



GUIDE

FOR ACADEMY
PARENTS AND
STUDENTS

Dear Parents and Students,

We're looking forward to seeing you on campus very soon! This guide will help you complete the steps necessary before you arrive on campus for the 2023/23 Academy school year.

You can find additional information such as [what to bring](#), tips for parents, and more information about our programs on our website: [Student Life at Idyllwild Arts](#).

If you have any questions about the information in this guide or need help with any steps, please contact Megan Kenyon in Log Lodge at mkenyon@idyllwildarts.org or (951) 659-2171 x2228.

I'm looking forward to welcoming you to Idyllwild Arts Academy!

Sincerely,

Jason Hallowbard
Head of School

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STUDENT / PARENT ORIENTATION AND ARRIVAL

International boarding students should arrive on Saturday, August 26th.

Domestic boarding students should arrive on Sunday, August 27th.

Boarding students, please see the travel information section later in this document for more information on school transportation, times, and costs.

Day students should plan on participating in any orientation activities, starting on Sunday August 27th.

College counselors, department chairs, and administrators will be available throughout the weekend to meet with parents and students.

We'll send out more details on arrival weekend, student orientation, and parent orientation over the summer. In the meantime, please let Megan Kenyon, mkenyon@idyllwildarts.org, know if you have any questions.

STUDENT / PARENT HANDBOOK AND OUR VALUES

By enrolling at Idyllwild Arts, every student agrees to abide by the expectations and honor the values in our Student/Parent Handbook. Please read the Handbook before arriving - you can find it on our website here: [Student Parent Handbook](#).

OUR MISSION STATEMENT IS: CHANGING LIVES THROUGH THE TRANSFORMATIVE POWER OF ART.

Committing yourself to share in these common values and striving to honor the intention of the quote in Krone Museum—"We are in service to the creative spirit"—will make following the rules at Idyllwild Arts Academy a natural and simple achievement.

INTEGRITY - IAA recognizes the integrity of both the individual and the larger community. Academy students strive to be sound, complete, unimpaired, and whole individuals who also acknowledge the importance of matters that affect the entire School.

RESPECT - Respect for others requires that you hold everyone in high regard and do not interfere with their beliefs and pursuits. IAA is a diverse community composed of artists with a broad variety of talents from different cultures and with different identities.

RESPONSIBILITY - The IAA community asks all of us to make large and small decisions every day. These decisions, often made independently, must be made with careful consideration. Each decision carries with it an action. We are accountable for those actions.

ASPIRATION - In the context of life at IAA, aspiration refers to the strong desire to live in the best possible way, cultivating ambition based on the values of altruism, creativity, mindfulness, and intention.

PASSION - Passion is the intense enthusiasm, strong or even extravagant fondness and desire that an artist has for his or her art form. It is the driving force behind our art. Passion is a deep insatiable need to practice art. It manifests in the inability to stop creating art. Our lives as artists are imbued with passion.

IMAGINATION - Imagination is a vital part of an artist's existence. It is the source of our creative genius.

POSITIVE CONTRIBUTION TO THE COMMUNITY - IAA is a community that grows and succeeds because of the contributions and cooperation of all of its members. The behavior of each person directly impacts the School as a whole.

CHECKLIST



Here is a checklist to help track everything that needs to happen before arriving in August. There are details on all requirements in this document.

- For international students - apply for a visa, if needed, immediately
- Parents and students read the Student/Parent Handbook
- Students log in to their school gmail account and check it on a regular basis
- Parents log in to their Idyllwild Arts Account and check it on a regular basis
- Students log in to their Idyllwild Arts Account and check it on a regular basis
- Parents of new students request an official final transcript from their student's transfer school be sent to Maggie Lam, at mlam@idyllwildarts.org.
- Parents complete their child's Magnus medical information account. This includes making sure their child is up to date on all immunizations. **Completing your Magnus account should be one of your top priorities, as students can't participate in our programs / stay in the dorms until they have satisfied all medical requirements.**
- Parents set up their child's Campus Card incidental account.
- Parents or students send a picture to Megan Kenyon, mkenyon@idyllwildarts.org, for their ID badge.
- Students who know their travel plans and need school transportation from the airports we service (LAX, PSP, ONT) should email awaypermissions@idyllwildarts.org by August 10, 2023.
- Parents should review their child's schedule (can be viewed in their Idyllwild Arts Accounts after August 10) and purchase books and necessary supplies.
- Parents and students should review the student life section of our website. Boarding students should look at our lists of items to bring and not to bring.
- Boarding students should fill out our [housing questionnaire](#).
- All students should have a guardian on file that can pick them up from campus within 48 hours in case of an emergency
- All students are required to have a cell phone with service in the United States, and their own laptop

SCHOOL GOOGLE / EMAIL ACCOUNT

Every student is given a school Gmail account when they enroll and is expected to check their email every day during the school year. Please make sure your child logs in to their account over the summer. Student IA Gmail sign-in credentials and instructions will be sent out by our Information Technology (IT) department.

For your child to log in, have them go to: mail.google.com and enter the email address and temporary password in our welcome email. They will be prompted to change the password after logging in.

All faculty and staff use email as their primary means of communication with the students. Student services sends information at the beginning and end of every week, and the school also uses email to communicate with students in case of emergencies.

Any questions about your school google / email account, or technology on campus in general, should be sent to ithelp@idyllwildarts.org.



IDYLLWILD ARTS ACCOUNT

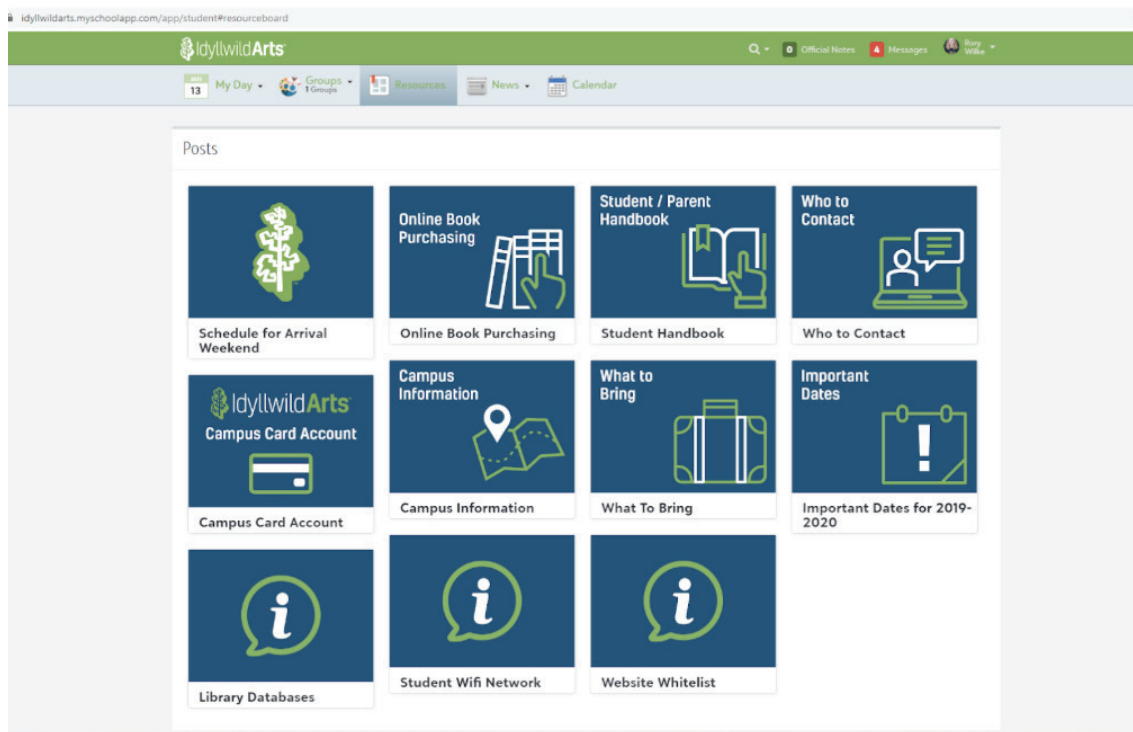
During the application process, parents were given an Idyllwild Arts Account, accessed at idyllwildarts.myschoolapp.com. If you were not issued an Idyllwild Arts Account, you can email a request for one to ithelp@idyllwildarts.org.

Students use their school email address to sign into their Idyllwild Arts Account. Student IA Account sign-in instructions will be emailed out.

Parents - When you login and click on your student, you can see their schedule, attendance, and grades throughout the year.

Students - when you log in you will see a summary of your classes, grades, and attendance. If you click on your classes you will get more information on each class, assignments, etc.

Both parents and students have Resource Boards in their Idyllwild Arts Accounts with links to useful information:



Here is a short video for parents on getting started with their account: [Parent Account](#).

MEDICAL REQUIREMENTS - MAGNUS HEALTH RECORDS

Idyllwild Arts has partnered with Magnus Student Medical Records, an electronic system for tracking and storing student medical information. Parents use Magnus to upload proof of insurance, medical history, immunization records, physical exams, and medications. Parents will need to access their Magnus account through the Resource Board in their Idyllwild Arts Account at idyllwildarts.myschoolapp.com.

Here is a brief video showing the steps to log into your Magnus account: [Magnus Log In](#). The steps are:

- Go to your Idyllwild Arts Account at idyllwildarts.myschoolapp.com.
- Enter your username and password. This needs to be the parents password and username. The Magnus link will not show up on students' Idyllwild Arts Account.
- Select the resources tab
- Select link for Magnus Health
- This will log you directly into your child's Magnus account.

Every student is required to have a complete Magnus account before they can participate in our programs or move into the dorms. This includes proof of all immunizations required by the school, including [those required by California Senate Bill No. 277](#) (SB 277). Since we are a boarding school we also require vaccines for Meningococcal (ACWY) and Hepatitis A. The immunization form with requirements can be downloaded [here](#) for your convenience.

Students missing any required immunizations upon arrival will have them done within 30 days of arrival at a local clinic and the student's insurance/account will be charged for those expenses.

All New and Returning International Students: The health center will take care of enrolling your child in the insurance offered by the school and uploading the insurance card into your child's Magnus account.

New Domestic Students: You will need to provide your own insurance that will be accepted at the local clinic. Reach out to the Health Center at hcnurses@idyllwildarts.org if you have questions in regards to your insurance.

Returning Domestic Students: If your insurance is still active and current for the 2022-2023 school year, you can email us and we will re-approve it. If it is not current, please update Magnus with your new insurance, or you can send me a picture of the front and back and I will add it to Magnus. Please reach out if you have any questions.

All Returning Families: All returning families need to log into Magnus and update forms for the current 2023-2024 year. **Vital Health Record:** All your information is still stored in the VHR section in Magnus. Please click in each section and update any new information then click submit.

If you have any questions please feel free to contact the health center team at hcnurses@idyllwildarts.org.

Incidentals - Campus Card Account: The following information will enable you to set up an “Idyllwild Bucks” incidental spending account for your child to use while they are attending Idyllwild Arts. Incidental accounts are separate from tuition accounts and are managed through our Idyllwild Arts “Campus Cardholder” website at ia.campuscardcenter.com/ch/login.html.

We ask that boarding student families deposit at least \$1500 and day student families at least \$500. During the school year, if your child uses their deposit, you will be able to add funds as necessary. Accounts that have a \$0 balance will remain deactivated until funds are added. Any unused portion of the incidental deposit will be rolled over or refunded to families at the end of the year.

Once set up the Idyllwild Bucks incidental account can be used to pay for things on campus like books, supplies, transportation, field trips, postage, SAT exams, etc. Families can login into their account at any time to see real-time charges that your child is making, as well as credits or payments made to the account.

To set up your account, go to ia.campuscardcenter.com/ch/login.html and on the right-hand side of the webpage, click the “Register Now” button to start the registration process.

1. Cardholder Registration Page
 - a. Enter your student ID number. (found in your Idyllwild Arts account, under student contact information)
 - b. Last Name - Enter student’s last name
2. Create User Profile Page
 - a. Create your username
 - b. Create your password
 - c. Re-enter your password to confirm
 - d. Select a secret question from the drop-down list and provide your answer.
 - e. Enter your email address.
3. Cardholder Terms & Conditions Page: Upon review:
 - a. Click “Yes”
 - b. Enter Initials
 - c. Click “Accept Terms”

To add funds with a credit card to your “Idyllwild Bucks” account, login and click on “Add Value” and you will be prompted for credit card information.

If you are unable to successfully register, please contact the Idyllwild Arts ID Card Service Center by phone at (951) 659-2171 Ext. 2209 or email studentbilling@idyllwildarts.org for assistance.

ID BADGE

Every student is required to wear an ID badge while they are on campus. Please send an unedited close up photo of your head and shoulders against a light or neutral background to Megan Kenyon, mkenyon@idyllwildarts.org.

Here is an example of an acceptable ID badge photo:



TRAVEL INFORMATION

Student Services manages all student travel - any time a student leaves campus they must obtain away permission. Every away permission request goes to the student's art department chair, parents, and Student Services.

If your student needs school transportation from the airport on arrival day, please email awaypermissions@idyllwildarts.org to arrange for a school van to meet your student at the airport.

Below is our airport shuttle schedule for all arrival days. Cost is \$90 per student as long as arrival times work with our bus/van schedule. Transportation for arrival times outside our schedule will be billed according to our financial supplement.

- Los Angeles Airport (LAX): 12:30 pm and 5pm
- Ontario Airport (ONT): 2pm and 6:30pm
- Palm Springs Airport (PSP): 2pm and 7pm

The times above are when the shuttle leaves the airport. Flight arrival times should be one hour before shuttle departures (two hours for international flights due to customs)

For departure days (winter break, spring break, end of the year), here is our airport shuttle schedule for students using school transportation (time that shuttles leave campus):

- Los Angeles Airport (LAX): 5am, 10am, 4pm - flight departure times should be at least 5 hours after campus departure time
- Ontario Airport (ONT): 5am, 10am - flight departure times should be at least 4 hours after campus departure time
- Palm Springs Airport (PSP): 8am, 12pm - flight departure times should be at least 4 hours after campus departure time

Cost is \$90 per student as long as departure times work with our bus/van schedule. Transportation for arrival times outside our schedule will be billed according to our financial supplement. Please let us know well in advance if your student will be traveling as an unaccompanied minor. If so, one of our drivers will escort your child to the check-in desk / airport security, and there may be an extra fee for this service.

CHINESE / INTERNATIONAL PARENT LIAISON

Maggie Lam, mlam@idyllwildarts.org, serves as our Chinese / International Parent Liaison. A message from Maggie:

亲爱的家长,

您好。我是 Maggie Lam, 我们在学校担任行政辅助的工作。我是香港人, 我会说中文。如果您有任何问题, 请随时与我联系。我的微信ID是: MaggieLamIAA。

Dear Parents,

My name is Maggie Lam, I am in Academy administration. I am from Hong Kong and I can speak Chinese. Please feel free to reach out to me if you have any questions. My WeChat ID is: MaggieLamIAA.

VISAS

New international students should apply for a visa, if needed, as soon as they sign their enrollment agreement. All international students should make sure their passport/visa is current and will not expire during the school year.

The ongoing COVID-19 situation may delay the visa application process depending on your country and current policies from the US Student and Exchange Visitor Program (SEVP).

Please contact Don Stoll (dstoll@idyllwildarts.org), our Manager of Communications & International Student Relations, with any visa questions or assistance you need.

DORM, ROOMMATE, AND ADVISOR ASSIGNMENTS

All boarding students will receive a Housing Questionnaire over the summer, where they can tell us about their housing preferences. The Dean of Students and dorm heads will do their best to pair students based on their questionnaire responses. Students will find out their dorm and roommate assignments on arrival day.

Boarding students can find a list of what to bring and what not to bring on our website here: [Student Life at Idyllwild Arts](#). There is also a link to the list on the Resource Board of your Idyllwild Arts Account, or you can find it directly [here](#).

Every student is assigned a faculty or staff advisor who acts as a liaison between the student, parent, and the school. Advisors monitor progress in classes and programs, help students handle problems and reinforce our school values, offer counseling on classes and enrichment activities, and know where to refer students when they don't know the answer to a question.

Contact for questions: Maggie Lam, mlam@idyllwildarts.org.

Returning students will keep their current advisor. New students or returning students whose advisor is leaving will be assigned a new advisor during the first week of school.