

Design Graduate Studio Use Form

Current Design Graduate students may have access to B9 and B22 facilities.

By completing this form it signifies that you agree to the criteria/expectations for studio usage. You may use the photo-emulsion, cleaning materials, and other similar studio expendables, as well as all the equipment in these areas—print tables, exposure unit, washout area, etc. A studio usage fee of \$15 will be debited from your student account (due for each semester use) to cover the materials previously listed. You will need to supply your own inks, paper, fabric and other materials that you will be using in your projects. A new form is required for each semester that you intend to use the studio.

Complete this form, and have one of the current instructors of GDes 3312 sign it. Submit the form to Julie Hillman in 240 McNeal Hall.

Name _____

Student ID No. _____ UCard No. _____

E-mail _____ Phone (____) _____

GDes 3312 instructor _____

Semester _____

I have read and agree to the criteria and expectations for my use of the B9/B22 studio areas.

Signature ID number Date

GDes 3312 instructor signature Date

Criteria/expectations for using the studio

- 1) Supplies in this studio area are purchased with the course fees from currently registered students in GDES 3312 and GDES 4330. Students not registered in either course shall supply their own screen printing inks, tape, rubber gloves, paper, and/or fabric.
- 2) Student will have a working knowledge of screen printing and dyeing processes (and letterpress, if applicable), and shall have taken GDES 3312 (or 2345, in the case of letterpress), or will receive studio facility instruction from one of the GDES 3312 instructors.
- 3) Student is currently registered as a graduate student in the College of Design.
- 4) Student will be responsible, sensitive to the needs of others working in the studio areas, and will follow the studio rules, posted in B9.
- 5) Students will not be allowed to use the studio area while a class is in session.
- 6) Student agrees to clean up –not only after themselves, but also after others—all surfaces to be left completely free of items, everything put away.
- 7) At the end of project work, student shall vacate their locker and clean any “shop screen” used (if applicable).
- 8) Student agrees to work with a studio partner if in the studio after 11pm.
- 9) Student will lock the studio door when leaving the studio for any reason.
- 10) Student will always be respectful of others in the studio.
- 11) Student will allow custodial staff access to their work area in order for them to complete their job duties in a timely manner
- 12) Supervising faculty will review the student’s compliance with the studio expectations. Failure to meet expectations may result in forfeiting having free access to the B9/B22 studios.