June 2017

Dear Upward Bound Student,

Welcome to the Upward Bound Program at the University of Virginia. Not only are we excited about having you join us this summer. The staff has prepared an excellent program for your “summer experience,” at Upward Bound. To insure that each of you has a place to refer for information, schedules etc., we have this handbook. Please read the pages carefully and become well acquainted with the information provided for you.

This handbook has been developed for your benefit. The information contained within is aimed at answering many of your questions about program policies, procedures and regulations. FROM TIME TO TIME ADDITIONS WILL BE MADE TO THIS MANUAL AS THE NEED ARISES.

Again, welcome to the Upward Bound Program. We hope that this will be an enriching and enjoyable experience for you.

Sincerely yours,

Leah W. Puryear,
Director
Upward Bound University of Virginia
# TABLE OF CONTENTS

1. Program Overview .......................................................... Page 3
2. Upward Bound Staff Summer 2017 ...................................... Page 4
3. Academic and Residential Info .......................................... Pages 5 – 7
    a. Residential Hall ...................................................... Page 5
    b. Dining ................................................................. Pages 5 - 6
    c. Classrooms .............................................................. Page 6
    d. Services Provided to Students ..................................... Pages 6 - 7
4. Student Life Policies ....................................................... Pages 8 - 13
    a. Sign In/Out Policies .................................................. Page 8
    b. Weekend Departure & Sunday Evening Return Policy .... Page 8
    c. Participant and Dorm Guests ...................................... Pages 8 - 9
    d. Electronic Devices .................................................. Page 9
    e. Dress Code ............................................................. Page 9
    f. Noise Level .............................................................. Page 9
    g. Personal Property .................................................... Page 10
    h. Personal Code of Conduct .......................................... Page 10
    i. Dining/Key/ID Cards, UVa Usernames & Passwords ... Page 10
    j. Room Inspections ..................................................... Page 10
    k. Curfew Policy .......................................................... Page 11
    l. Plagiarizing Policy ................................................... Page 11
    m. Bullying Policy ........................................................ Page 11
    n. Expulsion Policy ...................................................... Page 12
    o. Computing Access At Upward Bound ......................... Pages 12 - 13
5. Important Dates ............................................................. Page 14
6. Weekly Schedule ........................................................... Page 15
7. Maps .................................................................................. Page 16 - 17
8. Appendix A & B ............................................................... Pages 18 – 19
Welcome to the 2017 Upward Bound Summer Program. Your participation should prove to be a rewarding time for you this summer. This handbook you are now reading will help you to enjoy the academic and leisure activities that have been planned for you.

Use the next five weeks to grow emotionally and intellectually. Plan your time and activities well, increase your academic skills and have fun! We want you to excel through hard work and to achieve the success you desire for yourself and your family. We work hard; we expect you to do the same. Have a great summer!

OUR PURPOSE

Upward Bound’s purpose is to provide concerned and capable young people, from across central Virginia, the opportunity to develop their educational talents. Upward Bound is for high school students who have an interest in continuing their educational careers on a college, university or technical institute level. A qualified staff with various talents will be available to all Upward Bound students. However the “success” of the program depends on the work of each student participant. Therefore, your first priority, at all times, must be on the improvement of your academic skills.

YOUR RESPONSIBILITIES

You will be at the University of Virginia for these five weeks. This program will give you a chance to experience college life, prepare for the upcoming year at your high school; and increase your responsibilities as a citizen of this community. First, you must read this handbook from cover to cover. In reading this handbook, you will discover rules and guidelines by which you must govern yourselves. It is important that you earn respect, as well as, bring honor and dignity to yourselves.

Bear in mind that your education in Upward Bound will not be limited to the classroom. So always conduct yourselves as if people are judging you…because they are! They will judge you by the way you act in Upward Bound. This is a program that you have chosen to participate in. So please take advantage of the resources being offered to you. Likewise, be willing to share in the responsibilities. We hope that you can benefit from the richness the program can bring to your lives. We welcome you and wish you every success and happiness this summer.
2017 SUMMER STAFF

ADMINISTRATIVE TEAM

Title: Name: Contact Info:
Director Mrs. Leah Puryear 434.982.4550 | lcp6f@virginia.edu
Academic Skills Specialist Mrs. Mittie Harvey 434.982.4553 | mjh4m@virginia.edu
Program Coordinator Mr. Maurice Walker 434.982.4552 | emw5m@virginia.edu
Executive Secretary Ms. Tamara Miller 434.982.4551 | tmw2j@virginia.edu

INSTRUCTIONAL TEAM

Title: Name:
Creative Writing and Social Studies Mr. Marvin Nogueda
Drama, Life Skills, and Senior Seminar Mr. Robert O’Connor Kristel
English Instructors Ms. Clare Aukofer
Ms. Avis Fields
Mathematics Instructor(s) Mr. Matt Barone
Ms. Ashlee Bellamy
Science Instructor(s) Mr. Matt Barone
Ms. Lilian Tan
Spanish Instructor Mr. Justin Beamon

RESIDENTIAL TEAM

Title: Name:
Senior Resident Ms. Alicia Trice
Ms. Ryann Bellamy
Mr. Lance Carpenter
Mr. Josh Farris
Residential Staff Ms. Larise Joasil
Ms. Jasmine Shifflett
Ms. Sarah Williams
A. RESIDENTIAL HALL

This summer students and residential staff members will be residing at Shannon House which
is part of dormitories located on Alderman Road (see map page).

B. DINING

All meals will be eaten in O-Hill Dining Facility. You will be required to use your
dining card in order to enter the cafeteria. In addition, students must sign the meal’s sheet
(Breakfast, Lunch, and Dinner). Please remember to eat daily and to drink plenty of water.
The summer days can cause dehydration.

O-Hill is open for breakfast from 7:15 AM – 8:30 AM.

Fruit juice, sweet rolls or doughnuts, cereal, toast, and beverages are always available. Eggs, pancakes, French toast, waffles, etc. are alternated. Seven items, either the same or any combination, may be taken going through the serving lines. Students may go to breakfast at 7:30 AM.

O-Hill is open for lunch from 11:30 AM – 1:30 PM.

Soup, an entrée, a vegetable item, a salad, bread, a dessert and beverage are offered from
the cafeteria serving line. Sandwiches may be offered as an entrée.

O-Hill is serves dinner from 4:30 PM – 6:30 PM.

Selection of soup, entrée, three vegetables, a salad, rolls and butter, a dessert and beverages are available from the choices offered on the serving line. At all meals, food is to be consumed in the dining room only and is not to be taken out. Selections are to be consumed by the participant only and are not to be given to friends or acquaintances. Students are allowed to return for seconds on all drinks and entrees.

MEAL SHEET

Participants are expected to sign Upward Bound’s dining sheet during each meal. An Upward Bound Staff member will be on-site with the sheet. It is important that everyone signs the sheet as soon as their dining card is swiped. A staff member (with the meal’s sheet) will be positioned at a table near the entrance/exit. In addition, students must milk and vegetables on their tray whether or not it is eaten. Upward Bound participates in the USDA Summer Meals Program, and is required to follow certain guidelines. The USDA Summer Meals Program provides Upward Bound critically needed funds. Finally, Upward Bound pays for the meals whether or not students eat in the cafeteria.
REPLACEMENT DINING CARDS

If a dining card is lost or stolen the participant will still be allowed to eat in the dining hall. Individuals must contact the Administrative Team about a replacement card. Keep in mind there may be a replacement cost. UVa Conference Services determines the cost not Upward Bound. If an individual is unable to get a replacement card prior to a meal, they must ask O-Hill’s cashier to sign a sheet indicating they are with Upward Bound.

C. CLASSROOMS

Most of the academic classes will be held in (New) Cabell Hall (see map). Cabell Hall is also home to Upward Bound’s administrative offices located on floor zero (aka the basement). Students’ schedules will tell them where their classrooms are located along with their start times. Classes start at 8:30 AM unless there is a change in the schedule. Students are expected to arrive on time. **Students are NOT permitted to be in New Cabell Hall until 8:15 AM! If you arrive before class starts do not make loud noises or disturb the individuals working in the building.** Students should be careful in Cabell Hall, there is construction occurring on some floors.

D. STUDY HALL

All students will be required to attend study. Study Hall will be held in the Shannon House Monday – Thursday nights from 7:00 PM – 8:30 PM. Students who require a computer can use the computer lab in Shannon or Shannon (if necessary). On Sundays Study Hall will be held in Shannon House starting 9 PM. Residential Staff members will be present at Study Hall and available to assist with assignments. Students are welcome to start their assignments prior to Study Hall.

E. STUDENT SERVICES

MATERIALS AND SUPPLIES

Please bring your own writing implements (pens and pencils), binder and loose-leaf paper, subject dividers, and a dictionary (for new students). There are limited supplies available for individuals who are unable to bring their own materials/supplies. A limited number of envelopes is available, but there are NO postage stamps. Advanced math and science students will have access to scientific calculators, graph paper, and geometry students will be able to use protractors and compasses and rulers.

LAUNDRY

You are encouraged to use washable clothes while attending Upward Bound. There are washing machines in many of the dormitories. Participants are responsible for paying for their laundry.
HOUSEKEEPING

UVa’s Housekeeping Service will clean suites and bathrooms ONCE PER WEEK! Students are expected to clean-up after themselves and take their trash to the dumpsters!

LINEN SERVICE

Students will provide their own bed and bath linen, blankets and pillow. Beds are twin size.

HEALTH AND MEDICAL SERVICES

Students will be enrolled in a health/accident insurance plan. If an individual is injured they will be taken to the Pediatric Emergency room at the University of Virginia Hospital. If you are ill, notify the administrative team or the residential staff. A decision will be reached on whether or not to send you to the Pediatric Emergency Room. Parent(s)/Guardian(s) will be notified if an individual is taken to the Emergency Room. Please note our insurance only covers injuries that occur at Upward Bound.

If a student displays flu like symptoms (or any contagious illness) they must be picked up immediately. Upward Bound Staff members will take the participant to the ER (at night) if they are complaining of flu symptoms (or any contagious illness). In order to make sure the students and staff members remain healthy, we will send participants home. They must remain at home until their symptoms no longer persist. Upward Bound Administrative staff has the right to deny your student the right to return if they are deemed a health risk!

STIPEND CHECKS

Participants will receive a stipend check for each week they attend. They must sign the stipend list in order to receive the money. It is the students’ responsibility to make sure they sign the stipend check on Friday afternoons. If you are unable to sign the stipend sheet on Friday, you must sign it when you return on Sunday evening. Stipend checks will be mailed from the Bursar’s Office at the University. You will not receive a stipend for the week if your Dining Card, Photo ID, and Key Card are not turned in before departing for the weekend. The list will be in the lounge, and at least one counselor will be there to take your cards. Please note it may take several weeks before the checks are issued. Upward Bound does not have control over how long it takes for accounting to issue a check. Individuals who continuously fail to follow the rules and/or do not turn their final year progress reports and SOL score reports will not receive their stipend.
A. SIGN IN/OUT POLICIES

Whenever you leave the dorm area or UVa’s Grounds for any reason, you are required to register accurately in the Sign-In/Out Book. Individuals signing out must depart in parties containing at least 3 current Upward Bounders, or with a parent(s)/legal guardian(s)/authorized adult.

STUDENTS MUST SIGN THEMSELVES IN & OUT!
You are required to note:
1. Your destination  
2. Time of departure  
3. Expected return time  
4. Actual return time

   Student groups are permitted to sign-out for up to 2 hours (this includes dinner) between 5 PM – 7:00 PM.

A counselor will always accompany student groups when they leave UVa Grounds (Ratio 1:5 or 2:10). Small groups of rising seniors may go to the Downtown Mall or Barracks Road without a residential staff member. Exceptions must be authorized by Upward Bound’s Administrative Team or the Head Residential Counselor. Special requests must be submitted at least one day in advance to the Head Residential Counselor and is subject to approval by Upward Bound’s Administrative Team.

If it is necessary that you go home during the week, a parent or guardian must notify the Upward Bound office preferably in writing, at least one day in advance prior to leaving unless previous arrangements have been made.

B. WEEKEND DEPARTURE AND SUNDAY RETURN POLICY

All UB students go home for the weekend. Students will leave on Friday between 4:00 and 6:00 PM. All participants must be picked-up before 6:00 PM on Friday. Before a participant departs for the weekend, they are required to turn in their Dining Card, ID Card and Key Card. Trash should be removed from bedrooms and the common area before departure. If possible trash should be removed on Thursday nights.

Students can return after 8 PM on Sunday evenings. Please contact our office, if you plan on return later or Monday morning (between 7:30 AM – 8 AM).

C. PROGRAM PARTICIPANTS AND GUESTS

Students may entertain guests in Lounge areas only, not in your suites. The only people allowed in your room are yourself, your counselor, your suite mates, parents/legal guardians, siblings (if you have one), and Upward Bound Staff. Please Note: Upward Bound reserves the right to ask unruly guests to vacate the premises. If necessary, UVa Police will be notified.
Students are not permitted to ride in unauthorized vehicles. Authorized vehicles include those operated by parents, Upward Bound Staff, buses and emergency vehicles. Upward Bound Students are not permitted to operate any type of motor vehicle on Grounds while participating in the summer component.

D. **ELECTRONIC DEVICES**

**Cell Phones:** UVa’s Upward Bound Program does not consider cell phones a “right” during the Summer Residential Program. However, Upward Bound will permit its participants to bring and use their cell phone during the Summer Residential Program provided they follow our cell guidelines (see Appendix A - Cell Phone Policy & Appendix B – Electronic Devices Liability Policy).

**Permitted Devices:** Clocks, laptops, desktop computers, tablets, radios, MP3 Players/IPods, cameras, fans, microfridges & microwaves (must have a power strip built-in circuit breaker and carry the Underwriter's Laboratory (UL) approval).

If you have any questions about specific electronic devices ask the Program Coordinator or the Senior Resident. Unauthorized items will be confiscated and returned to a guardian/parent! **If you have issues with this policy speak with the Director. Upward Bound is NOT responsible for lost, damaged or stolen items.**

E. **DRESS CODE**

Please wear appropriate dress for school, staff member have the right to **require participants to change their attire.** Females will not be able to wear halter, mid-drift or spaghetti strap blouses, and shirts/blouses with leggings. Dresses, shorts and skirts cannot come above fingers when your arms are held to your side. Males are prohibited from wearing do-rags, bandanas, baseball caps or hats of any kind inside buildings. Low-riding pants or shorts are also prohibited underwear should not be seen.

No hats, sunglasses, mp3 players, smart phones, do-rags/stocking caps or other non-religious head wear in academic buildings. If students possess these items they may be confiscated by Upward Bound Staff and returned at their discretion.

F. **NOISE LEVEL**

Avoid loud noises in academic buildings and libraries. People should use their inside voices. No running up-and-down the halls and playing on elevators. Keep the noise to a minimal at the dorm area, especially as it relates to stereos. It is preferred that you keep the volume low or use headphones. No music should be heard outside your suite.
G. PERSONAL PROPERTY

Participants are responsible for their own belongings. Please keep your dorm room locked. **UPWARD BOUND IS NOT REINBURSE INDIVIDUALS FOR MISSING OR STOLEN ITEMS.** (Appendix B – Electronic Devices Liability Policy)

Other unauthorized items: bicycles, skate boards, roller blades, scooters (all kinds).

Unauthorized items previously mentioned will be **CONFISCATED BY UPWARD BOUND STAFF AND RETURNED AT THEIR DISCRETION.**

H. PERSONAL CODE OF CONDUCT

Do not destroy University property. Leave your furniture where it is and do not mark the walls of your room: you will have to pay for it.

Disrespect to staff members and other participants will not be tolerated (also see the bullying policy). Individuals will be disciplined by Upward Bound’s Administrative Team. Offenders will receive curfew/loss of privileges. Repeat offenders will sent home for the remainder of the program and may face expulsion.

All Upward Bound students will be expected to be on their designated floor by 10 PM, Sunday through Thursday (unless authorized by the staff). **LIGHTS OUT IS 10:30 - 10:45 PM FOR ALL STUDENTS.** Get some sleep!

I. KEY CARDS, DINING CARDS, AND ESERVICE ACCOUNT INFO

Do not lend your access cards. Replacements IDs cost $20.00. Conference Services determine who much replacement key and dining cards cost. **Payments for replacement keys are due immediately once they have been lost.** **UPWARD BOUND WILL NOT PAY FOR KEY CARDS, DINING CARDS, UNDER ANY CIRCUMSTANCES!** Eservice Account information should be kept in a secure place. You will need this information in order to logon to UVa’s computers.

J. ROOM INSPECTIONS

Unannounced room inspections will occur with the student present or not present. These inspections may be done after 10:00 PM. The Senior Resident and a counselor will be present. In addition, the Director and/or the Program Coordinator may be part of the inspection team.

K. CURFEW POLICY
Curfew can be given to participants for academic or behavioral issues by any Upward Bound Staff person. Curfew means A STUDENT WILL LOSE THE ABILITY TO SIGN OUT OF THE DORM AREA OR SOCIALIZE WITH OTHER STUDENTS IN THE DORM AREA.

The length of curfew is determined by Upward Bound Staff Members. Additional punishments such as completing assignments or cleaning up a mess may be added if warranted by the offense.

Example 1: If students returning 10 to 15 minutes late from the gym = Losing 10 to 15 minutes of free time the next day.

Example 2: Failing to complete assignments. Students will be given curfew if they do not complete their assignments after receiving one warning from an instructor. If an individual is under curfew for missing assignments, they can only sign out for dinner. If the student is a repeat offender, the individual will be sent for a period of time determined by the administrative team.

(Exceptions: Leaving with a parent(s)/guardian(s) or going to O-Hill for dinner, 45 minutes will be allotted). Curfew sheets should be completed if an offense warrants curfew. Students should serve curfew on the day assigned or the next available day.

L. **PLAGIARIZING**

Definition according to Merriam-Webster - “To use someone’s words or ideas as your own without crediting the source.”

- Students who plagiarize must redo the assignment. They will receive curfew until the assignment is done to the staff member's satisfaction. **If an individual plagiarizes a second time they will be sent home.**

M. **BULLYING POLICY**

The following conduct is considered bullying; this applies to participants and staff: (Source - [http://www.doe.virginia.gov/boe/guidance/safety/student_conduct.pdf](http://www.doe.virginia.gov/boe/guidance/safety/student_conduct.pdf))

- Physical intimidation, taunting, name calling, insults on-or-off the internet.
- Comments regarding the race, gender, religion, physical abilities, sexual orientation, and physical appearance.
N. EXPULSION POLICY

The following offenses will lead to students being sent home.

- A continued or flagrant abuse of the previously stated rules!
- Use of drugs or alcohol, unless prescribed by a physician.
- Cutting classes, or being late too often (3 times).
- Riding in unauthorized vehicles.
- Leaving your suite after lights out.
- Being in the suite or room of someone of the opposite sex.
- Taking things that don’t belong to you, including Key cards, ID cards, clothing etc.
- Possession of weapons.
- You will be sent home for water fights, initiations or “pranks.”
- Bullying and disrespecting staff or other participants.

O. COMPUTING ACCESS AT UPWARD BOUND

- WIFI - Individuals will be able to use the unencrypted wifi network (wahoo – all lowercase letters and no password). Students are not permitted to access any other UVa network.

- Individuals may also logon to UVa owned machines using their eservice username and password.

- Upward Bound students will follow Tenets of Responsible Computing for the University of Virginia.

Use the University's computing facilities and information resources, including hardware, software, networks and computer accounts, responsibly and appropriately, respecting the rights of other computing users and respecting all contractual and license agreements.

- Use only those computers and computer accounts for which you have authorization.
- Use computer accounts only for the purpose(s) for which they have been issued.
  Use University-owned microcomputers and advanced workstations for University-related projects only.
- Commercial use of University computing resources is prohibited.
- Be responsible for all use of your accounts and for protecting each account’s password. In other words, do not share computer accounts. If someone else learns your password, you must change it.
- Report unauthorized use of your accounts to your project director, instructor, supervisor, system administrator or other appropriate University authority.
- Cooperate with system administrator requests for information about computing activities.
Do not use mail bombs or spam, do not flood another individual or list with multiple copies of the same message and do not send off-topic e-mail to public lists.

Report abuse (other than spam e-mail) of UVa Computing resources to abuse@virginia.edu.

Participants are prohibited from sharing their UVA computing logon and password with other individuals

UPWARD BOUND IS NOT RESPONSIBLE FOR PARTICIPANTS’ USAGE OF SOCIAL NETWORKING SITES. STUDENTS ARE BANNED FROM USING THESE SITES DURING ACADEMIC ACTIVITIES SUCH AS CLASSES AND STUDY HALL.

Statement on Obscene Material

Although there may be difficult line-drawing in determining what is or is not obscene, students, faculty and staff should know that Va. Code Section 18.2-372 defines "obscene" as that which: "Considered as a whole, has as its dominant theme or purpose . . . a shameful or morbid interest in nudity, sexual conduct, sexual excitement, excretory functions or products thereof or sadomasochistic abuse, and which goes substantially beyond customary limits of candor in description or representation of such matters and which, taken as a whole, does not have serious literary, artistic, political, or scientific value."

The distribution, production, publication or sale of obscene items is illegal in Virginia (Va. Code Section 18.2-374). A first offense is punishable as a Class 1 misdemeanor, which carries a sentence of up to twelve months in jail and/or a fine of not more than $2,500. Any subsequent obscenity conviction is a Class 6 felony, which carries a sentence of between one and five years in prison, or up to twelve months in jail and/or a fine of $2,500.

Further, a student, faculty or staff member distributing obscene material through a Web page or other means could be subject to criminal prosecution in other states to the extent that any individual in those states accesses the web page or other delivery mechanism. Such action may violate federal law as well (18 U.S.C. Section 1465) which criminalizes the transportation of obscene materials in interstate commerce. Conviction under the federal law can result in a prison sentence of up to five years, a fine of not more than $5,000, or both. In addition, placing obscene material on a University of Virginia server violates University policies, including but not limited to the computer usage policy, the employee standards of conduct, and the student standards of conduct. Such violations could result in disciplinary penalties.

- Based on statements from the General Counsel, UVa
1. June 18th – The program begins.

2. June 28th – Students who have never attended the summer program go to UVa ID Office located on the ground floor of O-Hill Dining Hall at 9 AM to get your photo taken. All other students should report to class. All students will receive their IDs later in the day.

3. May 30th – Students leave for the 4th of July holiday from 4 PM – 6 PM. Students may return on July 4th after 7 PM.

4. July 21th – Final day of the program. Students may leave after their room has been inspected.

**Please note this is a change.** We have been asked to leave a day earlier in order to accommodate some cleaning and facilities work that need to take place.

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**NOTES/PERSONAL REMINDERS**

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Additional activities will be announced. The key to Upward Bound is flexibility.

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<td>Group Activity</td>
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<td>3 PM – 4 PM</td>
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<td>6&lt;sup&gt;th&lt;/sup&gt; period</td>
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<td>Group Meets at Dell 1 Room 105 Prepare to depart</td>
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<td>4 PM – 5 PM</td>
<td>Return to dorm area. Students may sign out for free time at 5 PM</td>
<td>Return to dorm area. Students may sign out for free time at 5 PM</td>
<td>Return to dorm area. Students may sign out for free time at 5 PM</td>
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<td>Return to dorm area. Students may sign out for free time at 5 PM</td>
<td>Depart for home – Students must be picked up by 6 PM Depart for home</td>
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<td>5 PM – 6:30 PM</td>
<td>Staff return at 6:00</td>
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<td>7 PM – 8:30 PM</td>
<td>Students return after 8 PM</td>
<td>Study Hall</td>
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<td>Study Hall</td>
<td>Return Sunday Evening After 8 PM</td>
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<td>10 PM</td>
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PARTIAL MAP OF ALDERMAN ROAD

O-Hill Dining Hall

Outer Loop Bus stop

Trolley and Inner Loop Bus Stop

Upward Bound’s dorm Shannon House (not on the map)

AFC
PARTIAL MAP OF CENTRAL GROUNDS

(New) Cabell Hall – Upward Bound’s offices and classrooms on floor zero.

Trolley and Inner Loop Bus Stop
Cell Phone Policy

Preface: The University of Virginia's Upward Bound Program understands you and your student's need to stay in touch. However, we do not consider cell phones a “right” during the Summer Residential Program. Upward Bound will permit its participants to bring and use their cell phone during the Summer Residential Program provided they follow the guidelines listed below. Failure to follow the rules outlined in this document will result in the confiscation of the cell phone and loss of privileges. If Upward Bound does not have a signed copy of this on file, he or she will be reprimanded if they are caught with or using a cell phone without staff's permission. Phones are available in Upward Bound's offices (local and long-distance) and the dorms (for local calls only). Upward Bound staff will make exceptions for emergency situations.

RULES

1). STUDENTS ARE ONLY PERMITTED ONE CELL PHONE! EXTRA CELL PHONES WILL BE CONFISCASTED AND BE TURNED OVER TO THE DIRECTOR. INDIVIDUALS WHO ARE CAUGHT WITH MULTIPLE MAY LOSE THEIR CELL PHONE PRIVILEGES IN ADDITION TO THEIR FREE TIME.

2). CELL PHONES ARE NOT PERMITTED DURING ALL ACADEMIC ACTIVITIES (classes, study hall, group meetings and activities). THEY MUST BE TURNED OFF. INSTRUCTORS SHOULD REMIND PARTICIPANTS AT THE BEGINNING OF EACH CLASS EVERY DAY! INSTRUCTORS ALSO HAVE THE RIGHT TO COLLECT CELL PHONES BEFORE CLASS STARTS.

3). PARTICIPANTS ARE RESPONSIBLE FOR THEIR OWN CELL PHONE. UPWARD BOUND'S STAFF WILL NOT KEEP UP WITH YOUR CELL PHONE. ALSO, GROUP ACTIVITIES WILL NOT BE INTERRUPTED IN ORDER TO HUNT FOR A MISSING CELL PHONE.

4). UPWARD BOUND IS NOT RESPONSIBLE FOR ANY LOST, DAMAGED, OR STOLEN CELL PHONES. NOR IS UPWARD BOUND RESPONSIBLE FOR CHARGES INCURRED WHILE THE PARTICIPANT IS ATTENDING THE PROGRAM.

5). DISCIPLINE:
   • INDIVIDUALS WILL RECEIVE ONE WARNING. IF THEY ARE TEXTING OR USING THEIR PHONE DURING CLASS OR STUDY HALL. IF A STUDENT CONTINUES THE PHONE WILL BE TAKEN. THE PHONE WILL BE RETURNED AFTER CLASS/STUDY HALL. IF THIS OCCURS A SECOND TIME THE PHONE IS CONFISCATED. PHONES ARE AUTOMATICALLY CONFISCATED IF THE STUDENT IS CAUGHT USING IT TO PLAGIARIZE.
   • CONFISCATED CELLS PHONE MUST BE TURNED OVER TO THE ADMINISTRATIVE TEAM. THE OWNER OF THE CELL PHONE MUST MEET WITH THE DIRECTOR TO DISCUSS THE INFRACTION.
   • REPEAT OFFENDERS MAY LOSE RECREATIONAL PRIVILEGES AND MAY BE SUSPENDED FROM THE PROGRAM FOR A PERIOD OF TIME DETERMINED BY UPWARD BOUND’S ADMINISTRATIVE TEAM.
Electronic Devices Liability Policy

Please note a copy of this document was included in the summer informational packet. All participants and their parent(s)/guardian(s) signed a copy of this document.

This agreement releases University of Virginia Upward Bound from all liability relating to any and all electronic devices bought by students or parents to the summer program. By signing this agreement, I agree to hold Upward Bound entirely free from any liability, including financial responsibility for lost or stolen electronic devices regardless.

I also acknowledge the risks involved in bring these devices to the campus. These include but are not limited to cell phones, computers, laptops, kindle, games and gaming consoles, cameras.

By signing below I am stating that I am solely responsible for all equipment bought to this campus.

I, __________________________, fully understand and agree to the above terms.

Print student name

_____________________________   __________________________
Student                        Date

_____________________________
Parent

___________________________
Date