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Welcome
Dear UChicago Summer Session student,

Congratulations on your acceptance to Summer Session at the University of Chicago! We are thrilled that you have elected to join an exceptional group of fellow students from around the world who will come together and share their ideas, enthusiasm, and curiosity in classrooms across campus. The academic environment at the University of Chicago is uniquely crafted to challenge you, and inspire you to reach your fullest intellectual potential. We hope that you choose to participate this year.

This document contains important information you need to know to prepare yourself to attend your Summer Session program, and outlines the academic and community standards we expect all participants to adhere to. Additional information about program dates, payment deadlines, required forms and other details are available on your Status Page: https://prospects.uchicago.edu/account/login.

If you have any questions, please email us at summersession@uchicago.edu or call us at 773.702.2149. We hope you choose to attend Summer Session, and we look forward to welcoming you to campus!

Sincerely,

Christine S. Parker, PhD
Executive Director of Summer Session and Associate Dean of the College
University of Chicago
Pre-Program Essentials
Admissions Checklist

To secure space in UChicago Summer Session, students and their families need to complete all the items on the checklist below. All items are accessible through the Status Page located at https://prospects.uchicago.edu/account/login. Specific deadlines for some items may vary depending on when you were admitted, so check your Status Page for more information.

☐ Submit your Reply to Offer of Admission form.
☐ Pay the non-refundable $1000 enrollment deposit within a week of receiving your acceptance letter.

Complete and submit the required forms, including:

☐ Health and Medical information
☐ Emergency contact information
☐ Travel information
☐ Parent Confirmation Form (to be completed by parent or guardian ONLY)
☐ Academic, Social, and Residential Policies Acknowledgment
☐ Student Waiver of FERPA Rights
☐ For those enrolled in Pathways, Immersion, RIBS, Stones and Bones, or Summer Business Scholars Program, pay the remaining balance on the program fee within three weeks after the deposit deadline.
☐ Upload a current, passport-style photo to be used for your UChicago Card.

After May 1

☐ Submit your General Student Immunization Form.
☐ Claim your CNET ID and password at cnet.uchicago.edu
Tuition and Refund Policies

Payment deadlines and refund policies vary by program type.

<table>
<thead>
<tr>
<th>Programs</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pathways</td>
<td>Enrollment deposits are required for these programs within one week of receipt of acceptance letters. The balance of the program fee is due within three weeks after payment of the deposit.</td>
</tr>
<tr>
<td>Immersion</td>
<td></td>
</tr>
<tr>
<td>RIBS</td>
<td></td>
</tr>
<tr>
<td>Stones and Bones</td>
<td></td>
</tr>
<tr>
<td>Summer Business Scholars Program</td>
<td></td>
</tr>
<tr>
<td>Summer College for high school students</td>
<td>Enrollment deposits are required for these programs within one week of receipt of acceptance letters. Students enrolled in these programs will be billed by the Bursar’s Office in late June 2019, with payment deadlines in mid-July 2019. See Undergraduate Programs section of Financial Policies for more information.</td>
</tr>
<tr>
<td>Visiting Undergraduates</td>
<td></td>
</tr>
<tr>
<td>Summer Language Institute</td>
<td></td>
</tr>
<tr>
<td>UChicago Summer Scholars</td>
<td>These programs are tuition-free for accepted students. No payment is required, but all other items on the Admissions Checklist must be completed.</td>
</tr>
<tr>
<td>Neubauer Family Adelante Scholars</td>
<td></td>
</tr>
<tr>
<td>Neubauer International Scholars</td>
<td></td>
</tr>
</tbody>
</table>

For programs requiring payment in full in Spring 2019 (Pathways, Immersion, RIBS, Stones and Bones, Summer Business Scholars Program), the following refund policy applies.

- All request for refunds must be made in writing to summersession@uchicago.edu
- Application fees and enrollment deposits are non-refundable.
- Enrollment deposits will be refunded only if a course of program is canceled and the student does not select another course or program to attend in its place.

<table>
<thead>
<tr>
<th>REFUND</th>
<th>DATE OF REQUEST RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% of Program Fee balance</td>
<td>On or before April 14, 2019</td>
</tr>
<tr>
<td>75% of Program Fee balance</td>
<td>April 15 - 30, 2019</td>
</tr>
<tr>
<td>50% of Program Fee balance</td>
<td>May 1 - 14, 2019</td>
</tr>
<tr>
<td>25% of Program Fee balance</td>
<td>May 15 - 31, 2019</td>
</tr>
<tr>
<td>No refund of Program Fee balance</td>
<td>On or after June 1, 2019</td>
</tr>
</tbody>
</table>

Refer to the section on Undergraduate Program Refunds and Billing for information on other programs with June billing schedules.
For those students travelling by air to UChicago, please be sure to book travel no later than three weeks before start of session, using these important guidelines:

- Flights must be booked to arrive and depart on designated Arrival and Departure Days. See below for details by program and session. UChicago Summer Session is not able to provide housing for students who arrive before their designated Arrival Day, or depart after their designated Departure Day.
- Students may depart the evening of the last day of class if they so choose; however, flights should be booked to depart after 8:00pm, so that there is adequate time to leave campus without missing any part of class.
- Students traveling by air who choose to arrange their own transportation to and from campus may fly into either O’Hare International Airport (ORD) or Midway International (MDW).
- If students opt into the UChicago Summer Session Shuttle service, all flights must be booked into O’Hare International Airport (ORD) only. See the Getting to Campus section on the next page for more details.

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>SESSION</th>
<th>ARRIVAL DAY</th>
<th>FIRST DAY OF CLASS</th>
<th>LAST DAY OF CLASS</th>
<th>DEPART RESIDENCE BY 9:00AM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pathways, Immersion, Neubauer Family Adelante</td>
<td>1</td>
<td>Saturday, June 22</td>
<td>Monday, June 24</td>
<td>Thursday, July 11</td>
<td>Friday, July 12</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Saturday, July 13</td>
<td>Monday, July 15</td>
<td>Thursday, Aug 1</td>
<td>Friday, August 2</td>
</tr>
<tr>
<td>RIBS, Stones &amp; Bones</td>
<td></td>
<td>Saturday, June 22</td>
<td>Monday, June 24</td>
<td>Friday, July 19</td>
<td>Saturday, July 20</td>
</tr>
<tr>
<td>UChicago Summer Scholars**</td>
<td>Sunday, July 21</td>
<td>Monday, July 22</td>
<td>Friday, August 2</td>
<td>Saturday, Aug 3</td>
<td></td>
</tr>
<tr>
<td>Summer College</td>
<td>1 (3-week)</td>
<td>Saturday, June 22</td>
<td>Monday, June 24</td>
<td>Friday, July 12</td>
<td>Saturday, July 13</td>
</tr>
<tr>
<td></td>
<td>1 (5-week)</td>
<td>Saturday, June 22</td>
<td>Monday, June 24</td>
<td>Friday, July 12</td>
<td>Saturday, July 13</td>
</tr>
<tr>
<td></td>
<td>2 (3-week)</td>
<td>Saturday, July 13</td>
<td>Monday, July 15</td>
<td>Friday, August 2</td>
<td>Saturday, Aug 3</td>
</tr>
<tr>
<td>Summer Business Scholars Program</td>
<td></td>
<td>Saturday, July 13</td>
<td>Monday, July 15</td>
<td>Friday, August 2</td>
<td>Saturday, Aug 3</td>
</tr>
<tr>
<td>Summer Language Institute</td>
<td>Precollege: Saturday, June 22</td>
<td>Monday, June 24</td>
<td>Varies by course</td>
<td>Varies by course</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Undergrad/grad: Sunday, June 23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visiting Undergraduates</td>
<td>1 (3-week)</td>
<td>Sunday, June 23</td>
<td>Monday, June 24</td>
<td>Friday, July 12</td>
<td>Saturday, July 13</td>
</tr>
<tr>
<td></td>
<td>1 (5-week)</td>
<td>Sunday, June 23</td>
<td>Monday, June 24</td>
<td>Friday, July 12</td>
<td>Saturday, July 13</td>
</tr>
<tr>
<td></td>
<td>2 (3-week)</td>
<td>Sunday, July 14</td>
<td>Monday, July 15</td>
<td>Friday, August 2</td>
<td>Saturday, Aug 3</td>
</tr>
<tr>
<td></td>
<td>3 (5-week)</td>
<td>Sunday, July 28</td>
<td>Monday, July 29</td>
<td>Friday, July 30</td>
<td>Saturday, July 31</td>
</tr>
<tr>
<td></td>
<td>4 (3-week)</td>
<td>Sunday, August 4</td>
<td>Monday, August 5</td>
<td>Friday, August 23</td>
<td>Saturday, Aug 24</td>
</tr>
</tbody>
</table>

** UChicago Summer Scholars students will have transportation arranged for them separately. More information will be provided to students in this program.
**Residences**

All precollege students will be housed in **Campus North Residential Commons** at 5500 S. University Avenue, Chicago IL 60637.

Undergraduate or graduate students over the age of 18 participating in Summer Business Scholars, Summer Language Institute, or Summer Quarter courses will be housed in **Max Palevsky Residential Commons**, at 1101 E 56th St, Chicago, IL 60637.

**Getting to Campus**

Students have several options available to get to campus on Arrival Day.

**Taxis**

Taxis from O'Hare airport to the UChicago campus will cost approximately $60-65. Taxis from Midway airport are approximately $20-25.

**Ride Shares (Uber, Lyft, Curb)**

Students 18 year and older may opt to use a ride-share service. Note that by citywide policy, those under 18 cannot utilize a ride-share service unless accompanied by someone 18 or older.

**Go Airport Express**

Go Airport Express operates out of both Midway and O'Hare Airports, and will drop you off right in front of campus residences. To schedule a pick-up, go to [https://www.airportexpress.com](https://www.airportexpress.com) or call 1-888-284-3826 (press option 1 to be connected to an operator immediately). When you get on the shuttle, let the driver know that you want to get dropped off at Campus North Residential Commons (precollege) or Max Palevsky (undergrad). Go Airport Express can also pick you up again when you leave for home; make your reservation online or via phone using the information above.

**Travel Times Between Campus and Airports**

By car, it may take (depending on time of day):

- 1 to 2 hours to travel between UChicago campus and O'Hare International Airport.
- 30 to 45 minutes to travel between UChicago campus and Midway International Airport.

**UChicago Summer Session Shuttle Service**

UChicago Summer Session has arranged chartered buses to provide transportation for Summer Session students to and from O'Hare International Airport (ORD) on select arrival and departure days when large numbers of precollege students are coming to or leaving from campus. Students may opt into this service for either just arrival day, just departure day, or both days. This service costs $45 each way.

- Students may opt into this service on their Status Page, and must also provide all flight details.
- When booking travel, the student’s arrival day and time must be scheduled to align with available shuttle times if you opt into the service.
• Those with flights arriving after 2:00pm may not opt into the shuttle service.
• Students whose flights are scheduled to arrive before 2:00pm but whose flights are delayed will be provided transportation from O'Hare to campus by Summer Session staff.
• This service is available for enrolled students only.

The UChicago Summer Session Shuttle service will be available the following days and times. For those travelling to Chicago from outside the US, budget at least an hour to get through Customs and Passport Control and retrieve luggage.

**From O'Hare International to Campus**

At least one bus per hour will circulate to different terminals to pick up students. Times below are approximate; final shuttle times will be coordinated around confirmed travel information from registered students.

**From Campus to O'Hare International**

According to standard shuttle protocol, students will be placed on departing shuttles at least three hours before their flight’s scheduled departure time. Therefore, booking departing flights that leave in mid-morning to early afternoon are ideal. Times below are estimates; final schedules will be based on actual flight information from departing students.

<table>
<thead>
<tr>
<th>DEPARTURE DAY</th>
<th>FIRST BUS DEPARTS CAMPUS AT</th>
<th>LAST BUS DEPARTS CAMPUS AT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, July 12</td>
<td>6:00am</td>
<td>12:00pm</td>
</tr>
<tr>
<td>Friday, August 2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Check-in Location and Times**

All residential precollege Summer Session students will check in at the Campus North Residential Commons.

<table>
<thead>
<tr>
<th>ARRIVAL DAY</th>
<th>CHECK-IN</th>
<th>MOVE INTO ROOMS STARTING AT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, June 22</td>
<td>9:00am - 3:30pm</td>
<td>2:00pm</td>
</tr>
<tr>
<td>Saturday, July 13</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

While students may check in beginning at 9:00am, they may not access their rooms until 2:00pm. Summer Session staff have arranged an area in the residence where students can leave their luggage if they arrive before 2:00pm and want to explore campus.

Students will be welcomed at the check-in table by UChicago Summer Session residential staff and will receive their room assignment and UChicago Card, which serves as the key to the residence hall and their individual room. They will also receive a t-shirt, string bag, water bottle, lanyard and a folder with program information. After checking in, students will be assisted to
their assigned rooms where they can settle in, become familiar with their surroundings, and meet other students from around the United States and world.

**Commuter Students**

All of our precollege programs are strongly residential, with over 90% of our students staying in on-campus housing. Students who live on-campus gain the full benefit of academic support, building community and making friends with peers, and experiencing the life of a college student. If a student has very strong reasons for wanting to commute, and live in Chicago, they are welcome to commute to their courses during Summer Session.

High school commuter students can join any activities that the residential staff plan for residential students. We will contact commuter students closer to the start of summer with information about how to stay informed of residential activities and excursions. Please note that for any subsidized programming or excursions, the cost of which is included in housing costs, you will have to pay out of pocket to participate.

**Orientation and ID Pick-Up**

On the main Arrival weekends (June 22-23 and July 13-14), residential students participate in Orientation activities on both Saturday and Sunday. High school commuter students are required to attend Saturday orientation only, and should arrive between 2:00 pm and 3:30 pm to check in with Summer Session staff and receive your UChicago Card at Campus North Residential Commons before the afternoon’s formal presentations begin at 4:00 pm; all events after 5:00 pm on Saturday and all day Sunday are optional for commuter students.

Commuting undergraduate students and high school students who miss orientation can pick up their UChicago Cards in the Summer Session office at Gates-Blake 505 once their session begins. The Summer Session office is open Monday through Friday, from 8:30 am to 4:30 pm.

**Arriving into O’Hare International Airport (ORD)**

For those utilizing the UChicago Summer Session Shuttle service, note that there will be UChicago Summer Session staff members stationed at ORD terminals to greet incoming students at baggage claim and coordinate getting all students to the Shuttles. Summer Session staff members will be wearing program shirts and lanyards, so that they can be easily identified.

In the unlikely event that a student does not find a staff member immediately, he/she should wait by the designated baggage carousel and call the UChicago Summer Session Emergency Contact number: 773-294-6576. Starting June 22, 2019, this phone is always monitored by a staff member who will be able to assist the student in locating Summer Session staff in the airport. If no one answers, the student should leave his or her name, location, and phone number (if applicable) on the voicemail and a staff member will call back immediately.

**International Arrivals**

After exiting the airplane, students should follow signs to the immigration area. This may involve waiting in long lines, especially if other international flights have arrived at the same time.

After completing the immigration process, students will retrieve their luggage and then go through Customs. Once through Customs, UChicago Summer Session staff will be stationed to
receive students; staff will be wearing shirts with a “UChicago Summer Session” sign. Students and Summer Session staff should look out for each other. UChicago Summer Session staff will check off that each student has arrived and will escort students to the shuttle buses heading to campus.

Arrival Day Orientations

For June 22 and July 13 Arrival Days, an Orientation session for students and any accompanying parent or guardian will be held beginning at 4:00pm, and include a welcome to campus, introductions of senior staff, and a brief overview of program policies. At approximately 5:00pm, students will be taken on a campus tour in groups led by the residential staff. We ask that any parents and family members who accompanied their student to campus say their goodbyes at this time, and allow students to begin their Summer Session experience!

Students who arrive late to the program and miss Orientation session will be provided with essential information by the residential staff within the first day of the program.

The day before classes begin (June 23 and July 14), Orientation activities will continue for residential students. Residential staff will lead excursions to local stores if students need to buy personal items, as well as to the bookstores to purchase any needed course materials.

Parent Session

We invite those parents accompanying their child to Arrival Day Orientation to a Parents-Only session immediately following the Orientation from 5:00 to 6:00pm (held when students are on their campus tour). Summer Session staff will provide some additional details about the program, and parents will have the opportunity to meet and ask additional questions of senior staff.

International Students

Summer Session students from outside the US who are attending the program on a student visa will be provided with additional information within the first few days of the program regarding the required visa check-in.

Departure

Students who have requested the UChicago Summer Session Shuttle service to O'Hare International Airport will be assigned to buses by Summer Session staff members and provided with the departing bus schedule a few days before the end of their program. The program shuttle will operate on Friday July 12 and Friday August 2 only.

Students may depart the program the evening of the last day of class, but should not schedule a flight that would require them to miss class. Classes typically end at 4:00pm, so departing flights should be scheduled at 8:00pm or later. However, we encourage students to stay on campus the last night of the program, and depart the next morning. Students must be completely checked out of their rooms and depart the residence hall facility no later than 9:00am the day after classes end.

Early Departure

Students are expected to stay through the last day of the program. On occasion, a student may need to leave the program early due to an emergency or other commitment. If you intend to check out early, please let the residential staff know, and make sure your parents submit a
Curfew Release Form. Please note that if a student is not able to complete the course requirements due to an early departure, they should contact their instructor to discuss their grades.

What to Bring

For a suggested packing list, visit the Admitted Student section of our website under Residential Life.

Immunizations

Immunizations are required for enrollment at the University of Chicago. Go to the Immunizations page for more information on requirements: https://wellness.uchicago.edu/medical-services/immunizations/

Students who do not have the required immunizations can get them once they come to campus. Note that, while there is no immediate penalty if a Summer Session student fails to complete the immunization requirements while on campus, they will not be able to enroll if they matriculate to the College in the future until the requirement is met.
For Parents and Guardians
Students Adjusting to the First Days of the Program

Some students may feel homesick at the start of the program or require a few days to adjust to course expectations as well as their new surroundings and routines. To help facilitate this adjustment to campus, students are strongly encouraged to limit contact with friends and family. Because this is a great opportunity for students to advocate for themselves in a collegiate environment, we encourage students to speak directly with staff about any concerns that arise during this transition.

Summer Session staff will be especially attentive to the needs of the students at the start of the program. There will be many activities in the first several days to help everyone get to know one another and campus. Once settled in, students typically become fully engaged in the program and calls home may become less frequent.

Arrival Day Orientations

Sessions 1 and 2 of our precollege programs include an Orientation for students on Arrival Days June 22 and July 13. These Orientation sessions will begin at 4:00pm, and include a welcome to campus, introductions of senior staff, and a brief overview of program policies. At approximately 5:00pm, students will be taken on a campus tour in groups led by the residential staff, then to their first dinner in the dining hall.

Parents or guardians may accompany their child to Orientation, but this is not required. If parents or guardians do attend Orientation, we ask that they say their farewells to their children at the time students leave for their campus tours. The rest of the evening will allow students to settle into their rooms, start to make important connections with their peers, and truly begin their Summer Session experience.

Parent Session

We invite those parents accompanying their child to Arrival Day Orientation to a Parents-Only session immediately following the Orientation from 5:00 to 6:00pm (held when students are on their campus tour). Summer Session staff will provide some additional details about the program, and parents will have the opportunity to meet and ask additional questions of senior staff.

Orientations on Other Arrival Days

Students who arrive late to campus due to travel delays, or whose programs start on other days will be provided an alternate version of Orientation led by program staff to assure that all students receive the essential information they need to have a safe and successful experience at Summer Session.

Campus Safety

Parents often ask about safety and security measures for students in our pre-college programs, and this is something that we also take very seriously. We know that many of our students will be navigating city life for the first time, while others will be adjusting to their first experience in the U.S., and some will be away from home for the first time as well. From presentations at Orientation by an officer from the UChicago Police Department about safety tips and campus resources, to ongoing policies, procedures, and interpersonal support provided by our residential staff, we aim to give students the tools they need to approach their time here confidently and conscientiously. As people who live and work in and around campus – some of us even raising our own children here – the Summer Session staff believes that the city of Chicago and the neighborhood of Hyde Park are great places to live, study, and play, and our Summer Session students over the years have told us that they feel the same way.
Residential staff will provide information and advice to students about how to navigate the campus, downtown, and other areas throughout Chicago. We always encourage students to be accompanied by a staff member when leaving campus, or if they choose to explore without a staff member, they should travel in groups, not alone.

**UChicago Safe App**

To support campus safety, the University of Chicago released the UChicago Safe app, available for iOS and Android phones. We strongly encourage all residential students to download and set up this application, which provides helpful information, maps, and a tracking feature to help students get home safely. More information about the UChicago Safe app is available at [safe-ty-security.uchicago.edu/services/uchicago_safe_mobile_safety_app/](http://safe-ty-security.uchicago.edu/services/uchicago_safe_mobile_safety_app/)

**Signing Out and Visitors**

If parents or guardians wish to visit a student and take them off-campus, a Curfew Release form must be submitted at least 24 hours in advance. Students should be picked up at Campus North Residential Commons; the parent or guardian must sign the student out with the Front Desk staff and return the student to CNRC at the time indicated on the Release form. If the parent or guardian prefers to meet the student at another location, they should contact the Assistant Residential Director (ARD) on duty to discuss. Students will have the contact information for all ARDs once they are at the program.

Students should not be signed out of the program at any time that would mean missing class or other program activity. If circumstances, such as a family emergency, require a student miss class, the student’s release must be approved by a Summer Session program director.

**Curfew Release Form**

[https://summer.uchicago.edu/admitted-parents/residential-life](https://summer.uchicago.edu/admitted-parents/residential-life)

**Communication**

**With UChicago Summer Session**

Most communication from UChicago Summer Session will come via email. To prevent important emails from getting caught in spam filters, please add summersession@uchicago.edu to your “safe sender” list. The UChicago Summer Session main office can be reached at +1-773-702-2149. For emergency contact during the summer, parents may call: +1-773-294-6576. This number is for emergencies only; personal messages will not be taken at this number. Note that this number will not be activated until Saturday, June 22, 2019.

**Sending Mail**

Students living in residence can receive mail while their program is in session. However, any mail received before the student checks into their program, after they depart, or that does not include the "ATTN: Summer Conferences" line as shown below will be returned to sender by the Front Desk staff.
PRECOLLEGE PROGRAMS ADDRESS
Student Name
Attn: Summer Conferences-Summer Session
Campus North Residential Commons Room XX
5500 S. University Ave.
Chicago, IL 60637

UNDERGRADUATE PROGRAMS ADDRESS
Student Name
Attn: Summer Conferences-Summer Session
Max Palevsky Residential Commons
1101 E 56th St.
Chicago, IL 60637

Medical Care

Accident and Sickness Insurance

Students enrolled in Summer Session programs at the University of Chicago receive accident and sickness insurance through AIG Personal Accident Insurance. This coverage lasts for the duration of a student’s summer program, i.e., the coverage begins on the first day of the summer program and ends on the last day of participation in the program.

What type of coverage is this?

This plan should be viewed as two complementary forms of insurance:

1. medical insurance coverage for accidents, injuries, and/or illness, and
2. travel assistance coverage for emergency evacuation or repatriation services.

Please note that if a student has a chronic condition (e.g., asthma, diabetes, etc.) this insurance will only cover incidents that occur while they are participating in the UChicago summer program. It will not cover routine medicines or therapies needed to manage a chronic condition.

How does a student use this insurance policy?

If a student has an accident or becomes ill while participating in the UChicago Summer Session program, they should first seek care at the on-campus Student Health Service or Student Counseling Service. Information about locations and hours can be found at wellness.uchicago.edu.

If a student is then referred to a specialist or needs a specific procedure (e.g., labs or X-rays), they will need to show their AIG insurance card as proof that they have accident and sickness insurance. Be sure to write the student’s name on the card in advance.

If these on-campus clinics are closed or unavailable at the time a student under 18 needs care, Summer Session residential staff will escort the student to either an immediate care clinic to receive care, or to an Emergency Department at the University of Chicago Medical if the situation is more serious.

- Students under the age of 18 will be taken to the Pediatric ER at Comer Medical.
- Students over 18 will be directed or escorted, as needed, to the UCMC Emergency department. When students arrive, they should show their AIG insurance card.
What if a student already has insurance?
If a student has insurance from home that covers them in Chicago for the duration of their summer program, that insurance will be considered their “primary” insurance. When they seek care, they should show their insurance card for this primary coverage. The AIG accident and sickness insurance provided by UChicago will be considered “excess” insurance for students who already have insurance coverage.

Where can I get more information about this policy?
For a detailed list of the coverage and exclusions under this policy, visit https://wellness.uchicago.edu/student-insurance/summer-insurance

If I have questions, who should I contact?
For questions about accident and sickness insurance benefits, please call AIG at 1-800-551-0824, Monday through Friday from 8:30 a.m. to 5:00 p.m. Eastern time. For non-urgent, general inquiries, please email studentinsurance@lists.uchicago.edu

Medical Care Protocols
Residential students under the age of 18 who become sick or injured during the program should reach out to their Residential Assistant team immediately. Students under 18 must be escorted to medical facilities by a program staff member, who will remain with them throughout the process; students should not go to the Student Health Clinic, immediate care clinic, or Comer Emergency department without a program staff member.

Residential students over 18 may seek care on their own, but are encouraged to reach out for assistance to residential staff at any time. Providing this kind of support is part of all residential staff members’ roles, and since the majority of program staff are students at UChicago, they are familiar with the facilities.

Communication with Parents
Parents or guardians of students under the age of 18 whose contact information is provided during enrollment will be contacted by Summer Session residential staff if your child is brought to seek medical care. However, students will sometimes seek medical care on their own, without informing residential staff. Once program staff is made aware of any medical issue or visit a student may have undertaken on their own, parents or guardians will be informed.
**Student Life**

**Daily Schedule**

Different courses and program have slightly different daily schedules, but most classes end by around 4:00pm (RIBS may extend to 5:00pm), allowing students time to rest, exercise, or begin working on homework assignments. After dinner, students may continue work on assignments, or participate in a staff-led excursion, activity, or study breaks.

Given the academic rigor of Summer Session programs, students should plan to have homework on most if not all weekdays, so they are encouraged to manage their time wisely. While the social aspects of Summer Session programs are important, academic work should be all students’ top priority.

**Weekend Schedule**

Students may explore campus and the city of Chicago on weekends in small groups, or take advantage of staff-led excursions to the beach, museums, shopping areas, a Cubs or White Sox baseball game, or attend other events across the city on weekends. Parents or family members wishing to visit students on weekends should check in advance with their student to make sure a visit doesn’t conflict with a planned event.

**Libraries and Academic Support**

Students’ UChicago Card provides access to campus libraries. Residential staff can lead tours of the Regenstein library on request to help students learn how to navigate the resources there.

Summer Session hires academic tutors who come to the Campus North Residential Commons space to provide support for precollege students on an as-needed basis, particularly in the area of writing. We encourage students to take advantage of these resources to help them make the transition into the UChicago academic environment. Residential staff members are also available to serve as more informal academic support for students.

**Housing**

Residences used by Summer Session programs are fully air-conditioned, and include laundry facilities and lounge spaces for studying and activities. Front Desk staff are available 24/7 to provide support and security for residential students.

**Dietary Needs and Restrictions**

UChicago Dining is accustomed to hosting participants from around the world with varied dietary restrictions. In order to accommodate the diverse dietary needs of participants on campus, all dining halls offer vegetarian, vegan, gluten-free, and lactose-free options. These foods will be clearly labeled in all dining halls. Students may contact Dining staff directly if needed to discuss specific dietary requirements; Summer Session residential staff can facilitate communication with Dining.
**Academic Honesty**

As students and faculty of the University of Chicago, we all belong to an academic community with high scholarly standards of which we are justly proud. Our community also holds certain fundamental ethical principles to which we are equally deeply committed. We believe it is contrary to justice, to academic integrity, and to the spirit of intellectual inquiry to submit the statements or ideas or work of others as one’s own. To do so is plagiarism or cheating, offenses punishable under the University’s disciplinary system. Because these offenses undercut the distinctive moral and intellectual character of the University, we take them very seriously; punishments for committing them may range up to permanent expulsion from the University of Chicago. The Summer Session Office and the College, therefore, expect that you will properly acknowledge your use of another’s ideas, whether that use is by direct quotation or by paraphrase, however loose. In particular, if you consult any written source and either directly or indirectly use what you find in that source in your own work, you must identify the author, title, and page number or URL. If you have any doubts about what constitutes “use,” consult your instructor and visit college.uchicago.edu/policies-regulations/academic-integrity-student-conduct.

**Course Requirements**

Students must meet all academic requirements established by instructors. Regular class attendance, timely completion of all assigned work, and thorough preparation for and participation in all classes are required. Failure to meet these obligations reflects a lack of commitment to success in the program and may result in probation or dismissal.

To support the academic success of all participants, Summer Session provides academic support in the form of tutoring resources across a range of subject areas. Participants whose academic performance is not meeting expectations will be referred by program staff to academic support resources for additional assistance. There will also be an academic advisor who will regularly provide one-on-one support to students in the residence hall.

**Class Attendance**

Students are expected to attend all class sessions for all courses for which they have registered. Instructors in pre-college programs take attendance at every class session, and are expected to notify the Summer Session Office within a half-hour of any student absence; Summer Session staff will attempt to locate the student and will send the student to class unless the student is ill or has some other emergency that precludes attendance. Students who will not be able to attend a class session should inform their instructor in advance of the class session via email, copying summersession@uchicago.edu. Unexcused class absences by pre-college students may result in disciplinary action, including probation and dismissal.
Course Changes (Add/Drop)

Because Summer Session courses are brief and very intensive, we only consider course change requests within a very small timeframe each session. Missing just a few classes will make it very difficult to make up the material you will have missed in the new course, and may negatively affect your final grade.

All course change requests must be made via email to summersession@uchicago.edu. Always include your name and UChicago student ID number on all correspondence. Change requests will be considered on a case-by-case, space-available basis.

All changes must be approved by the Summer Session office. Students should not start attending different courses until they have been approved in writing to do so; assent from the instructor alone is not sufficient.

If classes have already started, students wishing to change into a new course must get consent from the new course instructor.

Pre-College Students

- **Summer College** - Students enrolled in Summer College for high school students must submit any request to change courses before the second class meeting of a three-week course, and before the third class meeting for longer courses. In your request, provide the course numbers and titles for the courses you wish to move into, as well as proof of consent (an email is sufficient) from the new course instructor if the course has already met at least once.

- **Immersion and Pathways** - Course change requests for those enrolled in these programs must be made before the end of the second day of classes.

- **RIBS and Stones & Bones** - High school students in these programs will only be allowed to add/drop once courses have begun under very special circumstances.

Visiting Undergraduate Students

To add or drop courses, you must email your name, student ID number, and relevant course numbers and titles to summersession@uchicago.edu.

Students who wish to withdraw completely from the University must inform the Summer Session Office immediately via the appropriate email address listed above. Verbally informing an instructor, RA, or other staffer, or failing to attend classes does not constitute an official withdrawal. It is not the responsibility of course instructors to alert the Summer Session Office of students not attending class. Failure to request a course drop or withdrawal can lead to problems with your account that are harder to clear up as time goes by. See the Undergraduate Programs: Refunds and Withdrawals section of this document for more information.

Course Credit

Only the college or university you attend for your undergraduate degree can determine the acceptability of these courses for transfer credit according to its own policies. Students who complete Summer Session courses and later matriculate in the undergraduate College at UChicago should refer to the College’s Transfer Credit guidelines. Official transcripts must be requested by students directly from the University Registrar via myUChicago; grades will not be sent automatically to your home institution.
Grades

At the University of Chicago, the following grades and marks are given to students in undergraduate-level courses: A, A-, B+, B, B-, C+, C, C-, D+, D, F, I, NGR, P, and W. The numbered weight assigned to each letter grade for computation of grade point averages follows:

<table>
<thead>
<tr>
<th>Grade = Value</th>
<th>Grade = Value</th>
<th>Grade = Value</th>
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</thead>
<tbody>
<tr>
<td>Other: P = Pass, I = Incomplete, NGR = No Grade Recorded, W = Withdrawn</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A = 4.0</td>
<td>B- = 2.7</td>
<td>D+ = 1.3</td>
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<tr>
<td>A- = 3.7</td>
<td>C+ = 2.3</td>
<td>D = 1.0</td>
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<tr>
<td>B+ = 3.3</td>
<td>C = 2.0</td>
<td>F = 0</td>
</tr>
<tr>
<td>B = 3.0</td>
<td>C- = 1.7</td>
<td></td>
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</tbody>
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The University of Chicago does not mail paper grade reports. Grades will be available to students via myUChicago at the end of Summer Quarter (mid-September). Official transcripts must be requested by students directly from the University Registrar.

Students who find themselves in extreme circumstances that make it difficult to complete their course work, such as a sudden illness or other emergency, should seek advice from the Summer Session Office about the best options for their particular situation. In situations such as these, the Summer Session Office may grant permission for a student to take a course for a P (Pass) or an I (Incomplete). Students must receive written permission from the Summer Session Office before they can receive a grade of P (Pass) or I (Incomplete) for a course; the instructor’s permission alone is not sufficient.

Grade Definitions

Pass

The mark P (Pass) is intended for a student who has (1) completed the requirements of a course with work that is of a passing quality, and (2) participated actively in the course. The student must first petition the Summer Session Office at summersession@uchicago.edu for permission to take the course Pass/Fail. Once permission is granted, the student should request a Pass/Fail grade from the instructor. All arrangements to take a course Pass/Fail must be made before the final class session of a course. Students should be aware that courses taken for a Pass/Fail grade might not be accepted for transferable credit by colleges and universities. The mark F indicates unsatisfactory work and does not confer credit. A grade of F may not be subsequently changed, except when entered in error by the instructor or the registrar.

Incomplete

The mark I (Incomplete) is intended for a student who has not completed the requirements of a course before the end of the quarter but who has (1) completed the majority of the requirements of the course with work that is of a passing quality, and (2) participated actively in the course. The student must first petition the Summer Session Office in writing at summersession@uchicago.edu. The Summer Session Office will consult with the course instructor, and will contact the student regarding arrangements to complete the remaining work, including a deadline for completion. Incompletes must be finished within a period of time agreed upon between student and instructor (which must be no longer than two months after the course end date). If the student completes the course work within the specified time period, the instructor will report a grade for the course, which will be entered on the student’s transcript following the I (Incomplete) even after the work has been completed, the I (Incomplete) remains on the student’s academic record.
If the course work has not been completed within the specified time period, the student will receive a **W (Withdrawn)** for the course, unless the instructor has indicated to the Summer Session Office that another grade should be assigned in this eventuality.

**No Grade**

The mark “NGR” (No Grade) is entered on the student’s grade report by the registrar’s office when the instructor has failed to submit a final grade for a student. The NGR may be resolved by submission of a final grade or a formal Incomplete petition to the Summer Session Office. If neither has been submitted by Friday of the week following the end of summer quarter, the NGR will be converted into a W. After this point, students will not be eligible to petition the Summer Session Office for an Incomplete.

When a final grade is submitted to replace an NGR, that grade will be entered on the academic record with an “I” notation, indicating that the work was completed outside the course’s standard timeframe. That “I” may be removed only if the instructor states that the student’s work was completed before the end of the quarter or if the student successfully petitions the Summer Session Office.

The intermediary NGR should not be interpreted as an informal Incomplete or as a way to avoid an “I” on the transcript. Rather, students are strongly urged to protect themselves against misunderstandings and missed deadlines by arranging for an official Incomplete if one proves necessary.

**Computing**

Summer Session students will have access to the University’s computing network, including the Internet and email, during the length of their program. Students are strongly encouraged to bring their own computers if they own one; however, computers are not required. Students who do not bring their own computers may utilize computers set up for general use in the Regenstein Library or the computer lab in the Campus North Residential Commons.

Students who choose to bring their own computers to campus are responsible for their maintenance. Summer Session staff do not provide computer support for student’s personal computers. However, the TechBar at the Regenstein Library and IT Services can assist students with computing support.

**Computing Regulations**

All students are expected to abide by the University of Chicago’s policy on Information Technology Use and Access: [https://its.uchicago.edu/acceptable-use-policy](https://its.uchicago.edu/acceptable-use-policy). Failure to do so will result in disciplinary action by the University.

Parents and students should be aware that the University does not monitor or censor in any way any electronic material. Some individuals may find the content of some electronic entries to be objectionable, including comments which may be construed as profane, obscene, racist, sexist, or otherwise offensive. Students should use the University’s computing network recognizing that these materials exist and can be accessed, and that the University neither assumes responsibility for nor endorses any of the content in electronic entries.

If you acquire and/or redistribute copyrighted materials without buying or licensing them, and/or if in using certain applications you consume network capacity inappropriately, you will be found in violation of the University’s Eligibility and Acceptable Use Policy. This will result in the revocation of your IT account, which means you will no longer be able to use University computing facilities, including on-campus Wi-Fi or other network connections, while you are a student here.
Federal law requires that the University take action when notified that someone on its network is distributing copyrighted materials. In addition, sharing copyrighted materials without a license is quite likely to subject the user and the University to legal sanctions. The University will not protect individuals who distribute copyrighted material without an appropriate license.

**Students with Disabilities**

Those who have been formally accepted into a Summer Session program who have a disability and would like to request an accommodation should contact Student Disability Services at disabilities@uchicago.edu or at (773) 702-6000 once attendance has been confirmed. Appropriate and professional documentation verifying the disability and specifying recommended accommodation(s) must be provided to support the request. Assuming the documentation is current and complete, the review and decision process may take up to ten weeks. It is the policy of the University of Chicago to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act as amended.
Campus Policies
Student Conduct

Any conduct, on or off campus, of students as individuals and as members of campus groups that threatens the security of the University community, the rights of its individual members, or its basic norms of academic integrity will be subject to disciplinary action and possible dismissal from the program.

The ideas of different members of the University community will frequently conflict, and we do not attempt to shield people from ideas that they might find unwelcome, disagreeable, or even offensive. There are, however, some circumstances in which behavior so violates our community’s standards that formal University intervention may be appropriate. Acts of violence and explicit threats of violence directed to a particular individual that compromise that individual’s safety or ability to function within the University setting are direct affronts to the University’s values and warrant intervention by University officials. Abusive conduct directed at a particular individual that compromises that individual’s ability to function within the University setting and that persists after the individual has asked that it stop may also warrant such intervention.

Statement of Nondiscrimination

In keeping with its long-standing traditions and policies, the University of Chicago considers students, employees, applicants for admission or employment, and those seeking access to University programs on the basis of individual merit. The University does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, age, status as an individual with a disability, protected veteran status, genetic information, or other protected classes as required by law (including Title IX of the Education Amendments of 1972). For additional information regarding the University of Chicago’s Policy on Harassment, Discrimination, and Sexual Misconduct, please see: http://harassmentpolicy.uchicago.edu/page/policy.

The University official responsible for coordinating compliance with this Notice of Nondiscrimination is Bridget Collier, Associate Provost for Equal Opportunity Programs. Ms. Collier also serves as the University’s Title IX Coordinator, Affirmative Action Officer, and Section 504/ADA Coordinator. You may contact Ms. Collier by emailing bcollier@uchicago.edu, by calling 773-702-5671, or by writing to Bridget Collier, Office of the Provost, The University of Chicago, 5801 S. Ellis Ave., Suite 510, Chicago, IL 60637.

Unlawful Discrimination and Harassment

Discrimination based on factors irrelevant to admission, employment, or program participation violates the University’s principles. In keeping with its long-standing traditions and policies, the University of Chicago considers students, employees, applicants for admission or employment, and those seeking access to programs on the basis of individual merit. The University does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, age, status as an individual with a disability, protected veteran status, genetic information or other protected classes under the law. Such discrimination is unlawful.

Harassment based on one of the factors listed above is verbal or physical conduct or conduct using technology that is so severe or pervasive that it has the purpose or effect of unreasonably interfering with an individual’s work performance or educational program participation, or that creates an intimidating, hostile, or offensive work or educational environment.
A person’s subjective belief that behavior is offensive, intimidating or hostile does not make that behavior harassment. The behavior must be objectively unreasonable. Expression occurring in an academic, educational or research context is considered as a special case and is broadly protected by academic freedom. Such expression will not constitute harassment unless (in addition to satisfying the above definition) it is targeted at a specific person or persons, is abusive, and serves no bona fide academic purpose.

Harassment includes same-sex harassment and peer harassment among students, staff, other academic appointees, postdoctoral researchers, faculty members, program participants, volunteers, and anyone on whom the University formally confers a title, regardless of employment status. Harassment by a faculty member, instructor, or teaching assistant of a student over whom the individual has authority, or by a supervisor of a subordinate, is particularly serious.

**Additional Characteristics of Sexual Harassment**

Sexual misconduct encompasses a range of conduct, from sexual assault (a criminal act that the U.S. Department of Education defines as sexual harassment) to conduct such as unwanted touching or persistent unwelcome comments, emails, or pictures of an insulting or degrading sexual nature, which may constitute harassment, depending upon the specific circumstances and context in which the conduct occurs. For example, sexual advances, requests for sexual favors, or sexually-directed remarks or behavior constitute sexual harassment when (1) submission to or rejection of such conduct is made, explicitly or implicitly, a basis for an academic or employment decision, or a term or condition of either; or (2) such conduct directed against an individual persists despite its rejection.

In compliance with the Violence Against Women Reauthorization Act of 2013 (“VAWA”) and the Clery Act, the University uses the State of Illinois Criminal Code’s definitions of sexual assault and sexual abuse. The University incorporates the State’s definitions of several other important terms, including domestic violence, dating violence, and stalking and recognizes that sexual assault, domestic violence, dating violence, and stalking are not gender-specific crimes.

Definitions and additional information are provided in the [UChicago Student Manual](#).

**Title IX Compliance**

All students enrolling in Summer Session programs will be required to complete an online training about Title IX policies before their program begins. Students will be sent information via email in May 2019 with links to the online training.

**Identification - The UChicago Card**

The UChicago Card is a student’s official Summer Session identification and is subject to the regulations of the University. Students should carry the card at all times as it is required for entry into the residence hall, libraries, dining hall, and other facilities. The card is not transferable and must be presented upon demand by a University official. Students are subject to disciplinary action if they fail to identify themselves adequately upon the request of a University official. Misuse of the card will result in its forfeiture and may be subject to disciplinary action.

UChicago Cards will be distributed on arrival day at the check-in table before Summer Session Orientation. Students will be given program lanyards to carry their UChicago Card, and they are expected to wear their lanyards around their necks while on campus.
If a student loses their UChicago Card, there is a $25 charge to replace a card. It may take up to three (3) business days to make a replacement card. Students may be responsible for paying for meals in the dining hall until a replacement card can be created. In case of a lost UChicago Card, contact any residential staff member immediately, so that Summer Session senior staff members can be notified and request a new card and have the old card deactivated immediately.

Any Summer Session student found to be in possession of an altered or fake ID (UChicago or government-issued) will have it confiscated, not to be returned, and disciplinary action will be taken against the student.

**Photo Requirements for the UChicago Card**

All Summer Session students must submit an acceptable photo within a week (seven days) of admission to the program in order to have their UChicago Card created. Information regarding specifications and deadlines for photo submission will be emailed to admitted students. Late fees will be charged to the student if photos are not submitted on time.

Acceptable photos must meet the following requirements:

- Your picture must be a recent color photo.
- Background must appear solid white.
- The picture should be lit so that no part of your face is in shadow.
- You must be directly facing the camera, with your arms down at your sides.
- No hats allowed, along with sunglasses, jewelry, or garments of any sort that obstruct the view of your face or head (religious headcoverings are okay).
- The image resolution should be at least 200 x 220 pixels (1:1.1 width-to-height ratio).
- Your picture must be a JPEG file no larger than 1MB.

**Alcohol, Drugs & Paraphernalia and Prescription Medicine**

High School, Visiting, and UChicago students may not use, possess, distribute, solicit, assist in the acquisition of, transmit, traffic, manufacture or attempt to manufacture alcohol, illegal drugs, or drug paraphernalia at any time while a student in the Summer Session programs, whether on campus or off campus, even at a private gathering. Undergraduate students over the age of 21 may consume alcohol off-campus, but may not be in possession of alcohol during Summer Session if residing in a residence hall.

This zero-tolerance policy means that any Summer Session students who are found to possess, consume, distribute, or be in the presence of alcohol or controlled substances while participating in the program, unless in compliance with a doctor’s prescription, will be subject to immediate dismissal from the program.

Federal and state laws prohibit the possession, distribution and use of controlled substances, unless in compliance with licensing requirements or a doctor’s prescription. Illinois law prohibits the consumption and possession of alcohol by persons under the age of 21 and the supplying of alcohol to any person under the age of 21. Additionally, Illinois law prohibits the sale of alcoholic beverages except by those licensed to sell such beverages. Illinois law and city ordinances also prohibit public intoxication, operation of a vehicle or bicycle under the influence of alcohol or other intoxicants, and consumption of alcohol in a public place. Violators of these state and federal laws will be subject to disciplinary action, which may include being barred from the residence hall.
This zero-tolerance policy also extends to substances employed to induce effects similar to intoxication or impairment, but which are not necessarily illegal, e.g., “whip-its,” “bath salts,” misuse of cough syrup or other over-the-counter medications, asphyxiation and so on. In such cases, the intent to misuse a legal substance to result in intoxication or impairment will be the determining factor in the disciplinary response.

Commuter students and students participating in off-campus programs are subject to the same restrictions and disciplinary measures for possession or use of alcohol or controlled substances.

All students will be expected to self-administer and self-manage their own prescribed and over-the-counter medications. The Residential Program staff bears no responsibility in these matters.

Finally, the health and safety of our students remains our top priority. Summer Session students are expected to contact appropriate emergency personnel when an intoxicated/impaired person needs assistance. In case of medical emergency, students should call 911 or 773-702-8181 to contact police, fire and medical professionals.

**Firearms and Weapons**

Possession of firearms of any kind, fireworks and other explosives, or other dangerous objects or materials on campus is prohibited. Possession of weapons, including knives, swords, tasers, BB, air or paintball guns, or any other object used as a weapon, is prohibited. Any student found to be in possession of such objects will be immediately dismissed from the program and may be referred to local law enforcement.

**Smoke/Open Flames**

Smoking (of tobacco or any other substance) and e-cigarettes (vaping, Juul, or any other device) are not permitted in or within 15 feet of University buildings, including all libraries, museums, coffee shops, and common areas of the residence halls. Students are not permitted to be in possession of smoking or e-cigarette paraphernalia in the residence hall.

Candles and incense are prohibited in the residence hall, as well as any other source of open flame, to minimize the risk of fire.

**University Facilities**

Students must follow the guidelines issued by each University service facility such as the libraries, athletics, and dining services. Failure to do so may result in disciplinary action as will misuse of the facilities.

Note that for students under the age of 18, access to the Ratner Athletic Facilities will be restricted to specific hours during the summer. More information will be provided at check-in.
Activities and Events

Activities and trips away from campus are offered by the Summer Session Office and the Center for Leadership and Involvement. Program staff plans and accompanies students these events. All expectations for appropriate conduct in the residential program will also apply to off-campus events. Failure to abide by these instructions will result in disciplinary action. Any students under 18 who miss a bus returning to campus or otherwise become separated from the group during one of these outings must contact the Residential Program staff to report their situation or they will be reported as missing persons and parents of minors will be advised after a reasonable length of time.

Students who choose to explore the city on their own should familiarize themselves with how they will travel to and from their destinations before they leave campus, and make sure that they have the means to contact the Residential Program staff in case of an emergency. High school students who do not return to campus in time for curfew sign-in will be considered in violation of the curfew policy, and furthermore must contact the Residential Program staff to report their situation or they will be reported as missing persons and parents will be advised after a reasonable length of time.
Residential Policies
The Summer Session Residential Program seeks to serve the educational objectives of the University by offering a setting outside the classroom where individual education and personal development is furthered. The following policies establish reasonable limits to ensure all residents can live, study, eat and sleep successfully. These policies help to guarantee the basic rights of all residents which include protection from behavior that creates excessive noise, endangers or disturbs other residents, or invites the intrusion of public authorities into the residence hall.

Residential Staff

The Residential Program staff consists of Residential Assistants, current or recently graduated UChicago undergraduate students who live alongside students in the residence hall and help guide them in adjusting to the demands of college life. Residential Assistants are overseen by a team of Assistant Residential Directors, who also live in residence. As a team, they will be an important resource for students, and are responsible for assuring Summer Session students comply with all program policies and guidelines. The Assistant Residential Directors are on call 24 hours a day and the front desk of the residence hall is also staffed 24 hours a day. The residential team is overseen by the Residential Director, an experienced residence life professional who is a year-round member of the Summer Session senior team.

In addition to Summer Session residential staff, full-time residential staff who work in Housing and Residence Life during the regular academic year maintain apartments in CNRC with their families. All residential students should be equally as respectful of these staffers and their families as they are to Summer Session staff and participants.

Student Behavior in the Residence Hall

The residence hall is a community where the individuality of all residents and their rights to make personal choices are respected, as long as those choices do not interfere with the rights of others. In protection of these rights and responsibilities, residents may not engage in personal abuse, written or verbal, directed against other residents, guests, or members of the residential or facilities staff. Any form of abusive, threatening, or harassing behavior will be considered grounds for serious disciplinary action.

Students will reside only in their assigned room and may use common spaces in the hall as directed by the resident staff. Any other room in the residence hall, including rooms and common spaces that are being cleaned, under construction, or being used by another program or University staff members, are considered restricted areas, and may not be entered or used by Summer Session students.

Curfew

The safety and health of Summer Session students matters a great deal to our staff. The City of Chicago also has curfew laws which it strictly enforces. Accordingly, high school students have a curfew from 10:00 pm to 6:00 am Sunday through Thursday and from 11:00 pm to 6:00 am Friday and Saturday. This is not a “lights-out” policy, and students are not confined to their rooms during these hours. However, they are expected to be inside the residence hall. This policy is a way of ensuring that students are present and accounted for and that they have a chance to “check in” with their RA every night.

*The program curfew is in force for all participants in the High School Programs, regardless of age.* However, students who are 18 years of age or older may, as legal adults, sign themselves out for curfew after an initial meeting with their Assistant Residential Director to discuss the specifics of the 18+ curfew exception. Unless an of-age student signs out for curfew on a given night, they are...
still subject to curfew policies. Residential Visiting undergraduate students who are under the age of 18 are also expected to follow curfew procedures.

The Curfew Policies and Procedures for students under the age of 18 require that each resident sign in with an RA during a prescribed time window each evening. **It is considered a curfew violation whenever a resident fails to sign in correctly, even if that resident was in the residence hall by the designated curfew time.** The residential staff will review strategies for successful curfew sign-in as well as all of the detailed curfew policies (beyond what is explained on this page) on the first night of the program. The detailed Curfew Policies and Procedures will also be posted throughout the residence hall.

Adhering to the curfew policy is the student’s responsibility. While residential staff will take reasonable measures to ensure that students adhere to the curfew policy, once a student has been verified as being within the residence hall as the designated time, it cannot be guaranteed that the student will not subsequently choose to leave the residence hall area. Leaving the residence hall area during curfew hours, before or after signing in with the Residential Staff, is a violation of curfew.

Students under the age of 18 who violate or do not adhere to this policy are subject to a loss of privileges, including early curfew. In the event that a student is absent from the residence hall or floor as prescribed, the University Police, then City of Chicago Police, then the student’s parents/guardian, in that order and after an appropriate interval of time, will be informed. Violations of the curfew policy can result in dismissal from the program.

Parents may give permission for their children to miss curfew if they will be accompanied by themselves or another adult who is not also a student in the residential program. Parents should submit an online Curfew Release Form at least 24 hours prior to the requested release time. Students are still required to sign out at the front desk when they leave under the authority of a Curfew Release Form, and they must sign in upon return. During the specified release time, the University of Chicago does not assume responsibility for the student.

**Students with Sexual Orientation/Gender Identity Considerations**

Summer Session students who have concerns about their roommate match and/or housing assignment in relation to their sexual orientation or gender identity should contact the Summer Session office directly via email at summersession@uchicago.edu. Students will not be asked to provide more information than is necessary. All inquiries will remain confidential.

**Roommates and Room Assignments**

Students must respect the rights of their roommates including, but not limited to, the right to privacy and use of the shared room and bathroom facilities. Students who violate this principle will be subject to disciplinary action. Students will receive room and roommate assignments when they move into the residence hall, not prior. For any roommate concerns, please contact the Residential Program staff immediately.

High School Students are assigned to double rooms or apartments as available. However, students are sometimes placed in single rooms due to space constraints. All students are enrolled in the dining plan for three meals a day, seven days a week.

Visiting Undergraduate Students who choose to live in the residence hall will be assigned double rooms or apartments, unless a single room is selected on the application. There is an additional fee for single rooms, if available. All students are enrolled in the dining plan for three meals a day, seven days a week.
Dining on Campus

Summer Session students will dine at one of the dining commons designated for summer use, and will be provided with more information closer to the start of summer. Meals will be served seven days a week at the following times (subject to change):

- **Breakfast:** 7:00am – 9:30am
- **Lunch:** 11:30am – 1:30pm
- **Dinner:** 5:30pm – 7:30pm

The Residential Program staff may occasionally make arrangements for special catered meals to be served outside the dining commons. These catered meal dates, times and locations will be announced to all residential Summer Session students beforehand.

Quiet Hours

In order that students might study and sleep undisturbed, quiet hours will be observed in the residence hall as follows:

- **Sunday through Thursday:** 9:00pm until 6:00am
- **Friday and Saturday:** Midnight until 9:00am

Guests

Occasionally friends or relatives may wish to visit, and we welcome them to campus. Guests may not be accommodated overnight in student rooms, however. Hosting unregistered guests will be grounds for disciplinary action. Hosts are always responsible for the behavior of campus guests, and visitors are expected to conform to the behavioral standards set for students at the University.

In addition, students may not host other program residents in their rooms overnight. Every student is expected to sleep in his or her own assigned room. This ensures that roommates’ rights are not infringed upon, as well as that in the event of an emergency, staff can quickly and easily locate residents. Students found in violation of this policy will be subject to disciplinary action.

Automobiles

Commuter students are permitted to drive to and from campus but should be aware of the limited parking available. Students are not permitted to transport other students in their motor vehicles.

Fire Safety

Fire safety regulations, which will be discussed during Orientation, must be followed. Tampering with fire safety equipment, including fire extinguishers, fire alarms, and smoke alarms, is a crime and will likely result in dismissal from the program.

Pets

Pets are not allowed in the residence hall and should not be brought to campus.

Health & Safety

Students should not leave the residence hall areas alone after dark. Residence hall rooms should be locked at all times when you are absent or sleeping.
Moving Out

Precollege students who check out before the Saturday morning after their courses end must have a Curfew Release Form on file 24 hours in advance.

All students should expect to be in class for the full scheduled time on the last day of classes and may move out any time after their last class period ends.

When moving out of the residence hall, students must remove all of their belongings, clean their rooms, and return their key cards to the front desk. A move-out checklist will be sent to students a few days before departure to help them plan ahead.

Summer Session is not responsible for any personal items left behind by students after they move out of the residence.

Damage, Loss and Additional Fees

Through the Bursar’s Office, students will be assessed fees for:

- Replacement of lost or damaged UChicago Cards
- Late submission of photos
- Accessing vacant residential rooms that are not their own
- Any damage to their room or common spaces, or furnishings therein
- Damage repair or excessive room cleaning

If these fees are not paid by the due date on the invoice, a student’s status at the Registrar’s Office will be restricted, and students will not be able to access grades or request transcripts. Collection action may also be taken.
Academic Violations

An instructor who believes that a student in his/her course has acted questionably with regard to academic honesty should discuss the matter directly with the student and, if possible, resolve the matter in this way. If this is not possible, the matter should be brought to the Director of Academic Programs. The Director, after consultation with the appropriate parties, including the student in question, will determine if a formal hearing is necessary. In these cases, the Director will convene a Disciplinary Committee, comprised of the Director of Academic Programs, the Residential Director, and the Executive Director. The matter will proceed to resolution consistent with the Disciplinary Procedures of the Summer Session and the College.

Social/Residential Violations

If a student exhibits behavior inconsistent with the policies contained in the student handbook, residential staff will intervene and discourage such actions. All inappropriate behavior will be recorded in a daily log and brought to the attention of program administration. In cases where a student’s behavior, in the judgment of the Residential Staff, fails to meet established expectations, displays disregard for the warnings of the Staff, or reflects a serious infraction of the program’s policies, the matter will be referred to the Residential Director for disciplinary action. The Disciplinary Committee will consult with appropriate parties prior to rendering a disciplinary decision. Such decisions can include:

**Probation.** All students placed on probation will be so informed in writing with a copy to the student’s parents/guardian. Any further infractions of the program’s policies while on probation will result in dismissal. Probation that results from violations of the curfew policy will include restriction of the student to the residence hall area after 7:30 pm for a designated period of time. Note: Serious infractions during the final week of a program are not subject to probation but will result in dismissal and no record of grades or program participation will be issued.

**Dismissal.** Students with a history of warnings who further violate the program’s policies will be subject to dismissal. A decision to dismiss may only be appealed to the Disciplinary Committee and must include new, relevant information that had not been considered when the decision to dismiss was made, and must be rendered within 24 hours of the decision to dismiss. The decision of the Disciplinary Committee is final.

**Expulsion.** In very serious cases, a student may be officially expelled from the University. Expulsion follows all the policies and carries all the penalties of dismissal, but expelled students will be blocked from enrolling again as a student of the University for the next five years.

In cases where a single serious violation occurs or where a student endangers his/her own well-being or the well-being of others, a decision to dismiss or expel the student immediately can be made.

Students who are dismissed or expelled must leave campus as soon as possible. Travel arrangements must be made with the utmost expediency. Parents of dismissed students must approve of their student’s travel arrangements and inform the Residential Director of their consent.

Dismissed or expelled students receive no refund of their application fee, deposit, tuition, or room and board fees. They will not receive credit for any work completed, nor will they receive a grade report or instructor evaluations. They will be responsible for any and all remaining balances owed to the University for tuition, fees, room and board, and other charges.
Financial Policies
Undergraduate Programs: Billing

Students enrolled in Summer College for high school students, Visiting Undergraduates, and Summer Language Institute only will be billed through the Bursar’s Office at UChicago in June 2019. Bills and payment information will be available through the student’s myUChicago account. Paper bills are not available and no bill will be mailed.

Payment in full must be made by the due date on the bill (usually about two weeks following the billing), or a late fee will be assessed.

- For questions about how to pay a bill, or about whether a payment has been received, contact the Bursar’s Office at: bursar@lists.uchicago.edu Do not send any payment for tuition and fees to the Summer Session Office.
- For questions about specific charges, contact Summer Session at summersession@uchicago.edu

Students enrolled in all other programs should review the Tuition and Refund Policies section in the chapter on Pre-Program Essentials.

Summer Session Enrollment Deposit

A required, nonrefundable $1000 deposit should be paid by the deadline in your acceptance letter and on your student confirmation form; this deposit will be credited towards your final balance.

Account Management Tools

- Tuition Billing Dates — Click the Billing Dates and Information link on the main Bursar’s website https://bursar.uchicago.edu (in the left navigation pane) to see Tuition Billing Dates for 2019-2020.
- myUChicago — View your account balance by logging in using your CNET ID and password.
- Electronic (paperless) billing and online payments — Receive and manage your bill electronically. Make a payment from a United States bank account, or Sign up for Peer Transfer to make a payment from a non-U.S. bank account.

Undergraduate Programs: Refunds and Withdrawals

All students who submit an enrollment deposit will be registered at the University and must therefore file official withdrawal requests with the Summer Session Office via email if they subsequently decide not to attend. Verbally informing an instructor or any member of the Summer Session staff that you are withdrawing or failing to attend classes does not constitute an official withdrawal. Students are still responsible for tuition and all other charges if they have not officially withdrawn. Approval of any withdrawal, including the date on which the withdrawal takes effect, must be certified by the Summer Session Office.

Please note the following refund policies:

- Housing and dining charges become final and binding on June 1, 2019 and cannot be refunded or reduced after this date.
- All fees (e.g., Application Fee, Student Life Fee) are nonrefundable.
- Enrollment deposits will be refunded only if a course or program is cancelled, and the student chooses not to select another course or program in its stead.
Undergraduate Program Tuition Refunds

Undergraduate program tuition refund schedules vary slightly based on the length of course. Please note all days refer to Monday through Friday calendar days of the course session, not class days. For example, the second day of a class meeting Monday, Wednesday, and Friday would be Tuesday of the first week of class.

3-week long course deadlines:
- 2nd day-100% refund
- 4th day-65% refund
- 5th day-50% refund
- 8th day-30% refund
- 9th day and after-no refund, “W” appears on transcript

5- and 6-week long course deadlines:
- 4th day-100% refund
- 8th day-65% refund
- 9th day-50% refund
- 14th day-30% refund
- 15th day and after-no refund, “W” appears on transcript

7- and 8-week long course deadlines:
- 5th day-100% refund
- 10th day-65% refund
- 15th day-50% refund
- 20th day-30% refund
- 21st day and after-no refund, “W” appears on transcript

9- and 10-week long course deadlines:
- 6th day-100% refund
- 11th day-65% refund
- 16th day-50% refund
- 21st day-30% refund
- 22nd day and after-no refund, “W” appears on transcript

Arrangements to drop a course can only be made via email to summersession@uchicago.edu

Restrictions

Students with any outstanding penalties, fines, fees, or immunization noncompliance with the Student Health Center will be restricted. Restricted students cannot request transcripts, access grades or instructor evaluations, use University facilities, or register for further courses at the University until the restriction has been lifted. Restrictions cannot be removed by the Summer Session Office; only the office that levied the restriction can lift it.