



Cleveland Institute of Art
College of Art + Design

Spring High School Life Drawing Program Information

CIA's High School Life Drawing class gives students the chance to draw from a live model in a college studio setting, strengthen foundational drawing skills, and create works for inclusion in a college art portfolio. This program is free for high school students with an educator's recommendation *and* parent/guardian permission. CIA provides the model and moderator; students bring their favorite drawing supplies.

Class space is limited. Please email completed teacher recommendation and permission forms to ce@cia.edu no later than **January 27, 2026** to be considered for the Spring Session. Further class details will be sent to students by email after the deadline.

Spring Session Dates

Tuesdays, 6-8pm

February 3 – March 24

If you have any questions, please contact us at ce@cia.edu .



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Cleveland Institute of Art High School Life Drawing Educator Recommendation

I recommend _____ (student first + last name)
to attend the Spring 2026 session of High School Life Drawing at the Cleveland Institute of Art.

Educator Signature

Date

Educator Name (please print)

Email

School

Email completed teacher recommendation and permission form to ce@cia.edu no later than January 27, 2026
to be considered for the Spring Session.



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Cleveland Institute of Art High School Life Drawing Parent/Guardian Permission

I give my child _____ (student first + last name)
permission to draw from a male or female nude model during the Life Drawing classes/sessions
conducted at CIA. My child and I have read and agree to follow CIA's Figure Model Classroom
Procedures and CE Code of Conduct (attached below).

Parent / Guardian Signature

Date

Parent / Guardian Name (please print)

Phone Number

Parent/Guardian Email

Student Signature

Date

Medical Consent

I hereby give my consent that medical care providers and local hospitals be called in the event of a
medical emergency. I hereby give authorization to The Cleveland Institute of Art to have my child
transported to an emergency center if the situation permits. I understand that The Cleveland Institute
of Art will not cover the cost of this transportation.

This consent is for (1) the administration of any treatment deemed necessary by a licensed
physician and (2) the transfer of my child to any hospital reasonably accessible in the event of a
medical emergency. Please indicate your choice:

____ I consent

____ I do not consent

If you do not consent, please provide a detailed description of what actions you wish for the
Cleveland Institute of Art to take in the event of illness or injury requiring emergency treatment
below:

Email completed teacher recommendation and permission form to ce@cia.edu no later than January 27, 2026
to be considered for the Spring Session.

Cleveland Institute of Art Figure Model Classroom Procedures

1. This policy statement must be posted on classroom walls where any model is part of the class procedure.
 - a. Faculty must review the posted policy with students at the beginning of each session.
2. Students must respect the model's privacy while the model is disrobing.
3. Models should be permitted to take breaks from poses every 20 minutes.
4. No employee or student is to touch a model while he/she is posing at any time. If the pose needs to be adjusted, the model must be asked to make the appropriate change in pose. Faculty may suggest poses to the model, if needed.
5. While the model is undressed, please refrain from making conversation with the model that is unrelated to classroom instruction, or making comments that are not directly related to posing instructions.
6. Doors to classrooms must remain **closed** while a nude model is present. Tours by prospective students are **not** permitted to enter classrooms when a model is posing.
7. Comments or other inappropriate student behavior toward models observed in class are a **violation of student conduct rules and will result in disciplinary action.**
8. Faculty may **NOT** leave the room while a model is in the classroom.
9. Cell phones are NOT permitted in classes with models. **Cell phones are to be collected by faculty at the beginning of a class involving models and returned to students at the end of that class.**
 - a. **Students may NOT take pictures or videos of models when they are disrobing or are undressed, either with cell phones or other photo-video equipment.** Faculty are required to dismiss from class any student who violates this rule, and to report the student to Continuing Education for disciplinary infraction.
 - b. **It is the responsibility of the instructor to make a model aware through the model coordinator if any photo or video work involved in a class will use the model as a subject. The model must sign a consent form prior to a class meeting these conditions.**
 - c. In classes in which photo or video work involves models – nude or clothed – the restrictions of 12, 12a and 12b apply, as does the condition (12c) that **no photo or video work can be done with the personal phone of a student. Faculty must provide department or school equipment for the class exercise and keep resulting class produced images in faculty files only for the duration of the session, after which the files must be secured in the studio department or destroyed.**
10. Any unauthorized personnel in classrooms while the model is posing should be reported by the instructor to the Securitas personnel 216-421-7331 (AM) or 216-421-7434 (PM). JMC 216-421- 7330(back door) 216-421-7331 (front door).

Cleveland Institute of Art Continuing Education Code of Conduct

The Continuing Education Code of Conduct is intended to help instructors maintain an environment conducive to learning. If a student violates the Code of Conduct, CE may pursue actions to remedy and correct behavior or dismiss the student from class. Please keep CE staff aware of any developing issues or concerns related to students' behavior.

In order to provide students, visitors, and staff with an appropriate program environment, Cleveland Institute of Art's (CIA) Continuing Education (CE) Department has adopted the following Code of Conduct:

The Institute holds its students responsible for their actions, conduct, and any resulting consequences. CE will not tolerate any conduct or behavior that is disruptive of its educational or other programs. Students shall not engage in any conduct or behavior that: (1) threatens or endangers the health or safety of any person on college-owned or college-controlled property; (2) is self-destructive or threatening to the safety of the individual or other members of the Institute community; (3) obstructs or disrupts teaching, research, administration, disciplinary procedures, or other activities, including its public service events or other authorized activities of the college; or (4) is disrespectful of difference either socially, ethnically, or with respect to race or sexual preference. **CE has the sole right to determine whether conduct or behavior is in violation of its Code of Conduct.**

Some examples of unacceptable behavior included but are not limited to:

- violation of any Institute, state or federal drug or alcohol laws or policies, or improper actions resulting from the use of alcoholic beverages or drugs;
- sexual harassment, inappropriate touching, verbal abuse, physical violence or threat of physical violence;
- disruptive behavior in class which undermines the instructor's authority, or which interferes with other students' ability to participate effectively;
- theft of, damage to, or unauthorized use of college property, or the property of a member of the CIA community or campus visitor;
- possession of any firearms, weapons, fireworks, explosives or ammunition, or abuse of flammable substances, on Institute property;
- failure to comply with directions of CIA officials acting in performance of their duties.

Violation of the above may result in sanctions including suspension or expulsion from CE classes, Pre-College, and/or CIA premises; forfeiture of tuition, fees, etc.; financial responsibility for any damage caused; and, in the case of a minor, parental notification and/or being sent home at the parent's expense. CE maintains records of student conduct violations and having violations on file may result in a student being prohibited from participation in CE programs and events.

Appeal Policy

Students found to have violated CE's Conduct Policy may appeal their sanction in writing by emailing Dr. Crystal Johnson (cjohnson@cia.edu) with an explanation of their perspective on the incident AND what they feel is an appropriate replacement sanction. Dr. Johnson will review all appeals and arrange further discussion with the student. Dr. Johnson has the sole right to accept or deny an appeal.