



WEB UPDATE: All camp forms are available at www.niu.edu/extprograms.

Summer 2009

Dear **Visual Arts Camper**,

On behalf of camp director Lynn Stockton and her staff, I am delighted to welcome you to this year's Visual Arts Camp. I look forward to seeing you at Northern Illinois University on Sunday, July 19. Camp registration is scheduled for 2:00 – 3:15 pm. in the main lobby of **Grant South Residence Hall**. Come during this time to pick up your registration materials, your camp t-shirt, and meet the camp staff. There is an orientation meeting for campers immediately after registration at 3:30 p.m. in the residence hall; parents are welcome but not expected to stay for this meeting.

On Friday, July 24, parents and friends are invited to the closing ceremony and art exhibit beginning at 5:15 p.m. in Room 100 of the Visual Arts Building. Camp concludes at about 6:30 p.m.; campers and their parents should return to the residence hall at that time to pick up campers' belongings.

In addition to the final schedule, you will receive your studio assignments at registration. Campers will be assigned to two daily studio classes. The assignments are based on your response on the registration form and on available space.

Enclosed with this letter are a payment information sheet, general information sheet, rules for campers, and a health/consent form. **Parents**, complete the health/consent form and return with your balance of payment by **June 22** (receipt deadline) to: Summer in the Arts at Northern, College of Visual and Performing Arts, Northern Illinois University, DeKalb, IL 60115. Your camp registration fee covers the cost of room and board and all art materials and activities of the camp. I would like to remind parents whose children have been promised scholarship support that they are responsible for the unpaid balance of payment.

IMPORTANT NOTE: We must have the health/consent form two weeks before the start of camp.

Website: You will find maps and directions, along with the health/consent form and other paperwork, on our website at www.niu.edu/extprograms

Rules: Enclosed are the camper rules. Campers, please read these carefully ahead of time, as they will be strictly enforced by counselors.

Visitors: If parents or other relatives want to pick up campers during the week for any reason, I must have a letter detailing both the time and the name of the person and times of pick up and drop off. Be prepared to show identification at the time of pick-up.

Medicine: Our counselors are instructed not to provide campers with any medicines, not even routine over-the-counter products. If your child is likely to need any medications, please be sure you have sent these with him/her. For any serious medical problems, parents will be consulted by telephone as soon as possible and the camper will be attended by a person with medical training. All medical bills are the responsibility of parents; bills will be sent home at the conclusion of the camp.

Please contact me as soon as possible if you are unable to attend the camp. And feel free to call with any questions or concerns. My number is (815) 753-1450.

Sincerely,

Deborah Booth
Director
Summer in the Arts at Northern

Art enc/4/gen/rul/reg/hea

Checklist: What to bring to camp

- ✓ comfortable/sturdy walking shoes (important)
- ✓ sandals (optional) Note: Flip flops are not recommended for the walk to and from the residence hall
- ✓ umbrella or rain gear
- ✓ mosquito repellent
- ✓ sweatshirt
- ✓ alarm clock
- ✓ water bottle for the walk
- ✓ sheets and pillowcase (standard twin size)
- ✓ towels, blanket, pillow
- ✓ small amount of money for souvenirs and snacks
- ✓ fan (the residence hall is air-conditioned, but some find it uncomfortably warm)
- ✓ old clothes for studio work

SUMMER IN THE ARTS AT NORTHERN HEALTH AND PERMISSION FORM

This form must be completed by the parent or guardian, or by the camper if he or she is 18 years or older. Send with the balance of payment to: Summer in the Arts at Northern, College of Visual and Performing Arts, Northern Illinois University, DeKalb, IL 60115 or fax to (815) 753-8372.

NOTE: We MUST have this form on file before camp begins. You will find the deadline printed in the camper letter.

Camper's Last Name	First	Name of Camp	Camper's Birthdate
Name of Parents or Guardians			Home Telephone
Home Address			
Work Telephone (Mother)		Work Telephone (Father)	
Mother or Father social security number (specify parent name)			

Does camper have any health conditions (i.e. allergies to medications, hay fever, asthma, chronic conditions) or special circumstances (i.e. religious convictions, special food needs, or legal arrangements) that we ought to know about?

Explain and include details of any current medication the camper is taking.

Does the camper have a disability that will require any special arrangements, such as need for a sign interpreter? yes no

If yes, explain. Note that the university requires at least three weeks to make certain arrangements.

Name and office telephone number of your family physician:

Name of your health/accident insurance carrier(s) and appropriate policy certificate number(s):

Name of Carrier	Number Policy
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Note: Medical bills resulting from visits to the NIU Health Center, DeKalb Clinic, and Kishwaukee Hospital will be sent directly to parents at the end of the week. Parents are responsible for these bills and are expected to deal directly with their insurance company.

In the event that parents are unavailable at the numbers listed above, provide the name, address and phone number of two responsible adults that can be contacted in an emergency:

I/We _____, the undersigned parents or guardians of _____, a minor participating in a summer art camp at Northern Illinois University in DeKalb, Illinois, do hereby authorize the participation of, and accept responsibility for the attendance of the said minor in the camp on the NIU campus, and all activities in connection therewith, conducted under the auspices of the Northern Illinois University College of Visual and Performing Arts.

I/We request that said minor be permitted to participate in said camp, having been fully and completely informed and advised regarding the nature and purpose of said camp and the activities conducted there under. It is my/our full and free decision to allow said child to participate.

I/We certify that our son/daughter is in good health, and hereby authorize the directors of the said camp to act for me/us, according to their best judgment, in any emergency requiring medical attention.

Since the law requires that parental permission be obtained for most medical procedures on minors, I/We wish to give permission for the medical staff of the Student Health Service of Northern Illinois University, DeKalb Clinic Convenient Care, and Kishwaukee Community Hospital of DeKalb to perform such diagnostic, therapeutic, and surgical procedures as they deem necessary for my/our son/daughter.

I/We understand that my/our consent will allow procedures to be promptly carried out so that no unnecessary delays will occur with treatment. No operation will be performed, except in extreme emergency, without parents being contacted and fully informed and their consent obtained. I/We agree that the NIU Health Service has permission to provide basic information about services rendered to my child upon request by the Office of External Programs, College of Visual and Performing Arts.

I/We also understand that the camp directors/staff have the right to send my/our son/daughter home without refund for damages, inappropriate activities, or misconduct, as determined by the conduct committee of the camp, and that I/we may be billed for damages to university property, lost keys, or other replacement costs resulting from theft or damage to property.

I/We agree to allow photographs of my/our child taken by NIU photographers to be used in camp publicity, including press releases, web advertising, and brochures.

Neither the State of Illinois, the Board or Trustees, Northern Illinois University, directors, or anyone connected with the camp assumes any financial or legal responsibility for accidents, medical, dental, or any other expenses incurred as a result of accidents while in attendance or participation in the camp.

Signed	Relationship	Date
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SUMMER IN THE ARTS AT NORTHERN CAMPER RULES

Read these rules carefully. Conduct that is in violation of any of these rules or that is considered detrimental to the operation of the camp will result in disciplinary action that may include the camper's expulsion from the camp. Campers who are expelled from the camp do not receive a refund. Final decisions about expulsion are made by the camp's conduct committee.

- The use of drugs and alcohol is not permitted at camp. Campers found with either in their room or in their possession will be sent home at once. The police will be notified.
- Cigarette smoking on the Northern Illinois University campus is strongly discouraged. University policy does not permit smoking in any university buildings, including the residence halls. Smoking that interferes with the camp's schedule will not be permitted.
- Campers may only leave the camp with a person who has provided a signed letter (with specific pick up and drop off times) to the camp director or administrator before camp begins or at registration. The person must be prepared to show identification.
- Campers are required to attend all sessions and activities listed on the schedule. Disciplinary action will be taken if a camper's actions cause serious disruption to a camp's routine; the result may be the camper's expulsion from camp. Campers who leave camp under these circumstances will not receive a refund.
- Campers are expected to be on their residence hall floor or in a camp activity at 10 p.m., in their own room by 10:30, with lights out by 11 p.m.
- Cell phone use is allowed during free time, at meals, and during the periods campers are walking between buildings. At other times, it is strongly discouraged. Cell phones may be taken from campers who use them during planned camp activities.
- Any damage found to a residence hall will be billed to the campers housed in the room. Any items found to be missing from a residence hall room at the end of camp will be billed to the campers who were staying in the room.
- Campers who drive to camp must park in a designated lot near the residence hall for the entire week; call the office at (815) 753-1450 and there will be a parking permit waiting for you at registration. Use of the car during the week is prohibited.

SUMMER IN THE ARTS AT NORTHERN GENERAL INFORMATION FOR CAMPERS AND PARENTS

Housing

Campers stay in one of two university residence halls, Grant Towers South or Grant Towers North. Your letter will note the specific hall to which your camp has been assigned. Both halls are located on the west side of campus. Campers sleep two to a room. A roommate of similar age will be assigned for those who did not specify the name of a roommate on the registration form. Male and female counselors sleep on the floors with the campers in a ratio of at least one counselor for every 13 campers. Each room has a telephone (for local outgoing calls only or with the use of an 800 phone card), a microfridge (that includes a microwave, freezer, and refrigerator), and closet and drawer space. The rooms are air-conditioned. Security is tight in the residence halls; room keys are needed on the elevators to control access to the floor.

How to Find Grant Towers South and Grant Towers North

Travel north on Annie Glidden Road and turn left (west) onto Lincoln Drive North. To get to **Grant North**, turn right on Lincoln Drive North onto Grant Drive East and left onto Grant Drive North. To get to **Grant South**, turn left on Lincoln Drive North onto Grant Drive East and bear right. For both halls, pull into the turnaround area directly in front of the entrance, where you may stop to drop off your camper and luggage. You must then move your car to one of the nearby parking lots. You should have received a map with your confirmation letter from the Outreach Services Office. You can also find maps and more detailed directions to campus and the residence halls on our website at <http://www.niu.edu/extprograms/Directions/Campusmap04.jpg>. If you are unable to access this information, call our office at (815) 753-1450 and we will mail a map to you.

Linens

All campers need to bring towels, sheets, pillowcase/s, a blanket, and pillow. The beds are standard length.

Meals

Campers eat their morning and evening meals in the residence hall and may eat an unlimited amount of food from a cafeteria-style service. Lunch is eaten in one of several cafeterias/fast-food restaurants located in the Holmes Student Center. Campers will receive a meal ticket for lunch. Food may not be taken out of either cafeteria.

Replacement Keys

The cost of replacing a lost room key is \$150.00. This amount will be billed to a camper's family at the conclusion of camp.

Important Telephone Numbers

The lobby desk of the residence hall is staffed 24 hours a day. The number for main desk of Grant South is (815) 753-1784 and for Grant North is (815) 753-1994. Parents may want to make a note of the phone number in their child's room, as outgoing long distance calls are not permitted from residence hall rooms. Use of phone cards is needed in the rooms for all off-campus calls. If parents need to reach a child during the day, call the Office of External Programs at (815) 753-1450 between 8:00 a.m. and 4:30 p.m. Mail should be sent to campers in care of the specific residence hall, Northern Illinois University, DeKalb, IL 60115.

Parking

Parents arriving with campers on Sunday drop off passengers and luggage in front of the residence hall and are then expected to move the car to Lot J. Campers who drive themselves to camp are not permitted to drive cars during the week. They will need to park in the orange area of Lot J and leave their car until the end of camp. Free parking passes are required for Lot J; call the office at (815) 753-1450 and we will have one waiting for you at the registration table on Sunday.

Walking

Campers are strongly advised to bring comfortable shoes to camp. The residence halls are about 20-30 minutes' walk from most campus buildings and campers are expected to make the round trip walk at least once a day. Campers may want to bring a water bottle for the walk.

Unscheduled Absence of Campers

Parents are required to provide notification in writing of any unscheduled pick-up of children during the week. The letter should provide the name of the person picking up the child, as well as pick-up and drop-off times. Be prepared to show identification to camp personnel at the time of pick-up. This is for your child's safety.