

*GEORGETOWN  
UNIVERSITY*



**Summer Programs for  
High School Students**

**2014 Welcome Packet**

July 13th, 2014 Institutes

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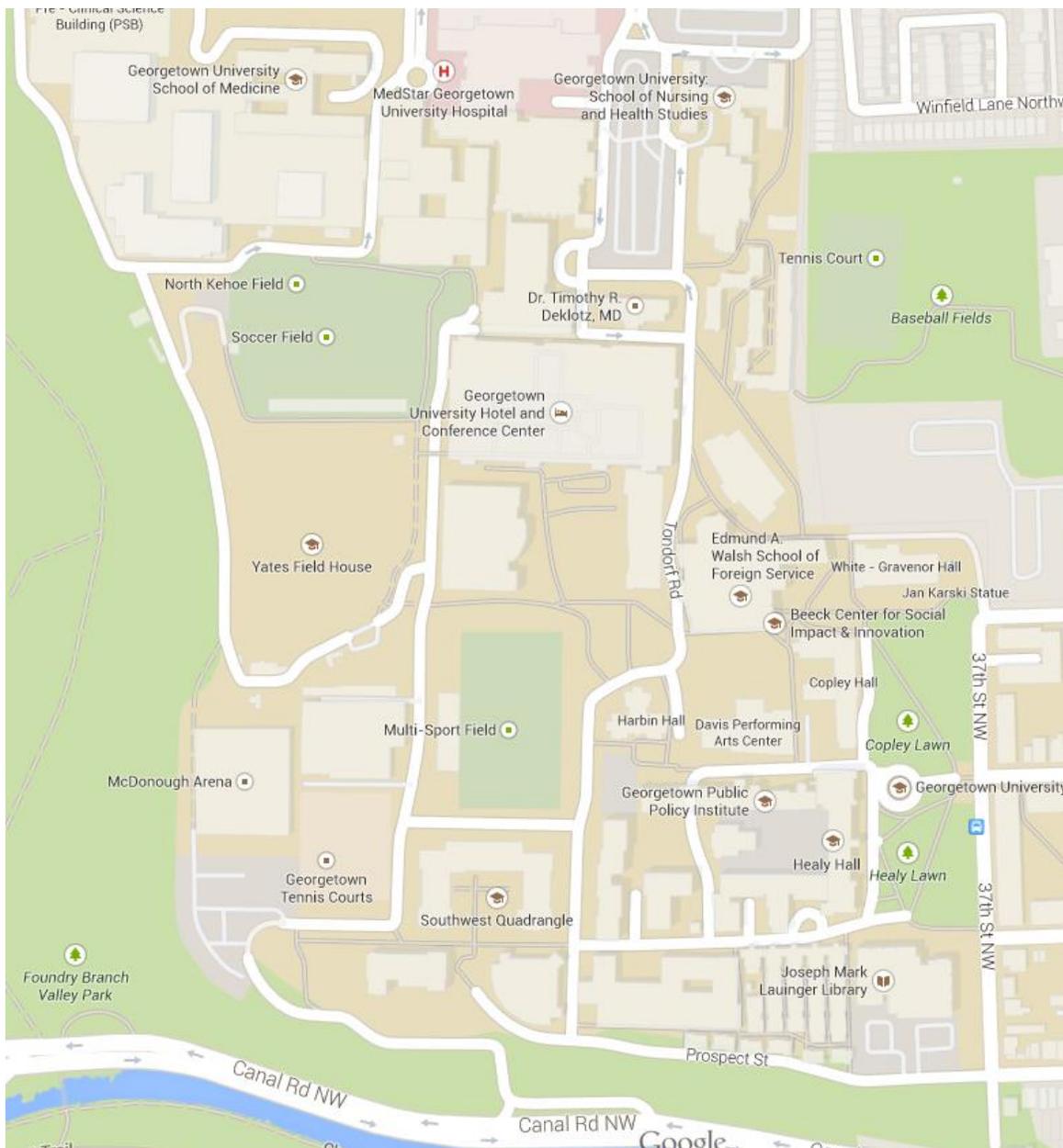
# Welcome to Georgetown!

**Congratulations on your acceptance to Georgetown University's Summer Programs for High School Students! We hope that you are looking forward to joining us on the Hilltop soon. Please make sure you take advantage of all the resources offered by Georgetown University and experience college life.**

**This Welcome Packet provides information to help you prepare for your stay at Georgetown University, such as what to bring and what to wear, so please review the material carefully.**



# Campus Map



For a more detailed map with directions, visit: <http://maps.georgetown.edu>

# Navigating the Georgetown Networks

Below are brief descriptions of the various electronic tools to use while attending the Summer Programs for High School Students at Georgetown.

## Georgetown Google Apps: Using Your Student Email

Georgetown Google Apps is the email provider supporting your [Georgetown University email address](#). Before and during your program, you will receive University emails. As such, you should regularly check your new email account for correspondence.

Your email address uses the following format: [NetID@georgetown.edu](mailto:NetID@georgetown.edu). You can access your email by logging in with your NetID and password at [Georgetown Google Apps](#) or by visiting <http://apps.georgetown.edu>.



## Blackboard

[Blackboard](#) is the learning management system used by Georgetown University. Many of the summer programs use Blackboard to electronically share class and reading materials. Closer to the start of your program, material may be added to the Blackboard course site. If your specific course is using Blackboard, you will receive an email at your Georgetown University email address announcing that materials have been added to the course site. You can login using your NetID and password by clicking [Blackboard](#) or visiting <https://campus.georgetown.edu>.

## NetID and Password

Your NetID and password are your electronic credentials. You will need to remember your NetID and password to use your Georgetown University email, log into Blackboard, apply for your GOCard, check your library account, etc.

Your final step is to enroll in [Password Station](#) at <https://password.georgetown.edu>. Password Station is a self-service password management tool that allows you to select and answer three security questions that you can use in the future to reset your password. If you do not enroll in Password Station you may be locked out of your Georgetown accounts. If you cannot use Password Station to reset your password you will need to submit a government-issued photo ID to [University Information Services](#) so that your identity can be verified and your password can be reset. This process can take between 3-5 business days.

Your NetID and Password were created when you began your application. If you forget your NetID please refer to your email confirmation that was sent to you after your account was created.

**TIP:** Georgetown University requires all students to reset their passwords every six months. To reset your password you are required to enroll in Password Station.

# Navigating the Georgetown Networks

## Is a laptop computer required?

A laptop computer is not required. All Summer Hoyas have computer access at various [library locations](#) across campus. More information regarding Georgetown library services can be found at <http://www.library.georgetown.edu>. There are also kiosks located in the Levey Center and on the ground floor of the Edward B. Bunn, S.J. Intercultural Center (ICC). All residence hall rooms have access to the internet using an Ethernet or wireless connection.

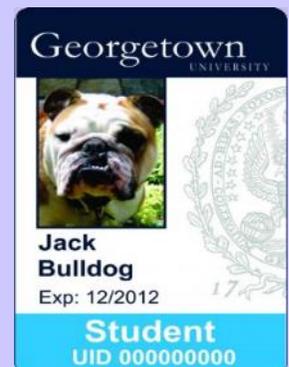


## GOCard – Your Student Identification Card

All Summer Hoyas must apply in advance for their GOCard. The GOCard is your student ID and access card to many [campus services](#) such as dining, laundry, printing, and residence halls. Students must carry their GOCards with them at all times.

If the student has a GOCard from a previous program, please make sure to bring that GOCard with you. To apply for your GOCard, you must submit a passport photo to the GOCard office by emailing your photo to [GOCardphoto@georgetown.edu](mailto:GOCardphoto@georgetown.edu) at least a month in advance of your program start date. Your email must include your name, NetID, and program name(s). For more information on how to submit your GOCard please visit the [GOCard Office's](#) website: <http://gocard.georgetown.edu>.

Students will receive their GOCards during check-in after showing their government issued ID. If you need a government-issued photo ID, please visit the following website for guidance on obtaining an ID: <http://www.dmv.org/id-cards.php>. Please note that ID policies vary by state and country.



# Residential Living

Residential living at Georgetown is as much a part of the college experience as the actual classwork. Special floors are designated for the Summer Hoya residents and each room has wireless access allowing you to study after class.

## Social Events and Activities

We encourage you to engage in the rich and varied cultural life of the University during the summer. All Summer Hoyas receive direction and supervision from Institute Assistants during the day and Resident Assistants in the evenings and through the nights. Students are encouraged to participate in organized events such as cook-outs, evening lectures, ice cream socials, dances, movie nights and other activities.



## Housing Charges

For students participating in the Institutes, the cost of housing and meal plans are already included in the tuition fee. Institute students are required to live on campus.

For students participating in The College Preparatory Program, living on campus is optional. For resident students, the cost for housing is \$664 for the 3-week program.



## Meal Plans

Institute students are automatically enrolled into a meal plan. For College Preparatory students living on campus, you must self-enroll into your preferred meal plan option. Several meal plan options are available, which are 10 meals per week, 14 meals per week, or 19 meals per week. To sign up for a meal plan, please visit [Georgetown Dining](http://www.campusdish.com/en-US/CSE/Georgetown) at <http://www.campusdish.com/en-US/CSE/Georgetown>.

When entering the dining hall, students will use their GOCard to debit their meal plan account.

Leo O'Donovan Dining Hall offers students a wide variety of buffet-style meal options daily. If you have specific concerns, please contact [Georgetown Dining](#) directly. Please note that students who purchase a meal plan must dine at Leo O'Donovan Dining Hall.



# Residential Living

## Roommates

In order to support a true college living and learning experience the Summer Programs for High School Students does not accommodate roommate requests. Students will meet their roommates on check-in day, however, students are not guaranteed a roommate and may be assigned to a single room.

## Clothing

Summer in Washington is hot and humid at best and sweltering and very humid at worst. Keep this in mind when packing clothes and bring cool, comfortable clothing. Generally, dress is informal. Students should plan on packing a couple of business casual outfits (khaki pants and button-down shirt or skirt/blouse/dress) for any special outings or events. A good pair of walking shoes is highly recommended, as is a bathing suit -- you will have use of the pool in [Yates Field House](http://recreation.georgetown.edu/yates) (<http://recreation.georgetown.edu/yates>).

High-Efficiency laundry facilities are available in the residence halls. Students pay for laundry services using funds that you add to the GOCard.

Students in the Medical Institutes are required to wear long pants and closed-toe shoes in the labs. There are no exceptions to this policy.

## Packing List

### RESIDENCE HALL ITEMS

- Blanket or comforter
- Sheets for the bed (extra-long twin)\*
- Pillow and pillow cases\*
- Towels and Toiletries\*
- Alarm Clock
- Clothing hangers
- Umbrella
- Cell phone/charger
- Laundry detergent (High-Efficiency)
- Sunscreen
- Kitchen Supplies
- Shower Bucket and Shoes
- First-Aid kit
- Government Issued Photo ID
- Health Insurance Card
- Medications (if applicable)

*\*Linen Service is provided for Institute students. Rooms come with 2 flat sheets, 1 pillow, 1 pillowcase, 1 blanket, and 1 small towel. College Preparatory students do not receive Linen Service.*



# Residence Halls

## RULES, REGULATIONS, AND SAFETY

All of the residence halls are air-conditioned; however, students may bring fans if they wish. Every room is carpeted and furnished with a bed, a desk, and a chair for each resident. Bookshelves, drawers, and closets are built into the rooms. If you have any additional housing questions, please visit [Student Living](http://studentliving.georgetown.edu) at <http://studentliving.georgetown.edu>.

As a Summer Hoya, you are expected to adhere to the [Program Expectations and Campus Regulations for Pre-Collegiate Students Campus Life Form](#), which you read and signed in order to attend the program. Safety is a top priority, and students must follow these expectations to ensure the well-being of the Hoya community. Any rule violation will result in some level of adjudication. Students that have committed a violation will meet with a member of the professional staff who will then decide the best course of action. Students found committing major infractions will be sent home.

Each night after 7:00pm, Georgetown University Resident Assistants (RAs) are available to high school students. The RAs are members of the Office of Residential Living.

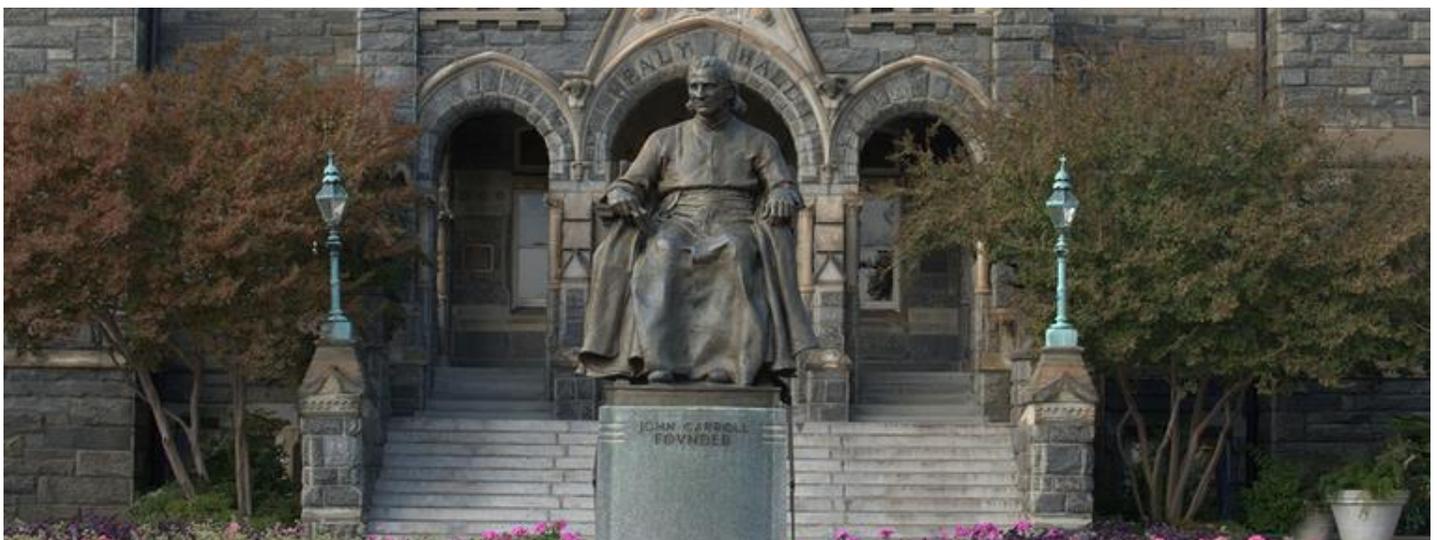
Students are assigned to a Resident Assistants (RA). Resident Assistants live in the residence halls with

students and receive extensive training. RAs will work with you to maintain a positive community on the floor through community-building activities. RAs are assigned to groups of approximately 50 high school students at a time.

Though curfew and bed checks are done each evening and supervision is provided at all planned programs, it is important to note that students may not be supervised at all times if they choose not to participate in planned activities or during free times and unscheduled breaks.

Institute students are not allowed to leave campus due to the compact program schedule. College Preparatory students are not allowed to leave campus overnight except in special circumstances approved in advance by the Office of Residential Living. Parents must submit campus leave requests at least 72 hours in advance by submitting the [2014 SCS Program Extended Leave Request](#).

To ensure safety, security guards are stationed at major residence hall access points. The [Department of Public Safety](#) supervises all security guards. Additionally, the University operates an emergency response team 24 hours a day to respond in the event of significant emergency situations.



# Residence Halls

## RULES, REGULATIONS, AND SAFETY

### Curfew and Bed Checks

Please note that Monday-Thursday, floor curfew is at 11:00pm and bed checks are at midnight. On Friday and Saturday, floor curfew is at midnight and bed checks are at 1:00am. Please be aware that these Residential Living policies are designed to ensure the safety and security of all high school Summer Hoyas living on the Georgetown campus.



### Room Key

At check-in, all students are given a room key. At the end of your stay, you are expected to return the key at check-out. Failure to return the key will result in a \$50 lock change fee.

### Medical Concerns

If you have any medical problems, you may visit the [Georgetown University Student Health Center](#), located on the ground floor of Darnall Hall. To utilize the Student Health Center services, the [Medical Permission Form](#), [Immunization Form](#) and a submitted copy of your health insurance card or purchased international student health insurance plan are required. These forms are part of the required [Campus Life Forms](#) (See Page 12).

The Student Health Center charges for all services. Students are responsible for paying all charges at the time service is provided. In case of emergency, all students should carry their health insurance card. For more information please visit Student Health Center at <http://studenthealth.georgetown.edu/medical-care>.



# Check-in Day

Sunday, July 13th Check-in Day Schedule	
<b>1:00PM—8:00PM</b>	GOCard Office Open
<b>4:00—6:00PM</b>	Program Check-in Pre-printed GOCard Pickup Housing Key Pickup
<b>5:00—7:30PM</b>	Dinner
<b>7:00PM</b>	Campus Tour
<b>9:00PM</b>	Residential Living Floor Meeting
<b>11:00PM</b>	Curfew
<b>12:00AM</b>	Bed Check

Students are not permitted to check-in early. If you arrive to campus early, we recommend that you explore campus, stroll through M Street or visit the National Mall.

The exact check-in location and time-table will be emailed to you. At check-in, you will receive campus information, a key to your residence hall room, your GOCard, and additional program information.

In order to receive your GOCard at check-in you must have an official, government-issued photo ID. There are no exceptions to this policy. If you need a government-issued photo ID, please visit the following website for guidance on obtaining an ID: <http://www.dmv.org/id-cards.php>. Please note that ID policies vary by state and country. It is your responsibility to arrive at check-in with your government-issued photo ID so please plan accordingly.

Please note that you are required to apply for your GOCard in advance. To apply for your GOCard prior to your arrival, please email your passport sized photo to [GOCardphoto@georgetown.edu](mailto:GOCardphoto@georgetown.edu) at least a month in advance to your program start date. Your email must include your name, NetID, and program name(s).

## Non-resident / Commuter Students

Non-resident students in The College Preparatory Program have the same access and privileges to all University resources as resident students including [University libraries](#), the [Yates Field House](#), and the [Student Health Center](#). In addition, all non-resident students are assigned a Resident Assistant for safety and supervision while on campus.

Non-resident College Preparatory students are encouraged to participate in the full range of summer events—from organized movie nights and social activities to cook-outs and dances. The Summer Hoya events may take place in the evening as well as during the weekend. If you have any questions regarding social events and activities please contact your assigned Resident Assistant.

Non-resident students participating in The College Preparatory Program should arrive on campus in time for the first class meeting of each day.

# Check-in Day

## Can I arrive to campus a day early or stay a day late?

No, students must adhere to the program check-in and check-out times.

## Does Georgetown University provide transportation to campus?

Georgetown University does not pick up students and bring them to campus. To get to campus, students must make arrangements to travel to and from area airports, train stations and bus stations.

Students can easily arrange ground transportation from the three area airports:

[Reagan National Airport](#) is minutes from Georgetown

[Dulles International Airport](#) is 25 miles from Washington, D.C.

[Baltimore/Washington International Airport](#) is 40 miles from Washington, D.C.



*Look for the HOYA SAXA sign as you arrive via the Canal Road entrance!*

## Where should I be dropped off?

If arriving to campus by car, please have your driver drop you off at the University via the entrance on Canal Road. The address for the Canal Road entrance is 3609 Canal Road, N.W., Washington D.C. 20057. Students can take a taxicab or arrange to be picked up by [Super Shuttle](http://www.supershuttle.com) found at <http://www.supershuttle.com>.

## If I am driving to Georgetown, where can my family and friends park?

If you are arriving by car with family or friends, please plan on entering the University via the entrance on Canal Road. The address for the Canal Road entrance is 3609 Canal Road, N.W., Washington D.C. 200057. You can find parking in the Southwest Quad parking garage. More information on parking can be found at the [Office of Transportation Management](#) or by visiting <http://otm.georgetown.edu>. Parking is on a first come, first served basis.

## Can I bring a car to campus during my program?

No, students are not permitted to have a car on campus. Some non-resident students may choose to drive to campus for their classes, however, please be aware that parking is extremely limited.

## What if I haven't submitted my Campus Life Forms?

If you have not yet submitted your [Campus Life Forms](#), you will not be able to check-in. As a reminder, here are the links to your Campus Life Forms:

[Medical Permission Form](#)

[Immunization Certificate Form](#)

[Meningitis Vaccine Waiver](#) (if applicable)

[Program Expectations and Campus Regulations for Pre-Collegiate Students](#)

[Statement of Responsibility Form](#)

[Photo Release Form](#)

[Lab Safety Form](#) (required for the Medical Institutes)

[Shock Trauma Center Form](#) (required for the Medical Institutes)

[Rope Safety Course Form](#) (required for the Leadership Institute)

# For Parents

For emergencies, you may contact the Resident Assistant on duty at 202-230-7111. You can also contact the Department of Public Safety at 202-687-4343 and ask to be connected to the Community Director on duty. For all other questions please contact a Parent Services Advisor at 202-687-7087 or via email at [highschool@georgetown.edu](mailto:highschool@georgetown.edu).



**HOYAlert** is a notification system that may be used to alert members of the university community in the event of a campus emergency or closure. Please sign up for the HOYAlert Service by visiting <https://netid-mgmt.georgetown.edu/emergencycontact>. You will log on to the system with your Georgetown University NetID and password. Each student may enter one phone number to receive a text message, one non-Georgetown email address, and up to two phone numbers to receive a voice message.

For judicial concerns and housing issues while on campus, students should contact the Office of Residence Living at 202-687-4056.

For all academic issues, students are encouraged to contact Julie Lundgren, Director of High School Programs at 202-687-5992 or send an email to [jml274@georgetown.edu](mailto:jml274@georgetown.edu).



# International Student Health Insurance

Georgetown University's Summer Programs for High School Students requires all international students to carry sufficient medical insurance coverage for the duration of their program.

To assist in meeting this requirement, all international students will be automatically assessed an insurance charge on their student account and will be enrolled in a health insurance plan administered by HTH Worldwide.

More information regarding this requirement can be found by visiting the [International Students](http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students/about-the-program/international-students) website: <http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students/about-the-program/international-students>



# Check-out

The check-out process begins the night before the last day of your program. On your last night, you are responsible for packing your belongings, cleaning your room, and removing all trash. Also, your Resident Assistant will distribute Key Return envelopes. On your envelope, you are expected to clearly print your full name. When you are ready to check-out the next morning, place your key in your envelope and return your envelope to your Resident Hall Office.

***Failure to return your key will result in a \$50 lock change fee***

If you are an Institute student, check-out is on the last Sunday of your program. College Preparatory students will check out on Saturday, July 12. Check-out begins at 7:00 AM and must be completed by 8:00 AM. During this time, students will be directed to store their luggage in a secured room. After storing your luggage, students will have time to attend breakfast between 8:00 AM and 9:00 AM. Beginning promptly at 9:00 AM, your program will hold a closing ceremony.

## Check-out Day Schedule

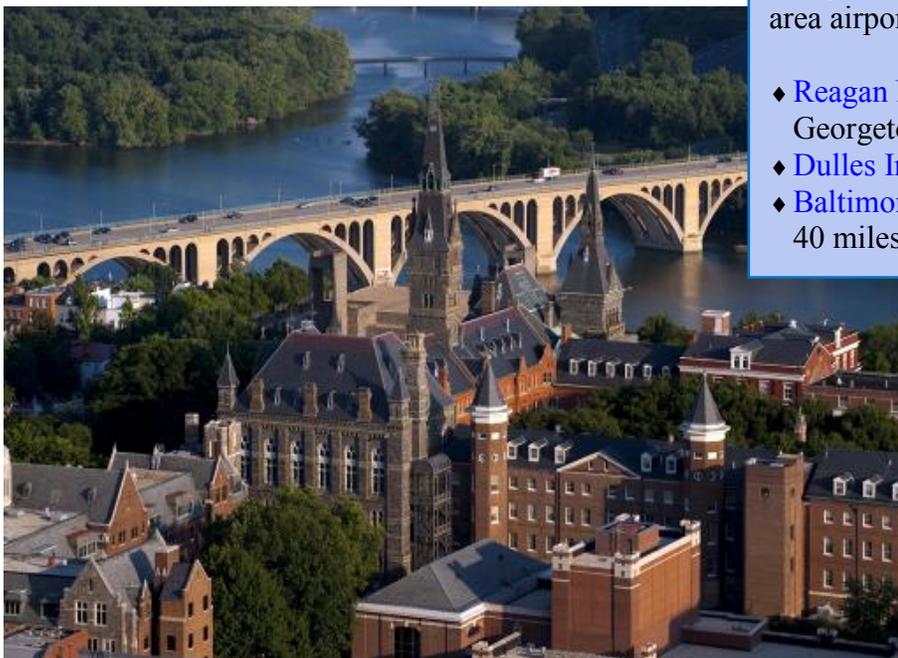
<b>7:00 AM—8:00 AM</b>	Check-out
<b>8:00 AM—9:00 AM</b>	Breakfast
<b>9:00 AM—10:00 AM</b>	Closing Ceremony

Immediately following the ceremony, students are encouraged to retrieve their belongings and may leave campus.

For students who are being picked up by parents or family, you should arrange to meet on the Southwest Quad after the closing ceremony. Parents and family should enter the University via the entrance on Canal Road. The address for the Canal Road entrance is 3609 Canal Road, N.W., Washington D.C. 20057. **Parking** is also available in the Southwest Garage on a first come first served basis.

Students can take a taxicab or arrange to be picked up by **Super Shuttle**. Students can also easily arrange ground transportation to the three area airports:

- ◆ **Reagan National Airport** is minutes from Georgetown
- ◆ **Dulles International Airport** is 25 miles away
- ◆ **Baltimore/Washington International Airport** is 40 miles away





**Looking forward to your stay on  
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