WELCOME!
Dear Belin-Blank Center Students and Families,

Welcome! We are very pleased that you will be joining us here at The University of Iowa for one of our many pre-college summer programs. This Student Handbook, in combination with the Summer Housing Guidebook, is designed to answer your questions and to help you and your parents know more about what to expect when you arrive on campus.

The Belin-Blank Center has an excellent reputation of providing high quality academic courses along with rewarding out-of-class programming. Each member of our Resident Advisor (RA) Staff completes a week-long training that focuses on providing a safe, comfortable, and enriching environment. We assume responsibility for students 24 hours a day and keep our student-to-RA ratio at approximately 10:1.

As always, feel free to call with any questions or concerns you or your family may have. Our phones are answered 9:00 AM until 4:30 PM, Monday-Friday. We do have voice mail if you wish to leave a message after hours. Calls are answered the following business day. If you need to reach your child due to an emergency, please call our office during our office hours; after-hours, call the 24-hour desk at Burge Residence Hall. The numbers are listed below.

We believe that you will have an exceptional academic and social experience as part of the Belin-Blank Center Summer Programs and look forward to seeing you soon!

Sincerely,

Jan Warren  
Assistant Director for Student Services  
Belin-Blank Center
RESIDENCE LIFE
Welcome to Burge Hall! This will be your home during your stay on the UI campus. A meal plan is included in your program registration fee, so students have no need to bring food with them. To make this experience rewarding and fun for everyone, we have some basic guidelines and other information to ensure the comfort and safety of you and your fellow residents.

Residence Hall Staff

The Resident Advisors (RAs) for your program will be living on the floors with you and are responsible for daily programming and assisting you throughout your program. There will be several different programs taking place at the same time, each with its own RA staff. Resident Advisors have received training for their work with pre-college students and are under the supervision of the Belin-Blank Center administrative staff.

Check-in/Check-out

On the opening day of your program, housing check-in will be held from 1:00-3:00 in the lobby of Burge Hall. You will then check-in for your program at the Blank Honors Center. If you will be arriving by public transportation, please notify the Belin-Blank Center in advance.

You may check out of the residence hall any time before or after the closing on the final day of your program. Once you have all of your belongings out of the room, lock the door behind you and return your key to the Burge Hall front desk, where Burge desk staff will officially check you out of your room.

Please be aware that you will be charged for any repairs or replacements in your room. When leaving, be sure to double-check your room so that you don’t leave anything behind. You must also return your key to the Burge Desk.

Openings and Orientations

After you check into the residence hall, a brief opening (for junior high students and parents) or orientation (for high school students) will be held for your program. Times and locations for openings and orientations are listed under the Check-in/Check-out link on your program website. This meeting will provide an opportunity for you to meet the staff and learn more about expectations and policies.

Students should be completely checked in before the opening/orientation. If you will be late, please contact our office at 319-335-6148.
Roommates
Each room houses two or three students participating in the same program. Living in a close group, you will likely develop friendships and learn a great deal about people after knowing them for only a short time. It is important for you to respect other people and their rights. Privacy is important to people, so remember, if you play music or want to talk to a friend, keep the volume low. Keep your room neat and keep in mind that you are sharing your living space with others.

Residence Hall Floors
Males and females are assigned to separate floors. At no time is a student permitted to be on an opposite gendered floor or in an opposite gendered room. This includes stairwell landings, floor lounges, or RA rooms.

Activity Groups
Students will be assigned to activity groups. When participating in recreational activities and traveling on field trips, etc., you will often be asked to meet as an activity group. Students are expected to be with their own activity group during these times.

Directions to the Blank Honors Center and Burge Hall
From the North of Iowa City (I-80): Take the Dubuque St. exit (244) south from I-80. Turn right (west) on Church St. Church St. will curve left onto Clinton St. Follow Clinton St. two blocks to Burge Hall (on your right). The Blank Honors Center is directly adjacent to Daum.

From the South of Iowa City (Hiwys. 1, 6, & 218): Take Riverside Dr. north to Burlington St. Turn right (east) on Burlington and proceed to the third traffic light (Clinton St.). Turn left (north) on Clinton St. and continue through five stoplights to Burge Hall (on your left). The Blank Honors Center is directly adjacent to Daum.

Parking
Limited parking is available on the street outside of Burge Hall. Because a number of students will be arriving and departing on the same day, we ask that you only park near Burge while you are moving your belongings in or out. There is a parking ramp located behind the Blank Honors Center (North Ramp). To reach the North parking ramp, go south on Clinton to Market St. Turn right onto Market, go to the end of the street, and turn right (Madison Ave). Follow Madison to the parking ramp entrance. Take the elevator to the top level of the ramp. BHC is located diagonally across from the ramp.

Contact Information
If you need to contact us, please call Belin-Blank Center at (319) 335-6148 or (800) 336-6463 during the hours of 9:00 AM-4:30 PM. You may leave a message if contacting our office at other times. The Burge desk is open 24 hours a day, 7 days a week, and their number is (319) 335-3091.
WHAT TO BRING

Clothing
• Dress for classes and most activities will be casual. Jeans, pants, shorts or skirts with short-sleeved shirts, T-shirts or blouses are fine for everyday wear. A light jacket, sweatshirt or sweater will come in handy for cool days and air conditioned rooms. You may also want to bring clothes hangers.
• For outdoor activities, you will want comfortable clothes you don’t mind getting dirty and at least one pair of sneakers (washable shoes).
• Some labs and art studios require long sleeves, close toed shoes, and pants.
• In addition, you may want to bring dress clothes for dances and special events.

Items Which Will Be Provided:
Bed linens, towels, washcloths and a blanket and pillow will be furnished and changed weekly. You should plan to bring additional towels in case you go to the pool. It is suggested that you bring colored towels since white towels may get mixed with the University linens, and eventually lost. Also, if you are used to sleeping with an extra pillow or blanket, you’ll want to bring one with you.

Additional Items You Should Pack:
• Personal grooming items (soap, shampoo, toothbrush, etc.)
• Sunblock
• Umbrella and/or rain gear
• Medicines may be stored in RA rooms. However, staff are not permitted to administer medications.
• Swim wear and beach towel
• Alarm clock

What Not To Bring
• Video games
• Small expensive items, such as jewelry
• Pets
• Candles or incense
Each day of the program will include a variety of academic and co-curricular activities. In addition, there will be free time for you to work on coursework, projects, or enjoy new friendships. Weekdays will be structured with classes in the mornings, and workshops, labs, study sessions, and special events filling the afternoons. Evenings and weekends will be more flexible with adequate study time and a variety of cultural, social, and recreational activities. Listed below are typical weekday and weekend schedules:

**Weekday Schedule**

7:00-7:30 AM - **Wake up!** -- Students are responsible for setting their own wake-up time. Early risers may want to get together to do some early morning exercise or read quietly in the residence hall.

7:00-8:30 AM – **Breakfast** -- All meals will be served in Burge Dining Hall. You will have a choice of hot entrees, fruit, juices, cold cereal, and an assortment of breads.

8:30-8:45 AM - **Morning Meeting** -- A daily meeting for announcements in the Blank Honors Center Lobby.

9:00-12:00 PM - **Morning Academic Session**

12:00-1:00 PM - It's back to Burge Hall for **lunch** where you will have the choice of hot entrees, a complete line of vegetarian entrees, soup, sandwiches, and a complete salad bar.

1:00-4:00 PM - **Afternoon Academic Session** -- This early afternoon period usually involves additional academic class work. Sometimes the afternoon session is reserved for class projects, special workshops, lectures, exhibits, field trips, and other activities.

5:00-6:30 PM - **Dinner** is served in Burge Dining Hall. A complete line of vegetarian/vegan/gluten-free entrees is served along with a variety of other meal choices.

6:30-9:30 PM - **Evening Activity** -- Most evenings include special events ranging from arts performances and special guest speakers to student activities and games. Some programs have a scheduled study period during this time. The times of these activities will vary. Check the daily schedule located on your RAs door for details.

10:00-10:30 PM - **Curfew** -- All students must be on their floors by the time designated for their individual program unless directly involved with an activity scheduled by the program staff.

11:00 PM - **Bed Check or Lights Out** -- Students must be in their own rooms ready for bed check if they are junior high students, or in their rooms getting ready for bed if they are high school students. If you want to go to bed earlier, please feel free to do so.

11:30 PM - **Lights Out for High School Programs** -- You may be used to staying up later, but with the busy schedule you will need your sleep. RAs will do bed checks promptly at 11:30 PM for the high school programs.
SATURDAYS:
Saturdays will be spent on field trips, cultural events, and recreational activities for the entire group.

SUNDAYS:
Students generally have free time Sunday mornings until noon. Those who would like can get caught up on correspondence, laundry, or reading. If you like to sleep in, this is your chance! You may also sign up to attend religious services. Sunday lunch is served in Burge Dining Hall between 11:30 AM and 1:00 PM. If you aren’t planning to eat out with your parents, be sure to arrive back in time to eat lunch or dinner in the dining hall.

Sunday afternoons and evenings will also include activities.

Visitation:
Parents are encouraged to visit the campus any Sunday morning during the residential program. Students may leave the campus with their parents and/or guardian(s) during this time and are to return no later than noon. Each student and their parent should sign a release form before the student leaves the residence hall. A staff member will be on duty Sunday mornings to facilitate this process. The student should report to the staff member on duty when he or she returns to the residence hall. If the student will be leaving with anyone other than a parent or guardian, the program office must have written permission from a parent or guardian before the student will be allowed to leave. Any other visitation or requests to go off-campus will be considered individually by the program director. If you have further questions, please contact the Belin-Blank Center at 319-335-6148.
PLEASE REVIEW

PLEASE BE SURE TO REVIEW THE ENROLLMENT CONTRACT AND RULES & REGULATIONS THAT YOU AGREED TO IN YOUR ENROLLMENT FORMS.
ENROLLMENT CONTRACT

- Belin-Blank Center programs are structured on the premise that all students will participate in the entirety of the program. Space in the programs is limited, and we reserve the right to assign another student in the place of any student unable or unwilling to participate in or to complete the full program. By signing this contract, the student agrees to participate in the full summer program and to comply with all its Rules and Regulations, set forth separately below.

- Students are expected to remain under the supervision of the Belin-Blank Center staff and faculty from the time they check in until the time they check out. Students are expected to attend all classes, meals, and activities. Students should not plan to leave the program for any reason other than emergency situations during the program. In the event of an emergency, parents must notify a Belin-Blank Center staff member before removing their student from the program.

- Students may not have guests or visitors other than family during their stay at the University of Iowa. An important aspect of our program is to build a learning community. For this reason, we encourage parents to limit visitation to the ceremony at the close of the program. Parents may make arrangements to visit on Sunday morning between 8:00 a.m. and 1:00 p.m. by contacting the Belin-Blank Center in advance. Parents who wish to visit at other times are asked to contact the Center in advance.

- Students are expected to behave in a mature and responsible manner toward all Belin-Blank Center staff, faculty, and students. Inappropriate behavior may result in disciplinary action, including termination from the program. All students are bound by the housing regulations listed in the student handbook, The University of Iowa Code of Student Conduct, and all applicable federal, state, and local regulations.

- For Iowa City classes, UI Quick Care will provide any medical services, in which students require treatment, and the student and his/her parents must pay the expense of such services. A staff member will accompany the student for any health-related treatment and every effort will be made to contact parents concerning treatment.

- When applicable, the program fee covers tuition, room, board, texts, and activities, which are scheduled as part of the program. Incidentals, such as laundry and personal expenses, are not included in the fee. No refund will be made in whole or in part for any student withdrawn or terminated from the program for any reason after June 1st.

- The University of Iowa and the Belin-Blank Center may use any photographs, videotaping, audiotaping or other records for promotional purposes.

- General safety and respect for others will be expected at all times.

- Students are subject to all applicable laws of the United States and the State of Iowa.
RULES & REGULATIONS

The following behaviors are considered detrimental and may result in expulsion from the program:

- Willful damage or vandalism to University or individual property.
- Possession of fireworks or weapons of any kind.
- Misuse of fire equipment, including pulling of fire alarms or misuse of fire extinguishers.
- Possession or use of alcohol, tobacco, or any controlled substances.
- Unexcused absence from program classes or behaving irresponsibly in class.
- Willful or consistent misbehavior.
- Operation of, or being a passenger in, any vehicle not authorized for program purposes.
- Failure to comply with program rules or with requests made by program staff members.

REMINDERS

- **Students are expected to respect the safety and dignity of others at all times.**
- The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, creed, color, religion, national origin, age, sex, pregnancy, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification that deprives the person of consideration as an individual. The university also affirms its commitment to providing equal opportunities and equal access to university facilities. For additional information contact the Office of Equal Opportunity and Diversity, (319) 335-0705.
THANK YOU
WE LOOK FORWARD TO SEEING YOU SOON!