrolling students in the school; they are not school counselors. Private school agents cannot require a student to pay a placement or referral fee. Each school agent must be licensed by the New York State Education Department, must have an Agent identification card and must be a salaried employee of the school. School agents who cannot show an Agent Identification Card are breaking the law if they try to interest students in enrolling in a particular school or group of schools. The name(s) of the agent(s) who enrolled a student must appear on that student's enrollment agreement. Therefore, you should write down the name of the agent who talked to you. Each student will be required to confirm the name(s) of the agent(s) when signing the enrollment agreement. A full refund shall be made to any student recruited by an unlicensed private school agent or even by a licensed agent if there is evidence that the agent made fraudulent or improper claims. To find out if you are eligible to receive a refund, you must follow the complaint procedures included in this page.

What should students know about “grants and guaranteed student loans?”

A grant is awarded to a student based on income eligibility, and it does not need to be repaid (for example, New York State Tuition Assistance Program (TAP) grants or Pell grants provided by the federal government).

Guaranteed student loans are low interest loans provided under the Federal Guaranteed Student Loan Program. The decision to apply for such a loan is yours--the school cannot require that you apply for a loan. You should understand that if you pay school tuition with money loaned to you from a lender you are responsible for repaying the loan in full, with interest, in accordance with the terms of the loan agreement. A failure to repay the loan can hurt your credit rating and result in legal action against you. Even if you fail to complete your educational program, you are still responsible for repaying all of the money loaned to you.

It is your right to select a lender for a guaranteed student loan. The school cannot require you to apply to a particular lender or lending institution. However, the school can recommend a lender, but if it does, the school must also provide you with a statement about your right and ability to obtain a loan from another lender and the interest charged on these loans. Read and understand all the information and applications for financial aid grants and loans before signing.

Where can students file a complaint, file a claim to tuition reimbursement fund, or get additional information?

Contact the New York State Education Department at:

New York State Education Department
116 West 32nd Street, 5th Floor
New York, New York 10001
Attention: Bureau of Proprietary School Supervision
(212) 643-4760

This pamphlet is provided to you by the New York State Education Department (NYSED). The NYSED regulates the operation of Licensed Private Career Schools