



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

ELLEN E. WEAVER
STATE SUPERINTENDENT OF EDUCATION

MEMORANDUM

TO: Arts Curricular Innovative Grants Managers
District Arts Coordinators

FROM: L. Monique Curry
Education Associate, Office of Assessment & Standards

DATE: February 21, 2023

RE: South Carolina Summer Arts Institutes Registration 2023

This memorandum provides you with the registration [link](#) and information for the South Carolina Department of Education (SCDE) 2023 Summer Arts Institutes through the Arts Curricular Innovation Grants. There have been revisions to the registration process. Please ensure all parties read the information before proceeding to the registration link. Please note, grant funded and non-grant funded schools may complete this form by following the established protocol listed below.

Registration Guidelines

- All registration forms must be submitted by March 24, 2023, at 5:00 p.m. Registrants will receive an email notification of receipt via Formstack.
- Grant managers of awarded schools/districts will register each teacher to ensure accurate expenditure of allocated funds.
- For teachers attending more than one institute, one form needs to be completed for each institute.
- Participating institute teachers must be returning contractual teachers for the 2023-24 school year at the grantee's school.
- All equipment and materials obtained as a result of attending these institutes become the property of the school that received the grant and may not be transferred to another school in the case of the teacher transferring or leaving the school.
- [2023 ACIG Arts Teacher Institutes- Registration](#)

Registration Protocol

- *All arts educators* may register for Summer Arts Institutes; however, priority will be given to teachers funded through the Arts Curricular Innovation Grants (ACIG) program:
 - ACIG funded registrants will be registered through their school/district grants manager using the grant award number located in section two of the Grant Award Notification.
 - Non-ACIG funded registrants may self-register and enter “NA” in the grant award number field.
 - All registrations are first come, first serve using registration timestamps. (Priority will be given to ACIG funded schools and Non-ACIG applicants will follow the first come, first serve protocol *following AGIC applicant registrations*)
- It is imperative all registrants acknowledge institute prerequisite information before submitting an online registration form. All arts teachers should have completed *South Carolina Arts Leadership for Success Academy (SCALSA)*, *Curriculum Leadership Institute in the Arts (CLIA)*, and *Arts Assessment Institute Classroom Assessment (AAI-I)* before participating in additional institutes.
- Any grant awarded district/school who fails to expend the allocated funds for summer arts institutes will forfeit said funds, which will be used to support enrollment of non-grant awarded participants.

For any questions regarding registration, please contact L. Monique Curry, Education Associate, at lmcurry@ed.sc.gov.