Dear Summer Intensive Student:

We hope you are getting ready for an exciting summer – we look forward to having you at UNCSA!

**PLEASE COMPLETE THE MATERIALS INCLUDED IN THIS DOCUMENT AND RETURN ASAP AND NO LATER THAN MAY 1, 2016.**

We have provided a checklist below to help you keep track of it all. Please mail in one large envelope to the following address:

UNC School of the Arts  
Community & Summer Programs  
1533 S. Main Street  
Winston-Salem, NC 27127

The deadline for payment of your balance is May 1. You can make payments online (preferred) by automatic check or credit card.

- To pay online, log in with email address and numeric password, then click **Accounts** at the top of the page. You can make multiple online payments in any amount.
- To pay by phone call 336-734-2848 9:00 am – 5:00 pm weekdays.
- To pay by check, make payable to UNCSA and mail to the address above.

You will receive information about housing and check-in schedule in early June, and we may be in contact by email from time to time to make you aware of new opportunities during your stay on campus. Please feel free to call at any time if you have questions: 336-734-2848.

**PLEASE READ** – Frequently Asked Questions, pages 2-4

**Checklist of required materials:**

**REQUIRED FOR ALL STUDENTS:**
- UNCSA Health Form. **This is a separate download.** The completed form and all attachments must be received by Health Services no later than May 1, 2016.
- Code of Conduct
- Parent Permission Form
- Overnight Travel Permission Form
- Emergency Contact Form – Commuter Students Only!

**REQUIRED FOR INTERNATIONAL STUDENTS** in addition to the above:
- Contact Sheet and Waiver – International Students Only!

**NOTE:** YOU MUST ALSO DOWNLOAD REQUIRED DOCUMENTS FOR YOUR SPECIFIC PROGRAM – See the webpage for your program: www.uncsa.edu/summer
FAQ

WELCOME!

The Summer Programs staff, Residence Life team and UNCSA Faculty all look forward to your time with us this summer. The following Frequently Asked Questions is a quick reference guide for students and parents. Please familiarize yourself with the Summer Intensive Handbook for detailed information on UNCSA campus life. If you have any questions about life at UNCSA please contact the Residence Life office at (336) 770-3281.

Q Is transportation to and from the airport available?  
Yes. Contact UNCSA Student Transportation at (336) 770-1476 or email transportation@uncsa.edu to arrange airport/train/bus pickup. There is a fee and reservations must be made at least one week in advance. The Piedmont Triad Airport (PTI) in Greensboro is the only airport where UNCSA will pick up students. The nearest train connection is in High Point (18 miles) or Greensboro (30 miles).

Q Where will my child live during the summer intensive?  
High school students are placed in our residence halls. College students are housed in our Center Stage Apartments. Students may be housed in the Bailey St. Apartments. High school student never share residence halls with college students.

Q How are housing assignments determined?  
Summer Intensive students are housed with students from different art disciplines based on gender and age.

Q What comes standard with the room?  
High school and lower housing areas have standard twin size beds, desks, dressers and venetian blinds. Triple rooms will have a bunk bed to accommodate an extra person. There is a sink in every room. Students are responsible for maintaining the condition of their room. Because students are here for a short time, we recommend that they only bring necessities.  
Center Stage Apartments are two-bedroom apartments with full-size beds, desks, dressers, and mini blinds in each room. Each bedroom has a personal bathroom. The apartments are completely furnished including a full kitchen and a washer and dryer.  
Bailey St. Apartments are four-bedroom apartments, as in suite style housing. Each bedroom has a desk, dresser, and mini blinds. There is one shared bathroom. The apartments are completely furnished with a full kitchenette.

Q How can parents get in touch with their children?  
Office telephone numbers are as follows:  
Residence Life Office: (336) 770-3281  
Quad Office (Bldgs E-F): (336) 770-3373  
Connector Office (336) 770-3281  
After hours contact UNCSA Police: (336) 770-3321

Q Will students be notified of room and/or roommate assignment prior to their arrival?  
No. Room and roommate assignments are given out one opening day. Residence Life reserves the right to change assignments when necessary.
**Q When do the residence halls open?**

Sunday, June 19, 2016 - Check in as follows:

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 am – 9:15 am</td>
<td>RESIDENTIAL CHECK-IN for Last Names, A – H</td>
</tr>
<tr>
<td>9:30 am – 10:45 am</td>
<td>RESIDENTIAL CHECK-IN for Last Names, I – P</td>
</tr>
<tr>
<td>11:00 am – 12:15 pm</td>
<td>RESIDENTIAL CHECK-IN for Last Names, Q – Z</td>
</tr>
<tr>
<td>12:15 pm – 1:00 pm</td>
<td>Open CHECK-IN for all remaining residential students</td>
</tr>
<tr>
<td>1:00 pm – 2:00 pm</td>
<td>COMMUTER STUDENT CHECK-IN</td>
</tr>
</tbody>
</table>

Students must complete registration, including all required paperwork, before checking into their residence halls. Students must check out of the residence halls no later than 11:00 am on the Saturday following the end of their program.

**Q Can belongings be shipped to UNCSA before the program and shipped home at the end?**

Yes. Belongings may be shipped to UNCSA no more than 1 week before the start of your program. Use the following address:

- Student’s Name
- UNCSA Summer Intensives
- 1533 South Main Street
- Winston-Salem, NC 27127-2738

Items students cannot take with them at the end of the program can be shipped from the Mail Center at the student's expense. The Residence Life staff will not assume responsibility for forwarding belongings left in the residence halls. Items left in the residence halls will be turned over to UNCSA Police.

**Q How much spending money does a student need?**

$30 a week is recommended, but the amount really depends on personal spending habits. Students have a pre-loaded spending allowance of $15 per week on their One Cards. All meals are provided for students living on campus, and on-campus events and activities are free. Students need money for laundry, printing, personal hygiene items and for shopping trips. The P.O.D. Market is open from 10:00 – 2:00 M-F and sells many personal items as well as convenience store items. Use caution with money and possessions - valuables should be left at home and doors should be locked at all times. **Unspent One Card money is non-refundable.**

**Q What kinds of events are planned for the Summer Intensives?**

Planned leisure events/activities during Summer Intensives are highly diversified. Supervised trips to shopping centers, movie theatres, swimming pools, parks and lakes are included. Dances and games are also planned for recreation and fun. On-campus fitness facilities include weights, cardio machines and indoor basketball court.

**Q How are the costs of the trips covered?**

All on-campus activities are free. Transportation for off-campus trips is free, but students are responsible for their own purchases (movie tickets, shopping etc). Please check with the director of your program regarding possible conflicts with weekend trips BEFORE you sign up.

**NOTE:** ABT students must get the approval of the ABT artistic director before signing up for off-campus trips.

**Q Are students allowed to ride in a taxi?**

Students may be given permission by a staff member to ride in a taxi when necessary for a doctor’s appointment. Students are not allowed to ride in a taxi for reasons such as shopping, going out to dinner or to the movies etc. UNCSA provides ample transportation for such excursions.
**Q Is ice available for dancers to ice their feet/legs?**
Ice is available in Health Services during office hours (8 am – 5 pm M-F). After hours, ice is available from coolers in the Quad Office and Connector Desk. Students who need to freeze specialized cooling packs should plan to bring a small refrigerator (no more than 4.0 cubic feet)

**Q Will students have computer access?**
Students must furnish their own computers with 10/100 Ethernet port and cable to connect to our system in residence halls and apartments. Computers are available in lobbies/lounges within the residence halls.

**Q Are televisions available?**
Yes. There are television lounges provided in each residence hall area. Each residence hall is wired for cable. Students residing in Residence Halls A-F cannot use the lounges after in-building curfew. Students may bring their own televisions and cable cord.

**Q What is the summer climate like in Winston Salem?**
Summer in Winston Salem is hot and humid. Some nights are mild and a few may be cool. There are mid-afternoon thunderstorms and some rainy days. All school buildings are air-conditioned, including residence halls.

**Q Are linens provided?**
No. High school students should bring towels, standard twin-size sheets, pillowcases, pillow, blanket and bedspread. A checklist of suggested items to bring is at the end of this document.

**Q Are laundry facilities available?**
Yes. Washing machines cost $1.25/load using One Card, $1.50 using coins. Dryers are $0.25 for every 16 minutes using coins or One Card.

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**Suggested Items to Bring**

<table>
<thead>
<tr>
<th>For your Room</th>
<th>Miscellaneous/optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Pillows</td>
<td>- Memo board for door</td>
</tr>
<tr>
<td>- Blanket</td>
<td>- Personal toiletries</td>
</tr>
<tr>
<td>- Regular twin-size sheets (except for Center Stage apartments - requires full-size)</td>
<td>- Small plastic bucket for shower items</td>
</tr>
<tr>
<td>- Alarm clock</td>
<td>- Shower shoes/flipflops</td>
</tr>
<tr>
<td>- Waste basket</td>
<td>- TV/cable cords</td>
</tr>
<tr>
<td>- Clothes hangers</td>
<td>- Multi -plug strip</td>
</tr>
<tr>
<td>- Towels/Wash cloths</td>
<td>- Umbrella/ rain jacket</td>
</tr>
<tr>
<td>- Soaps/lotions/creams</td>
<td>- Cell phone charger</td>
</tr>
<tr>
<td>- Sunscreen</td>
<td>- Batteries</td>
</tr>
<tr>
<td>- Computer w/ethernet cord</td>
<td>- Laundry bag</td>
</tr>
<tr>
<td>- Robe/slippers</td>
<td>- Sponge &amp; cleaner</td>
</tr>
<tr>
<td></td>
<td>- Laundry detergent</td>
</tr>
</tbody>
</table>
UNCSA Code of Conduct for Summer Intensives

Expectations

All Summer Intensives students represent the University of North Carolina School of the Arts, and as such are expected to act maturely and to behave responsibly. UNCSA has established a code of conduct that governs the school’s summer communal life and the staff and faculty direct and support students in living within this code. Individual students are responsible for the choices they make while in residence at UNCSA. Any student found to be aiding and abetting another student in the violation of UNCSA policies, or found to be willfully violating or attempting to violate stated policies, will be subject to the same disciplinary action. Any student who knowingly encourages or supports a fellow student in violating regulations or policies will be held equally responsible for the violation.

To signify your agreement and promise to live within this Code of Conduct, both you and your parent or guardian must sign below. You become a UNCSA summer student bound by this code when you arrive on campus and check in.

I will not possess or use tobacco, alcohol, illegal drugs, controlled substances, or drug paraphernalia.

I will maintain the integrity of the UNCSA community and will not violate the university’s policies or state or federal laws including, but not limited to, possession or use of a weapon, theft, shoplifting, vandalism, and willful or negligent destruction of property.

I will refrain from inappropriate sexual conduct including, but not limited to, unseemly public displays of affection. I understand that aside from the approved common areas, students and visitors are strictly forbidden from entering residence areas reserved for students of the opposite gender.

I will invite and/or entertain visitors on campus only within parameters outlined in the Summer Intensives Handbook.

I will abide by the established curfews, campus boundaries and off-limits areas.

I will attend all assigned classes, required concerts, performances, and assemblies.

I will treat my fellow students, faculty and staff with respect

I have read the Summer Intensives Handbook, understand the UNCSA residential expectations and policies contained in it, and agree to live by them during the Summer Intensives.

Students will be dismissed for serious or repeated violations of these expectations. In the event of dismissal, parents must pick up students within 24 hours of being contacted by the university.

I have read and understand the UNCSA Code of Conduct, and I agree to abide by it.

________________________________________  ____________________________  ____________
Student Signature                  Print Student Name                       Date

I understand my child has agreed to abide by the UNCSA Code of Conduct and I will encourage my child to honor it.

________________________________________  ____________
Parent/Guardian Signature                        Date
Summer Programs Parent Permission Form

Please complete information requested, by signing this form you are signifying that you have read and completed the permission form and accept jurisdiction and responsibility for your child's safety while off campus.

Sign and mail, to UNCSA Community & Summer Programs: 1533 South Main Street, Winston-Salem, NC 27127.

Student Name ___________________________ DOB ___________________________
Mailing Address ___________________________ Street ___________________________ City ___________________________ State ___________________________ ZIP ___________________________

Student's Cell Phone ( ) ___________________________ Home Phone ( ) ___________________________

Guardian Information
Parent / Legal Guardian Name: ___________________________ Cell number: ( ) ___________________________

Parent / Legal Guardian Name: ___________________________ Cell number: ( ) ___________________________

Phone numbers where parents may be reached for additional and/or verification of permissions:
Daytime: ___________________________ / ___________________________ Nights/Weekends: ___________________________ / ___________________________

Medical Information
List of medications, prescriptions, or over the counter that student currently takes (i.e., birth control, allergies, acne medications)

Insurance Company ___________________________ Address ___________________________

Policy Holder ___________________________ Date of Birth ___________________________ Policy Number ___________________________

List any allergies or special health considerations ___________________________

Parent/Guardian place of employment ___________________________ Work Phone ___________________________ Address (including zip code) ___________________________

All Students have Permission for Official School Outings
This includes daily bus trips as well as trips planned by summer events (which would include mall trips, movie trips, and shopping trips). If you have questions or concerns about this please contact the Office of Residence Life.

Permission for Off-Campus Visitation
Students will not be allowed to visit off-campus residences unless permission is received from the parents for each visit. Visitation at off-campus student apartments is not permitted.

Permission to Ride in Cars (Please check ONE of the following):

_____ My child must receive parent/guardian permission each time before riding in cars with anyone other than a faculty or staff member at UNCSA.

_____ My child has permission to ride in cars driven by people other than faculty and staff.

_____ My child has permission to ride with only the following drivers without calling home ___________________________

Student’s Name ___________________________ Date ______ Signature of Parent/Guardian ___________________________ Date ______
Overnight Travel Permission Form

This permission form must be received via mail, fax, scan to email or the parent can personally drop off the form at the Connector Desk or Quad Office. Forms must be submitted **48 hours in advance** and will not be accepted from students or anyone else other than the parent/legal guardian of the student. Please complete the form fully; an incomplete form cannot be approved.

**Use this form to give your son/daughter permission to leave campus overnight, with any person other than YOU, the parent/legal guardian, to any address other than home.**

**This Permission is For:**

<table>
<thead>
<tr>
<th>Student’s Name</th>
<th>Today’s Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult that will supervise student during stay</td>
<td></td>
</tr>
<tr>
<td>Address where student will be supervised</td>
<td>Home Phone</td>
</tr>
<tr>
<td>City</td>
<td>ST</td>
</tr>
</tbody>
</table>

If your son/daughter wants to make overnight plans with a friend, we ask you, the parent(s) to communicate with the supervising adult prior to giving overnight permission to insure that you are comfortable with the plans. (see below)

I have contacted the hosting adult? **Yes**  **No**

**Please fill in the appropriate permission box for the overnight visit.**

**SHORT TERM PERMISSION**

Short term permission means that your child may visit the address listed above only for the dates and times listed. This box will only grant permission for one overnight visit and will expire after usage.

<table>
<thead>
<tr>
<th>Departure Date</th>
<th>Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Return Date</td>
<td>Return Time</td>
</tr>
<tr>
<td>Driver(s) picking up resident (Print driver’s full name)</td>
<td>Purpose of visit:</td>
</tr>
</tbody>
</table>

**LONG TERM PERMISSION**

Long Term Permission means that your child may visit the address listed above until the expiration date. This box will grant permission for multiple drivers but not for more than one “place visiting or address.” You will only have to submit this form once.

<table>
<thead>
<tr>
<th>Beginning Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>End Date:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Drivers (print full name of each driver):</th>
</tr>
</thead>
</table>

**Synopsis of Sign Out & Overnight Policies**

1. Parent/guardian(s) may sign their child out at any time.
2. All students are granted permission to stay at a residence in which an adult is residing and will be present during the visit.
3. Students must sign out and have their card initiated by a Summer Residence Life staff member each time they leave campus overnight.
4. All students must have written permission from their parents/guardians each time they visit an off-campus residence.
5. Even with parent/guardian permission, no student is allowed to spend the night in the adult program housing, Center Stage Apartments, or in off-campus college student residences, including siblings.

**Your signature below signifies that you have read the policy and accept jurisdiction and responsibility for your child’s safety while off campus overnight.**

<table>
<thead>
<tr>
<th>Parent/Guardian (Print Name)</th>
<th>Home phone</th>
<th>Cell phone</th>
</tr>
</thead>
</table>

Parent/Guardian Signature  **Date**

**IMPORTANT NOTE:** If a member of the Summer Residence Life staff has a concern about the validity of the permission or feels that the host place is inappropriate, he/she will override the permission and contact the legal parent or guardian.
Summer Intensives Emergency Contact Form
Commuter Student Only

Since commuter students are in the custody of UNCSA faculty and staff throughout the day it is beneficial for summer intensives to have emergency contacts and health information on file in case of an emergency.

Please complete information requested
Sign and mail, to UNCSA Community & Summer Programs: 1533 South Main Street, Winston-Salem, NC 27127.

Student Name ___________________________ DOB ____________________

Mailing Address ___________ ___________ ___________ ___________ ___________
Street City State ZIP

Student's Cell Phone ( ) __________________________ Home Phone ( ) __________________________

Guardian Information
Parent / Legal Guardian Name: ____________________________ Cell number: ( ) __________

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Phone numbers where parents may be reached for additional and/or verification of permissions:
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Medical Information
List of medications, prescriptions, or over the counter that student currently takes (i.e., birth control, allergies, acne medications)

Insurance Company __________________________ Address __________________________

Policy Holder __________________________ Date of Birth __________________________ Policy Number __________________________

List any allergies or special health considerations __________________________

Parent/Guardian place of employment __________________________ Work Phone __________________________
Address (including zip code) __________________________

Student’s Name __________________________ Date __________________________
Signature of Parent/Guardian __________________________ Date __________________________
Contact Sheet and Waiver
FOR INTERNATIONAL STUDENTS ONLY!

Dear International Parent/Guardian;

We are looking forward to having your child on campus this summer! We very much appreciate your careful completion of the health forms. Additional requirements for non-US citizens are below:

**Health Insurance**
University of North Carolina School of the Arts requires all students, including international students, to have major medical insurance from a U.S. company. Before purchasing an insurance policy, please contact the Health Services office at 336-770-3288 for guidance. Permanent residents and green card holders may provide proof of major medical health insurance coverage under any U.S. issued policy.

**Consent to Treat**
If we need to take your child to an off-campus medical facility for treatment, we will make every effort to reach you. Please list below phone numbers, including country codes and city codes, where you may be reached AT ANY HOUR OF THE DAY OR NIGHT:

- 0800 – 1600 hours ________________________________
- 1600 – 0000 hours ________________________________
- 0000 – 0800 hours ________________________________

Additionally, you must sign below to give permission to treat if we cannot reach you:

I hereby authorize any actions, which may be advised/ recommended by a trainer, physician or other health care provider attending my child during the summer program at UNCSA. I agree to take full responsibility for the cost of such treatment, regardless of whether it is covered by insurance. I acknowledge and understand that my child may sustain physical illness or injury (minimal, serious, or catastrophic), in connection with this program. I agree to indemnify and hold harmless UNCSA, its officers, employees and agents from and against any claims for personal illness or injury (including death) that my child may sustain during the program and to and from the program, regardless of cause, including negligence on the part of any person identified above.

If you have a close friend or relative in the United States who may be consulted please include their contact information.

Parent or Guardian signature ___________________________ Date ___________________________

Printed Name of Parent or Guardian ___________________________

We look forward to your arrival. Please feel free to contact Health Services should you have any questions.