

**BYU Conferences and Workshops**  
**SKETCH COMEDY WORKSHOP 2025**  
**GENERAL INFORMATION**



**WELCOME!**

We are excited you have chosen to come to BYU this summer! Please read the following information carefully. After reading the material, if you have any questions, please call 801-422-5080 or e-mail: [noahdc03@byu.edu](mailto:noahdc03@byu.edu). We look forward to your participation!

**CHECK-IN AND ORIENTATION**

Check-in for participants will be on Sunday, June 15, from 6:00pm-7:00pm at the Heritage Central Building (HRCN). Dinner will not be provided Sunday night, so please plan accordingly. At check-in you will receive a name badge, a schedule of the camp classes and activities, a T-shirt, and your housing key and information (if you are staying on campus).

If you are staying in campus housing, you will also receive your room assignment, key, and meal card at check in. Your meal card begins with Monday breakfast and ends with Saturday breakfast (June 28<sup>th</sup>).

**IMPORTANT DATES**

June 15	Check-in	6:00-7:00 p.m.	Heritage Central Building
June 27	Final Performance 1	3 p.m.*	Main Stage (West Campus)
June 27	Final Performance 2	6:00 p.m.*	Main Stage (West Campus)
June 28	Check-out	7:00-9:00 a.m.	Heritage Halls

*\*see information about tickets under "final show"*

**LATE ARRIVALS**

If you are going to arrive late, please call 801-422-5080 and inform us of your approximate arrival time.

**FOOD AND HOUSING**

Participants purchasing the housing package will stay in residence halls; the cost includes breakfast, lunch, and dinner, and counselor supervision. A key for their

room/hall will be given to each participant. Please be aware that there is a \$30 fee for lost room keys.

Roommates are assigned by the camp staff (*unless a roommate is requested upon registration*). You will be assigned a roommate who is attending the same camp.

Members of the opposite sex are not allowed in personal rooms for any reason but are welcome in the main floor lobby areas during visitor's hours. Violations will result in immediate dismissal from the program without a refund. Participants and their parent/guardian are liable for any damage they cause to university property, equipment, or facilities.

Most apartments have three shared rooms with 2 single beds, desks, clothes closet and mirrors. Each three-room-apartment has two bathrooms. There are a few 2-bedroom apartments with 2 shared bedrooms and 1 bathroom. A furnished linen packet includes sheets, towels, washcloth, pillowcase, pillow, and blanket. There is only one towel change on Wednesday so you may want to bring an extra towel from home.

### **Items to bring**

- Alarm clock
- Throw blanket
- Chargers (for phone, etc.)
- Towel
- Show clothes, casual clothes, and Sunday best
- Hangers
- Journal
- Other toiletry items as needed (hairspray, hairdryer, deodorant, etc.)
- Pens/pencils
- Shampoo, conditioner, soap
- Large water bottle (label with your name)
- Hand-soap (not provided in dorms)
- Light jacket/Sweater
- Shoes (for shows, dances casual wear, Sunday best etc.)
- Rain jacket
- Any medications you may need
- Small amount of spending money
- Small fan (residence halls can get hot)
- Sunscreen
- Sweats/Lounging wear/Robe

Please note that theft is prevalent on campus during the summer. We do **NOT** recommend bringing any valuable items. If you do bring them to campus, remember you cannot have them with you during class time or activities.

## **FINAL SHOW**

The two-week workshop will culminate in a final show on Friday, June 27, 2025. Families and friends of participants are invited to attend at no cost. Tickets will be allotted at the time of camp check-in (number of tickets is TBD, approximately 4-5 tickets per participant). These tickets will be available for pick up at a will call ticket table under each participant's name on the night of the performance. We will have a standby line for any remaining seats that may be available.

## **PARKING AND PARTICIPANT PERSONAL VEHICLES**

We do not encourage you to bring your cars to campus. If you need to bring a vehicle, please contact our office at 801-422-5080 for information about parking. You are not allowed to use your car to transport other participants during the camp. Participants staying in the residence halls are required to give their keys to their counselor until Saturday morning.

*\*You are not allowed to go off campus unless you have a parental release form stating where, with whom, and when you will be gone. \**

## **TRAVEL**

If you are arriving by plane, a commercial shuttle service is available to transport you from the Salt Lake International Airport to Provo for a nominal fee. Advanced reservations are required. Have your flight number and your arrival time ready when you call. Have the driver take you to the Heritage Central Building. Please note that BYU is not affiliated with any shuttle services, and it is listed for your convenience only.

### **Transportation:**

Uber is a great option for participants to get to the BYU Conference Center/Harman Continuing Education Building or use Utah's Trax system. Here is a link to their website for more information on public transportation:

<https://www.rideuta.com/>

**Important note for parents:** When using any Salt Lake City airport shuttle service, *please be sure* that they will drop your child off at the **BYU Heritage Central Building**. Some shuttle agencies will only take the rider to the BYU Marriott Center.

### **Driving Directions to BYU (Provo, UT):**

If you're arriving via **I-15 (northbound or southbound)**:

1. Take **Exit #269 – University Parkway**.
2. Head **east toward Y Mountain** (look for the large "Y" on the mountain).
3. Continue on **University Parkway, passing University Mall** as you drive into Provo.
4. Turn right onto **N 450 E / Campus Drive**.
5. At the **next traffic light, turn left**.
6. Go **straight through the roundabout**.
7. **Park in the large Visitors' Parking lot** on your right.

### **Check-In Details:**

- **Walk to the Heritage Central building**, located across the small stream and closest to the Law Building.
- There will be *signs to guide you* from the parking lot.
- *Leave your luggage in your car* until you receive your building and room assignment.
- We'll give you directions to your dorm during check-in.

### **INSURANCE**

Participants must carry primary insurance for the workshop. Medical expenses incurred due to illness are **not** covered. All participants will be treated at the BYU Student Health Center unless the nature of the injury dictates otherwise.

Parents/guardians are responsible for payment of transportation and treatment of their son/daughter. If you are taking medication of any kind, please be sure you indicated this on your registration form. (You can call the registration office at 801-422-8925 if you need to add additional information). This will allow you to receive medical attention more quickly in case of an emergency.

## **CLIMATE**

Brigham Young University is located in Provo, Utah, approximately 4,500 feet above sea level. Summer daytime temperatures range between 80 and 100 degrees and evening temperatures cool to between 55 and 65 degrees (F).

## **ADMISSION AND STANDARDS**

Brigham Young University's Division of Continuing Education is committed to providing a learning atmosphere that reasonably accommodates persons with disabilities who are otherwise qualified to attend. Prior to registration, all applicants with disabilities may discuss the program requirements and available facilities with the applicable program director.

Participants attending these programs must maintain the standards of Brigham Young University. If they do not comply with these rules, they will be sent home without a refund.

All hairstyles should be clean and neat. Extreme hairstyles are unacceptable. No midriff tops, sleeveless shirts, or tank tops are permitted. Shorts must be mid-thigh or longer (no short shorts allowed). Dress and grooming standards are strictly enforced on campus. Failure to comply with these standards may result in a request to make appropriate changes and/or dismissal from the camp.

Due to safety and liability concerns, any participant found in or entering campus construction areas will be subject to immediate dismissal.

The following are the responsibilities of each participant: Maintain respectful attitudes toward faculty, instructors, counselors, and all other individuals; demonstrate proper use of university equipment and facilities; attend all camp sessions and activities; follow instructions; respect curfews; dress modestly; refrain from vulgar and profane language; and come prepared to observe the BYU Honor Code.

Any participant involved in theft; the illegal use of drugs; consumption of alcohol; infraction of dormitory rules, curfew, or BYU standards; or any other unlawful or immoral act will be sent home and/or prosecuted. No refunds will be given for those asked to leave the program because of these violations. Parents are responsible for picking up a participant who has been dismissed and for paying any costs incurred for transportation. Due to safety and liability concerns, participants found in or entering campus construction areas will be subject to immediate dismissal without a refund.

**The Big Six:** Failure to abide by these rules will result in immediate dismissal without a refund.

1. Participating in or encouraging sexual relations, or immoral behavior of any kind, including viewing or sharing pornography in any form, sexting, using vulgar, inappropriate, or suggestive language, verbally or in text, is not allowed.
2. Shoplifting, theft, or vandalism of any kind
3. Possession or use of tea, coffee, tobacco, alcohol, or any illegal substances. In addition, prescription medicines cannot be shared with anyone
4. Possessing weapons or firearms of any kind.
5. Doing anything harmful to yourself or others, physically, emotionally, or spiritually.
6. Leaving campus during the day or the residence halls at night (for campus housing participants).

### **RESIDENCE HALLS COUNSELORS**

BYU students will be your counselors in the residence halls. Counselor groups consist of the counselor and 7-10 participants of the same gender. While counselors are not substitutes for parents/guardians, they will assist you at the evening activities and after hours. They also conduct devotionals and head counts each night.

### **CLASSES AND EVENING ACTIVITIES**

You will receive an agenda and a schedule of evening activities when you arrive. Master Classes will be held most evenings. Master Classes allow for a deeper and interactive experience into each aspect of sketch comedy. You will also spend time in rehearsals for the final production or in other activities. Some evenings will be spent in Master Classes where guest speakers will teach the entire group about specific features of sketch comedy productions. Other evening activities include attending comedy shows, alien laser tag, and other recreational activities.

*All participants are expected to attend all classes, evening rehearsals and activities.* Please note that if you are not planning to reside on campus, you, your parents, or your guardians will be responsible for transportation to and from BYU. Most rehearsals and activities will end between 9:30–10:00 p.m. Commuters will be required to meet their rides at the residence halls after the evening activities.

### **CANCELLATIONS AND REFUNDS**

Only a participant and his or her parent/guardian have authority to request a refund. A non-refundable handling fee of \$50 will be assessed on all cancellations requested by 5:00 p.m. the Friday two weeks before camp begins. No refunds will be given after this deadline. For

example, if you are attending the Sketch Comedy Workshop beginning Sunday, June 15th refunds will not be given after 5:00 p.m. Friday, May 30th. Brigham Young University cannot be held responsible for any change or cancellation charges made or required by airlines, travel agencies, or other institutions. All camp refund dates are posted on their respective websites. The refund process will take between 14-21 working days. You will be reimbursed in the same way you made the payment.

## **CONTACT INFORMATION**

**Program Information:** 801-422-5080

**Registration:** (801) 422-8925

**E-mail address:** [noahdc03@byu.edu](mailto:noahdc03@byu.edu)

### **Mailing address:**

BYU Conferences and Workshops  
730 E University Pkwy,  
Provo, UT 84602-1530

Mail (to a participant) can be sent to:

Participant's name/Camp  
BYU Conferences & Workshops  
253 HCEB  
Provo, UT 84604