

RULES AND CONDUCT EXPECTATIONS

ATTENDANCE POLICY

- Students are required to attend all class sessions, guest speakers, functions, events, meetings, etc.
- Attendance will be taken at each class, function, event, etc.
- Students who are absent from any class or function must provide a valid excuse to the workshop coordinators. Unsatisfactory reasons for absence may result in dismissal from the program.

ENFORCEMENT POLICY

- In the event of an infraction, Summer Studio staff will issue warnings. If several warnings are issued or a serious infraction is committed, the student will be expelled from the workshop.
- In the event of dismissal, parents or guardians will be notified and arrangements will be made for the student's transportation home. If the student must leave by bus, train, or airline, transportation to the departure point will not be provided. No refunds will be issued to those dismissed from Summer Studio Workshop 2012.

LIABILITY

- The Art Institute of California — Sacramento shall not be liable for an injury, loss, or damage of any nature to the person or property of the student, student's family, guests, or any other person arising from any cause other than established negligence of an employee of The Art Institute of California — Sacramento. The Art Institute of California — Sacramento has no obligation to provide health services under this contract at any time.

SMOKING

- The Art Institute of California — Sacramento and Hilton Garden Inn Sacramento, South Natomas are non-smoking environments. Designated smoking areas will be indicated at both locations for those who are of legal smoking age.

ALCOHOL

- The legal drinking age in California is 21. No alcoholic beverages are permitted in the housing facilities or any other areas designated as the Summer Studio Workshop.

DRUGS

- The use, possession, sale, or solicitation of any illegal drugs or paraphernalia will result in immediate dismissal from the workshop.

LANGUAGE

- Out of respect for others, we require that students use appropriate language at all times. This is a school-wide policy.

NOISE

- Common sense and good judgment should be used at all times to keep noise at a minimum. Quiet hours are between 10:00 PM and 7:00 AM for those students who are staying at Hilton Garden Inn Sacramento, South Natomas.

HOURS

- For your safety and protection, you will be required to be in the Hilton Garden Inn Sacramento, South Natomas building no later than 10:00 PM.
- The Summer Studio Workshop coordinators may check rooms at various times between 10:00 PM and 7:00 AM.

DAMAGES

- Any damages to the Hilton Garden Inn Sacramento, South Natomas property will be reported to management. You and your parents will be billed directly for any damages.

CHAPERONES

- There will be supervisory personnel at the Hilton Garden Inn and all workshop functions to enforce these rules and regulations. Violations of these guidelines will be handled according to the enforcement policy described above.

PHONE CALLS AND ROOM CHARGES

- Students will not be allowed to make any charges to their rooms, including phone calls. We recommend that students bring a prepaid calling card with them in order to make any phone calls or call collect. Emergency calls will be permitted at the discretion of the workshop chaperones.

VEHICLES

- If you must bring a car, parking will be available at The Art Institute of California — Sacramento campus.