**STUDENT INFORMATION**  
**Early College Program Summer Institute (ECPSI)**

Summer 2015:  
Session 1 (two weeks): June 15 – June 26  
Session 2 (two weeks): June 29 – July 10  
Session 3 (two weeks): July 13 – July 24  
Session 4 (four weeks) June 29 – July 24

<table>
<thead>
<tr>
<th>Early College Program Summer Institute</th>
<th>Jones Hall</th>
<th>Residence Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>36 South Wabash Avenue, suite 1201</td>
<td>7 West Madison Avenue</td>
<td>36 South Wabash Avenue, 12th floor</td>
</tr>
<tr>
<td>Phone: 312.629.6170</td>
<td>Chicago, IL 60602</td>
<td>Chicago, IL 60603</td>
</tr>
<tr>
<td>Fax: 312.629.6171</td>
<td>Phone: 312.516.5490</td>
<td>Phone: 312.629.6870</td>
</tr>
<tr>
<td>Email: <a href="mailto:ecp@saic.edu">ecp@saic.edu</a></td>
<td>Fax: 312.516.5015</td>
<td>Fax: 312.629.6800</td>
</tr>
<tr>
<td>Hours: M–F, 8:30 a.m. – 4:30 p.m.</td>
<td>Hours: M–F, 8:30 a.m. – 4:40 p.m.</td>
<td>Hours: M–F, 8:30 a.m. – 4:30 p.m.</td>
</tr>
<tr>
<td></td>
<td>24-hour Security: 312.516.5300</td>
<td></td>
</tr>
</tbody>
</table>

All inquiries regarding academic matters should be directed to the Early College Program Summer Institute during regular business hours. Inquiries regarding residency/housing issues should be directed to Residence Life. In the event of an emergency outside of business hours, please call security at 312.516.5300; security will then contact the appropriate staff member.

**Payment Deadline: Friday, May 29, 2015**

Additional information regarding important dates, deadlines, tuition and financial assistance, and refund policies can be found on our website at [saic.edu/ecpsi](http://saic.edu/ecpsi).

**Orientation**

All ECPSI students are required to attend the ECPSI orientation in SAIC’s ballroom at the MacLean Center at 112 South Michigan Avenue. Parents are encouraged and invited to attend, and materials including a class schedule, calendar of planned social activities, and campus map will be available.

- Session 1: Sunday, June 14 at 4:00 p.m.  
- Session 2 and Session 4: Sunday, June 28 at 4:00 p.m.  
- Session 3: Sunday, July 12 at 4:00 p.m.

**Student Exhibition**

An exhibit of student work and reception open to all ECP Summer Institute students, faculty, parents, and friends is held on the final class day of each session. The exhibition is from 4:00 to 6:00 p.m. and is held in the Columbus Drive Building, 280 South Columbus Drive, unless otherwise noted.

- Session 1: Friday, June 26, 4:00 – 6:00 p.m.  
- Session 2: Friday, July 10, 4:00 – 6:00 p.m.  
- Session 3 and Session 4: Friday, July 24, 4:00 – 6:00 p.m.

*Note: All ECPSI students are responsible for transporting their work home. Please see enclosed information for details.*
**Schedule**
Classes meet Monday – Friday, 9:00 a.m. – 4:00 p.m., with an hour lunch break each day. There are also mandatory workshops on Tuesdays and Thursdays from 6:00 – 8:00 p.m.

*Note: All Figure Drawing, Figure Painting, Painting, and Drawing classes and evening workshops use nude models hired by the School. Other classes may use them as well to a lesser degree.*

Class and evening workshop attendance is mandatory.

**Demands of the Program**
SAIC's Early College Program Summer Institute (ECPSI) is a rigorous academic program for independent, highly motivated students. To be successful in the program, students must be able to perform at the college level by, among other things, assuming responsibility for getting to and from class on time and managing their obligations with respect to classes, workshops, activities, and homework assignments. Residential students must also be able to adapt to dormitory-style living, while attending to their own needs (i.e., getting appropriate amounts of sleep, eating properly, and requesting medical attention when necessary). Finally, students must be able to conduct themselves in a manner that demonstrates self-regulation and self-discipline at all times, especially during unsupervised free time.

**Supervision and Safety**
SAIC is located in the center of downtown Chicago, a vibrant setting conducive to great art making. Despite the many attributes of the location, the urban setting and factors that are associated with staying in any large city should be taken into consideration when prospective students and their parents are deciding whether to register for the program.

ECPSI students are allowed free time for lunch, between classes and curfew (curfew is for residential students but the city of Chicago also has a curfew), and on the weekends. Students and parents should discuss self-regulation and self-discipline, and students are highly encouraged to travel in groups in and around the campus area. We do not recommend using the public transportation system (CTA) during free time unless travelling in groups with at least one person who is familiar with the Chicago area. If parents or students are looking for a program with one hundred percent supervision, they should consider the nature of this program thoroughly before registering. Instructional staff supervises use of the CTA system during class and there are also supervised outings coordinated by residence life evenings and weekends so students may explore the city.

ECPSI students are required to check in/out for the times/events listed below.
- 9:00 a.m., M-F- class attendance taken (all students)
- 12:00 p.m., M-F- students released for lunch (all students)
- 1:00 p.m., M-F- class attendance checked post lunch (all students)
- 6:00 p.m., T/Th- workshop attendance taken (all students)
- 10:00 p.m., Su-Th- curfew in residence hall (residential students only)
- 11:00 p.m., F/Sa- curfew in residence hall (residential students only)
- 7:30 a.m., everyday- students allowed to leave residence hall (residential students only)

*NOTE: lunch times may differ slightly if classes are on a field trip, need to alter the time due to a project, etc. Teaching Assistants still keep attendance during these times.*

**Homework**
Additional work will be required of all students outside the classroom. The ECP Summer Institute is an advanced program granting college credit upon successful completion. Students are expected to complete assignments outside of class and therefore should plan to spend approximately two hours each evening in the studios. Students are here first and foremost for an intensive academic experience in the visual arts.
College Credit
Upon successful completion of an ECP Summer Institute course, students will receive college credit that is transferrable to other institutions – two credits in Session 1, 2, and 3; four credits in Session 4. SAIC’s credit/no-credit grading policy prepares students for life as a creative professional where the highest value is placed on the relationship between idea and execution.

Additionally, written evaluations from instructors will be mailed to students within four to six weeks of the end of their course.

Transcripts
Transcripts will not be available until mid-September. Transcript requests can be made online, in person, and by mail or fax. Full details are available online at: http://www.saic.edu/academics/registrationandrecords/records/transcriptrequests/

ARTICard
All students must obtain an ARTICard, SAIC’s mandatory identification card. This card permits access to School facilities and the Art Institute of Chicago museum. Failure to present the card will prevent students’ access to School facilities on all but the first Monday of each session.

Students who send in the required items (see below) will receive their id on the first day of class or at the residence hall move-in. Students who are unable to attend the residence hall move-in and/or first day of class should still send in their photo for an id.

We are now printing ids before the first class- please visit the following link for instructions: http://tinyurl.com/CS-articard

Info on refunds and FAQs: tinyurl.com/articardFAQ

Students may deposit cash into their ARTICard Account and use it to make copies, print projects, do laundry, purchase books and supplies, and buy food on and off campus. Because funds can be added at any time, a spending estimate of $50–75 per week is recommended as a starting point. For more information, call 312.629.9362, email articard@saic.edu, or visit saic.edu/articard.

Incidentals/Personal Spending
Students are advised to use an ATM card or Traveler’s Checks for personal spending in an effort to avoid carrying around large amounts of cash. Many banks and automated teller machines are located within a few blocks of the residence hall (Citibank, Chase, and First Chicago, among others) for withdrawals.

SAIC cannot cash personal checks, nor will most banks. If you need to wire money to a student, the closest Currency Exchange to the residence hall is located at 100 West Randolph Street (312.236.4811).

Supplies
Supplies are the responsibility of the student. While ECPSI may provide some basic materials for the first class meeting and instructor demonstrations, students should expect to purchase additional supplies estimated at $300 in Session 1, 2, or 3, and $450 in Session 4.

Supply lists will be available online in mid-May for session 1 courses, with sessions 2, 3, and 4 posted shortly thereafter. All enrolled students will be emailed the link to the supply lists, so make sure to provide us with an active email. Students are encouraged to bring any materials they would like to use not on the supply list, and students that live out of town can purchase everything they need when they arrive. Instructors will cover supplies on the first day as well.

Blick Art Materials is located at 42 South State Street and is open on Sundays from 11:00 a.m. – 6:00 p.m. Visit dickblick.com or call 312.920.0300 for store information.

Note: Blick Art Materials accepts ARTICard purchases.
Security
Security guards are stationed at the entrance of all SAIC buildings 24 hours a day. All students must show their ARTICard to access campus buildings.

Facebook
Like Early College Program @ SAIC on Facebook! As a fan you will receive ECP Summer Institute program updates, be able to view ECP Summer Institute student artwork and faculty profiles, meet other ECP Summer Institute students, and more!

Transportation To and From the Airport
Students are responsible for their own transportation to and from either airport. We recommend students use Airport Express and call 1.888.2THEVAN or visit airportexpress.com to make a reservation. Airport Express operates beginning at 4:00 a.m. daily from O'Hare, every 15 minutes daily from Midway, and will take students directly to Jones Hall, 7 West Madison Avenue, from either airport.

O'Hare: Pick up GO Airport Express van across from baggage claim in the domestic terminal by doors 1E, 2D, or 3F, and 5E.

Midway: Pick up GO Airport Express van lower level across from baggage claim by door 3.

Students may also use a taxi service or public transportation from either airport. Cab fare is approximately $40–50 and public transportation is $2.25-5.00 one way. For public transit maps, visit transitchicago.com.

HOTEL INFORMATION
There are several hotels convenient to campus housing (Jones Hall), the final exhibition location (Columbus Drive Building), and the Art Institute of Chicago Museum, including:

- Best Western Grant Park Hotel: 1100 South Michigan Avenue, 866.516.3164
- The Blackstone, A Renaissance Chicago Hotel: 636 South Michigan Avenue, 312.447.0955
- Four Seasons: 120 East Delaware Place, 312.280.8800
- Hotel 71: 71 East Wacker Drive, 312.346.7100
- Palmer House Hilton Hotel: 17 East Monroe Street, 312.726.7500
- Renaissance Chicago Hotel: 1 West Wacker Drive, 312.372.0093
- Ritz Carlton, A Four Seasons Hotel – Water Tower: 160 East Person Street, 312.266.1000
- Silversmith Hotel and Suites: 10 South Wabash Avenue, 312.372.7696

For a complete list, including those with SAIC preferred rates, please visit saic.edu/hotels
TRANSPORTING ARTWORK HOME

Students are responsible for transporting their artwork home at the end of the session. SAIC will NOT store, pack, or ship student work.

ECP Summer Institute instructors and teaching assistants will help students prepare work for transport at the end of the session. Keep in mind that work that cannot be transported can be photographed and destroyed.

Students who are unable to carry work home should decide how their work will be transported ahead of time, and purchase materials for packing work prior to the last class.

Below is a selection of packing suppliers and shipping locations in the immediate area. We recommend calling or visiting websites in advance to confirm days/times of operation. Note: Some shipping locations are not open on Saturdays.

Staples (packing supplies)
111 North Wabash Avenue, 312.641.1213, staples.com
Hours: M–F 8:00 a.m.–9:00 p.m.; Saturday 9:00 a.m.–7:00 p.m.; Sunday 12:00–5:00 p.m.

FedEx Office Print & Ship Center (packing supplies, shipping)
55 East Monroe Street, 312.701.0730, fedex.com
Hours: M–F 7:30 a.m.–9:00 p.m.; closed Saturday and Sunday

FedEx Office Print & Ship Center (packing supplies, shipping)
71 East Jackson Boulevard, 312.341.9644, fedex.com
Hours: M–F 7:30 a.m.–9:00 p.m.; Saturday 10:00 a.m.–6:00 p.m.; closed Sunday

UPS Store (packing supplies, shipping)
17 East Monroe Street, 312.917.1705, theupsstore.com
Hours: M–F 6:00 a.m.–7:00 p.m., Saturday and Sunday 8:00 a.m.–4:00 p.m.

UPS Store (packing supplies, shipping)
27 North Wacker Drive, 312.372.2727, theupsstore.com
Hours: M–F 8:00 a.m.–6:00 p.m., Saturday 11:00 a.m.–5:00 p.m.
RESIDENCE HALL INFORMATION (Jones Hall)

Residential Move In
Resident students should go straight to Jones Hall, located at 7 West Madison Avenue, on Sunday for Move In. Students may not move in to the residence hall prior to the dates and times listed. Students arriving later than 3:30 p.m. on Sunday should notify the Residence Hall in advance at 312.629.6870 or stulife@saic.edu.

- Session 1: Sunday, June 14, 10:00 a.m.–3:30 p.m.
- Session 2 and Session 4: Sunday, June 28, 10:00 a.m.–3:30 p.m.
- Session 3: Sunday, July 12, 10:00 a.m.–3:30 p.m.

*Note: Students not living in SAIC’s residence hall do not attend Move In, but must be present at the mandatory orientation at 4:00 p.m.*

Residential Move Out
Residents will need to make an appointment with their Summer Resident Advisor (SRA) for a room inspection, remove all personal belongings, clean their room, and turn in the room key and ARTICard ID before they leave. Fines may be charged to students if items in their room or in common areas are not left in good condition or if items, including room key and ARTICard ID, are missing. Students will be billed for any charges incurred during their stay.

- Session 1: Saturday, June 27, by 12:00 p.m.
- Session 2: Saturday, July 11, by 12:00 p.m.
- Session 3 and Session 4: Saturday, July 25, by 12:00 p.m.

*Note: Students participating in concurrent sessions do not need to move out/move in between sessions; arrangements are made for the student to stay in the same room all four to six weeks.*

SRAs – Summer Resident Advisors
SRAs are current SAIC undergraduate or graduate students hired by Residence Life to reside in Jones Hall and assist with the ECP Summer Institute. SRAs report to the Hall Director, a full-time professional staff member who lives in the residence. One SRA resides on each floor. In addition to planning social activities during non-class time, SRAs also enforce residence hall policies and procedures. Activities include museum and gallery visits, shopping trips, and dinner outings. Students will receive a calendar of social activities upon arrival.

Rooms/Roommates
All rooms are double occupancy at the residence hall, and each room has a kitchenette and private bathroom. If you would like to share a room with a specific person, both students should make requests on the ECP Summer Institute application at least three weeks prior to arrival. Requests cannot be guaranteed, and room assignments will not be available until Move In.

Meals
Students who live the residence hall must enroll in the SAIC Residence Hall Meal Plan, which can be used at the two dining facilities located within the Columbus Drive Building and in the LeRoy Neiman Center in the Sharp Building. All cafeterias serve a variety of reasonably priced meals, including many vegetarian selections.

SRAs in Jones Hall will also take groups of students to different restaurants in the area. Students may cook in the residence hall, but must remember to bring their own cookware and clean the space immediately after use or be charged a cleaning fee. SRAs will also assist students in shopping for food and snacks at local grocery stores.
**Personal Items**
Students living in the residence hall must provide bed linens and blankets (extra–long twin sheets or any fitted sheet, blanket or sleeping bag, and pillow), towels, toiletries (toilet paper, shampoo, soap, toothpaste, etc.), alarm clock, cooking and eating utensils (plate, fork, knife, spoon, etc.), laundry and dish detergent (as needed), a combination lock for lockers available in academic buildings to store supplies, and art supplies.

Note: All of the above items can be purchased after you arrive in Chicago – Target is steps from the residence hall. Do not ship personal items in advance of your arrival; we cannot hold these items for you. Anything shipped to our office will be returned to sender.

**Phones/Internet**
All residence hall rooms are equipped with phones that receive incoming calls; however, they only make outgoing calls with the use of a calling card. Resident students may request a phone in their room and will be given the phone number upon request. All residence hall rooms have Internet access and literature about how to connect is provided at Move In.

**Air Conditioning/Laundry**
The residence hall is air–conditioned. A laundry room with washers, dryers, and vending machines is located inside Jones Hall, which is open 24 hours a day.

**Curfew**
In accordance with the City of Chicago’s curfew ordinance, ECP Summer Institute students must be checked in to the residence hall by 10:00 p.m. on weeknights (Sunday through Thursday) and 11:00 p.m. on the weekends (Friday and Saturday). Curfew is strictly enforced. Please see Rules of Conduct for more information.

For full info on Residence Life, refer to the ECPSI Housing Handbook at saic.edu/ecpsi under Forms and Downloads.
RIGHTS AND RESPONSIBILITIES FOR EARLY COLLEGE PROGRAM STUDENTS

Early College Program (ECP) students at SAIC have certain rights and responsibilities commensurate with those of degree-seeking students. These rights and responsibilities, which are subject to change from time to time, can be found at saic.edu/students (scroll down on left hand side under Forms, Guides, and Policies > Student Handbook). ECP students should refer only to sections entitled Student Rights and Responsibilities. The Student Rights and Responsibilities include SAIC’s specific policies and Student Rules of Conduct. All ECP students are expected to be familiar with and abide by the most current version of the Student Rights and Responsibilities as stated on the SAIC website, subject to the following modifications:

I. The following provisions of the Student Rights and Responsibilities do not apply to ECP students:
   - Student Participation In Institutional Government;
   - Off Campus Studies Experiences;
   - Health Insurance;
   - Accident Insurance; and
   - Student Employment Committee.

II. Allegations of misconduct will generally be resolved using the ECP Administrative Procedures described below. However, SAIC reserves the right, in its sole discretion, to use the Student Conduct Procedures or the Involuntary Withdrawal Procedures outlined in the Student Rights and Responsibilities to address certain allegations of misconduct or behavior that renders a student unable to effectively function in the SAIC community.

   **ECP Administrative Procedures**

   The Dean of Continuing Studies (DCS) or the Dean’s designee will review the allegation of misconduct and initiate an investigation. At SAIC’s discretion, the investigation may be conducted by the DCS, his designee or Campus Security. The investigator may seek to interview anyone, including the student accused of misconduct.

   Any student who provides information to the investigator must provide truthful information. Providing information that is not truthful may constitute a violation of the Student Rules of Conduct. Students, including those accused of misconduct, are expected to cooperate in any investigation. If a student chooses not to cooperate, the investigation will continue and the matter will be resolved without the input of the student declining to cooperate.

   During the course of the investigation, the student accused of misconduct may be restricted from being present on SAIC’s premises and/or attending classes.

   Upon completion of the investigation, the DCS or designee will review the findings and then convene a meeting with the student accused of misconduct and, if available, the student’s parent or guardian. At SAIC’s discretion, the meeting may be conducted in person, by phone, or by electronic means.

   At the meeting, the DCS or designee will review the allegation of misconduct and discuss the findings of the investigation with the student. The student will be given the opportunity to explain his/her conduct.
At the conclusion of the meeting, the DCS or designee usually will proceed to render a determination as to whether it is more likely than not that the student engaged in an act of misconduct in violation of SAIC’s Student Rights and Responsibilities. The DCS or designee will discuss this finding with the student. If an ECP student is found to have committed a violation, the DCS or designee will determine the sanction, if any, to be imposed upon the student. In extraordinary circumstances, the DCS or designee may take the matter under consideration, rather than making a determination at the conclusion of the meeting; in such circumstances, the DCS or designee will communicate the outcome of the meeting to the student as soon as possible following the conclusion of the meeting.

Sanctions are imposed at the sole discretion of the DCS or designee and may include expulsion from the program and/or the residence hall. In addition, an ECP student found to have violated SAIC’s Rights and Responsibilities may be prohibited from applying to other programs conducted by SAIC, including degree programs.

In its discretion, SAIC may choose to use procedures and sanctions that differ from the procedures and sanctions that might be applied to a degree-seeking student accused of similar misconduct. Reasons for different handling of ECP conduct issues include the nature of the ECP program, the brief duration of ECP course offerings, the ages of ECP students, and other relevant factors.

In addition to the Rights and Responsibilities as outlined above, ECP students residing in the SAIC residence halls must abide by the most current version of the ECPSI Housing Handbook as found at saic.edu/ecpsi in Forms and Downloads.
RULES FOR ECP SUMMER INSTITUTE STUDENTS – RESIDENTS ONLY

Residence hall and school policies have been established to assist in creating a comfortable living environment that is conducive to artistic and personal growth and development. All ECPSI students are expected to adhere to the ECP Summer Institute Handbook, as well as the Student Rights and Responsibilities section in the SAIC Student Handbook, as outlined above. The ECP Summer Institute Handbook can be found here:

saic.edu/cs/high_school/summerinstituteresidencyprogram/formsanddownloads/
- Choose ECP Summer Institute Housing Handbook [PDF]

Curfew: In accordance with the City of Chicago’s curfew ordinance, ECP students who have elected housing will not be allowed to leave the residence hall after 10:00 p.m. on weeknights (Sunday through Thursday) and 11:00 p.m. on the weekends (Friday and Saturday). All residents will be required to “sign in” for the evening immediately after the curfew time. All requests to be away from the residence hall for the night must be approved by the Hall Director. Your parent/legal guardian must contact the Hall Director via telephone and via a signed fax at least 48 hours prior to the date of departure. Requests to return to the residence hall after curfew will not be granted. Failure to comply with curfew requirements may result in your expulsion from the residence hall.

Quiet Hours: Quiet hours are in effect Sunday–Thursday, 11:00 p.m.–8:00 a.m. and Friday and Saturday, 12:00–8:00 a.m. During quiet hours, noise in public areas should be kept to a minimum. This includes the TV lounge and studio space. When quiet hours are not in effect, residents should still maintain noise levels that are considerate of the needs of others.

Guests/Visitors: The only visitors allowed for ECPSI students are the parent/legal guardians listed on the ECPSI application. ECPSI student residents are not allowed to have more than three other ECP student residents in their room at any given time. The total number of ECPSI student residents allowed in a residence room must not exceed five (two roommates and three guests).

Public Transportation: Students must exercise caution when travelling in and around the campus and are highly encouraged to travel in groups at all times. In addition, students are strongly discouraged from using Chicago's public transportation system (CTA “L” Lines, CTA buses, PACE buses, etc.) unless travelling in groups with at least one person who is familiar with the Chicago area.

Candles and Incense: Candles and incense present a serious fire hazard and are not allowed in the residence hall.

Fire Safety: ECPSI students who have elected housing are required to vacate the residence hall when a fire alarm sounds. When an alarm sounds, all residents must walk quickly to the nearest stairwell and exit the building. Everyone should follow the instructions of the Residence Life staff, security officers, and fire personnel. Tampering with smoke detectors, fire extinguishers, or fire alarms in any SAIC facility is strictly prohibited.

Windows: ECPSI students must not tamper with the window safety equipment (including but not limited to window screens and window blocks) in the residence hall, nor allow any guest or visitor to tamper with the window safety equipment. Any issues concerning the proper operation of window safety equipment and/or damage to screens or window safety equipment must be immediately reported to Residence Life. Hanging items in the window or throwing objects from a window is strictly prohibited. Students may not place signs in or on their windows.
SAIC RESIDENCE HALL MEAL PLAN
Students who live in the residence hall must enroll in the SAIC Residence Hall Meal Plan. The highlights of the Plan are below and the terms are set forth in full on the following pages.

- The Residence Hall Meal Plan is $150 for Sessions 1, 2, or 3, and $300 for Session 4.
- Students will receive $150 (Sessions 1, 2, 3) or $300 (Session 4) in a Meal Plan to purchase a la carte meal options.
- The Residence Hall Meal Plan can be used at the dining facilities located within the Columbus Drive Building and in the LeRoy Neiman Center in the Sharp Building.

If you have any questions, please contact Residence Life at 312.629.6870 or stulife@saic.edu.

SAIC Residence Hall Meal Plan – Terms and Conditions

Availability of Dining Options: SAIC will provide a variety of a la carte meal options at dining facilities located within the Columbus Drive Building and in the LeRoy Neiman Center in the Sharp Building.

Terms of the Meal Plan: The SAIC Residence Hall Meal Plan is valid for the same period of time as the duration of the ECP Summer Institute and is required for all students living in SAIC’s Residence Halls. The Resident/Student agrees to pay the amount stated below and abide by the further terms listed. See Meal Plan Schedule below for information concerning specific dates of operation.

Cost and Billing: The cost of the SAIC Residence Hall Meal Plan is $150 for Sessions 1, 2, or 3, and $300 for Session 4. This amount will be billed to the Resident/Student’s account with the housing charges.

Meal Plan: The Resident/Student will receive $150 (Session 1, 2, 3) or $300 (Session 4) for the Meal Plan on their ARTICard. This amount will be tracked and managed by the ARTICard office and may be used only for items available for purchase in the dining facilities on campus. This excludes items for sale in vending machines. The Resident/Student must present his or her ARTICard to use the Meal Plan at the SAIC dining facilities. The Resident/Student understands that the Meal Plan cannot be used by anyone else for dining service. Misuse of Meal Plan may result in additional charges, disciplinary action and/or confiscation of Meal Plan.

Unused Meal Plan funds: Unused funds may carry over during concurrent sessions in a single summer- for example, if enrolled in session 1, unused funds may carry over to session 2. Meal Plan funds will expire (i.e., be automatically forfeited) when the student is no longer enrolled in the ECP Summer Institute.

Cancellations and Refund Schedule: All students living in SAIC’s residence halls are required to participate in the SAIC Residence Hall Meal Plan. To cancel participation in the SAIC Residence Hall Meal Plan, the Resident/Student must also be withdrawing from Housing. The following refund schedule applies:

Prior to occupancy, students who withdraw from Housing and from the ECP Summer Institute will be granted a release from the SAIC Residence Hall Meal Plan. All unused meal plan money will be refunded in full.

After occupancy, students who withdraw from Housing and/or from the ECP Summer Institute will not be granted a release from the SAIC Residence Hall Meal Plan. No refund of meal plan money will be granted to the Resident/Student

Lost, Stolen, and Replacement Cards: The Meal Plan will be loaded on to the Resident/Student’s ARTICard. The Resident/Student must comply with the applicable terms and conditions for the ARTICard, including those terms regarding lost, stolen, and replacement cards.
**Responsibility:** SAIC shall not be responsible or liable for delay, curtailment and/or non–delivery of meal service, or any other non–performance hereunder, directly or indirectly resulting from and/or contributed by acts of God, the adoption of any law, ordinance, regulation, ruling, or order, lack of usual means of transportation, fires, floods, explosions, strikes, or others accidents or contingencies beyond SAIC's control.

SAIC may revoke and terminate this agreement regarding the Meal Plan (i) if the Resident/Student fails to be or to continue to be throughout the ECP Summer Institute, a registered Resident/Student at SAIC or to complete settlement of his or her SAIC financial account in accordance with established practices and procedures; (ii) if the Resident/Student fails for any reason to comply with these Terms and Conditions, or with any policy, procedure, rule or regulation adopted by SAIC in the interests of health, safety, and proper conduct of the students and orderly and efficient operation and administration of the SAIC dining facilities. In the event that SAIC terminates this agreement regarding Meal Plan or enrollment at SAIC, no refund or credit will be due to the Resident/Student.

**Meal Plan Schedule:** Dining service will be available throughout Sessions 1–4. Specific dates and times will be posted.

**Assignment/Modification:** Neither this agreement, nor the Meal Plan, may be assigned or transferred by the Resident/Student. SAIC reserves the right to make reasonable modifications or amendments to these Terms and Conditions that shall be effective upon notice to the Resident/Student.

**Governing Law:** This agreement shall be construed in accordance with the laws of the State of Illinois and any actions brought concerning it shall be brought in the state or federal courts located in Chicago, Cook County, Illinois.