



## 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 and also have the option to transfer in one SAIC course (Adult Continuing Education, degree program, Ox-Bow) completed in the past year.

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.
- Note: Required courses are not offered all semesters (fall, spring, summer). Please contact Adult Continuing Education ([saic-ace@saic.edu](mailto:saic-ace@saic.edu)) for suggestions on organizing your course sequence.
- Note: You may use this document to plan ahead, **however** please keep in mind that non-required course schedules change frequently. For example, a course that is offered this fall may or may not be offered the following year.

### 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.



School of the Art Institute  
of Chicago

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

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

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

Requirements can be completed in one year 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>Studio: Surface, Space, Time</i>	
1 Elective (30 hr)		
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1 Elective (30 hr)		
1 Culminating Course	<i>Critique and Exhibition</i>	