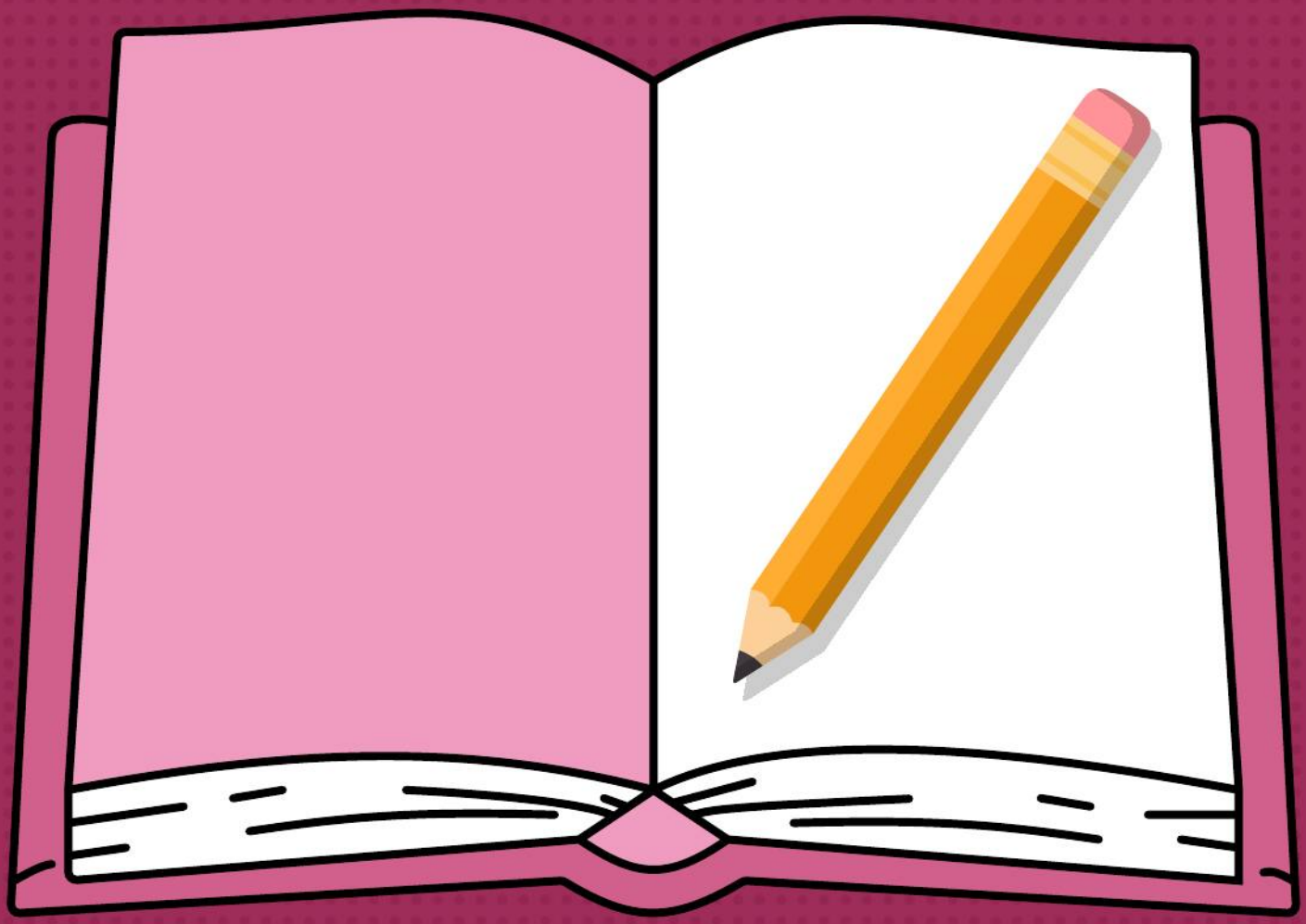
# Bimbo Oni Studio Student Handbook

Guidelines, policies and creative standards



© 2027 Bimbo Oni Studio. All rights reserved.

# STUDENT HANDBOOK

## Welcome

Welcome to the Bimbo Oni Studio Academy. I'm so glad you're here.

Whether you've made creative work for years or are starting from scratch, you're in the right place. Creative skills can be learned, practised and made your own, step by step, with the right tools and a little patience.

This handbook explains how the Academy works: where your classes and recordings live, how assignments and your final project work, how you earn your certificate, and how we look after each other along the way. Keep it close for your first week, and come back to it whenever you need it.

Stay creative,
Abimbola Ashonibare

## About Bimbo Oni Studio

Bimbo Oni Studio is a creative studio in Lagos. We design brands and illustrations for clients, and through the Academy we teach those same skills to people starting out.

## Your tutors

Every course is taught by a working designer or illustrator, and its tutor is named on the course page and in its syllabus. Abimbola Ashonibare, the Studio's founder, is a product designer and digital illustrator; she leads the Academy and sets the standard for how we teach: clearly, step by step, with real feedback on your work.

This handbook covers every course. What's specific to yours (your tutor, schedule, tools and curriculum) is on your course page and in its syllabus.

## How you'll learn

Learning here is active: we teach, guide and give feedback, and the progress comes from what you do with it. To get the most from your course:

- Come to live classes when you can, and watch the recording when you can't.
- Send your assignments by their deadlines.

# STUDENT HANDBOOK

## How you'll learn

- Practise between classes, beyond the assignments.
- Use the feedback you get in your next piece of work.
- Ask questions early, on Discord or in class.

## What you'll leave with

By the end of your course, you'll have:

- A body of finished work made during the course.
- The experience of taking a project from brief to final piece.
- Confidence with the tools and methods your course teaches.
- A certificate, once you've met its requirements (see Certificates).

Everyone learns at their own pace, and what you achieve depends on the time and effort you put in. A course can't promise a job, clients or income, but it will give you the skills, the practice and the work to show for it.

## How the Academy works

Everything for your course lives in the Academy, at bimboonistudio.com/learn. Our community lives on Discord.

## The Academy app

- Sign in with the email you enrolled with, or with Google.
- On your phone: open the Academy in Safari (iPhone) or Chrome (Android), then add it to your home screen. There's nothing to download from an app store.
- Turn on notifications when it asks. We'll let you know when a class is about to start and when your work has been reviewed. On iPhone, notifications only work from the home screen.
- Home shows what's next for you: your next class or lesson, an assignment to send, or your certificate.

# STUDENT HANDBOOK

## Live classes

- Each bootcamp's schedule is on its course page, for example 4 weeks, Fridays to Sundays, 7 to 9pm WAT.
- Join from the course page in the app. The Join button opens 20 minutes before class.
- Coming live is the best way to learn and ask questions, but it isn't required.

## Recordings

- Every class is recorded. The recording appears on your course page soon after the class ends.
- Missed a class? Watch the recording before the next one, and send that week's assignment as usual.
- You keep your recordings and class files for 3 months after your cohort ends. Download any files you want to keep before then.
- Recordings are for you alone. Please don't download, record or share them.

## Discord

Each course has its own Discord community. It's where you'll ask questions, share work in progress, get updates about classes and meet your classmates.

- Bootcamps: joining is required, because class updates are posted there.
- Find your course's invite on its course page, under Course details.

## Self-paced courses

- Watch the lessons in order, at your own pace. Your progress is saved as you go.
- Your access lasts for the time shown on the course page, counted from your first lesson, not from the day you pay.

# STUDENT HANDBOOK

## Assignments and your final project

Practice is where the learning happens. Each week's assignment builds the skills you'll need for your final project.

### Weekly assignments

- Each week has an assignment, linked to that week's class. You'll find it under Assignments on your course page, with its instructions and deadline.
- Send it in the app, usually as a link to your work (for example, your Figma file), plus anything the assignment asks for.

Your assignment then shows In review. Once it's been reviewed, you'll get a notification:

- Approved: well done, it counts towards your certificate.
- Changes requested: read the feedback, make the changes and send it again.
- Need more time? Ask before the deadline, in Discord or by email. Extensions are given case by case, subject to review.

### Your final project

The final project brings together everything you've learned, and it's the last step to your certificate.

1. Your brief unlocks once every weekly assignment is approved. You'll find it under Final project on your course page, and we'll email it to you too.
2. Create your project following the brief, and send it in the app before the due date shown there.
3. It's reviewed like an assignment: approved, or sent back with changes to make.

If the brief hasn't unlocked, check Final project on your course page. It tells you exactly what's left: lessons to finish, or assignments still to be sent or approved.

### Demo Day

Bootcamps end with Demo Day, a live session where students present their final projects. The date, time and link are on your course page, and we'll remind you beforehand. Presenting your final project at Demo Day is required. If Demo Day can't go ahead, we'll tell you what to do instead.

# STUDENT HANDBOOK

## Certificates

Your certificate shows the work you've done, so it's earned, not given for attending.

### Certificate of Completion

You earn it when every weekly assignment and your final project are approved, and you've presented at Demo Day. It appears in the app under Certificates, and we'll email you when it's ready.

### Certificate of Excellence

Awarded, as well, to students whose work, effort and growth stand out. It's chosen by the Studio and can't be applied for.

Bimbo Oni Studio

### Your name

Your certificate uses the name in your profile. Check it in your first week, under Profile, so it's exactly as you want it to appear. Your name can't be corrected after a certificate is issued.

### Sharing and checking it

- Download it as a PDF, add it to LinkedIn or copy its link, all from the certificate's page.
- Every certificate has a unique number and a QR code. Anyone can scan it to check it's genuine on our website.
- Certificates are personal: they can't be transferred or changed, and we can withdraw one that's misused or was earned with work that wasn't your own.

## How we treat each other

The Academy works because people feel safe to share unfinished work and ask questions. These rules apply in live classes, on Discord and anywhere else we meet.

### We ask everyone to

- Be kind and respectful to classmates, tutors and the Studio team.

# STUDENT HANDBOOK

## We ask everyone to

- Give feedback that's honest and helpful, about the work, never the person.
- Respect different backgrounds, opinions and experience levels.
- Keep class and Discord on topic, and follow the tutor's lead in live sessions.

## Never acceptable

- Harassment, bullying or discrimination of any kind.
- Threats or violent language.
- Hateful, explicit or inappropriate content.
- Disrupting classes or the community.

## Honest work

- Send work that's your own. References and inspiration are welcome; copying someone else's work and presenting it as yours isn't.
- AI tools: use them only where an assignment or brief says you may, and say how you used them.

## If something goes wrong

Tell us: message the Studio on Discord or email us (see Getting help). Depending on what happened, we may give a warning, pause your access or remove you from the course, and work that isn't your own won't count towards a certificate. We'll always tell you why. Any refund follows the Refund and transfer policy.

# Your work and our materials

This is a short summary. The full detail is in our Terms of use.

### Your weekly assignments

- They're yours.
- We may show them, with credit to you, to share what our students make, for example on our website and social media.

# STUDENT HANDBOOK

### Your final project

- Because the Studio writes the brief and guides the work, final projects belong to the Studio. We may publish them, for example on Behance, tagging and crediting you.
- You're welcome to show it in your portfolio as work made during the programme, but not as a solo or independent project.

### Our course materials

- Videos, recordings, slides, exercises, references, templates and briefs belong to Bimbo Oni Studio. They're for your own learning.
- Please don't share, sell or re-upload them, record classes, or use them to teach others.

## Our name and logo

Please don't use the Bimbo Oni Studio name or logo in a way that suggests we endorse you, or present yourself as one of our tutors. Sharing your certificate is always welcome. For anything else, ask us first.

Bimbo Oni Stud

## Payments, refunds and transfers

A summary of our Refund and transfer policy. The full policy is at bimboonistudio.com/refund-policy and always takes priority.

## Bootcamps

**When you ask before your first class**

A full refund, minus the payment provider's fee

**When you ask within 7 days after the first class**

Half of what you paid back, or a free move to the next cohort

**When you ask more than 7 days after the first class**

No refund. If something serious happens, we'll help you move to a later cohort

- Moving to a later cohort: once per enrolment, to the same course, within its next two cohorts or 6 months.

# STUDENT HANDBOOK

## Bootcamps

- If we cancel your cohort or move its start by more than 14 days: you choose a full refund or a place in a later cohort.
- Missing classes doesn't change any of this: recordings are there to help you catch up.

## Self-paced courses

A full refund within 7 days of paying, as long as you haven't opened a lesson.

## Asking for a refund or a move

Email us with your full name, the course and cohort, your payment reference (on your receipt, under Orders in the app) and whether you'd like a refund or a move.

# Your account and getting help

### Your account

- Your account is for you alone. You can be signed in on 2 devices at a time, such as your phone and your laptop. Signing in on a third signs out the oldest.
- Update your name, phone number and country under Profile; manage notifications and devices under Settings.
- Your receipts are under Orders.

### Getting help

- Questions about the course: ask on your course's Discord.
- Anything else (your account, payments, a private matter): tap Need a hand? in the app, or email learn@bimboonistudio.com. We reply within 1 to 3 working days.

# Changes to this handbook

We may update this handbook as the Academy grows. When something important changes, we'll tell you in the app or by email. The Terms of use, Privacy policy and Refund and transfer policy on our website are the formal versions of what's here.

We're so glad you're here. Let's make something beautiful.