

STUDENT-SUPPLIED MATERIALS

The following items are not provided by the college and many are necessary to complete your class. Those that are essential are listed in italics. Your instructor can answer your questions and may have a more specific list with additional items as well.

Camera

Film

Photo paper

Scissors

Bottle opener

Loupe (magnifier for negative and contact viewing)

Negative sleeves

Two towels, pre-washed to remove lint and dust; one for drying equipment and one for your hands.

Rubber Gloves

Mat board and mounting tissue

Cotton gloves

Tape, corners and spotting materials to be used off-campus

CLASSROOM/STUDIO (6102) POLICIES

Surfaces in this room are used for viewing and handling prints, and measuring and cutting expensive mat board. **NO FOOD, DRINK OR WET PRINTS IN CLASSROOM AT ANY TIME!**

Avoid bringing valuables into the classroom and lab. Faculty, staff and lab techs are not responsible for items left unattended in the classroom, and nothing can be stored in the tech booth. Nothing other than essential items are allowed in the film or darkroom either: No packs, briefcases, purses etc. on the floors.

Please do not place anything on top of the mat cutters, Rotatrimms, light boxes or any other equipment in the classroom or studio. These items are sensitive to weight and/or abrasion, and damage easily. Keep backpacks, books clothing, etc on the floor, or better yet, store them elsewhere during class or lab.

The lockers in the classroom are provided for your convenience. The school is not responsible for any loss or theft that occurs on the premises, including from the lockers. Lockers will be made available on a first-come/first-served basis to **advanced students only the first week of classes, Photo 2 and workshop students in the second week , and Photo 1 students thereafter**. You must have a lock in your possession to sign up for a locker; see your instructor or the lab manager for assistance. Lockers occupied without signup may be emptied (with locks cut off if necessary) and contents disposed of at the discretion of faculty and staff.