TEACHER INSTITUTE IN CONTEMPORARY ART (TICA) PARTICIPANT INFORMATION

Summer 2015
*NOTE: for selected Chicago Public School (CPS) high school art teachers only*
July 13–17, 2015

**Building Codes:**
AIC-FRONT: Front lobby of the Art Institute of Chicago, 111 South Michigan Avenue
CO: Columbus Drive Building, 280 South Columbus Drive
MC: MacLean Center, 112 South Michigan Avenue
SC: Sullivan Center, 36 South Wabash Avenue
SP: Sharp Building, 37 South Wabash Avenue

**Cancellations and Schedule Changes:** Continuing Studies reserves the right to cancel or alter the fees, schedule, or staffing of courses when circumstances warrant. If a cancellation or change is necessary, students will be notified prior to the first class.

**ARTiCard Student ID:** All participants are required to email a photo of themselves against a white background and a signed contract no later than one week prior to the start of the session. For complete details, please see the SAIC ID Cards information sheet below.

**Art Supplies:** Most supplies are provided for TICA. Participants are encouraged to bring sketchbooks, cameras, iPad or laptop, and digital storage devices (USB flash drive). Blick Art Supply is located within close walking distance.

**Studio/Lab Space:** Participants will work in shared studio/lab spaces. You can register a locker through the Office of Student Affairs by calling 312.629.6800 or emailing studenthelp@saic.edu. You will need to provide the building, floor, and locker number (that is not already in use) with your request. The Office of Student Affairs will confirm the use of that locker, at which time you can claim it by placing a lock on it. Please note: If an unregistered locker is found, the lock will be cut and the contents disposed of.

**Library Privileges:** Participants can use and check out materials from the Flaxman Library on the 6th floor of the Sharp Building with their ARTiCard. Privileges are only extended for the duration of the program in which you are registered. For more information, please refer to the library website at this link: http://www.saic.edu/academics/librariesandspecialcollections/johnmflaxmanlibrary/

**Accommodations for Students with Disabilities:** The School of the Art Institute of Chicago is committed to full compliance with all laws regarding equal opportunities for students with disabilities. Continuing Studies students with disabilities should call 312.629.6170 or email cs@saic.edu for further information.
SAIC ID CARDS FOR TICA PARTICIPANTS

Welcome!

All TICA participants receive an ARTICard, SAIC’s official ID card, which is to be carried at all times and must be shown to access all campus buildings.

In order to have your SAIC ARTICard ready for you when you arrive, please email a photo of yourself (portrait only) against a white background no later than one week prior to the start date of the session you are enrolled in (see details below).

HOW TO OBTAIN YOUR ARTICARD (STUDENT ID)

In order to have your ARTICard ready for you when you arrive, the ARTICard office requires a photo and signed contract.

Email the ARTICard office a color photo of your head and shoulders against a plain white background (like a passport photo). ARTICard cannot accept photos with colored backgrounds or objects in the background. Please do not use photo effects or wear hats or sunglasses in the photo. Email your photo to articard@saic.edu along with your full name, program (i.e., APSI Art History), and dates of your session; ARTICard will not accept photos sent via mail.

Next, download and print the ARTICard Terms & Conditions for Students at: tinyurl.com/articard. The contract contains important information on using ARTICard and what to do if it is lost or stolen. ARTICard requires a signed copy of your contract on file before they can activate your ARTICash account.

Read through the contract, sign it, and keep a copy for your records. Then scan or photograph the signed contract and email to the ARTICard office at articard@saic.edu, or mail it to:

ARTICard Office
Sharp Building
37 S. Wabash Ave., suite 254
Chicago, IL 60603

If you are unable to send a photo or return your contract in advance, you will be able to do so in the ARTICard office during regular business hours. You must present a government-issued photo ID or passport to pick your ARTICard at the start of your program. Your ARTICard is valid for two years and should be used for any future classes that you may take. A lost ARTICard costs $15 to replace.

For more information, call 312-629-9362, email articard@saic.edu, or visit saic.edu/articard.
RESIDENCE HALL CHECK-IN/CHECK-OUT

Housing

TICA participants stay in single occupancy rooms in the SAIC residence hall located at 162 North State Street, just a few blocks from SAIC campus and the Art Institute of Chicago museum.

All of the residence hall rooms have private baths and kitchenettes. You are required to bring your own bedding or sleeping bag, towels, and cooking utensils.

TICA: Chicago, July 13–17, 2015
  • Check-in Sunday, July 12, between 12:00-5:00 p.m.
  • Check-out Saturday, July 18 by 10:00 a.m.

WHAT TO BRING

The SAIC residence hall is located at **162 North State Street** (please see campus map). The facility is in the heart of downtown Chicago and in close proximity to the SAIC campus, lakefront, parks, restaurants, shopping, and other cultural attractions. You will need to bring a few items with you to make your stay in Chicago a comfortable one or you can purchase necessities as needed at nearby stores:

- **Macy’s**  Across the street from the residence hall
- **Target** 2 blocks south of the residence hall on State Street
- **Walgreens** Across the street from the residence hall

The residence hall rooms are bare when you arrive. **You are required to bring your own linens**, including: Pillow/Pillowcase, Sheets, Blanket, and Towel/Washcloth.

The beds in the residence hall are extra long twin, and past participants have suggested bringing flat sheets from home instead of buying new sheets or using a sleeping bag. The rooms tend to be cold, so you may also want to bring a sweater/sweatshirt. You can turn on/off the air conditioning in the room but you cannot adjust the temperature. Each room has its own private bath. There are self-serve laundry facilities on the premises for your convenience. The washers and dryers run on quarters.

The weather in Chicago is as unpredictable as the residence hall room temperatures. We suggest that you check the weather forecast in Chicago, www.weather.com, before you leave to ensure you are properly equipped for your visit. We recommend that you bring casual attire, a light sweater or jacket, and comfortable walking shoes. Dressing in layers is also recommended.

Every residence hall room is equipped with a kitchenette for those who would like to prepare their own meals. These rooms, however, do not contain any cookware or utensils; you will need to bring your own cooking supplies or purchase them when you arrive.

All residence hall rooms are equipped with telephones that provide service for incoming and outgoing calls within the school system. You may place all other outgoing phone calls by cell phone or calling card.

**A welcome reception and orientation will be held on the Sunday before the session start** (you will be notified of the time and location at check-in). This event allows participants to meet, learn about the week’s activities, and meet the faculty and staff- an evening meal will be served.

If you choose to eat out, there is a wide selection of restaurants within close walking distance of the residence hall including the LeRoy Neiman Center, SAIC’s student center located at 37 South Wabash Avenue. Other downtown eateries include: Au Bon Pain, Bennigan’s, Chipotle, Corner Bakery Café, Cosi, HotWoks Cool Sushi, Jamba Juice, Jimmy John’s, McDonald’s, Pottbelly Sandwiches, Subway, and Under 55 Café (assorted options).

**Additional items to bring:** Alarm Clock, Backpack/Tote Bag, Digital Camera, iPad/Laptop, iPod/Music, Sketchbook/Notebook, Sunscreen, Umbrella, and Walking Shoes.