Summer Programs for High School Students
2015 Welcome Packet

Summer Honors Intensive
Summer College
Fundamentals

May 31—July 3, 2015    July 5—August 8, 2015
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CONGRATULATIONS!

The Summer and Special Programs office, as part of the School of Continuing Studies at Georgetown University, provides world renowned summer courses which attract students from around the United States of America and the world. As you prepare for your arrival to Georgetown’s campus, our staff is available to provide you with academic advising and to help you plan and prepare for your college experience at Georgetown.

In order to provide you with a diverse and exciting summer experience, we work with the Office of Residential Living to provide you with a complete summer schedule that focuses on academic programming but also includes evening and social activities. The evening and weekend programming typically includes museum visits, trips to national landmarks, ice cream socials and many more opportunities for you to experience college life. We hope you will fully explore campus and take advantage of the resources available to you during your summer.

This Welcome Packet provides information to help you prepare for your summer experience, such as what to bring and what to wear, so please review the material carefully. You can also find an electronic version of this Welcome Packet on our Summer Programs for High School Student’s Website: summer.georgetown.edu
YOUR PRE-ARRIVAL CHECKLIST

(Print this page for easy reference!) Whether this is your first time participating in our Summer Programs for High School Students or you are returning for your second or third summer, preparing for your five weeks on Georgetown’s campus starts with you and it starts today!

Refer to this checklist frequently as you prepare for your summer!

Preparing for Georgetown
◇ Set a permanent NetID password through Password Station at password.georgetown.edu!
◇ Submit “Yes” on your Enrollment Response Form, confirming your plans to attend this summer!
◇ Register for your course(s) at myaccess.georgetown.edu.
◇ Apply for your GOCard (student identification card).
◇ Download, complete, and submit your Campus Life Forms at summer.georgetown.edu/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
◇ Plan for your trip (flight, train, car ride) to campus on Check-In Day: May 31st or July 5th.
◇ Pay for your tuition bill at myaccess.georgetown.edu.
   ◇ Grant access to your parents to pay for your tuition bill.
◇ Purchase a meal plan through Dining Services (if living on campus).

Check-in Day
◇ Pack your bags and know what to bring!
◇ Arrive on time - no early check-ins are allowed.
◇ Know where to park (or where to be dropped off).
◇ Review the immigration processes for international students.

Know Before You Go: Learn the Georgetown Systems
◇ NetID and Password ◇ Blackboard
◇ MyAccess ◇ HOYAlert
◇ Email/Google Apps ◇ GOCard

Know Before You Go: Be Familiar with our Student Conduct Policies:
◇ Off-Campus Leave and Overnight Stays
◇ Early Dismissal Requests
◇ SCS Pre-Collegiate Student Conduct Sanctioning Guidelines

Upcoming future correspondence; sent only to Registered Students in our 5 week programs:
◇ An email containing tips on “Preparing for Academic Success at Georgetown.”
   ◇ Session I - Details sent mid April
   ◇ Session II - Details sent mid May
◇ An email containing a detailed itinerary for your Check-In Day.
   ◇ Session I - Details sent in early May
   ◇ Session II - Details sent in early June
TAKE ACTION AND COMPLETE THE FOLLOWING REQUIRED STEPS NOW!

1. Enroll in the NetID Password Station (password.georgetown.edu).
   Sign up immediately for the NetID Password Station at https://password.georgetown.edu! The NetID 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 NetID password. If you do not enroll in Password Station you may be electronically locked out of your Georgetown accounts due to password expiration. Use your NetID to sign up!

   Need to look up your NetID?
   ⇒ Sign into your Application Account.
   ⇒ Please note: To sign into your Application Account, you will use the username and password that you created when you initiated your application to the Summer High School Programs.
   ⇒ Click on “Post Submission Updates.”
   ⇒ Here, you will be provided with your NetID and UID.

   What is a UID?
   It is a random number assigned to all individuals affiliated with the University for purposes of identification. The University ID number will be used to identify you in a variety of on-campus systems. It replaces using the social security number as an inter-campus ID. This ID number will stay with you for the entire duration of your affiliation with Georgetown.

2. Submit your Enrollment Response Form to confirm your plans to attend your summer program!
   ⇒ Sign into your Application Account.
   ⇒ Please note: To sign into your Application Account, you will use the username and password that you created when you initiated your application to the Summer High School Programs.
   ⇒ Open your acceptance letter.
   ⇒ Click on the link in your acceptance letter that reads: “Please click here to let us know whether you will be attending.” By clicking, you have now opened the Enrollment Response Form.
   ⇒ Answer the first question. All other fields are optional.
   ⇒ Click the “submit” button to submit your Enrollment Response Form.

3. Register for your course(s)!
   Registration for summer courses is open! After submitting your Enrollment Response Form in the affirmative, our Admissions office will require approximately 3-5 business days to update your electronic student records in order to grant you access to register for your courses through MyAccess.

   After you have submitted your Enrollment Response Form and have waited 3-5 business days, please follow these steps to register for your course(s):
   ⇒ Register online using https://myaccess.georgetown.edu/
   ⇒ Sign in using your NetID and password.
   ⇒ Under the Student Services tab, select “Registration.”
   ⇒ Click “Select Term.”
   ⇒ Using the drop-down box, select “Summer 2015” and click “Submit.”
   ⇒ Select “Registration (Add, Drop, or Waitlist Courses).”
   ⇒ Enter the course reference number (CRN) into one of the boxes and click Submit.
      ⇒ Note: The CRN is the five-digit number next to the course title on the Registrar’s summer 2015 schedule of classes. You can enter multiple CRNs at once.
   ⇒ If there is space available in the class or classes you have submitted, you will be registered. If there is no more space available or if there is any kind of restriction on the class that would prevent you from registering, you will receive an error message and will not be registered.
⇒ If you do not know what class or classes you want to take, you may search from here by selecting “Class Search.” This brings you to the online schedule of classes for review.
⇒ Note: You will need to return to the registration page within MyAccess and enter the CRN to register for a class.

If you receive an error message when trying to login and register for classes, then your Enrollment Response Form confirmation has not been fully processed yet. Please allow 3-5 business days for this process to be completed. This error message may say: “This page is not enabled for current user role.” If 3-5 business days have passed and you continue to experience issues, please call us at 202-687-7087, or email highschool(at)georgetown.edu.

**Summer Honors Intensive Students** can register in up to two College courses per session, for a total of 6 credit hours per session, or 12 credit hours during both Session I and Session II. Please review your schedule of classes.

**Summer College Students** can register in only one College course per session. Please review your schedule of classes. If you are interested in registering in two courses in one 5 week session, please choose your College course from your schedule of classes and then choose a second course from the list of Fundamentals courses below.

For quick reference, here is a list of the CRNs for Fundamentals courses:

<table>
<thead>
<tr>
<th>Session I (May 31-July 3)</th>
<th>Section Time</th>
<th>CRN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fundamentals of English</td>
<td>1:00pm-2:30pm</td>
<td>12822</td>
</tr>
<tr>
<td>Fundamentals of Medicine</td>
<td>8:30am-10:00am</td>
<td>13717</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Session II (July 5-August 8)</th>
<th>Section Time</th>
<th>CRN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fundamentals of English</td>
<td>10:45am-12:15pm</td>
<td>14259</td>
</tr>
<tr>
<td>Fundamentals of English</td>
<td>1:00pm-2:30pm</td>
<td>13098</td>
</tr>
<tr>
<td>Fundamentals of English</td>
<td>3:15pm 4:45pm</td>
<td>13735</td>
</tr>
<tr>
<td>Fundamentals of Medicine</td>
<td>8:30am-10:00am</td>
<td>12825</td>
</tr>
<tr>
<td>Fundamentals of Law</td>
<td>1:00pm-2:30pm</td>
<td>12824</td>
</tr>
<tr>
<td>Fundamentals of Law</td>
<td>3:15pm 4:45pm</td>
<td>13643</td>
</tr>
<tr>
<td>Fundamentals of Economics</td>
<td>1:00pm-2:30pm</td>
<td>13243</td>
</tr>
<tr>
<td>Fundamentals of Economics</td>
<td>3:15pm 4:45pm</td>
<td>13670</td>
</tr>
<tr>
<td>Fundamentals of Foreign Policy</td>
<td>8:30am-10:00am</td>
<td>13722</td>
</tr>
<tr>
<td>Fundamentals of Foreign Policy</td>
<td>10:45am-12:15pm</td>
<td>14039</td>
</tr>
<tr>
<td>Fundamentals of American Government</td>
<td>10:45am-12:15pm</td>
<td>12823</td>
</tr>
<tr>
<td>Fundamentals of Business</td>
<td>8:30am-11:30am (M, W, F)</td>
<td>10715</td>
</tr>
<tr>
<td>Fundamentals of Neuroscience</td>
<td>1:00pm-2:30pm</td>
<td>13720</td>
</tr>
<tr>
<td>Fundamentals of Anatomy</td>
<td>10:45am-12:15pm</td>
<td>13718</td>
</tr>
<tr>
<td>Fundamentals of Arabic</td>
<td>3:15pm 4:45pm</td>
<td>14269</td>
</tr>
</tbody>
</table>
4. **Apply for your GOCARD—Your Student identification card**

To apply for your GOCARD, you must submit a “passport sized” photo to the GOCARD office by emailing your photo to GOCARDphoto@georgetown.edu at least one month in advance of your program start date. Your email must include your name, NetID, and program name. For more information on how to submit your photo, please visit the GOCARD Office’s website: [http://gocard.georgetown.edu](http://gocard.georgetown.edu). If you have attended a summer program at Georgetown in the past, please bring your GOCARD from your previous program. For more information, please review our requirements for acceptable photo submissions.

What type of photo should be submitted?

- Sun glasses: Not Allowed
- Partial photo: Not Allowed
- Non solid background: Not Allowed
- Facing away from the camera: Not Allowed
- Hats: Not Allowed
- Color photo, solid background & facing the camera: Allowed

5. **Submit your required pre-arrival Campus Life Forms at summer.georgetown.edu/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

6. **BILLING & PAYMENT SERVICES**

Billing statements are issued electronically through Student Account Services ([http://studentaccounts.georgetown.edu/](http://studentaccounts.georgetown.edu/)) (and are accessible via MyAccess). The Office of Billing and Payment Services does not mail out paper bills. Email notifications of new billing statements are, by default, only sent to students at their Georgetown University e-mail address, accessed through logging in at [apps.georgetown.edu](http://apps.georgetown.edu) with the student’s NetID and password. Students may authorize parents or other individuals to receive notifications, and to view and pay billing statements, via Student Account Services.

Please use the following steps to grant permission to your parent for accessing and paying your student bill:

- Visit MyAccess [https://myaccess.georgetown.edu/](https://myaccess.georgetown.edu/) and log in using your NetID and password.
- Click on “Student Services.”
- Click on “Student Account.”
- Click on “Student Account Services.”
- Click on “Student Account Services” again to be redirected to our secure payment gateway.
- Under the “My Account” tab, click on the tab labeled “Authorized Users.”
- Enter the email address of the person whom you wish to have access to your account and click the green button labeled “Continue.”
- You will be presented with an agreement stating that you are granting the user access to your account.
- Review this agreement and click the “I Agree” box.
- Click the green button labeled “Continue.”
- Beginning in April, you and the person designated will begin receiving billing statements from the Office of Billing and Payment Services.

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**PREPARING FOR YOUR SUMMER AT GEORGETOWN**
Paying the Student Bill

Any outstanding balance (tuition, housing, pre-college fee, transcript fee, and international health insurance fee, if applicable) must be paid before you arrive and before you can check-in. We will not check you in if your program costs have not been paid in full. If you are living on campus, please make sure you have been assessed a housing fee and have purchased your required number of weeks for your meal plan. If you are an international student, please make sure you are charged for health insurance and have paid this charge.

Please log onto MyAccess to confirm that your billing balance has been paid and reflects $0. To view your account activity since your last eBill, please follow these steps:

- Click on MyAccess and log in using your NetID and password. Please Note: If you forget your NetID and password you can look up your electronic credentials by returning to your application account and then click on “Post Submission Updates.”
- Click on “Student Services.”
- Click on “Student Account.”
- Select “Student Account Services.”
- You will be prompted to click on a button labeled “Student Account Services.” This will take you to our secure payment gateway.
- Click on the tab labeled “My Account,” which will reveal a new row of tabs underneath.
- Click on the tab “Account Activity.”
- All activity since your most recent bill will be displayed.

eBill

Your eBill reflects your account status at a given point in time. You may have made changes to your registration, housing, etc. since the last bill was produced. If you are expecting changes to your student bill, then you should use the steps listed above to review the most current account activity.

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**Items to Expect on your Billing Statement**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pre-College Fee</strong></td>
<td>We assess the $598.00 Pre-College fee to all Summer Hoyas in credit programs, whether or not they are residents. The fee is used for additional campus support and supervision that high school programs warrant due to the younger age of student participants.</td>
</tr>
<tr>
<td><strong>Transcript Fee</strong></td>
<td>Mandatory charge covering transcript generation for the student’s lifetime; assessed once.</td>
</tr>
<tr>
<td><strong>Tuition</strong></td>
<td>Students are assessed tuition based on number of registered credits.</td>
</tr>
<tr>
<td><strong>Course Fees</strong></td>
<td>Fees for specific courses may be added as students are registered for classes.</td>
</tr>
<tr>
<td><strong>Housing</strong></td>
<td>Housing is optional. Students who indicated that they required housing on their admission application will receive a housing charge. For more information visit: studentliving.georgetown.edu</td>
</tr>
<tr>
<td><strong>Dining</strong></td>
<td>Your meal plan must be purchased directly from Dining Services. Your meal plan charges will NOT appear on your student bill.</td>
</tr>
<tr>
<td><strong>International Health Insurance (if applicable)</strong></td>
<td>We require 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 website: <a href="http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students/about-the-program/international-students">http://scs.georgetown.edu/departments/21/summer-programs-for-high-school-students/about-the-program/international-students</a></td>
</tr>
</tbody>
</table>
**Tuition and Fees Refund Policy**
The tuition refund policy can be found on the Summer School website: [scs.georgetown.edu/departments/29/summer-school/admissions-and-tuition.cfm](http://scs.georgetown.edu/departments/29/summer-school/admissions-and-tuition.cfm). Please note: the add/drop period for credit programs falls within the first three days of classes in a given academic session. A student who withdraws after the add/drop period receives a "W" on his or her academic transcript.

Housing charges and the Pre-College Fee are non-refundable two weeks or closer to the program start date. Withdrawals must be submitted in writing to highschool@georgetown.edu.

Students who are dismissed from any high school summer program for any reason do not receive a refund or academic credit, where applicable.

**Dining (And Meal Plan Purchasing!)**
Students have the option of purchasing meal plans by the week. You must self-enroll into your preferred meal plan option and select the number of weeks for which you would like to purchase a meal plan. Non-resident students are also welcome to register for a meal plan. Several meal plan options are available:

- **2015 Meal Plan Options:**
  - 10 Meals Per Week: $159 Per Week
  - 14 Meals Per Week: $212 Per Week
  - 19 Meals Per Week: $266 Per Week

To purchase your meal plans, please visit the [dining website](http://dining.georgetown.edu).

At the dining website, please create an account, have your UID number ready, choose a meal plan, and submit your total payment for the number of weeks of meal plans you will require. Meal Plan purchases can take between 48-72 hours to complete activation. Please make your meal plan purchase at least one week before arriving to campus.

For questions related to meal plan options and payment, please call Dining Services at 202-687-5379.

**Leo O'Donovan Dining Hall** offers students a wide variety of buffet-style meal options daily. If you have specific concerns, please feel free to contact University Dining directly. When entering the dining hall, students will use their GOCard to debit their meal plan account. Please review the other [on-campus eating locations](http://dining.georgetown.edu) that accept cash, credit cards, and GOCards.

All meal plan cancellations must be submitted in writing. Meal plan cancellations must be made by the Wednesday prior to the program start date. Meal plan cancellations must be made in writing to Genevieve Lundstrom at lundstrom-genevieve@aramark.com

**Leo O’Donovan Dining Hall**
KNOW BEFORE YOU GO: LEARNING THE GEORGETOWN SYSTEMS

Before arriving on campus, take the time to explore the following electronic systems used by Georgetown faculty, staff, and students. These systems are used for both student security and academic learning purposes. Each system helps keep the Georgetown community connected. By becoming familiar with these resources now, you will be ready to start your classes this summer!

NetID and Password
Your NetID and password are your electronic identifiers that give you access to all of Georgetown’s student electronic systems. 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, request a transcript, access your final grades, etc. In other words, your NetID and password are incredibly important as these two identifiers are the gatekeeper to Georgetown’s systems. If you forget your NetID you can look up your NetID by returning to your application account and then click on “Post Submission Updates.”

Tip: Georgetown University requires all students to reset their passwords every six months.

NetID Password Station (password.georgetown.edu)
If you have not done so already, sign up immediately for the NetID Password Station at https://password.georgetown.edu! The NetID 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 NetID password. If you do not enroll in the NetID Password Station you may be locked out of your Georgetown accounts. If you cannot use the NetID Password Station to reset your password you will need to submit a government-issued photo ID to University Information Services so that UIS can confirm your identity and reset your NetID password. This process can take between 3-5 business days.

MyAccess (myaccess.georgetown.edu)
MyAccess is a secure web application that grants access to the student information system. Through logging in with your NetID and password you can access your course registrations, student bill, verify your contact and background information, view your grades, sign up for HOYAlert and request your transcripts.

Georgetown Google Apps: Using Your Student Email (apps.georgetown.edu)
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 University correspondence.

Your Georgetown email address uses the following format: 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 (campus.georgetown.edu)
Blackboard is the learning management system used by Georgetown University. Many of the summer courses use Blackboard to electronically share class and reading materials. Closer to the start of your program and during your course, reading and lecture material may be added to your course(s)’ Blackboard course site. If your specific course is using Blackboard, you will receive an email at your Georgetown University email address when materials have been added to the course site. You can login using your NetID and password by visiting Blackboard or visiting https://campus.georgetown.edu.
**HOYAlert — Emergency Notification System**

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](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.

**LiveSafe App — Download the LiveSafe Safety App**

The [LiveSafe App](https://gocard.georgetown.edu/) is a mobile safety app for Georgetown students, faculty, and staff.

**GOCard – Your Student Identification Card** [https://gocard.georgetown.edu/](https://gocard.georgetown.edu/)

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.

All Summer Hoyas must apply in advance for their GOCard. To apply for your GOCard, you must submit a "passport sized" photo to the GOCard office by emailing your photo to GOCardphoto@georgetown.edu at least one month in advance of your program start date. Your email must include your name, NetID, and program name. For more information on how to submit your photo, please visit the GOCard Office’s website: [http://gocard.georgetown.edu](http://gocard.georgetown.edu). If you have attended a Summer program at Georgetown in the past, please bring your GOCard from your previous program.

Students will receive their GOCards during check-in after showing their government issued ID. Please note that ID policies vary by state and country. 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](http://www.dmv.org/id-cards.php)

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**What kind of photo should be submitted?**

- **Sun glasses**: Not Allowed
- **Partial photo**: Not Allowed
- **Non solid background**: Not Allowed
- **Facing away from the camera**: Not Allowed
- **Hats are**: Not Allowed
- **Color photo, solid background & facing the camera**: Allowed

**What is a UID?**

It is a random number assigned to all individuals affiliated with the University for purposes of identification. The University ID number will be used to identify you in a variety of on-campus systems. It replaces using the social security number as an inter-campus ID. This ID number will stay with you for the entire duration of your affiliation with Georgetown.
DURING CHECK-IN, YOU WILL SIGN INTO YOUR PROGRAM AND WILL BE GIVEN A VARIETY OF PROGRAM MATERIALS, CAMPUS INFORMATION, A KEY TO YOUR RESIDENCE HALL ROOM, YOUR GOCARD, AND ADDITIONAL PROGRAM INFORMATION THAT YOU WILL USE THROUGHOUT YOUR TIME ON CAMPUS.

Check-in Day Schedule

<table>
<thead>
<tr>
<th>Session I</th>
<th>Session II</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00—6:00PM</td>
<td>2:00—6:00PM</td>
<td>Program Check-in and Pre-printed GOCard Pickup</td>
</tr>
<tr>
<td>4:00—6:00PM</td>
<td>4:00—6:00PM</td>
<td>Housing Key Pickup</td>
</tr>
<tr>
<td>5:00—8:00PM</td>
<td>5:00—8:00PM</td>
<td>Dining Hall Hours</td>
</tr>
<tr>
<td>6:00PM</td>
<td>6:00PM</td>
<td>Depart for Orientation</td>
</tr>
<tr>
<td>6:15PM</td>
<td>6:15PM</td>
<td>Orientation</td>
</tr>
<tr>
<td>7:00PM</td>
<td>7:00PM</td>
<td>Campus Tour</td>
</tr>
<tr>
<td>7:00PM</td>
<td>7:00PM</td>
<td>International Student Orientation</td>
</tr>
<tr>
<td>8:00PM</td>
<td>8:00PM</td>
<td>Campus Tour for International Students</td>
</tr>
<tr>
<td>9:00PM</td>
<td>9:00PM</td>
<td>Residential Living Floor Meeting</td>
</tr>
<tr>
<td>11:00PM</td>
<td>11:00PM</td>
<td>Curfew</td>
</tr>
<tr>
<td>12:00AM</td>
<td>12:00AM</td>
<td>Bed Check</td>
</tr>
</tbody>
</table>

Check-in Day

- Pack your bags and know what to bring!
- Arrive on time
- Know where to park (or be dropped off)
- Review the immigration processes for international students (if applicable)

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)
- Students in Medicine, Anatomy, or Neuroscience will need closed toe shoes and long pants.

In order to receive your GOCard at check-in you must have an official, government-issued photo ID with you to present in person. **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](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 at least one month in advance of your program start date. Your email must include your name, NetID, and program name.]

Students are not permitted to check-in early.
CHECK-IN DAY

FREQUENTLY ASKED QUESTIONS

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.

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 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. 20057. 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.

If I arrive early, what should I do with my luggage?
For students who are driving to campus, we recommend that you leave your luggage in your car until after you have picked up your housing key. For students who have flown or arrive to D.C. by train, a luggage room with limited capacity will be available.

Immigration Processes for International Students

Visa Information
International students on the F-1 visa participating in a credit program will need to be full-time students enrolled in at least six credits for the duration of their session. Students will work with the International Programs Advisor on the I-20 process. Students should allow at least six weeks for the processing of immigration documents. All admitted international students studying in F-1 status must attend a mandatory immigration orientation session upon arriving to Georgetown. The date and time of this session will be announced via email.

Still Have Questions?
If you have F-1 Visa questions, please contact Anka Dadarlat, Assistant Dean of International Student & Scholar Services by calling 202-687-6455 or emailing Anka.Dadarlat@georgetown.edu.
Social Events and Activities
Students are encouraged to engage in the rich and varied cultural life of the University during the summer. Students are encouraged to participate in organized ice cream socials, dances, movie nights, and other activities.

Rules & Regulations
As a Summer Hoya, you are expected to adhere to the Program Expectations and Campus Regulations for Pre-Collegiate Students Campus Life Form. 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.

Though curfew and bed checks are done each evening by the Resident Adviser 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 time and unscheduled breaks.

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 2015 SCS Program Extended Leave Request.

Safety and Security
The safety and security of all members of the University community are preconditions of the learning, dialogue and personal growth at Georgetown. We work comprehensively to promote public safety on our campuses, in all University facilities, at our events and in international exchange programs.

Georgetown University has a Protection of Minors Policy to protect those under 18 years of age who participate in programs and activities associated with the University and to provide guidance and requirements that apply to University students, faculty and staff who are involved with such programs and activities. The policy also includes requirements for non-University organizations that operate programs or activities involving minors on campus. Additional information about the policy may be found at: http://protectionofminors.georgetown.edu/policy.

Georgetown's Department of Public Safety (DPS) conducts coordinated patrols on a regular basis to ensure campus security. DPS is vested through the District of Columbia Metropolitan Police Department with full arrest power on all campus property. DPS also works closely with the Metropolitan Police Department and District of Columbia Fire Department to address issues surrounding campus and respond quickly to incidents.

For students staying off-campus, DPS also operates free escort services, known as Safe Rides, for Georgetown students on campus and between campus and nearby housing. Students can call 202-784-RIDE to request an escort. In addition to individual rides, the Georgetown University Transportation Shuttle is available for students to use in neighborhood areas surrounding campus.

Summer at Georgetown has mature and experienced staff members who are trained to respond to student needs and emergencies. In the Residence Halls, there is a Resident Adviser on Duty from 7 p.m. to 9 a.m. every day. The Resident Adviser on Duty can be reached at (202) 230-7111 during these hours. DPS can be reached 24 hours a day at (202) 687-4343.
Student Health Services
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. Campus Life Forms should be submitted online at summer.georgetown.edu/forms.

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.

Codes of Conduct
High school students are expected to adhere to the Program Expectations and Campus Regulations, which you will need to sign in order to attend the program. Safety is a top priority and students must follow these Expectations to ensure the well-being of the community. Any rule violation will result in some level of adjudication. If found committing a violation, students 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.

SCS Pre-Collegiate Student Conduct Sanctioning Guide— (Review this guide prior to attending)
The fundamental principle guiding the imposition of sanctions in the SCS Pre-Collegiate Student Conduct Sanctioning Guide is founded on the University’s effort to balance upholding community standards with the educational development of its students in addressing individual behavior. The sanctioning component of the SCS Pre-Collegiate Student Conduct Sanctioning Guide is designed to achieve the following goals:

- Reestablishment of order while considering the common good, which sometimes necessitates the temporary or permanent removal of the offender.
- Mechanism within which offenders can reflect upon their actions and their impact on both themselves and others.
- Restoration of the offender to good standing within the community provided the safety of the community is not jeopardized by the individuals’ presence or return.
- Restitution to those harmed by the offender’s actions to the degree possible.

Unstructured Time Policy
Students in the Summer Programs for 5 weeks have some unstructured time. Resident Assistants provide social opportunities to gather and participate in a variety of activities around campus, the Georgetown neighborhood, and sometimes, in DC. Students sometimes choose to not participate and go off on their own. The 5-week students are permitted to go into the Georgetown neighborhood, bounded on the north by Reservoir Road, on the east by Wisconsin Avenue, and on the south by the M Street corridor (up to 30th Street).

We discourage any students from exiting the Georgetown neighborhood unaccompanied. However, if a student chooses to leave the above boundaries, they are required to sign out on the Student Out sheet located on their Summer Resident Assistant’s door when leaving and sign back in when returning to the floor. Failure to abide by this policy will result in judicial repercussions.

We encourage all students to adhere to safety recommendations: never walk alone at any time of the day, but especially at night; lock your door and always carry your keys; wear your summer SCS lanyard with contact information, and stay aware of one’s surroundings while walking (not listening to music/talking on the phone).
**Off-Campus Leave and Overnight Stays**

Given the intense academic nature and truncated timeframe for socializing, students are not permitted to arrange for late curfew or to spend nights away from campus during the Program. In a few extenuating circumstances, permission to be late for curfew or to be away from campus for a night may be granted. Requests for such permission must be filled out by the parent/guardian and must be received **72 business hours PRIOR TO THE DATE OF DEPARTURE** by filling out the following form:

http://tinyurl.com/ExtendedLeaveRequest2015

**Early Dismissal Requests**

Requests to depart a program prior to its official conclusion must be filled out by the parent/guardian and are preferred at least **72 business hours PRIOR TO THE DATE OF DEPARTURE** by filling out the following form:  
http://tinyurl.com/EarlyDepartureRequest2015

Any requests conflicting with structured academic programs are not approved. The Office of Residential Living manages all requests and starts accepting requests on May 1, 2015. Staff will begin processing and responding to requests on June 1, 2015, reply to them in the order they are submitted throughout the summer, and strive to reply within 72 business hours. Please keep in mind, during high peak times the response might be delayed.

The Office of Residential Living retains ultimate decision authority on all requests. All requests, both confirmed and denied, are shared with Residential Living and SCS staff. Requests received outside this timeframe are not considered, nor approved.

Residential 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.

**Non-Resident Students**

Non-resident students 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. The assigned Resident Assistant will also communicate with the commuting students regarding social events and activities. Non-resident 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 you should contact your assigned Resident Assistant once your session has started.

Non-residents should arrive on campus in time for the first class meeting of each day. Non-resident students should also plan for the need to be on campus for additional time beyond their course’s lecture time. This may be to accommodate study groups, group project work, or to visit professor’s office hours, etc.

**Important Contacts to Share with Your Parents**

For emergencies outside of business hours, 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 Residential Community Director on duty.

For judicial concerns and housing issues while on campus, students should contact the Office of Residential Living at 202-687-4056 between the hours of 9am and 5pm Monday through Friday.

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(at)georgetown.edu.

For all other questions Monday-Friday from 9am-5pm, please contact a Parent Services Advisor at 202-687-7087 or via email at highschool(at)georgetown.edu.
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.

Residence Halls
A student learns the residence hall in which he or she will be staying two weeks prior to the start of his or her program. The residence hall assignment will be e-mailed to the student. 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.

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. Students are required to bring their own linens. Please be sure to pack extra long twin sheets. Bookshelves, drawers, and closets are built into the rooms. If you have any additional housing questions, please visit Student Living at http://studentliving.georgetown.edu.

Students are assigned to a Resident Assistant. Resident Assistants live in the residence halls with students and receive extensive training and are assigned to groups of approximately 50 high school students. Resident Assistants will work with you to maintain a positive community on the floor through community-building activities.

Each night after 7:00pm, Georgetown University Resident Assistants are available to high school students.

Curfew, Quiet Hours, and Bed Checks
Please note, 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. Twenty-four hours a day reasonable quiet must prevail in University-owned housing. An atmosphere of quiet is especially to be maintained between the hours of 9:00 pm to 9:00 am.

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.

Guests
As outlined in the Program Expectations form, student hosts are responsible for the behaviors of any individuals one allows access to the residence halls. Guest(s) of a different sex from the host may visit in the common room of the residence hall only and may not be in the hallway or individual room of the host.

A. The right to quiet takes precedence over a roommate’s privilege to have guests of the same sex in their residence hall room. If one roommate wishes to have quiet time and another roommate’s guests are interfering with the necessary quiet, the guests shall be asked to leave the room.

B. No overnight guests are permitted at any time. No persons of college age are permitted at any time. No guests are allowed after curfew and/or during quiet hours.
Security
Students use their GOCard to access their residence hall. 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.

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

Mail
Please address packages and letters to your Summer Hoya's Residence Hall Office (e.g., New South Residence Hall Office, Kennedy Residence Hall Office, etc.) at 37th and O Streets, N.W., Washington, DC 20057. Please be sure the student's name and program are written clearly on the package. Summer Hoyas will need to present a photo ID when picking up a package.

Property Damage
All students are expected to maintain their rooms in a clean manner and are responsible for the care and condition of the rooms and corridors they occupy. Students will be held financially responsible for the cost of repairs for any damages and the cost of any special cleaning needed to return the room or corridor to their move-in condition. Georgetown University is not responsible for the loss of, or damage to, any property of the student. The University recommends that individuals carry insurance on their belongings. Items left behind after a student check-outs of the program will be donated to charity.

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).

Students in the medical programs (Fundamentals of Medicine I and II, Anatomy, and Neuroscience) 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)
- Students in Medicine, Anatomy, or Neuroscience will need closed toe shoes and long pants.
ON CAMPUS RESOURCES

Bookstore and Leavey Student Center
The Main Campus University Bookstore is located in the Leavey Center. Purchase your textbooks and school supplies here, or pick up some Georgetown apparel to remember your summer!

The Thomas & Dorothy Leavey Center, also known as the student center, is a 255,000-square-foot structure providing recreational and meeting places for students, faculty and staff, as well as a 146 room hotel and conference center and various eating facilities.

Recreational Facilities
Be sure to take advantage of the extensive sport and recreational facilities at Yates Field House. Access is free during your program(s) with your GOCard.

Libraries
Students are able to read or study in one of the many on-campus libraries. The main on-campus library is Lauinger Library. Be sure to bring your GOCard. More information regarding Georgetown library services can be found at http://www.library.georgetown.edu.

Computers & Internet
All Summer Hoyas have computer access at various library locations across campus. There are also kiosks located in the Leavey 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.
Check-out / Leaving Georgetown University
The last day of classes or lectures for Session I is Friday, July 3rd and Friday, August 7th for Session II. Students are encouraged to check-out and depart campus after they conclude their final class.

The check-out process begins the night before the last day of your session. For Session I, you will begin the check-out process on Thursday, July 2nd and Session II students will begin the check-out process on Thursday, August 6th. 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 at this time.

To check-out, please clearly print your full name on your key return envelope, place your room key inside, and return your envelope to your Residence Hall Office.

For Session I students, students must check out on Friday, July 3rd.
For Session II students, students must be checked out no later than 8:00am on Saturday, August 8.

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

Immediately following check-out, students depart campus. For students who are being picked up by parents or family, you should arrange for pick up on the Southwest Quad. 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.

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 from Washington, D.C.
- Baltimore/Washington International Airport is 40 miles from Washington, D.C.