Sweat Lodge/Ceremony Request Form

Date: ______________ Requestor Name: _________________________ IAIA ID # ________________

[ ] Student [ ] Faculty [ ] Staff

[ ] SWEAT LODGE REQUEST

- Date(s) of Use: ______________________
  Time Fire will start: ________ [ ]pm [ ]am
  Time Extinguished: : _____ [ ]pm [ ]am

- Invited Elder's Name ____________________ Tribal Affiliation ______________________________

- Hogan Requested: [ ] Down Stairs [ ] Upstairs
  □ Shovel
  □ Antlers
  □ Hand drum
  □ Pitch fork
  □ Sage
  □ Buffalo skull
  □ Rake
  □ Cedar
  □ Fire extinguisher
  □ Bucket
  □ Tobacco
  □ Water containers

Water Pours: Provide a statement about yourself, where you come from and your intention:
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

NOTE: It is expected the requestor will provide helpers and clean the grounds before and after the event.

[ ] CEREMONY REQUEST

- Date(s) of Use: ______________________ Time: From: ____________ To: ____________

- Place of Ceremony________________

- Invited Elder’s Name or Self Name providing ceremony: _________________________

- IAIA Faculty & Staff who will assist:________________________________________________

- Other Names for assistance:_____________________________________________________

- Tribal Affiliation ______________________________

Provide describe the type of ceremony to be held and your intention for this ceremony:
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

Please list the supplies needed for the ceremony:
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

Requestor Signature: _________________________________ Date: ___________

Approval: __________________________________________ Date: ___________

Asg President

Approval: __________________________________________ Date: ___________

Dean of Students
SWEAT LODGE

The Associated Student Government and the Student Services Department sponsor intertribal ceremonies through educational, spiritual guidance and empowered leadership to the students of IAIA. We support an indigenous spiritual presence on the Institute of American Indian Arts campus by promoting respectful action, protocol, and intertribal spiritual awareness and activities as an educational process. We support the building of and maintaining a ceremonial ground that reflects our identity as a Native American contemporary arts community. Individuals requesting to use the sweat lodge on-campus must be affiliated as current students, faculty or staff member of the Institute of American Indian Arts. The following are the procedures to use the sweat lodge:

1. Submit a completed IAIA Sweat Lodge Request Form to the ASG President to be placed on the ASG agenda for a vote of consideration. The ASG meetings are held weekly, and the request will be considered or denied as determined by the ASG and supported by the Dean of Students.

2. The requestor must be present to propose the request and answer questions the ASG may have to be considered for approval.

3. The completed Request Form must be submitted and approved by the ASG at least 14 days prior to the requested date.

4. Requests are also contingent upon approval of the Santa Fe County Fire Department (through the fire permit process obtained by the Dean of Students) and may be denied based on weather conditions.

5. The person pouring for the ceremony must provide a personal statement which includes the kind of lodge that will be conducted.

If Approved:

- The Dean of Students will notify the Santa Fe Fire Department, the IAIA Security Office and Housing Staff of the date/time and contact person of an approved sweat lodge. The time the Ceremonial fire is lit and extinguished.
- Sweat lodge participants and the Firekeeper are to be alcohol and drug free for at least four (4) days prior to the ceremony.
- Participants are expected to help in the ceremony from the beginning to the end, which will include cleaning and preparing the lodge area, chopping wood, preparing food, clean-up, etc. Leaving the sweat lodge area dirty will result in future requests being denied.
- Clothing is often minimal and modest for everyone participating in sweat lodge and it is encouraged to dress comfortably. Traditionally, men are encouraged to wear trunks or shorts and women are encouraged to wear long skirts or dresses. Two Spirit and non-binary participants should wear clothing that aligns with how they identify or for comfort.
- Jewelry is to be removed before entering the lodge.
- People who are menstruating are going through their own natural purification process and should not be near or participate in the ceremony.
- The sweat lodge will remain covered during the semester as long as it is being used regularly.
- The sweat lodge area is on the IAIA premises and IAIA policies, including prohibiting alcohol and drugs.
- Bring prayerful thoughts to the lodge.
- A fire extinguisher should be available during use of the sweat lodge. Fire extinguishers are available through the Facilities office.
- Make sure the fire is completely extinguished before leaving the sweat lodge area.
- Inform IAIA Security, 505-702-4274 when the ceremony has ended, and the area is clean, and everyone has left the area.
Sweat Lodge/Ceremony Request Form

- Concerns regarding the sweat lodge should be referred to the Dean of Students the ASG or Student Activities Department (e.g. wood, tarps, building additional lodges, dismantling a lodge, making changes to the lodge area, etc.)