



**Badger Precollege**  
UNIVERSITY OF WISCONSIN-MADISON

# BADGER SUMMER SCHOLARS STUDENT HANDBOOK

# PACKING

## Clothing

Campus dress is casual but must be tasteful and appropriate. Shorts, t-shirts, and jeans are fine. A sweater, sweatshirt, or a jacket will be necessary for cool evenings and some air-conditioned classrooms. Rain gear is almost always needed. You may want to bring your “best” outfit for special occasions (formal dress is not required, but there will be a dance and other occasions for which students may want to dress up). In any case, the list below will help you plan for your weeks on campus. Some items are certainly optional. Keep in mind – you will have to transport all of your items from the car up to your room, and you will be sharing a small space with a roommate. Plan accordingly!

## Accommodations

Linens – sheets, a pillow, and a blanket – are provided by the dormitory and may be changed weekly at the DeJope Information Desk, although you may prefer to have your own. Most students decide to bring another “heavier” blanket for the air-conditioned rooms. Towels are not provided. Laundry is available in the dorm and is free for students to use. Each room has a small refrigerator. All rooms also have two small lockable drawers, but students must bring their own padlocks. Please do not bring too much money or anything of great value.

## Cell Phones

If your student is planning on bringing a cell phone, please discuss expected phone behavior with them. Badger Precollege will not be held responsible for lost or stolen phones or the minutes/costs that accumulate during the program. Phones must remain off or silent during class and all organized activity times.

## Computers

Students can bring computers, as they may be helpful for coursework and used during downtime. If you use a computer on regular basis with your normal schoolwork, we suggest bringing along a computer to camp. If any inappropriate material is found, it will be confiscated for the duration of the program. Badger Precollege will not be held responsible for any lost or stolen computers. Laptops may not be brought to class except with the explicit permission of the instructor. If you have an Ethernet cable, you may bring it for Internet access. There is wireless internet access in Leopold Hall and across campus.

## Packing List

Clothes and Linens	Other Basics	Optional
informal class clothes	water bottle	laptop
sweater, jacket, sweatshirt	sunscreen/aloe	ethernet cable
swimsuit	backpack	cell phone/charger
semi-formal outfit	insect repellent	books
shower shoes (flip flops)	pocket money	camera
comfortable shoes	alarm clock	board games
Sports/active clothes	pens/pencils/general school	4th of July Dress-Up Clothes
Sleepwear	supplies/ binder	sports equipment
hat/sunglasses	laundry detergent	movies (G, PG, and PG-13)
towels/wash cloths	toiletry articles (soap, shampoo,	Snacks (must be nut-free)
beach towel	deodorant, etc.)	
extra blanket, sheets, and pillow	medicine (given to UHS at check-in)	
umbrella or rain poncho	clothes hangers	

**DO NOT BRING: TVs, video game consoles, anything with an exposed heating element (i.e. coffee pot), microwaves, skateboards, bikes, and roller blades. If staff members encounter any of the above items, they will be confiscated for the duration of the program. The items will then be entrusted to a parent/guardian during check-out.**

## LIVING ON CAMPUS

### Approximate Daily Schedule Badger Summer Scholars

7:30 a.m. - 8:30 a.m.	Breakfast
8:30 a.m. - 9:00 a.m.	Morning Meeting, walk to class
9:00 a.m. - 11:30 a.m.	Class
11:30 a.m. - 12:30 p.m.	Lunch
12:30 p.m. - 3:00 p.m.	Class
3:00 p.m. - 5:00 p.m.	Jump Forward Series
5:00 p.m. - 6:00 p.m.	Dinner
6:00 p.m. - 10:00 p.m.	Recreational Activities
10:00 p.m. - 11:00 p.m.	Block Meetings, dorm time, and preparation for bed
11:00 p.m. - 7:30 a.m.	Quiet Hours & Room Checks

The daily schedule is used Monday – Friday. Students are expected to be on time and prepared for every activity. We recognize that many of these times may change depending on student choices, but students are required to attend class, block meeting, room checks, and all mandatory checks on time. Infractions of a great extent take away from the Badger Precollege experience, and may result in consequences. At Room Check each day, students are expected to be in their own residence hall rooms, but do not necessarily have to go to bed. Staff members do not monitor bedtimes, but expect that students get an appropriate amount of sleep to be engaged with camp each day. Friday and Saturday room checks are moved to midnight. Saturday and Sunday, students have a range of events scheduled including trips to State Street and the Farmers Market, and other activities.

### Housing

Students are housed in a residence hall on campus. The residential floors feature air-conditioned, carpeted rooms in a cluster-style floor plan with 6-12 residents per bathroom. Double rooms are the norm, and students will be assigned a roommate. We will do our best to match students with their requested roommate and/or someone at the same age level. Individual rooms are air-conditioned; fans may help with circulation, but they are not essential. The residence halls have various common lounge areas open to all genders. Please inform us of any special needs that may require accommodations. It is important that students keep track of their keys to maintain security in the residence hall. **For security reasons, it is necessary to replace lost keys. A student will be billed \$75 to cover the replacement key. Please don't lose your keys! You will be charged for keys not returned at the end of the program.**

### Meals

All meals during the program are provided for residential students. Students will eat most meals in the cafeteria closest to the residence hall. Alternate arrangements are made on occasion, but students will be notified by the RAs in advance of any changes. Ample choices of food, including vegetarian options, are available at the cafeteria. Students who require a special diet or have dietary restrictions are advised to contact Badger Precollege as soon as possible to determine if special arrangements can be made. UW-Madison is very accommodating, but they need at least two weeks to investigate ingredients and make changes. Please visit: <http://www.housing.wisc.edu/dining/nutrition> for more information. If a student loses their meal card, there will be a charge associated with the replacement and it can be taken care of through housing services.

Another option for meals includes restaurants located on campus and on/near State Street. Students may have the opportunity to go out for dinner during the week on certain days (per the discretion of the residential staff) or have the option to eat some meals out on the weekends. These meals are at the expense of the student, and if interested, students may need to bring more spending money.

## Residential Assistants

Each student will be assigned to a Residential Assistant. Traditionally, the RAs are college-aged or young professionals of whom many are former Badger Precollege students. Each RA will be responsible for approximately 12-14 students and will live within their students' section of the residence hall. The RAs are responsible for the residential aspects of camp and will be working closely with the students to create a fun and educational atmosphere at camp. Students should communicate all issues, concerns, and ideas with their RA.

## Recreation

Playing fields, courts and general amenities in Madison give students a great range of recreational opportunities. To take advantage of these facilities, be sure to bring a swimsuit, baseball glove, tennis racket, Frisbee, volleyball, etc. Students who play a musical instrument should consider bringing it! There will be time to practice during activity and dorm time. There may be an opportunity for a talent show, so if any students are interested, they can prepare a short performance. There are additional activities that may require an out-of-pocket expense from the student. There will always be alternate activities that do not require an additional fee.

## Pocket Money

Experience has taught us to leave the decision about how much pocket money to bring to campus up to the individual students and their families. Students choose different activities, and the program activity fee for each program covers most of students' expenditures. Some activities, however, are optional and may require a small contribution from students wishing to participate. For all activities that require a financial contribution, there will always be activity options that don't require supplemental funding. Students should not initially bring more than **\$50 in cash** with them. Free ATMs are available on campus. **Each student will be responsible for his or her own money. Some special arrangements for delivery of checks or cash may be made with the Program Coordinator.**

The following is a list of possible activities and their approximate costs for which pocket money could be used:

- State Street Ice Cream/Dinner/Souvenirs/Shopping \$10
- Field Trip Souvenirs \$10 - 30
- Weekend Trip \$20-30
- Farmers Market \$10-\$15
- Zoo Trip- Free admission but \$10 for snacks or souvenirs
- Union South Bowling \$2.50 for shoes and \$3.95 per person per game

## Religious Observation

Services for most major religions are within walking distance of the campus. Students who want to attend services will have the opportunity to make arrangements with the residential staff during the program.

## Transportation

Residential students may not have cars while at camp. Students walk to class and activities. Some public and private transportation will be provided for special events/field trips.

## Health Services

University Health Services will provide health service staff for all Badger Precollege programs. UHS maintains health and treatment records for students, will dispense **all** medication, and provide 24/7 care. **If you have an emergency inhaler, epinephrine pen, etc. you will be allowed to keep that on your person at all times.** All students must submit a health form through Camp Docs (link emailed out in the months before the programs) prior to camp to be reviewed by UHS and Badger Precollege staff. Please make us aware of any possible health concerns or of any disabilities so that our staff is prepared for medical situations or is able to make any necessary modifications. **Due to university-wide policies, all medication will be dispensed by UHS staff.**

## Dance

There is an all-camp dance during the last week of camp. Many students choose to dress up for the dance, but it is not mandatory. Students many suggest appropriate songs during the week leading up to the dance. If a student is not interested in dancing, board games and other activities will be brought to the area. Students can bring their own activities as well.

## Communication – Staying in Touch

### ***E-mail and Phone:***

Outside of class time, students are welcome to use their cell phones and laptops. There are also computer labs available for use. They will not have a campus e-mail address.

### ***Mail:***

Students (and staff) love mail and care packages! It helps them know that people are thinking of them and is an inexpensive way to send forgotten items. Please send all letters and care packages to:

Student Name – Badger Summer Scholars  
Leopold Hall, Room #  
640 Elm Dr.  
Madison, WI 53706

### ***In Person:***

We request that there be no visits during the program. Students will be kept very busy, and we are striving for a sense of community and continuity in the program. Visits and phone calls from parents frequently intensify, rather than lessen, feelings of homesickness, and interfere with the building of a sense of community and the participation in program activities. We expect some students to go through a short period of homesickness. This is normal, and the counselors will be prepared to help the students through it, especially during the first few days. Parents will certainly be notified if there are any out-of-the-ordinary problems or concerns as soon as they arise and are welcome to check in with the Site Coordinator for an update on their child's activities.

### ***Forgotten Supplies Drop Off:***

If there is a need to drop off forgotten or additional items to camp, we ask that you drop off the items at the front desk in the Dejope Residence Hall (640 Elm Dr., Madison, WI 53706). They are open from 7:00 a.m. to 10:00 p.m. daily. The phone number for this desk is 608-890-4895. When you walk into the building from Elm Drive, you will walk through the hallway to the main lobby. You will see the desk in front of you. Please make sure you have the following things clearly labeled:

- **Badger Summer Scholars-Leopold Hall AND Student Name**

The Badger Precollege RA staff picks up the mail and packages each day at approximately 6:00 p.m. and they are distributed to the students during their night meeting. A student should talk to their RA if they know something has been dropped off for them and need it prior to their night meeting.

## CONTACT INFORMATION

### **Contacting Staff**

During programs, our staff members are usually away from their desks, so please allow a few hours for messages to be returned. The best way to reach the Program Director and Site Coordinator is via email. You may also reach staff by phone at the site office phone number. Messages left between 8:00 a.m. – 5:00 p.m. will be returned within a few hours. Non-emergency questions or concerns may be addressed in email to the Site Coordinator. Please allow 24 hours

for the Site Coordinator to respond. For emergency situations, you may contact the emergency phone number. Please see the “Staying in Touch” section for information on contacting your child during the program.

## OPENING AND CLOSING DAYS

### Opening Day - Sunday

Registration for all students will begin at **12:30 p.m.** We will be ready to check you in from 12:30 p.m. through 2:30 p.m. Please make sure to have all medications ready to hand over to UHS. As we work with other campus entities who keep a tight schedule over the summer, we **cannot** accommodate early registrations, except with prior arrangements. Please arrive by 2:30 p.m. so that we can get everyone checked in before the Opening Ceremony. At 3:00 p.m. the Opening Ceremony will begin. If you plan to arrive after 2:30 p.m. please contact the Site Coordinator to make accommodations.

Parking: On the weekends, free parking is available on the street and in various lots on campus. The meters outside the dorm are also reserved for Badger Precollege and other camps from 12:30 – 4:30 p.m. Parents and guardians should move cars to the parking lot prior to the opening ceremonies so that other guests can use the short-term load and unload areas. Additional public parking info can be found here:

<http://www.cityofmadison.com/parking/parking.html>

12:30 – 3:30 p.m.	Arrival and registration for Badger Summer Scholars
3:30 – 4:00 p.m.	Parents Depart
4:00 - 5:00 p.m.	Residence Hall Orientation
5:00 - 6:00 p.m.	Dinner
6:00 - 7:00 p.m.	Program Orientation
7:00 - 9:00 p.m.	Community Activity
9:00 - 11:00 p.m.	Block meeting and dorm time
11:00 p.m.	Room checks

### Closing Day Badger Summer Scholars - Friday

During the morning, students will participate in classes with their instructors. Students will be able to depart after final presentations end around 3:00 p.m.

7:30 - 8:30 a.m.	Breakfast
8:30 - 9:00 a.m.	Move Belongings to Dorm Space, walk to class
9:00 - 11:30 p.m.	Class
11:30 - 12:30 p.m.	Lunch
1:00 - 3:00 p.m.	Presentations and program wrap up
3:00 - 6:00 p.m.	Move Out

### Out-of-State Travel Arrangements

Special arrangements can be made for students to be picked up at the Dane County Regional Airport or Badger Bus depot. Email the site coordinator by June 1<sup>st</sup> to make arrangements. After June 1<sup>st</sup>, arrangements may not be accommodated due to final schedules, so please plan in advance.

# SAFETY AND SECURITY

## Guidelines

Students are asked to follow certain simple guidelines to help ensure their safety while participating in the Accelerated Learning Program. Common sense behavior regarding safety is a must. Students must also sign a rules contract.

- You are to remain on campus at all times. Campus boundaries are clearly defined during orientation. Approved trips with staff members are the only exception to this rule.
- You must sign out for **all** activities and during every activity time. Staff must be able to account for student whereabouts at all times. The residential staff will carefully monitor this procedure and students will be held accountable.
- Always walk with staff going to and from class, during open campus times, and during any other outings. Depending on the time of day, students may be required to stay with larger groups.
- Walk in well-lit areas; avoid shortcuts through dark and isolated areas. Always carry plenty of change, a calling card or cell phone to make a call, if necessary.
- Notify a staff member immediately if you see someone you do not know in the dorm. Do not let people you do not know into the dorm. The only people allowed in the residential areas of the dorm are students and staff. University Housing staff will be present in the halls and are identifiable by the University Housing Name tag. If you are having a visitor due to a special occasion, it must be approved through the Site Coordinator **before** the start of camp (see page 12).
- Notify a staff member immediately if you are approached by a stranger.

## Thefts

Yes, they do happen, even at a small summer program. We cannot overemphasize the fact that students need to be careful with their belongings and be respectful of others. Please keep in mind that you are sharing a room with another person. Treat their belongings with the same respect as you would your own. Badger Precollege is not responsible for any lost or stolen items. We suggest you follow the list below.

- Do not keep large amounts of cash on your person or in your room.
- **Keep your room door locked at all times**, and do not lose your keys. Also, do not prop doors open. Secure your items even when you are gone for only a few minutes. All rooms have a drawer with the ability to be locked, but students must bring their own locks.
- Keep accurate descriptions and serial numbers of your property.
- Backpacks, books, coats, and other items have been stolen from libraries, Unions, and other UW facilities. Keep your property with you or lock it up when unattended.

## Room Checks and Lights Out

Wear a watch and be prompt at lights out and other meeting times. It is your responsibility to know when and where you should be. If you don't know, ask your RA. Residential staff will conduct room checks each night at lights out.

# BADGER PRECOLLEGE BEHAVIOR EXPECTATIONS

Please familiarize yourself with the expectations and policies at Badger Summer Scholars before arriving at camp. These rules are designed to maintain a friendly camp atmosphere where students are expected to be safe, include everyone, respect others, challenge themselves, and have fun.

**The Badger Precollege honor code is based on an expectation of mutual respect for self, others, and the program.**

## General Policies

- Badger Precollege Summer Programs are first and foremost academic programs. Students are expected to commit themselves to serious and honest work during their three weeks at the program. We expect you to attend all classes and academic functions and complete all homework assignments.
- Students are expected to adhere to the daily schedule and be present and on time to required activities.
- Students will shower often, wear clean clothes, and keep their residence hall rooms and common areas clean. The physical structure of the residence hall, furniture, walls, etc. should be respected.
- Since other groups will be on campus during the summer, Badger Precollege students are expected to act in a mature fashion. Students should always be respectful of other classes and faculty.
- Students should read and adhere to the policies concerning appropriate items to bring. Students who bring restricted items will have them confiscated and returned on the final day of camp. Laptops, iPods, cell phones, and stereos are permissible at camp. However, if they are found to contain inappropriate content, they will be confiscated for the duration of camp.
- Students are expected to bring concerns to their RA each day during block meetings in order to contribute to the comfort and well-being of all members of the community.
- As with any community, some rights and privileges students may enjoy at home must be put aside for the good of the group.

The following include rules that if violated, may result in dismissal from the program:

- Residential students must obey curfew, stay within the program boundaries at all times, and be in their rooms from lights out until 7:00 am.
- Participants in the program will conduct themselves in an appropriate manner and dress appropriately at all times while at meetings, classes, meals, on field trips, or during any other activities, including free time.
- Students are not allowed to visit other students' residence hall rooms. Lounges are for all genders and are open spaces for any student.
- Violation of any city, state, or federal law will not be tolerated. The following are not allowed: gambling; possession of tobacco products, drug paraphernalia, fireworks, weapons, explosives, ammunition; sex; harassment of any kind. Destruction of campus or personal property will not be tolerated and any damages will be charged to the student/family.

The program directors may establish additional rules as behavior warrants. These and additional specific camp rules will be addressed with the students the first evening of the program. If an issue should arise with a student not following the camp rules/guidelines, parents/guardians will be notified.

## FORMAL DISCIPLINARY PROCEDURES

1. First time violations of most policies will be handled by the student’s residential staff member or teacher as appropriate. Offenses may result in restricted privileges. A written report is filed in the student’s records.
2. Residential staff or teachers will refer more serious or repeat offenses to the Site Coordinator for counseling and discipline. Parents may be contacted.
3. The following procedures apply to students who repeatedly violate rules or who are suspected of having committed a major violation as per the Badger Precollege Student Rules Contract:
  - a) The student is notified of the alleged violation and of the date, time, and place of a disciplinary hearing. Student may be removed from program activities.
  - b) The parent is notified by the Site Coordinator of the alleged violation and of the date, time, and place of a disciplinary hearing. The student is not required to contact the parent until after the hearing has taken place. It is the student’s choice whether he/she will call home prior to the hearing.
  - c) The Site Coordinator convenes the Disciplinary Review Board (DRB), which consists of representatives from among Badger Precollege Summer Program staff, and will always include the Site Coordinator, an RA or instructor, and may include the Badger Precollege Director and other summer program staff.
  - d) The student presents his or her case to the DRB. The student may choose a representative from the program to support his or her case.
  - e) The DRB will discuss the case immediately after the hearing and will notify the student of the decision; the DRB decision is final.

Behavior	Potential Consequences
<p><b>Minor Infractions</b></p> <p>Tardiness (to class, study hall, activities)                      Disruption in the cafeteria                      Forgetting to sign in/out                      Not being in the location specified on sign-out                      Violation of classroom or residence hall rules                      Classroom/residence hall pranks                      Noise/disruption after lights out                      Disrespect towards anyone/anything                      Intentional non-compliance with staff</p>	<p>Loss of Activity Time</p> <p>Early Bedtime</p>
<p><b>Major Infractions</b></p> <p>Physical violence and theft                      Harassment                      Vandalism and destruction of campus or personal property                      Not obeying curfew or going outside of program boundaries                      Continued disrespect for the rights and property of others</p>	<p>Disciplinary Review Board Hearing</p>
<p><b>Zero Tolerance</b></p> <p>Violation of any city, state, or federal law                      Gambling; possession of tobacco products, drug paraphernalia,                      fireworks, weapons, explosives, ammunition</p>	<p>Dismissal from program</p>