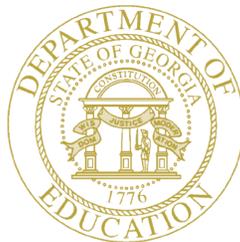


2013 Governor's Honors Program June 23 – July 20, 2013

Student Handbook



Dr. John D. Barge, State School Superintendent
"Making Education Work for All Georgians"

Office of School Improvement
Atlanta, Georgia 30334
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Introduction

Congratulations on your acceptance to the 2013 Governor's Honors Program. GHP is a once-in-a-lifetime opportunity for you to learn, live, and share with other gifted and talented Georgia high school students on a college campus, and though you will get tired of hearing it, it is a life-changing experience.

Read this document carefully. It will help you to understand the program in many ways, assist you in deciding to accept the offer to participate, and upon acceptance, to find your place in this unique experience. Consider these guidelines carefully when making your decision to accept the invitation to participate.

Your acceptance of this invitation indicates your acknowledgement of, and agreement to maintain, certain behaviors and responsibilities that are required of every participant.

- Integrity and respect for others should govern your behavior and performance in the program at all times.
- You are expected to participate to the fullest extent in all areas of the program that are appropriate to your major and minor areas of study and to non-instructional/social activities.
- You are expected to abide by all rules, regulations, and expectations as set forth and interpreted by the Georgia Department of Education.

Living on Campus

Dormitories and Instructional Rooms

As a Governor's Honors Program participant, you are expected to be respectful in your use of the dormitories, classrooms, laboratories, and other facilities and materials provided for you. Any damage done beyond normal wear of property for which you are responsible will be charged to you for the full amount of the repair.

Dormitories are assigned to create same-gender living spaces. Students are not permitted to enter opposite-gender dormitory areas. While in your dormitory, you will be under the general supervision of resident assistants. You will respect the responsibility and authority of the resident assistants at all times.

Your dormitory room shall be kept neat and clean at all times. You will be required to make it orderly each morning before class. Your room and its contents are subject to inspection by GHP residential personnel and administrators.

Tacks, stickers, or tape are not to be placed on the walls or moldings.

Small amounts of food may be kept in closed containers in dorm rooms. You must not keep any food or drink that might contribute to unclean or unhealthy conditions.

Cooking is not permitted in the dormitory rooms: do not bring microwaves, hot plates, or coffee makers. There are microwaves on each hall in a common area.

Furnishings may not be removed from any room or from the lobbies.

Privacy of fellow students must be respected. Your radio, stereo, or television may not disturb persons outside your room.

All dormitory space is air-conditioned.

Room Keys

You will be issued a room key after making a \$20 deposit, which will be returned to you upon return of the key at the end of the program. Lost keys will be replaced for \$20.

Room and Roommate Assignments

Your roommate is assigned by the program. He/she will not be from your school system nor from your major. Special requests for rooms or roommates will not be considered. It is our expectation that GHP

students exhibit the intellectual and social mindset required to accept the diversity that makes up the GHP community.

Special Accommodations

If you require special accommodations for living and learning on the VSU campus, you should notify the GHP office immediately so that we may successfully plan with you for the summer. Please get in touch immediately with the GHP office via email at: ghp@doe.k12.ga.us. Once the GHP office has received your email, GHP administrative staff will work in conjunction with your local system GHP coordinator to provide what you need.

Cell Phones

The Governor's Honors Program seeks to promote community among its members. This means fostering an environment with limited distractions. Cell phones can impede the fundamental goals of the Governor's Honors Program experience. Without exception, your cell phone is to remain in your dormitory room during instructional time. Moreover, cell phones may not be used at extracurricular special events such as concerts and lecture seminars. If you are in possession of a cell phone during instructional time, or if you are using it during extracurricular/special events, the cell phone will be confiscated.

Students are not allowed to use their cell phones during the hours of 7:45 am – 12:45 pm (M-Sat), 1:45 pm – 4:40 pm (M-F), and 11:15 pm – 6:00 am (M-Sun). Should emergency contact need to be made with a parent/guardian during the hours indicated, you must do so through the GHP Administrative Staff. You may keep your cell phone with you during non-instructional time; however, it is to be used in such a way that is respectful of your environment and fellow students. You must register your cell phone and number with the R.A. staff upon check-in.

What to Bring

You should bring the following items:

- Blanket/comforter
- Two sets of long-length twin sheets
- Pillow
- Pillowcases
- Towels
- Washcloths
- Laundry bag
- Laundry detergent and supplies
- Bathroom supplies (tissue/cleaning)
*Georgia Hall only
- Shower curtain and rings *Georgia Hall only
- Desk lamp
- Coat hangers
- Trashcan
- Shower shoes
- Toiletries

You may also bring these personal items:

- Radio/CD player
- Alarm clock

- Extension cord
- Power strip
- Hair dryer
- Shower caddy
- Personal computer/TV/Videogame consoles
- Personal sports equipment
- Camera
- Umbrella
- Small refrigerator (3.8 cubic feet or less)

Dress and Grooming

Two words: clean and modest. In particular, the program does not allow clothing with obscene pictures or symbols; the depiction of illegal drugs, alcoholic beverages, or contraband; or inflammatory, provocative, lewd, profane or suggestive language.

You will need casual clothes, ordinary dress, and dress clothes for special events such as concerts or plays or for attending off campus worship. Please bear in mind that temperatures outside are usually warm; however, academic, residential, and performance spaces are often heavily air-conditioned, so you may wish to bring clothes that allow you to dress comfortably in layers. You should also bring rain gear, tennis shoes, a bathrobe, and bedroom shoes.

Tank tops are not acceptable wear in the dining hall.

Attention to personal hygiene (personal neatness and good grooming) is expected of all students. Failure to meet expectations for personal hygiene will be addressed quickly and in a confidential manner.

Participation in Instruction

You are expected to fully engage in and actively participate in GHP instructional activities. This is the central purpose of the program and the reason that you have been invited to participate.

The subject area in which you were nominated is your major area of study. You will be in your major 4½ hours daily, Monday through Saturday.

Prior to arriving at GHP, you will be provided with information via the GHP Web Page that will guide you in selecting a minor area of study on the first Monday. You will spend a minimum of 2½ hours daily in your minor, Monday through Friday.

After class time each day (majors and minors), you will have opportunities to participate in daily offerings of seminars, activities, and performances. A daily list is posted in the dorm. You should plan to take full advantage of all of these opportunities. Counselors will be available to assist students who find it difficult to accept the responsibility that full participation in the program brings.

You should not sign up for online courses for this summer.

Daily Schedule

(Schedule may vary, times are approximate)

Morning fitness activities (optional)	6:00 am
Breakfast	7:00 am
Major area (Monday through Saturday)	8:00 am – 12:30 pm
Lunch	12:30 pm – 1:45 pm
Minor area (Monday through Friday)	2:00 pm – 4:30 pm
Afternoon activities	4:30 pm – 7:00 pm
<i>(Rehearsals, seminars, special events, open labs, etc.)</i>	
Dinner	5:00 pm – 7:00 pm
Evening activities	5:00 pm – 10:00 pm
<i>(Performances, seminars, special events, open labs, etc.)</i>	
Hall check	10:30 pm
Lights out	11:30 pm

Religious Activities

If you wish to attend religious services off campus, you must have written permission from your parent or guardian, submitted in the online Finalist Acceptance Form. While the program does not furnish transportation to these activities, many local faith-based organizations offer their own transportation to and from their places of worship. On a weekly basis, you will have the opportunity to sign-up for transportation to these activities. If you miss the sign-up time window, you will lose your opportunity for that particular week. When attending off-campus religious services on Sunday morning, you are expected to return to campus in time for Sunday lunch.

Ramadan begins July 8. Details are being worked out as of this writing, but parents should be assured that nothing in GHP's policies or procedures should hinder a student's observance of Ramadan.

Campus Services Available to GHP Students

Post Office

You will be assigned a mail box in the campus post office. You will get your mail box address at check-in on opening day. All mail, including express/overnight packages will be delivered/picked up via VSU Campus Mail Monday through Friday **ONLY**. There is no weekend mail service.

Library

You are welcome to use all library services during your stay at the University. During the beginning of the Governor's Honors Program, you will attend an introduction on how to use the library catalog, electronic indexes and databases, and how to find materials in the libraries. You must present your GHP identification card to check out library materials. All overdue fines and/or replacement costs for lost or damaged materials are ultimately your responsibility.

Computers & Internet Access

The Governor's Honors Program and Valdosta State University provide computers and Internet access for educational use to Governor's Honors Program students. In using computers and the Internet, you must act in a responsible, ethical, and legal manner. When you arrive on campus on opening day, you will sign a form that indicates your agreement to abide by the rules and regulations of computer/internet use while on the VSU campus. Computers and Internet access are available in the University Library, in the Internet Café, and in select computer labs administered by the Governor's Honors Program. You may bring your own computer; however, you will **not** have internet access on your personal computer.

E-mail

Neither the Governor's Honors Program nor the University provides e-mail accounts; however, computers in the University Library, in the Internet Café, and in select computer labs administered by the Governor's Honors Program may be used to access web-based e-mail accounts offered by such companies as Yahoo, MSN, Google, etc.

Meals & Snacks

The first meal served is lunch on Sunday, June 23. Thereafter, three meals are served daily. Vegetarian dishes are offered at every meal. All meals in the Palms dining facility are provided at no cost to GHP students.

Visiting family members and other guests must pay for meals while on campus.

In addition to the Palms dining facility, retail food vendors are available on campus for meals. Students must pay for any and all food at the retail food vendors.

Various drink and snack machines are located on campus. Students must pay for all vending machines items.

College Bookstore

The college bookstore is open during regularly scheduled business hours. Charge accounts are not permitted.

Laundry

Commercial washing machines and dryers are available on campus. Machines are not coin-operated; you pay for them with money you have deposited on your GHP ID/VSU 1Card account. Laundry machine fees, detergent, and other laundry supplies are your responsibility.

Student Health Center

A full-time college physician is available on the campus for non-emergency consultation and treatment during normal business hours. Should a student require medical attention when the Student Health Center is closed, or in the case of an emergency, he or she will be transported by a program administrator to the local emergency room or a convenient care center. Ambulance service is also available in extreme circumstances. Students who are ill may not remain in their dormitory rooms. Students must report to their resident assistant or instructor before going to the Student Health Center. The program provides, free of charge, treatment by the college physician; all other expenses, such as prescriptions, hospital visits, ambulance services, and off-campus medical consultations will be the responsibility of the student. A program administrator will promptly report serious illnesses or emergencies to parents or legal guardians.

You must report to the Student Health Center and the Director of Residence Life before making off-campus medical appointments, including dental and vision visits. Non-emergency, off-campus medical appointments must be scheduled for visits during non-instructional hours.

Finances

The Governor's Honors Program operates at no cost to you; however, you will probably need discretionary spending money, depending upon your personal needs. It is reasonable to assume that you will spend between \$100 and \$150 during the program. At some point you will need cash if you want to buy a major t-shirt, minor t-shirt, or hall t-shirt.

You are advised not to keep large amounts of money in your room. The college does not provide banking services; however, you may cash personal checks at the University Bursary. Appearing below are suggestions and details for using the VSU Bursary:

- Two-party checks will be accepted (i.e., Valdosta State University Bursary cashiers will honor a check from a parent that is in the student's name); however, *it is recommended that checks be made out to Valdosta State University*. Checks may be made out to CASH; but, owing to obvious security issues, this is **not** recommended.
- There is a \$50 check limit amount per student per day.
- The GHP office will provide VSU Bursary cashiers a list of GHP students. GHP students must show the cashiers their GHP ID (VSU1Card) before their checks can be cashed.
- The VSU Bursary is open Mon-Thurs 8-4:30, Fri 8-2.
- Students will have limited and supervised access to a Bank of America ATM.

Safety

Emergency Contact

Telephone numbers to be used in case of emergency will be given to parents and students on opening day.

Identification Cards

A personal photo identification card will be issued to you upon your arrival. This is also called the VSU1Card. You must wear your identification card at all times to allow University personnel and the Governor's Honors Program faculty and staff to easily identify you as a GHP participant. Your name and the photograph must remain visible at all times.

Your ID card provides access to the residence halls and to the dining facility. Without an ID card, you will be unable to enter these areas. The ID card also functions as a debit card for *vending and laundry machines only*. **Deposits made to the VSU1Card are non-refundable at the end of the program.** If you lose your ID card, you will have to replace it at the VSU1Card Office for a fee of \$15, which will be your responsibility.

Absence from Campus

You are required to remain on campus for the entire program. On a limited basis, you may leave campus during the week with a parent, guardian, or approved adult only (21 years of age or older) specified by name on the *Day Permission Form*. To arrange an approved visitation, **your parent or guardian must complete and sign the GHP Day Permission Form**, and submit it to the GHP Assistant Director for Residential Life. You are strongly encouraged to present this form at GHP registration; however, if this is not possible, the form may be mailed/faxed directly to Joseph Hasty, GHP Assistant Director for Residential Life, Valdosta State University, 1500 N. Patterson St., Valdosta, GA 31698. Mailed/faxed/scanned (emailed) permission forms must reach the Assistant Director for Residential Life no later than two days prior to the requested visitation. **Telephone and email requests will not be accepted.** Requests are subject to verification by the Assistant Director for Residential Life with the parent or legal guardian. Visitors taking students off campus must present a valid driver's license or photo ID which matches the name on the Day Permission Form *exactly*.

Please note: The Fourth of July holiday will not include a "day off" at GHP; classes and normally scheduled activities will be in session as per regular schedule.

Signing Out and In

For reasons of information and safety, the staff needs to know the whereabouts of all students at all times. When leaving the campus for any

purpose, you will sign out from your dormitory, indicating your destination and time of expected return. Upon return to campus, you must sign in with the resident assistant on duty in your dormitory. You must also sign out at the end of the program. **During the Program residency, when off campus, students are expected to represent GHP at all times, following GHP rules and guidelines for acceptable dress and behavior.**

Fire Regulations

Fire drills will be held during the program. When the alarm sounds, you and your roommate must leave your room with the shades raised, lights on, and door closed. You must wear hard-soled shoes when leaving the dormitory during any fire drill. After you have moved promptly to your assigned place outside the dormitory, there will be a roll call. Do not re-enter the building until the all-clear signal is given. Your RA will provide detailed training for your hall the first week of the program.

Vehicles, Bicycles, Skateboards, etc...

You may not bring nor have access to an automobile on the campus. You may not ride or sit in any vehicle on campus except when traveling to or from campus under approved conditions.

You should not bring a bicycle to the campus unless it is a part of an established exercise regimen. While on the VSU campus, the use of skateboards, roller blades, roller skates, and similar recreational equipment is prohibited. Please leave these types of items at home.

Visitors/Guests

During Instructional Hours

Visitors to the program who want to observe instructional activities must register in the GHP administrative office, located in VSU's Auxiliary Services Office, housed at the north end of the Oak Street Parking Deck. The instructional staff is responsible for ensuring that visitors to their instructional area have been registered.

During Evening Events

Visitors are invited to attend any instructional-related evening activities that occur during the program, such as concerts, shows, open houses, and culminating events. ***Visitors may not participate in the Saturday night dances, seminars, or other social events held for the GHP student community.***

During Non-Instructional Hours

Non-adult guests (i.e., your friends) are invited to visit on weekends during non-instructional hours. You may have on-campus visitors Saturday from 1 p.m. to 10 p.m., and Sunday from 9:00 a.m. to 10:00 p.m. Visitors must be off campus by 10 p.m. You may entertain guests in the dormitory lobbies as well as in the recreation areas, the student lounge, and other common areas of the campus. Visitors may not be entertained in vehicles, dormitory rooms, classrooms, or in any other rooms. No pets may be housed on campus.

With the exception of program opening and closing days, parents may not go onto dormitory halls. You may ride with your parents, guardians, or other specified drivers in their vehicles when they visit, but only after you have signed out at your dormitory desk.

Guests may not visit students at times and under conditions that would be disruptive.

Guests cannot stay overnight in the dormitories. They must be off campus by 10:00 p.m.

You may not leave campus for overnight trips with parents.

Guests are requested to limit the frequency of their visits.

Behavioral Expectations

Every effort is being made to provide you with a meaningful and rewarding educational experience. It is an opportunity that you have duly earned, but one that you must understand is a high privilege, carrying certain behavioral expectations and responsibilities. The Governor's Honors Program is not prepared to, nor will it, deal with recurring disciplinary issues. You will have limited opportunity to personally correct inappropriate behavior under the guidance of GHP Resident Life Staff, Counselors, and Program Administrators. If you are unable to correct undesirable behavior in short order, you will be expelled from the program.

Examples of undesirable behaviors are, but not limited to:

- Refusal to engage in instructional activities.
- Disruption of the instructional process.
- Harassment, in any form, of GHP students, faculty, and staff.
- Fraternalization with non-GHP community members on the VSU campus.
- Failure to comply with requests to modify one's behavior.

Certain behavior is incompatible with the program. The following behaviors will result in immediate expulsion from the program, with no exceptions. Local law enforcement agencies may be called upon when necessary.

- Committing any felony as defined under Georgia law.
- Possessing explosives, dangerous chemicals, weapons, or firearms.
- Destruction of property; any single act of vandalism is a serious matter requiring full compensation from the perpetrator.
- Absence from the campus without **duly authorized** permission.
- Possessing or using tobacco, alcohol, or controlled drug substances.

If you leave the program early, you will neither be recognized as a program participant nor be included in the GHP Alumni Database. Your local school system will be notified, your name will be withdrawn from the GHP record, and you will not receive a certificate of distinction.

Final Words

We are honored for you to consider spending your summer with us in the Governor's Honors Program. It is an experience that many describe as an educationally and personally life-changing event. We hope that after reading this document, you will feel confident in joining our community and taking advantage of this once-in-a-lifetime opportunity.