



# RELAXATION STATION

Take a moment to forget about classes, endless task lists, and calm your caffeine-induced jitters.

Join us for a short stay-cation to relax, have fun, and learn how to sharpen your time or stress management skills.

For more information or to schedule a **RELAXATION STATION**, visit [www.counseling.ilstu.edu](http://www.counseling.ilstu.edu) or speak with our Outreach GA at (309) 438-7494.

## AVAILABLE FOR:

- student organizations/RSOs
- academic classes
- residence hall floors

me. stressed?  
no way!

more homework,  
por favor!

i ♥ mondays!



STUDENT COUNSELING  
SERVICES  
*Illinois State University*

320 Student Services Building  
309 | 438 - 3655  
[www.counseling.ilstu.edu](http://www.counseling.ilstu.edu)

# RELAXATION STATION

## INFORMATION PACKET

### What is a “Relaxation Station”?

Do you or know someone who could benefit from taking a break from the daily grind and enjoying of few moments of relaxation? The *Relaxation Station* is the perfect outreach program to provide Illinois State students with the opportunity to relax and momentarily escape from school, roommates, and other stressors while learning effective coping strategies to help them deal with the challenges of managing one’s time and stress. During a 90-minute *Relaxation Station*, students engage in fun, hands-on activities that are designed to relieve stress and foster creative expression. Students also gain useful information and helpful resources on stress and time management. Student groups (RSOs), residence halls, and classrooms can all participate in a *Relaxation Station* through the request of any student leader, resident assistant, or professor.

### How do I schedule a Relaxation Station on my floor?

1. Choose a day and time from the list of available slots from following page. Choose a theme and an activity from the list provided.
2. Contact the Student Counseling Services’ Outreach GA (438-7494) to:
  - a. Reserve an available time slot
  - b. Put in your theme and activity requests
  - c. Give an attendance estimate and the names and contact information of RA’s involved in planning the program

### What are my responsibilities with this program?

1. Advertising the program to your residents.
2. Providing space, tables, etc. for the program.
3. Providing newspaper to cover tables and work areas.
4. Providing any extra supplies that you wish to use.
5. Helping the SCS staff set up before the program and clean up after.

### What information is provided for the theme of my program?

1. General information about Counseling Services
2. Copies of 3-5 different handouts and brochures on your topic.
3. Our 21-page **Quote Book**, which allows residents to copy their favorite quotes onto frames, door hangers, paintings, etc.
4. We will also help you facilitate a discussion or group activity on an aspect of your topic.

\* NOTE: The SCS staff members who will be attending these programs are undergraduate and graduate interns. If a participant encounters a situation that requires professional attention, s/he will be referred to Student Counseling Services.

**If you have any other questions or would like to schedule a Relaxation Station, contact our Outreach GA at (309) 438-7494.**

# RELAXATION PROGRAM

## EVENT INFORMATION

### 1. Choose a Date:

\* You may schedule a Relaxation Program during any of the following time slots by contacting our Outreach GA at (309) 438-7494:

Mondays	Tuesdays	Wednesdays	Thursdays	Friday
8:30 p.m. -10 pm.	5 p.m. -10 pm.	8:30 p.m. -10 pm.	8:30 p.m. -10 pm.	6 p.m. -10 pm.

\* To ensure adequate preparation time, you must schedule your program with us at least **TWO WEEKS** before the program date.

\* Programs will be scheduled on a first come, first served basis, so you maybe asked to choose a different day if your preferred slot is already filled.

### 2. Choose a Program Topic:

\_\_\_ Time management

\_\_\_ Stress management

### 3. Choose an Activity for your program:

1. Painting: Includes finger paints, water colors, paint brushes, finger paint paper and water color paper
2. Play Dough: Includes 12 cans of play dough
3. Origami: Includes plain and patterned paper and instructions for over 20 designs
4. Foam Creations: Includes foam door hangers or picture frames and foam shapes and letters
5. The Magic Laminator (laminates creations or makes them into magnets or stickers): Includes textured cardstock (2 sizes) and markers and decorations to personalize your design

#### \* For foam creations and the magic laminator, we also provide:

- a. Elmer's Glue/glue guns
- b. Wooden shapes
- c. Glass marbles
- d. Mosaic glass
- e. Mini pom poms
- f. Buttons
- g. Gold and silver paint pens
- h. Markers
- i. Construction paper

# RELAXATION STATION REQUEST FORM

## PROGRAM INFORMATION

**Date of Relaxation Station**

Preference #1: \_\_\_\_\_  
Preference #2: \_\_\_\_\_  
Preference #3: \_\_\_\_\_

**Time**

Preference #1: \_\_\_\_\_  
Preference #2: \_\_\_\_\_  
Preference #3: \_\_\_\_\_

**Location:** \_\_\_\_\_

## SELECT ONE TOPIC

\_\_\_\_\_ Time Management      \_\_\_\_\_ Stress Management

## SELECT ONE ACTIVITY

\_\_\_\_\_ Painting: includes finger paints, watercolors, paint brushes, finger paint paper, and watercolor paper  
\_\_\_\_\_ Origami: Includes plain and patterned paper and instructions for over 20 designs  
\_\_\_\_\_ The Magic Laminator: Laminates creations or makes them into magnets or stickers. Includes textured card stock (2 sizes) and markers and decorations to personalize your design

\_\_\_\_\_ Foam Creations: Includes foam door hangers or pictures frames and foam shapes and letters  
\_\_\_\_\_ Play Dough: Includes 12 cans of play dough

## REQUESTER INFORMATION

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Send completed form to:**  
**Student Counseling Services**  
**ATTN: Outreach GA**  
**Campus Box 2420**  
**Normal, IL 61790-2420**

**If you have any questions, please call and speak with our Outreach GA at (309) 438-7494.**