



## Adult Continuing Education Certificate Requirements Form

### Studio Art and Design Certificate

Start your noncredit certificate today - visit [continuingstudies.saic.edu](http://continuingstudies.saic.edu). Select [Certificate Programs](#) under the heading Adult Continuing Education in the left column and pay the nonrefundable \$100 fee.

You must register for at least one Adult Continuing Education course at the time of application. All coursework requirements must be completed at SAIC after enrolling in the program. Prior coursework cannot be applied to certificate coursework requirements.

If you are unable to apply online, please contact us at [cs@saic.edu](mailto:cs@saic.edu) or 312.629.6170.

### Using this form

- *Download this PDF onto your device in order to use it as a fillable form.*
- This form will help you keep track of your certificate requirements as you move through the program.
- You may use this document to plan ahead, **however**, please keep in mind that courses are scheduled based on demand. Required courses may not be offered every term and scheduled courses may not be offered in the student's preferred instructional mode (online or in-person). Please contact Adult Continuing Education ([saic-ace@saic.edu](mailto:saic-ace@saic.edu)) for suggestions on organizing your course sequence.

### Completing the certificate program

- Once course requirements are fulfilled students will need to complete a certificate program completion form and submit five (5) or more high-quality digital images of their work for their student record. *Remember to document your work throughout the program.*
- Completion of all noncredit certificate programs require a portfolio review, fulfilled by participation in Portfolio Review Days offered in the fall and spring. Students will also be required to participate in a brief exit interview.



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Student Name \_\_\_\_\_

Last Updated \_\_\_\_/\_\_\_\_/\_\_\_\_

Student ID # \_\_\_\_\_

Requirements can be completed in 18 months at a rate of two courses per term and include the following:

Courses Required	Course Taken	Term Taken (fall 2020 etc.)
1 Required Course	<i>Artist Materials and Techniques</i> (formerly <i>Studio: Surface, Space, Time</i> )	
1 Elective (30 hr)		
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1 Elective (30 hr)		
1 Culminating Course	<i>Exhibition Essentials</i> (formerly <i>Critique and Exhibition</i> )	