



Check-In Procedure — Monday @ University of Portland

Please note that we cannot check-in your camper before 8:50 am under any circumstances.

First Day Check-In Reminder

- An adult must walk each camper in on Mondays (even if they've been to camp before).
- Stay with your child during check-in so we can make sure forms (medical info, t-shirt size, etc.) are complete. If anything is missing, we'll have you fill it out before leaving.
- Check-in is from 8:50–9:00am by the picnic tables near the Pilot House.
- Staff will be available until 9:15am. After 9:15am, please call 503-389-3212 to be checked in.
- Park in the main University of Portland parking lot (by Clark Library—see map on page 2).
- Look for signs and Saturday Academy staff in BLUE shirts to help guide you.
- Once you have checked in, a Saturday Academy staff member will escort your student from the picnic tables to their classroom in Buckley Center.

Check-In Procedure — Tuesday-Thursday @ University of Portland

Please note that we cannot check-in your camper before 8:50 am under any circumstances.

- Curbside Check-In: 8:50–9:15am
- Utilize the drop-off circle near the picnic tables and Pilot House (see map on page 2). Our team will greet you and help your child out of the car and into the building.

Check-Out Procedure — Monday-Thursday @ University of Portland

Please bring a photo ID with you every day to pick-up.

- Curbside Check-out: 3:50pm
- Park and walk up to the Summer Leadership team at the picnic tables.
- Saturday Academy will not release campers to anyone not authorized on the camper information form or who lacks a photo ID.

Check-In & Check-Out Procedure — Friday @ OHSU Auditorium

Please note that we cannot check-in your camper before 8:50 am under any circumstances.

- Curbside Check-In & Check-Out: 8:50–9:15am & 3:50pm
- Drop off and pick up will happen at the entrance to the parking lot (see map on page 2). Our team will be there in blue SA shirts facilitating check-in and check-out.
- There will be no Friday Sharing.

Monday-Thursday @ University of Portland

Key

- Check-In & Check-Out
- Buckley Center



Friday @ OHSU Auditorium

Key

- OHSU Auditorium, 3286 SW Research Drive, Portland, Oregon 97239
- Drop Off and Pick Up (8:50am and 3:50pm)

