



**School of Journalism and
Mass Communication**

University of Iowa
104 W Washington St.
Iowa City, Iowa 52242
uiowa.edu

May 21, 2025

Dear Parent/Guardian,

We're excited to have your child joining us this summer for the 2025 Iowa Summer Journalism Workshops. You should have received a confirmation email when you registered that included the name of the workshop session your child registered for along with the room option you chose. In addition, the confirmation email included many important items about the workshops. You can [review the letter](#) on the ISJW website.

Health information form: All of our participants must fill out the [health information form](#) before arriving at camp. This will help us care for your child and keep track of important information such as allergies and dietary restrictions, the emergency contact person if a parent isn't available, health conditions, etc.

Here is a review of our check in and check out times/process:

Check in time is Sunday, July 13, 2025 from 3:30 pm to 4:45 pm in the main lobby of [Catlett Hall](#), the residence hall where students will stay for the duration of the workshop. For those arriving to Iowa City on Interstate 80, take the Dubuque Street exit going south. Turn right on Church Street, which curves and turns into Clinton St. Look for Catlett Residence Hall, 350 North Madison Street, Iowa City, IA 52242. The [North Campus Parking Ramp](#) is located at 340 North Madison Street, Iowa City, IA 52242, with the entrance just past Catlett Hall. If you park in this ramp, on level 4, you'll find the walkway to Catlett Residence Hall. The main desk where you'll check in is located at Entrance 11. If you enter Catlett Hall on the lowest level, take the elevator to the third floor to find the main desk.

Check out time is Thursday, July 17, 2025 at Noon in Catlett Hall. Everyone should be checked out of their rooms by 2:00 pm.

The last day of the workshops, we have a **closing celebration** that parents and family members are invited to join. Please RSVP with the number of family member attendees (in addition to your student participant) to michelle-sillman@uiowa.edu if you plan to attend. The closing celebration takes place from 10:20 to 11:30 am on Thursday, July 17 in Becker Auditorium, Room 101 Becker Communication Studies Building (BCSB) (on Madison Street, in front of Adler Journalism Building). We'll review the highlights of the week and celebrate our accomplishments and friendships. The closing will be followed by pizza and soda in the

Adler Journalism Building rotunda at 11:30 am. Then checkout in Catlett Residence Hall begins at Noon.

If your child requires assistance with transportation to/from the airport or bus station, please contact Michelle Sillman Michelle-sillman@uiowa.edu by June 30 with the flight/trip numbers and arrival/departure times.

Workshop classes will occur in the Adler Journalism Building, 104 W. Washington St., Iowa City, IA 52242. The workshop office is located at E254 Adler Journalism Building (AJB). It will be staffed Monday through Thursday, 9:00 am to 11:30 am and 1:30 pm to 5:00 pm throughout the workshops. In the event of an emergency, information will be made available through the workshop office as well as posted on the ISJW website located at <https://workshops.journalism.uiowa.edu/>

ISJW Main Desk (see hours above) 319-384-3062
E254 AJB, 104 W. Washington St., Iowa City, IA 52242

Catlett Hall Front Desk 319-335-1249
Catlett Residence Hall, 350 North Madison Street, Iowa City, IA 52242

Emergency Contact
Michelle Sillman, ISJW Director 319-335-3427
Michelle-sillman@uiowa.edu

Attendance Policy: All students are expected and required to attend all class sessions and group activities. If a student is ill, they must notify their counselor and/or the health counselor. All campers must sign in/out should they need to leave camp for any reason, and they must notify ISJW Director Michelle Sillman about the expected absence as soon as possible.

We're planning to go to the UI Recreation Services Recreation Pool one evening, which includes a hot tub, current channel, vortex, climbing wall, water play features, and lap pool. There will be a lifeguard on duty. Students should bring a swim suit and towel. For details about the recreation pool, go to: <https://recserv.uiowa.edu/aquatics#crwc-rec-pool>

Several of the workshops include field trips associated with class projects. The workshops with field trips are noted in the workshop descriptions on the website.

Please familiarize yourself with the [University of Iowa Summer Housing Guidebook](#), which has details about living in the residence halls, including bed sizes, wi-fi, expectations, etc.

You can review the [Workshop Schedule](#) online. Other resources to review include the [ISJW Guidebook](#) and [ISJW Rules and Discipline Procedures](#).

Follow [@IowaJournalism on Instagram!](#) Our camp counselors are posting about themselves and our upcoming summer activities as we prepare for your arrival! You can also learn more about our instructors and their classes.

We look forward to seeing you soon. Don't forget to fill out the [Health Information Form](#), which is required for all participants.

—Best,

Michelle Sillman, SJMC, University of Iowa

Michelle-sillman@uiowa.edu

319-335-3427