

## WCU MFA Graduate Studio Contract

Studios and workspaces are dedicated to the intellectual, creative, and personal growth of aspiring artists and designers at all stages of development. Art and design practices are independent in nature; however, when students come together to use these spaces and resources they collectively create a community of like practitioners dependent on: tolerance for divergent opinions, differing belief structures and aesthetic production; personal safety and well-being; and the respect required for a commonly-shared culture composed of a plurality of backgrounds, voices and aspirations.

All students are expected to adhere to the [WCU Mission and Core Values](#)

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### Studio Responsibilities

The M.F.A. student is responsible for the maintenance and care of the studio space during their occupancy. After moving out, students are responsible for returning the studio to its original condition. This includes painting walls, cleaning the floors and repairing any damage that may have occurred during their occupancy. Students are required to meet with the SOA+D Studio Technician to discuss any necessary repairs and schedule a final walk-through to ensure that the studio has been returned to a good condition. If these conditions aren't met, the department can assess a fine that will result in a transcript bar until studio is returned into good condition.

### Occupancy / Walk-Through

Upon occupancy of a studio the M.F.A. student must first complete a "walk-through" with the Graduate Director or SOA+D Studio Technician to ensure that the studio is in good condition.

### Ongoing maintenance

Students are expected to maintain their studios at a reasonable level of cleanliness and order. Common areas (non-studio) should be kept uncluttered, safe and clean.

### Conduct

Students who are not enrolled in the WCU graduate program are not allowed to work in the space, even with permission from other graduates. Smoking is prohibited in all state buildings.

### Health and Safety

Students are expected to maintain a healthy and safe studio environment. In addition, students must ensure that paintings/sculptures or other materials do not block hallways, exits, or fire extinguishers. Hallways must be kept clear of any objects. Hazardous materials must be contained within the hazardous materials cabinets provided on site. Students must provide a list of materials they use at the beginning of every school year to the SOA+D Studio Technician in order to update the MSDS binder.

### Vacating Studio Space after M.F.A. Exhibition

Students must vacate their studio no later than one month after end of their graduation semester.

### End/beginning of semester clean up

At the end and/or beginning of each semester, all students using the studios must organize a communal cleaning of the M.F.A. studios. This includes the individual studios, common spaces, critique rooms, and SOA+D Studio Facilities.

### Leave of absence

If a student leaves for a semester his/her studio may be given to another M.F.A. student for that semester. Once a student returns, every effort will be made to give that student a space. Cases will be dealt with on an individual basis at the discretion of the Director.

**Name** \_\_\_\_\_

**ID#** \_\_\_\_\_

**Studio #** \_\_\_\_\_

Studio keys are assigned through Beth Moore, SOA+D Administrative Support Associate

**Incoming Walk-Through**

Condition of studio:

Walls:            Good   Fair   Poor

Floors:           Good   Fair   Poor

Furniture:       Good   Fair   Poor

Other: \_\_\_\_\_

I \_\_\_\_\_ understand and will adhere to the  
*print name*

above mentioned conditions as an occupant of the SOA+D studio space # \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

SOA+D Studio Technician Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Outgoing Walk-Through**

Condition of studio

Walls:            Good   Fair   Poor

Floors:           Good   Fair   Poor

Furniture:       Good   Fair   Poor

Other: \_\_\_\_\_

Keys Returned to Beth Moore in SOA+D Office

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

SOA+D Studio Technician Signature \_\_\_\_\_ Date \_\_\_\_\_

Return this contract form to Beth Moore, signed copies kept in SOA+D office