



68 St. West Lobby Student Kit Pick-up Procedure

1. 68 St. West Lobby kit pick-up hours are between 10am-3pm, September 18 & 19. Pick-up ends at 4pm SHARP. **DO NOT BE LATE!**
2. To receive your kit/s you must go the **West Lobby** (where the Welcome Center is located).
3. Upon entering the building **turn right** (you do not need to sign in with Public Safety) and **wait in front of the gallery entrance**. **Do NOT enter the gallery.**
4. An Art Department staff member will ask for your name and request to see your CUNY ID.
5. You will wait 6ft away from the entrance. A Hunter staff member will leave your kit/s outside the Gallery door. **Please wait for the Hunter staff member to move 6ft away or close the door before you collect your kit/s.**

IMPORTANT:

**Per Public Safety, you must leave the building promptly after receiving your kit/s.*

*** Per Public Safety, all individuals **MUST** wear a face covering and must maintain social distance. **Failure to comply will result in you not receiving a kit.***

****It is your responsibility to bring shopping bags or plastic to carry/protect your materials. There will be no shopping bags or plastic trash bags available.*