

# Summer Institute for Teens

## 2019 Registration Package

Thank you for your interest in our Summer Institute for Teens! We look forward to welcoming you this July!

Please be sure to complete all of the forms in this package to ensure your registration can be processed in a timely manner. For assistance with registration, please contact us at [csreghelp@ecuad.ca](mailto:csreghelp@ecuad.ca) or call us at 604 844 3810.

Welcome Packages with important information regarding materials, schedule, supplies etc. will be made available after registration closes on June 14, 2019.

Please be sure your ***primary email address is one that is active and checked regularly.*** **This will be our primary method of communication with you.**

### Registration Checklist

- Studio Selection Form
- Appendix A | Consent Form
- Appendix B | Code of Conduct
- Appendix C | Field Trip Waiver
- Appendix D | Library Use
- Appendix E | Artwork Release

Artwork Release (Minors) if under the age of 19

Artwork Release (Adults) if 19 years of age

Please review the full studio description of your chosen studio(s) on our website ([teens.ecuad.ca/summer](http://teens.ecuad.ca/summer)) before registering.

### How to Submit Your Registration Package

- 1 By email to [csreghelp@ecuad.ca](mailto:csreghelp@ecuad.ca).
- 2 By fax to 604 630 4535.
- 3 In person or by mail to:  
Continuing Studies, Emily Carr University of Art + Design, 520 East 1<sup>st</sup> Avenue,  
Vancouver, BC, V5T 1A7.



# STUDIO SELECTION + PAYMENT INFORMATION FORM

STUDENT NAME: \_\_\_\_\_

YES, I have previously registered in the Summer Institute for Teens

## FIRST CHOICE STUDIO SELECTION

- |   |   |
|---|---|
| <input type="checkbox"/> Animation (CETP-113)             | <input type="checkbox"/> Illustration: Traditional (CETP-112) |
| <input type="checkbox"/> Communication Design (CETP-103)  | <input type="checkbox"/> Painting (CETP-101)                  |
| <input type="checkbox"/> Drawing (CETP-102)               | <input type="checkbox"/> Print Media + Book Arts (CETP-108)   |
| <input type="checkbox"/> Industrial Design (CETP-)        | <input type="checkbox"/> Storytelling: Media Arts (CETP-117)  |
| <input type="checkbox"/> Illustration: Digital (CETP-114) | <input type="checkbox"/> Textiles (CETP-118)                  |

SECOND CHOICE STUDIO (please write in): \_\_\_\_\_

**Please note:** In the event your first studio is not available, we will contact you before registering you in your second choice studio.

## PROGRAM FEES

### EARLY BIRD (by December 14, 2018)

- \$1990 (Canadians + permanent residents)
- \$2390 (International students)

### FINAL REGISTRATION (by June 14, 2019)

- \$2390 (Canadians + permanent residents)
- \$2790 (International students)

**Please note:** All fees must be made payable in Canadian dollars. Fees are due at the time of registration. Program fees include instruction, admission to galleries and field trips, and a kit of basic supplies. Students should expect to spend up to \$100 on additional supplies and must have a **Translink Compass Card** or **appropriate transit fare**.

Some studios use media equipment. It is the responsibility of the student to return any equipment in the same condition as borrowed.

- I understand that damaged/lost media equipment belonging to the University, if found to be the fault of the student, may result in additional fees for repair or replacement, depending on the unique nature of the circumstances surrounding the loss or damage.

## REGISTRATION POLICIES

Withdrawal requests received prior to **April 1, 2019** will be processed less a \$35 administrative fee. Withdrawal requests received **April 1- June 16, 2019** will be processed less a \$500 administrative fee. **Withdrawal requests received on or after June 17, 2019 will be processed with no refund.**

- I have read and understood the registration policies.

Signature of parent/guardian \_\_\_\_\_ Date \_\_\_\_\_

## SPECIALIZED SUPPORT SERVICES

Please contact Accessibility Services at [accessibility@ecuad.ca](mailto:accessibility@ecuad.ca) or 604 844 3081 for information about learning supports and accommodations.



# APPENDIX A: CONSENT FORM

STUDENT INFORMATION											
FAMILY/LAST NAME			GIVEN/FIRST NAME (IN FULL)				NICKNAME/ PREFERRED NAME				
STREET NAME AND ADDRESS											
CITY			PROVINCE/STATE		COUNTRY		POSTAL/ZIP CODE				
EVENING OR HOME PHONE (AREA CODE + NUMBER)				DAY PHONE (AREA CODE + NUMBER)			EMAIL				
PRIMARY LANGUAGE:	<input type="checkbox"/> ENGLISH		<input type="checkbox"/> OTHER: PLEASE SPECIFY			GENDER		BIRTH DATE:	YEAR (YY)	MONTH(MM)	DAY(DD)
						<input type="checkbox"/> Male <input type="checkbox"/> Female					
						<input type="checkbox"/> Other <input type="checkbox"/> Prefer not to say					
CITIZENSHIP: <b>YOU MUST CHECK ONE OF THE FOLLOWING:</b>											
<input type="checkbox"/> CANADIAN CITIZEN			<input type="checkbox"/> LANDED IMMIGRANT/PERMANENT RESIDENT			<input type="checkbox"/> INTERNATIONAL: PLEASE SPECIFY COUNTRY BELOW					
Landed immigrants/permanent residents of Canada must submit a copy of their immigration form.											
PARENT/GUARDIAN CONTACT INFORMATION											
FAMILY/LAST NAME			GIVEN/FIRST NAME (IN FULL)				RELATIONSHIP TO STUDENT				
CELL PHONE (AREA CODE + NUMBER)			EVENING OR HOME PHONE (AREA CODE + NUMBER)			WORK PHONE (AREA CODE + NUMBER)					
STREET NAME AND ADDRESS											
CITY			PROVINCE/STATE		COUNTRY		POSTAL/ZIP CODE				
EMAIL ADDRESS (NOTE: THIS WILL BE THE <b>PRIMARY METHOD</b> OF COMMUNICATION FOR THE PROGRAM)					CUSTODY ARRANGEMENT DETAILS OR CONDITIONS:						
ALTERNATE EMERGENCY CONTACT INFORMATION											
FAMILY/LAST NAME			GIVEN/FIRST NAME (IN FULL)				RELATIONSHIP TO STUDENT				
EVENING OR HOME PHONE (AREA CODE + NUMBER)			CELL PHONE (AREA CODE + NUMBER)			WORK PHONE (AREA CODE + NUMBER)					
STREET NAME AND ADDRESS											
CITY			PROVINCE/STATE		COUNTRY		POSTAL/ZIP CODE				
BC CARE CARD # / HEALTH CARE PLAN #											
IMPORTANT PROGRAM INFORMATION											
<p>Summer teens studios involve extensive physical activity (sitting, standing or walking for long periods of time) and concentration. Your selected studio will involve assignments requiring hand-to-eye dexterity and/or visual focus on computer screens for extended periods of time. There will also be field trips to various locations around Vancouver for the purpose of making and viewing art. If there is any medical/health reason which may interfere with your capacity to participate fully in your selected studio, please ensure that you contact ECUAD's Accessibility Services to determine any potential need for accommodations. Accessibility Services at ECUAD is located within Student Services.</p> <p>Contact Accessibility Services at: 604 844 3081 <a href="mailto:accessibility@ecuad.ca">accessibility@ecuad.ca</a> <a href="http://connect.ecuad.ca/student-services/accessibility">http://connect.ecuad.ca/student-services/accessibility</a> Please ensure to provide adequate notice by contacting Accessibility Services prior to, or at the time of, application submission.</p>											
SECONDARY (HIGH SCHOOL) INFORMATION											
NAME OF HIGH SCHOOL			ART TEACHER				CITY		GRADE		
Have you ever applied for admission to or taken a course at Emily Carr University? If yes, please provide your student identity number.							STUDENT IDENTITY NUMBER (IF APPLICABLE)				



**PAYMENT INFORMATION**

PAYMENT METHOD:	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD:	<input type="checkbox"/> CASH/CHEQUE
CREDIT CARD INFORMATION	CARD NUMBER	NAME ON CARD	EXPIRY (MM/YY)
CARDHOLDER SIGNATURE	DATE		

**Please note:** Fees are due at the time of registration. All fees must be made payable in Canadian dollars. Program fees include instruction, admission to galleries and field trips, and a kit of basic supplies. Students should expect to spend up to \$100 on additional supplies. The Photography: Digital and Video studio options require an additional refundable equipment deposit. Cheques and Cash/Debit payments can be made in person at Financial Services. Cheques should be made payable to Emily Carr University.

**PARENT/GUARDIAN PERMISSIONS AND ACKNOWLEDGEMENTS**

PLEASE INITIAL EACH STATEMENT BELOW	INITIALS
I consent to the release of medical information as required in the event of injury or other medical emergency.	
I consent to and authorize emergency medical and/or dental treatment during my child's involvement in the program.	
I give my child permission to depart for home at the end of the program unaccompanied.	
I consent to and authorize emergency medical and/or dental treatment during my child's involvement in the program.	
I consent to the collection, use and disclosure of my information and my child's information as described below. <small>Emily Carr University of Art and Design gathers and maintains information used for the purposes of admissions, registration and other fundamental activities related to being a member of and attending a public post-secondary institution in the province of British Columbia. All applicants are advised that both the information they provide and any other information placed into the student record will be protected and used in compliance with the BC Freedom of Information and Privacy Protection Act (1992).</small>	

I have read the information in the application package and consent to my child's participation in the program and acknowledge that participation in the program and related activities includes:

- Traveling on public transit for the purposes of visiting art galleries and art organizations
- Walking around and exploring locations around Vancouver for the purpose of making art (drawing, sketching, etc) or viewing public art.

I agree to assume all risk and liability for my child's transportation to and from the program premises.

In the event of an emergency, I authorize program staff to secure any licensed hospital, physician and/or medical personnel for any treatment deemed necessary for my child's immediate care. I certify that my child is covered by medical insurance for the duration of the program.

I understand and agree that the program instructors and administrators may collect, use and disclose personal information about students and their guardians for the purposes of administering, delivering and evaluating the program. We may also use this information to notify you about future programs that may be of interest to you. Additional information about our privacy policies and practices can be found at [www.connect.ecuad.ca/about/privacy](http://www.connect.ecuad.ca/about/privacy).

I, the undersigned, have read this Consent Form and understand all its terms. I execute it voluntarily and with full knowledge of its significance.

IN WITNESS WHEREOF, I have executed this Consent Form at the City of \_\_\_\_\_, on the day and year first above-written.

\_\_\_\_\_  
(signed by Parent or Guardian OR student if 19 or older)



## APPENDIX B: CODE OF CONDUCT

Course Name: 2019 SUMMER INSTITUTE FOR TEENS

Student Name (printed in full): \_\_\_\_\_

Please read through the following agreement with your child. Both of you are required to sign.

While creative, artistic and intellectual expression is encouraged and promoted, it is also expected that we conduct ourselves in a manner that is safe and respectful of our Emily Carr community. This code of conduct requires all students, parent/guardians of students, instructors, guests and employees to:

- Refrain from words, actions and behavior – in any medium – that demonstrate disrespect for other students, instructors, guests and employees, or the family members of such individuals
- Respect other students, instructors, guests and employees right to privacy and the confidentiality of their personal information
- Act with honesty and integrity when dealing with property, monies, equipment and any other assets belonging to Emily Carr University of Art + Design.
- Act safely and respectfully for the duration of the program, to ensure a positive experience for all.
- Respect and abide by the laws of Canada and British Columbia.
- Treat students, instructors, guests and employees fairly, knowing that Emily Carr University of Art + Design does not tolerate unlawful discrimination on the basis of race, national or ethnic origin, citizenship, colour, religion, sex, age, mental or physical ability, political beliefs, socio-economic status, health related status, sexual orientation, marital status, or any other grounds enumerated in the human rights legislation of the jurisdiction in which the individuals involved are located.

I understand that the use of alcohol, non-prescription drugs, inappropriate behavior and offensive language are prohibited. Should I be registered in the accommodation option of the program, I understand that I will be required to abide by the posted curfew times.

I understand that Emily Carr University of Art + Design reserves the right to take action regarding any breach of the Code of Conduct, including but not limited to a non-refundable removal from the program.

By signing below, you agree to the Code of Conduct.

In addition, I hereby certify that I am over nineteen (19) years of age or have obtained the written consent of my legal parent/guardian below.

<b>Student</b>	<b>Parent/Guardian</b>
Signature _____	Signature _____
Date _____	Date _____



# APPENDIX C: FIELD TRIP WAIVER | RELEASE OF ALL CLAIMS

Course Name: **2019 SUMMER INSTITUTE FOR TEENS**

Student Name (printed in full): \_\_\_\_\_

Field Trip To: **VARIOUS VANCOUVER LOCATIONS (July 2 - 26, 2019)**

Release made on the \_\_\_\_\_ day of \_\_\_\_\_, the year \_\_\_\_\_

by (print name of parent or guardian for students 18 and under) \_\_\_\_\_

for (print student name) \_\_\_\_\_

of (home address) \_\_\_\_\_

Province of British Columbia, to the Emily Carr University of Art + Design, a Provincial Educational Institute in the City of Vancouver, Province of British Columbia.

In consideration of the permission granted to me, the undersigned, by the Emily Carr University of Art + Design to participate in a field trip during the dates stated above, organized by the said Institute, I hereby release the Emily Carr University of Art + Design, its agents and employees from all actions, causes of action, damages, claims or demands which I, my heirs, executors, administrators or assigns may have against the Emily Carr University of Art + Design and other above-described parties for all personal injury or illness, property loss or other damage sustained by me on the field trip whether arising out of or incidental to the field trip or otherwise.

I understand that field trip participants will not be required to return to the Emily Carr University campus after the trip concludes at the end of day. Emily Carr University is not responsible for transportation from offsite locations to personal residences or other alternate locations.

I, the undersigned, have read this Release and understand all its terms. I execute it voluntarily and with full knowledge of its significance.

IN WITNESS WHEREOF, I have executed this Release at the City of \_\_\_\_\_, on the day and year first above-written.

\_\_\_\_\_  
(signed by Parent or Guardian if applicable, or student if 18 years or older)

\_\_\_\_\_  
(signed by Student)



## APPENDIX D: LIBRARY USAGE

Student Name (printed in full): \_\_\_\_\_

By signing below, I hereby consent that items borrowed from the Emily Carr Library, as a Community Borrower, will be returned to the library by me, in good condition and on or before the due date indicated at the time of borrowing.

I am aware that failure to return library materials in adequate condition or in a timely fashion will result in fines incurred by me, for which I am solely responsible. I understand that failure to remit library fines while participating in the 2019 Summer Institute for Teens will prevent subsequent registration in courses and programs at Emily Carr University of Art + Design.

I am signing this release freely and voluntarily, and in executing this release do not rely on any inducements, promises, or representations made by Emily Carr University of Art and Design, its employees, agents, successors, or anyone acting under its authority or permission, and those individual(s) contracted by ECUAD.

In addition, I hereby certify that I am over eighteen (18) years of age or have obtained the written consent of my legal parent/guardian below.

**Student**

**Parent/Guardian**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



# APPENDIX E: ARTWORK(S) AND VIDEO CONSENT FORM (MINORS)

Student Name (printed in full): \_\_\_\_\_

As a student attending the 2019 Summer Institute for Teens (the “**Program**”) offered by the Emily Carr University of Art + Design (“**ECUAD**”), I understand that ECUAD may wish to take photographs or videos of me during my attendance at the Program or make other uses of the artwork I create in the Program for the purposes of the Program, and for:

- Artistic Display,
- Use in Academic Programs,
- Advertising or Marketing ECUAD and its Programs and Services
- Recruiting Staff or Students to ECUAD; and
- Other related purposes.

I consent to ECUAD, and its directors, officers, employees, contractors and authorized agents (the “**Personnel**”) creating, using and editing my photograph, portrait, video tape or electronic images, recordings or other reproductions or representations of my likeness, including my voice and statements (collectively “**My Likeness**”), for the purposes described in this Consent, and to the use of My Likeness for the purposes described in this Consent in any publication, display, broadcast, webcast or other exhibit, theatrically or otherwise. I also confirm that I have not given anyone the exclusive right to use my Likeness.

I also acknowledge that ECUAD considers any photographs or videos of me taken during the Program to be its exclusive property and it does not recognize any legal interest that I may have in them except as set out herein. I further understand that I will not have the opportunity or right to inspect or approve the publications or promotional materials, including written or electronic copy, in which My Likeness may appear.

In addition, I consent to the use, display or publication by ECUAD of any art or other work(s) I produce during the Program (the “**Artwork**”) for the purposes described in this Consent, including the use, display or reproduction of the Artwork within programs brochures or catalogues, art exhibitions, broadcast, webcast, or publications, or other exhibit, display, or publication.

I understand that ECUAD has no plans to compensate me for the use, publication, or display of the Artwork or My Likeness whether or not ECUAD generates any income or revenue from such use, publication or display or I suffer any loss or damage resulting from such use, publication or display.

I confirm that I am signing this Consent freely and voluntarily, and in executing this Consent do not rely on any inducements, promises, or representations made by ECUAD or its Personnel. If any part or provision in this Consent is found to be unenforceable, then the remainder of the Consent shall continue to be enforceable.

By signing below, I understanding that I am consenting to the use, display and publication of My Likeness and the Artwork as described above.

**Student**

**Parent/Guardian**

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_





## APPENDIX E: ARTWORK(S) AND VIDEO CONSENT AND RELEASE FORM (19+)

Student Name (printed in full): \_\_\_\_\_

As a student attending the 2019 Summer Institute for Teens (the “**Program**”) offered by the Emily Carr University of Art + Design (“**ECUAD**”), I understand that ECUAD may wish to take photographs or videos of me during my attendance at the Program or make other uses of the artwork I create in the Program for the purposes of the Program, and for:

- Artistic Display,
- Use in Academic Programs,
- Advertising or Marketing ECUAD and its Programs and Services
- Recruiting Staff or Students to ECUAD; and
- Other related purposes.

Accordingly, I consent to ECUAD, and its directors, officers, employees, contractors and authorized agents (the “**Personnel**”) creating, using and editing my photograph, portrait, video tape or electronic images, recordings or other reproductions or representations of my likeness, including my voice and statements (collectively “**My Likeness**”), for the purposes described in this Release, and to the use of My Likeness for the purposes described in this Release in any publication, display, broadcast, webcast or other exhibit, theatrically or otherwise. I also confirm that I have not given anyone the exclusive right to use my Likeness.

I further understand and agree that any photographs or videos of me taken by ECUAD during the Program are the exclusive property of ECUAD and I will not have any legal interest in them or right to them except as set out here. I further understand that I will not have the opportunity or right to inspect or approve the publications or promotional materials, including written or electronic copy, in which My Likeness may appear.

In addition, I consent and grant to ECUAD a non-exclusive, royalty free, irrevocable, worldwide license, to the use, display or publication of any art or other work(s) I produce during the Program (the “**Artwork**”) for the purposes described in this Release, including the use, display or reproduction of the Artwork within programs brochures or catalogues, art exhibitions, broadcast, webcast, or publication, or other exhibit, display, or publication.

I release, discharge and hold free from any liability ECUAD or any member of the Personnel, in connection with any loss, or damage resulting from the use, publication or display of My Likeness or Artwork as described in this Release.

I further expressly waive any rights or claims that I may have against ECUAD or any member of the Personnel as a result of the use, display or publication of the Artwork or My Likeness as described in this Release, whether or not ECUAD generates any income revenue or from the exhibition or sale of such materials.

I confirm that I am signing this release freely and voluntarily, and in executing this release do not rely on any inducements, promises, or representations made by ECUAD or its Personnel. If any part or provision of this Consent is deemed by a court of competent jurisdiction to be unenforceable, I agree that the remainder of this Consent shall continue to be binding and enforceable against me.

In addition, I hereby certify that I am nineteen (19) years of age or older. I have read, understand and agree to be bound by the above terms.

**Student Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_