

Directions for Adult CE Instructors:

As students in adult CE classes are required to purchase their own supplies to complete class projects, all instructors of adult courses must provide two separate supply lists:

1. CECO Adult Student Supply List – detailing supplies and materials that students will need to purchase for individual use in the classroom.
2. CECO Classroom Supply Request Form – detailing any materials needed by instructors for demonstration purposes or shared class items should be listed separately on the classroom supply form (click [here](#) or access via link provided in email).

Directions for completion of the CECO Adult Student Supply List:

While CIA purchases the majority of instructor demo materials from Dick Blick, we encourage our adult students to purchase supplies from whichever art store is most convenient to them.

Budget: Please be mindful that adult students are informed their individual supplies will cost between approximately \$30 - \$100.

Notes: Instructors are not required to fill in notes for every item. This section can be used to indicate helpful information to your students (remember that adult students come from all ability levels and may be entering your class with a beginner level of knowledge).

*** If an item is needed for the first session of class, please indicate that in the notes section.

First Day Info: Please include any additional details that will help your students feel confident and prepared for their first day at CIA.

Directions for YA CE Instructors:

As all supplies are provided for students enrolled in CE young artist classes, YA instructors need only complete one supply list in the format on an online form. Please reference your email for the link or reach out to ce@cia.edu

