Lyme Academy College of Fine Arts is often approached by artists in the community who want serious artistic study without being officially enrolled in a degree-seeking program. We offer the opportunity for adults with previous art experience to register for credit courses within our BFA program as a non-matriculating student and study with our renowned BFA faculty, working side-by-side in the classroom with degree-seeking students. In addition to degree program courses, the College offers a wide range of non-credit classes and workshops throughout the year for beginning to advanced adult and high school students. These classes are flexibly scheduled at night and weekends to complement work and school schedules.

**CREDIT COURSES**

Enroll in up to 11.5 credit classes per semester without being in a degree-seeking program. The enrollment process for non-matriculating students is two-part, requiring both a portfolio and high school transcripts. The student will receive word of acceptance within two weeks, and then he or she may register for courses. For the course schedule, course descriptions, college catalog, and academic calendar go to http://www.lymeacademy.edu/index.php/ce and click on Non-Matriculating Student.

**APPLY**

Send a copy of your high school diploma, transcript or GED along with a digital portfolio of 5-10 recent artworks to admissions@lymeacademy.edu. Portfolio images should be recent work and at least 300x300 pixels at 72 DPI. If courses have pre-requisites, send a copy of college transcript showing attained credit.

**REGISTER**

After acceptance into the program, complete the registration form on the following page and send with payment in full to the Director of Continuing Education Jessie McCoy (contact information at bottom of this page). There is a general student fee of $64 per credit hour.

<table>
<thead>
<tr>
<th>Credit</th>
<th>Tuition</th>
<th>General Fee</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$600</td>
<td>$64</td>
<td>$664</td>
</tr>
<tr>
<td>1.5</td>
<td>$900</td>
<td>$96</td>
<td>$996</td>
</tr>
<tr>
<td>3</td>
<td>$1800</td>
<td>$192</td>
<td>$1992</td>
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</table>

**NON-CREDIT COURSES**

Enroll in non-credit courses and workshops for beginning to advanced adult and high school students held during evenings and weekends.

**REGISTER**

Complete the registration form on the following page and send payment in full to the Director of Continuing Education, Jessie McCoy (contact information below). There is a one-time, non-refundable registration fee of $35 per semester. Fee waived for courses with tuition less than $50.

<table>
<thead>
<tr>
<th>Course</th>
<th>Tuition</th>
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</thead>
<tbody>
<tr>
<td>Open Sessions</td>
<td>1.5 hours</td>
</tr>
<tr>
<td>Artist Talks, Lectures, Demos</td>
<td>3 hours</td>
</tr>
<tr>
<td>Business Bootcamp</td>
<td></td>
</tr>
<tr>
<td>Weekend Workshops</td>
<td>1 day</td>
</tr>
<tr>
<td>Courses</td>
<td>2 day</td>
</tr>
<tr>
<td></td>
<td>5 week</td>
</tr>
<tr>
<td></td>
<td>10 week</td>
</tr>
</tbody>
</table>

**ALL REGISTRATION MATERIAL TO**

Jessie McCoy, Director of Continuing Education
Lyme Academy College of Fine Arts
84 Lyme Street
Old Lyme, CT 06371
jmccoy@lymeacademy.edu
phone 860-434-3571 ext. 139
fax 860-434-8725

continued on next page
### Legal Name

Last: __________________________ First: __________________________ Middle: __________________________

### Current Mailing Address

Street: __________________________ City: __________________________ State: __________________________ Zip: __________________________

### Email Address: __________________________ Telephone: __________________________

### Date of Birth: __________________________ Social Security: __________________________

### Gender (optional)  
- M  
- F  
- U.S. Citizen

### Education Level  
- High School  
- Associate's Degree  
- Bachelor's Degree  
- Master's Degree  
- Doctorate

### How did you first hear about us?

### Are you a LACFA alumnus  
- Y  
- N

### Class of: __________________________ Emergency Contact

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Instructor</th>
<th>Tuition</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

### Subtotal

| $64/Per Credit Fee (Non-matric. students only) |
| $35 Registration Fee (Non-credit courses only) |

### Total $ __________

### UNDER-AGED STUDENTS

By registering, you are stating you understand the registration requirements as well as the refund policies below. Lyme Academy College reserves the right to use and/or reproduce images (photographs, video, digital media) of students and student artwork for promotional purposes. Figure courses and descriptions with figure mentioned will involve working from an unclothed model unless otherwise stated.

Signature of Parent/Guardian: __________________________

### PAYMENT

- [ ] Check/Money Order  
- [ ] Charge Card

Name on card: __________________________ Card No.: __________________________ Code: __________________________

Billing Address: __________________________ Exp. Date: __________________________

Signature of Cardholder: __________________________

### WITHDRAWAL, CANCELATION & REFUND POLICY

Non-matriculating students (credit): Please refer to the College Catalog

Community Students (non-credit): To officially withdraw from a class, submit written notification to the Director of Continuing Education. Refunds will be calculated according to the following schedule upon receipt of written notice: Two weeks prior to class start date: 100%, One week prior to class start date: 80% No refunds issued if notice is received less than one week prior to class start date. Please note the summer pre-college program has a separate registration and refund policy, which can be found on the summer pre-college brochure. Make-up classes are not available to students who miss class.

Lyme Academy College of Fine Arts reserves the right to cancel courses and alter fees, scheduling or staffing of courses. If a program or course is cancelled, students will be informed at least one week prior to class start date. Please allow six weeks to process all refunds. Students will receive full refunds, including $35 registration fee, in the event of a course cancellation.