

# Summer Program Permission Slip/Rules & Regulations



Dear Student and Parent/Guardian:

Residence hall rules and regulations with regard to student conduct and the use of facilities are established in compliance with state and federal laws and the University of Michigan Regents' by-laws. Program registration is predicated upon the understanding and compliance with these rules and regulations. All program participants, students, must abide by our rules and regulations regardless of age. This includes counselors, organizers, and any program personnel residing and visiting in the residence halls. The cooperation of everyone is required if summer programs are to be successful and rewarding for all participants.

**Parents**.....Please read over the rules and regulations with your student, sign the residence hall rules and regulations agreement, and present the signed agreement at registration.

Thank you for your cooperation. Questions regarding housing should go to <http://www.housing.umich.edu/>

Thank you for choosing Program at the University of Michigan!

Residence Staff  
University Housing

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## PLEASE READ AND SIGN BELOW:

We have read the Rules and Regulations governing the behavior of summer participants at the University of Michigan, University Housing. We understand and agree to abide by them. We understand that failure to abide by these rules and regulations may result in various forms of discipline, up to and including immediate dismissal from the program.

\_\_\_\_\_  
Parent/Guardian Signature \*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\*If a student, fourteen years of age or younger, is at registration alone, the program coordinator/organizer must sign for the student in place of the Parent or Guardian.

# PLEASE BRING THIS SIGNED FORM TO REGISTRATION AT YOUR UNIVERSITY of MICHIGAN SUMMER PROGRAM

## **RESIDENCE HALL RULES AND REGULATIONS**

**Please bring this document to your program registration with appropriate signatures**

### **CONDUCT**

Acts of discrimination or discriminatory harassment based upon an individual's race, sex, color, religion, creed, national origin or ancestry, age, marital status, handicap, Vietnam-era status, or sexual orientation are a serious violation of University policy and will be dealt with promptly. Sexual harassment is illegal under both state and federal law. In some cases, it may be susceptible to prosecution under the criminal sexual conduct law.

Alcoholic beverages, illegal drugs, laser pens, fireworks, explosives, and all weapons are absolutely prohibited in the hall. It is against the law to tamper or misuse building fire alarm or fire-fighting equipment. Tampering with or misuse of elevator alarms, emergency call buttons or calling 911 from a room or elevator telephone, except in an emergency, is against the law. Penalties will be enforced.

Each room will be inspected prior to arrival and before departure and any damages to the room or to University property will be assessed and charged to the program, which may then be assessed to the participant. The room must be left in the same condition as it was during move in. Do not fasten anything to the walls or tamper with window screens. Excessive mess resulting in extra housekeeping hours will result in a charge to the program, and may be passed on to the student.

Appropriate behavior is expected at all times. Engaging in sexual contact with another student is a violation of our conduct policy. Leaving the program or residence hall without permission and appropriate supervision is a violation of our conduct policy. Bullying, taunting or threatening behavior toward other students is a violation of our conduct policy. Excessive noise or rowdiness will not be tolerated. Dangerous behavior, including fighting, is a violation and will not be tolerated. Throwing items out of residence hall windows is a conduct violation.

The use of candles, open flames, explosives, smoke bombs, "snaps", or fireworks is dangerous and will not be tolerated in the residence halls, or at any U-M facility.

**WE ARE A SMOKE FREE CAMPUS. SMOKING ON CAMPUS OR IN OUR BUILDINGS IS PROHIBITED.**

### **AGE ELIGIBILITY**

All students residing in a University of Michigan residence hall must be ten (10) years of age on or before the start of their program. **There are no exceptions to this policy.**

### **MEDICATIONS**

All medications prescribed by a doctor must be dispensed by program nurse or counselors. Please fill out the medical forms and bring medications to the attention of the program staff at registration. Housing staff are not authorized to dispense medications.

### **VISITORS**

**ALL VISITORS, INCLUDING PARENTS MUST CHECK-IN FIRST WITH THE COMMUNITY CENTER WHEN VISITING A STUDENT.** Only students and program staff are allowed in the living areas of the building. At no time are students permitted in the living areas to which they are not assigned. Students may only be checked out of the residence hall by a parent/guardian or program staff. *Visitors, other than parents, who may be taking the student from the residence hall, must be approved by the parent/guardian during your groups registration with the program staff.*

### **KEYCARDS AND STUDENT IDENTIFICATION**

Students are identified in a variety of ways including room key cards and lanyards. Some programs may use wristbands. Any identification specific to the program will be issued along with a room keycard and lanyard at check-in. If the identification is lost, a replacement may be obtained at the Community Center or from a staff member. The room keycard and identification should not be loaned to anyone and are not transferable.

## MEAL TIMES

You may eat at any time during the hours your program has designated for meals. Students may be asked to show program identification at mealtime. In the case of lost identification, help is always available from dining and program staff. Meal hours will be provided by your program staff and are available from residence hall staff as well. Students are expected to eat meals in their assigned dining facility during their designated meal times. Food allergies should be reported to the program and dining staff prior to the student's arrival at [eatsmart@umich.edu](mailto:eatsmart@umich.edu)

## TELEPHONES

Land line phones are no longer available in the residence halls due to the prevailing use of cell phones by our students. Counselors will assist students with urgent telephone needs.

## MOTOR VEHICLES

Students are not to bring private automobiles or motorcycles to the University. If it is necessary for a student to drive, please discuss permission and parking with the program organizers. The vehicle must be registered and the keys turned in to the program organizers/counselors during the entire program. The University assumes no responsibility for a stored vehicle on University property.

## PERSONAL PROPERTY

The University assumes no responsibility for personal property. **Please leave valuable electronic items at home.** Bring only a small amount of personal expense money with you since the halls do not have any secured storage facilities. You may wish to consult with your insurance company regarding coverage of your personal property while away at program. **FOR SECURITY, ROOM DOORS ARE TO BE LOCKED AT ALL TIMES.**

## DAMAGES

Room checks will be conducted by program staff to determine room damages. Any damages caused in the rooms or common areas will be charged to the program. The program may decide to pass along damage expenses to the student.

## MAIL

Mail will be distributed to program counselor to give to students. Mail should be addressed as follows:

### **Student's Name**

Name of the Program

Residence Hall

Address Information

## LINENS & ITEMS TO BRING

Students are responsible for bringing their own pillow, XL twin bed sheets or sleeping bag, blanket, towels, and toiletries. Other recommended items include an alarm clock, a fan and sun block. Students may bring water or beverages to keep in their rooms. Refrigerators are not available through the Residence Hall.

## EARLY DEPARTURES

If a student must leave before the official ending date for the program, **a parent or guardian must notify the program organizers, and fill out any necessary forms with the program.** If the student is being picked up by someone other than the person designated parent/guardian, written permission naming the responsible adult must be placed on the back of the registration card, during registration, prior to the student being released. A signed Early Release form from the program organizer must be turned in upon checking out from the resident hall. Identification is required.

## PENALTIES

**VIOLATION OF THESE RULES AND REGULATIONS MAY RESULT IN DISCIPLINE, UP TO AND INCLUDING IMMEDIATE DISMISSAL FROM THE PROGRAM AND SUBSEQUENT U-M PROGRAMS.** Students are reminded about proper behavior upon their arrival. **Inappropriate behavior will be pointed out and verbal warnings will be given to students by organizers and counselors to correct the behavior. Students who endanger themselves or others, or who continue to commit violations after having been warned, will be sent home. The parent/guardian will be notified and asked to pick up the student immediately.**