

2024/2025



# WELCOME 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 2024/25 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 at [academy@idyllwildarts.org](mailto:academy@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 24th, 2024.

**Domestic boarding students** should arrive on Sunday, August 25th, 2024.

**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 25th, 2024.

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

We will send out more details on arrival weekend, student orientation, and parent orientation over the summer. In the meantime, please contact [academy@idyllwildarts.org](mailto:academy@idyllwildarts.org) 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](#). Please note that the Handbook is revised each summer for the upcoming school year, so check back for the updated version in August.

**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 [registrar@idyllwildarts.org](mailto:registrar@idyllwildarts.org) by August 1, 2024.
- 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 may not 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 [academy@idyllwildarts.org](mailto:academy@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](mailto:awaypermissions@idyllwildarts.org) by August 8, 2024.
- Parents should review their child's schedule (can be viewed in their Idyllwild Arts Accounts after August 10, 2024) 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 must have a guardian on file that can pick them up from campus within 48 hours in case of an emergency
- All students must 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](mailto: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. Students should check their email several times each day.

Any questions about your school Google / email account, or technology on campus in general, should be sent to [ithelp@idyllwildarts.org](mailto:ithelp@idyllwildarts.org).



# IDYLLWILD ARTS ACCOUNT

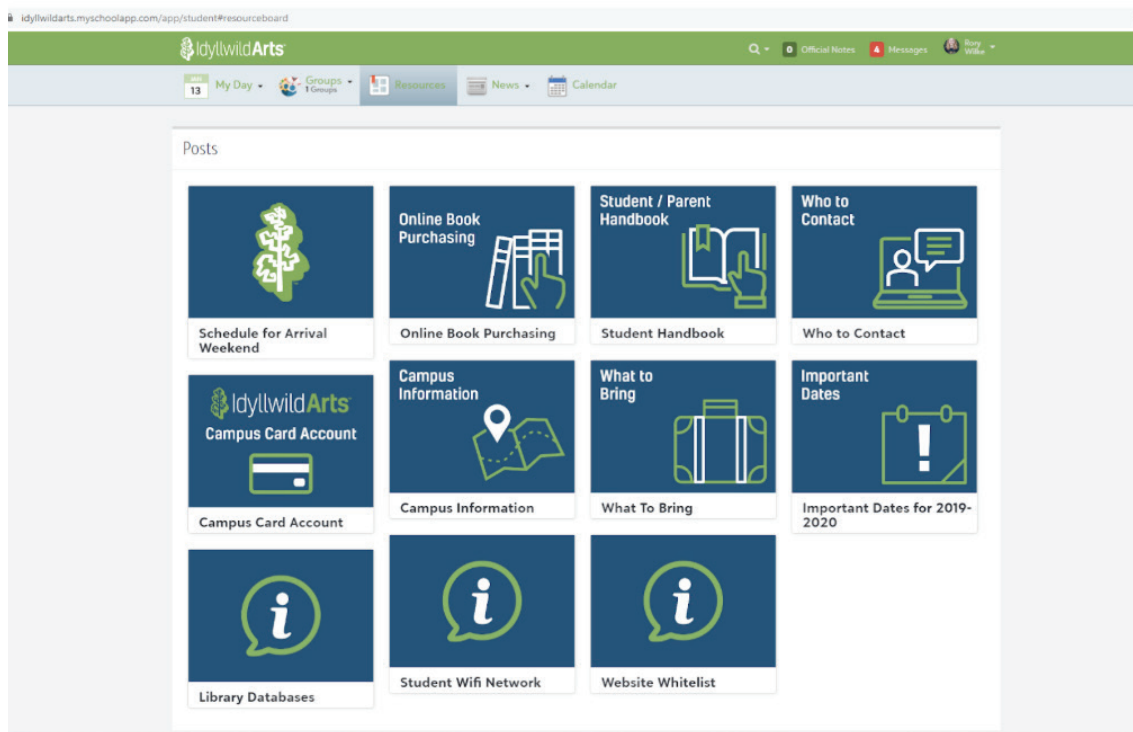
During the application process, parents were given an Idyllwild Arts Account, which you may find at [idyllwildarts.myschoolapp.com](http://idyllwildarts.myschoolapp.com). If you were not issued an Idyllwild Arts Account, you may email a request for one to [ithelp@idyllwildarts.org](mailto:ithelp@idyllwildarts.org).

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 log in and click on your student, you can see their schedule, attendance, official notes, 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 immunization records, medications orders, proof of insurance, sign consent to treat etc.

Parents may access their child's Magnus account through the Resource Board in the parents Idyllwild Arts Account. Please note that the Magnus link is only on the parents Idyllwild Arts Account.

Login URL: <https://idyllwildarts.myschoolapp.com>

- Select the resources tab.  Resources
- Select the link for Magnus Health.  MagnusHealth

Please contact [ithelp@idyllwildarts.org](mailto:ithelp@idyllwildarts.org) if you need assistance signing into your Idyllwild Arts Account.

**Every student must have a complete Magnus account before participating in our programs or moving 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.

**International Students Insurance:** The health center will enroll your child in the school's insurance policy and upload the insurance card into your child's Magnus account. Please note we will **not** accept any other medical insurance policies issued in a foreign country or from a company outside the U.S.

**Domestic Students Insurance:** You must provide your own insurance that will be accepted at the local clinic. Reach out to the Health Center at [hcnurses@idyllwildarts.org](mailto:hcnurses@idyllwildarts.org) if you have questions in regards to your insurance.

If you have any medical questions or concerns, please contact the health center team at [hcnurses@idyllwildarts.org](mailto: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](http://ia.campuscardcenter.com/ch/login.html).

An incidental deposit has been included in your enrollment agreement and will be applied to your student's incidental account. 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 log in 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](http://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 (This is 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](mailto: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 [academy@idyllwildarts.org](mailto:academy@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](mailto: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 \$120.00 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, which can be found on our website [here](#) at the bottom of the page.

- 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 \$120.00 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, which can be found on our website [here](#) at the bottom of the page. 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, [registrar@idyllwildarts.org](mailto:registrar@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](mailto: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 must complete the [Housing Questionnaire](#) to tell us about their housing preferences. The Assistant Head of School for Student Life 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.

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.

For questions about the Advisory program, please contact [registrar@idyllwildarts.org](mailto:registrar@idyllwildarts.org).