CHECK-IN – Check-in will be on Sunday, June 22, at Yosemite Hall, Building #114, between the hours of 3:00pm and 5:00pm. If arriving on public transportation in San Luis Obispo at any time on Sunday, please advise Michael Lucas of the arrival time and type of transportation, and a pick-up service arrangement will be made at no charge. Since campus dining facilities will be closed on Sunday, we will be available to suggest places for dinner. A complimentary cookout will be available Sunday evening. Workshop meals start Monday morning. If your parents are bringing you and intend to spend the night, reservations at a local hotel are suggested, as it is a busy time of the year for our tourist-oriented community. After check-in, the first meeting will be held in the residence hall at 7:00pm. Parents are welcome, but it is not necessary that they attend.

WORKSHOP SUPPLIES – Most workshop supplies will be provided and therefore, you will not need to bring any major drafting or model making materials. We will do freehand drawing - we do ask you to bring 5 soft drawing pencils (Berol or Eagle brand, soft lead such as HB, F, or B lead- not mechanical pencils), an 8-1/2” X 11” notebook, a pad of medium size (9” X 12”) sketch paper (newsprint is fine), a bottle of rubber cement, a bottle of white glue, a glue gun with extra supply of glue sticks, a “utility” or “mat” knife with extra blades, a roll of drafting tape, and a metal straight edge (at least 18” in length), and a small extension cord might also be handy. The utility knife and glue gun can be purchased at any hardware store. Additional materials, as desired, may be purchased at the campus bookstore. PLEASE MARK YOUR EQUIPMENT WITH YOUR NAME.

WHAT TO PACK – You will need to bring beach and hiking wear that can be worn in layers (i.e. a sweatshirt over a T-shirt), an all-weather coat as we often have cool, foggy mornings, and one dress-up outfit for our final banquet. You might want to bring a desk lamp, an alarm clock, or a radio since these items are not in your residence hall rooms. Linens, bedding and towels are provided, (although many students have told us they would bring their own towel). You are also welcome to bring a bicycle, which can be either stored in your room or locked outside the residence hall. Skateboards and bicycles are allowed only in certain parts of campus and you may be fined by campus police for riding them in many areas of campus.

HEALTH SERVICES – Routine and emergency health services are available at the Cal Poly Health Center between 8:00am to 5:00pm. The charge for this service is $15.00 per visit plus lab/x-ray charges, if needed. Health service during non-Health Center hours is provided by local community health facilities, requiring insurance payment.

POCKET MONEY – MEALS – The majority of your meals are included in the workshop fee. The normal schedule of meals is breakfast, lunch, and dinner on weekdays and brunch and dinner on weekends. The following meals are not included: dinner on three Thursday nights (due to attendance at Farmer’s Market), 4th of July dinner in Pismo Beach, a Saturday lunch in San Luis, a lunch in Morro Bay, snacks during the day, and midnight snacks. Please bring some money to cover these meals.

SOCIAL ACTIVITIES – San Luis has several movie theaters within walking distance and the resident advisors will accompany students on a reasonable basis on weekends.

LOCAL TRANSPORTATION – The use of your car is not allowed during the workshop. All basic activity transportation will be provided for you during the program, so cars are not to be driven to the campus as parking will not be provided. On Sundays we will provide a pick-up and delivery service to local churches if so requested. You will need funds for bus rides to San Luis for movies and Farmer's Market- current fares are $.75 each way.

LAUNDRY ROOMS – Service rooms are provided where you may do laundry and ironing. Ironing boards and coin operated automatic washers and dryers are available. Ironing may also be done in your room if you bring your own ironing board. It is recommended that you remove your articles from the laundry room immediately after drying. Anything left to dry overnight must be picked up by 8:00 a.m. the next day. The Architecture Summer Career Workshop assumes no responsibility for stolen or damaged items.

MAIL – Mail is distributed by the staff M-F to the students through Conference Services (DO NOT SEND THINGS TO THE ARCHITECTURE DEPARTMENT). Mail should be addresses as follows:

Student Name
Architecture Summer Career Workshop
Conference Services
Cal Poly State University
San Luis Obispo, CA 93407

STORAGE ROOM – There are no storage facilities available. Hand luggage can be kept in your room. Cardboard or paper cartoons used for moving cannot be stored in rooms because of the fire hazard. Bicycles may be stored in your rooms. Bikes may parked only in designated areas- they may not be parked in the stairwells, next to banisters, railings, laundry vent bars, or trash bin areas. Bikes found in these locations will be removed and stored at the University Police station. Bikes will not be ridden inside any University building, this includes your residence hall. Bikes may only be parked at bike racks on campus.

SUPERVISION – The “live-in” residence hall supervisors (RAs) will be introduced at our first meeting. Residence is separated by gender on separate floors. In addition to Prof. Lucas and the guest professors, each studio section of 10-12 students will be assigned a Teaching Assistant (TAs). TAs are upper division Architecture Students or recent graduates selected by the Director.

OPTIONAL COLLEGE CREDIT - The program will be offered on a Credit / No Credit basis through Cal Poly Extended Education for an additional fee, and will generate an official Cal Poly transcript. This transcript counts as the basis for substitution of required EDES 101 should the student attend Cal Poly. It may be applicable for credit for similar program overview in another school of architecture, and historically has been accepted as free elective credit in other universities. It may be accepted as High School credit as well- check with your school. Specific information on cost to follow.

CHECK-OUT – Residence hall clean-up and check-out will take place after Friday’s reception. On departure, we will provide rides to public transportation facilities, if requested. All Lab keys and Dorm keys must be returned to the desk or resident advisors and are subject to substantial additional fees if lost.