



Adult Continuing Education Certificate Requirements Form

Studio Art and Design Certificate

Start your noncredit certificate today - visit 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 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.
- Required courses are not offered all semesters. Please contact Adult Continuing Education (saic-ace@saic.edu) for suggestions on organizing your course sequence.
- 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. Students will also be required to participate in a brief exit interview.



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>Artist Materials and Techniques</i> (formerly <i>Studio: Surface, Space, Time</i>) | |
| 1 Elective (30 hr) | | |
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| 1 Culminating Course | <i>Exhibition Essentials</i> (formerly <i>Critique and Exhibition</i>) | |