

**2011 Governor's Honors Program  
June 26 – July 23, 2011**

**Student Handbook**

**Office of Education Support and Improvement  
Atlanta, Georgia 30334  
2011**



***Dr. John D. Barge, State School Superintendent***  
*"Making Education Work for All Georgians"*

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## Preface

This handbook contains information of general interest to parents and students of the Governor's Honors Program. Compliance with these guidelines is required for participation.

The Governor's Honors Program is an opportunity for you to share, live and learn on a college campus with other gifted and talented Georgia high school students. As a participant you are a representative of your school, your community, and high school students from across Georgia.

This handbook contains information about the living conditions you can expect this summer, and guidelines to help you achieve a positive experience. Consider these guidelines carefully when making your decision to accept the invitation to participate. Your acceptance of this invitation also indicates your acknowledgement of, and agreement to maintain, certain behaviors and responsibilities that are required of each participant. Integrity and respect for others should govern your behavior and performance in the program at all times. You are expected to participate to the fullest extent in all areas of the program that are appropriate to your major area of study and non-instructional/social proclivities. You are expected to abide by all rules, regulations, and expectations as set forth and interpreted by the Georgia Department of Education.

Read this document carefully. It will help you in many ways to understand the program, assist you in your decision as to acceptance to participate, and upon acceptance, to find your place in this unique experience.

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### ❖ Living on Campus

- ***Dormitories and Instructional Rooms***

As a Governor's Honors Program participant, you are expected to be respectful in your use of the dormitories, classrooms, laboratories, and other facilities and materials provided for you. Any damage done beyond normal wear of the property for which you are responsible will be charged to you for the full amount of the repair.

Dormitories are assigned to create like-gender living spaces. Students are not permitted to enter opposite-gender dormitory areas. While in your dormitory, you will be under the general supervision of resident assistants. You will respect the responsibility and authority of the resident assistants at all times.

Your dormitory room should be kept neat and clean at all times. You will be required to make it orderly each morning before class. Your room and its contents are subject to inspection by GHP residential personnel and administrators.

Tacks, stickers, or tape are not to be placed on the walls or moldings.

Small amounts of food may be kept in closed containers in dorm rooms. You must not keep any food or drink that might contribute to unclean or unhealthy conditions. Cooking is not permitted in the dormitory rooms.

Furnishings may not be removed from any room or from the lobbies.

Privacy of fellow students must be respected. Your radio, stereo, or television may not disturb persons outside your room.

All dormitory space is climate controlled.

- **Room Keys**

Each student is issued a room key after making a \$20 deposit, which will be returned to you upon return of the key at the end of the program. Lost keys will be replaced for \$20.

- **Room and Roommate Assignments**

Roommate assignments are made to ensure that you meet as many fellow students as possible. For this, special requests for rooms or roommates will not be considered. Room and roommate changes are made on rare occasions, under the most extreme of circumstances, and with the approval of the Assistant Director of Residential Life. It is our expectation that GHP students exhibit the intellectual and social mindset required to accept the diversity that makes up the GHP community.

- **Cellular Phones**

The Governor's Honors Program seeks to promote community among its members. This means fostering an environment with limited distractions. Cellular phones impede the fundamental goals of the Governor's Honors Program experience. Without exception, cellular phones are to remain in the students' dormitory rooms during instructional time. Moreover, cellular phones may not be used at extracurricular special events such as concerts and lecture seminars. If a student is in possession of a cell phone during instructional time, or if they are using it during extracurricular/special events, the cell phone will be confiscated. ***Students are not allowed to use their cellular phones during the hours of 7:45 am – 12:45 pm (M-Sat), 1:45 pm – 4:45 pm (M-F), and 11:15 pm – 6:00 am (M-Sun).*** Should emergency contact need to be made with a parent/guardian during the hours indicated, it must be done so through the GHP Administrative Staff. Students may keep their cellular phones with them during non-instructional time; however, they are to be used in such a way that is respectful of their environment and fellow students. Students must register their cellular phones and numbers with the R.A. staff upon check-in.

- **What to Bring**

You should bring the following items:

- Blanket/comforter
- Two sets of long length twin sheets
- Pillow
- Pillowcases
- Towels
- Washcloths
- Laundry bag
- Laundry detergent and supplies
- Bathroom Supplies (Tissue/Cleaning) \*Hopper Only
- Shower curtain and rings (\*Hopper Only)
- Desk lamp
- Coat hangers
- Trashcan
- Shower shoes
- Toiletries

You may also bring these personal items:

- Radio/CD player
- Alarm clock
- Extension cord
- Power strip
- Hair dryer
- Shower caddy
- Personal computer/T.V./Video game consoles
- Personal sports equipment
- Camera
- Umbrella
- Small refrigerator (2.0 cu. ft. or less)

- **Dress and Grooming**

Two words: Clean and modest. Casual clothes, ordinary dress, and dress clothes for church, synagogue, and special events such as concerts or plays is necessary. Please bear in mind that outdoor temperatures are usually warm; however, academic, residential, and performance spaces are climate-controlled, so you may wish to bring clothes that allow you to dress

comfortably in layers. You should also bring rain gear, tennis shoes, a bathrobe, and bedroom shoes. Tank tops are not acceptable wear in the dining hall. Clothing should be neat, comfortable, and modest. Attention to personal hygiene (personal neatness and good grooming) is expected of all students. Failure to meet expectations for personal hygiene will be addressed quickly and in a confidential manner.

- ***Special Accommodations***

Students requiring special accommodations for living and learning on the VSU campus must notify the GHP office in a timely manner so that successful planning may be achieved. Please be in immediate contact with the GHP office via email at: [ghp@doe.k12.ga.us](mailto:ghp@doe.k12.ga.us). Once the GHP office has received your notification, GHP administrative staff will work in conjunction with your local system GHP coordinator to provide that which is required.

❖ ***Campus Services Available to GHP Students***

- ***Post Office***

Each student is assigned a postage box in the campus post office. Mail Box addresses will be provided at check-in on opening day. All mail, including express/overnight packages will be delivered/picked up via VSU Campus Mail Monday through Friday **ONLY**. No weekend mail service is provided.

- ***Telephone***

Telephone numbers to be used in case of emergency will be given to parents and students on opening day.

- ***Library***

You are welcome to use all library services during your stay at the University. During the beginning of the Governor's Honors Program, you will attend an introduction on how to use the Library Catalog, electronic indexes and databases, and how to find materials in the libraries. You must present your GHP identification card to check out library materials. All overdue fines and/or replacement costs for lost or damaged materials are ultimately your responsibility.

- ***Computers & Internet Access***

The Governor's Honors Program and Valdosta State University provide computers and Internet access for educational use to Governor's Honors Program students. In using computers and the Internet, you must act in a responsible, ethical, and legal manner. When you arrive on campus on opening day, you will sign a form that indicates your agreement to abide by the rules and regulations of computer/internet use while on the VSU campus. Computers and Internet access are available in the University Library, in the Internet Café, and in select computer labs administered by the Governor's Honors Program. You may bring your own computer; however, internet access is **not** permitted on one's personal computer.

- ***E-mail***

Neither the Governor's Honors Program nor the University provides e-mail accounts; however, computers in the University Library, in the Internet Café, and in select computer labs administered by the Governor's Honors Program may be used to access web-based e-mail accounts offered by such companies as Yahoo, MSN, Google, etc.

- ***Meals & Snacks***

The first meal served is dinner on Sunday, June **1326**, at 5:00 p.m. Thereafter, three meals are served daily. Vegetarian dishes are offered at every meal. All meals in the Palms dining facility are offered at no cost to the student. Visiting family members and other guests must pay for meals while on campus. In addition to the Palms dining facility, retail food vendors are

available on campus for meals. Students must pay for any and all food at the retail food vendors. Various drink and snack machines are located on campus. Students must pay for all vending machines items.

- **College Bookstore**

The college bookstore is open during regularly scheduled business hours. Charge accounts are not permitted.

- **Laundry**

Commercial washing machines and dryers are available on campus. Customary use fees, detergent, and other laundry supplies are the student's responsibility.

- **Infirmary**

A full-time college physician is available on the campus for non-emergency consultation and treatment during normal business hours. Should a student require medical attention when the infirmary is closed, or in the case of an emergency, he or she will be transported by a program administrator or resident life staff member to the local emergency room or a convenient care center. Ambulance service is also available and utilized in extreme circumstances. Students who are ill may not remain in their dormitory rooms. Students must report to their resident assistant or instructor before going to the infirmary. The program provides, free of charge, treatment by the college physician; all other expenses, such as prescriptions, hospital visits, ambulance services, and off-campus medical consultations will be the responsibility of the student. A program administrator will promptly report serious illnesses or emergencies to parents or legal guardians.

Students must report to the infirmary and the Director of Residence Life before making off-campus medical appointments, to include dental and vision visits. Non-emergency, off-campus medical appointments must be scheduled for visits during non-instructional hours.

- **Finances**

The Governor's Honors Program operates at no cost to you; however, you will probably need discretionary spending money, depending upon your personal needs. It is reasonable to assume that you will spend between \$75 and \$100 during the program.

You are advised not to keep large amounts of money in your room. The college does not provide banking services; however, you may cash personal or traveler's checks at the University Bursary. Appearing below are suggestions and details for using the VSU Bursary:

- The ***best*** option – Traveler's Checks issued in the student's name.
- Two-party checks will be accepted (Valdosta State University Bursary cashiers will honor a check from a parent that is in the student's name); however, ***it is recommended that checks be made out to Valdosta State University***. Checks may be made out to CASH; but, owing to obvious security issues, this is ***not*** recommended.
- There is a \$50 check/Traveler's Check limit amount per student per day.
- The GHP office will provide VSU Bursary cashiers a list of GHP students. GHP students must show the cashiers their GHP ID (VSU1Card) before their checks can be cashed.
- The VSU Bursary is open Mon-Thurs 8-4:30, Fri 8-2. GHP Residence Hall staff will organize a weekly seminar (i.e., trip) to the Bursary.
- Students will have limited and supervised access to an ATM on campus.

## ❖ *Safety*

- ***Identification Cards***

A personal photo identification card will be issued to you upon your arrival. This is also called the VSU1Card. You must wear your identification card at all times to allow University personnel and the Governor's Honors Program faculty and staff to easily identify Governor's Honors Program students. Your name and the photograph must remain visible at all times.

The identification card provides access to the residence halls and to the dining facility. Without an ID card, students are unable to enter these areas. The ID card also functions as a debit card for ***on campus vending only***. No cash may be obtained with the VSU1Card, in refund form or otherwise. Any account balance not depleted by the last day of the program is forfeited. If misplaced, the ID card may be replaced at the VSU1Card Office for a fee of \$15, which will be the responsibility of the student.

- ***Fire Regulations***

Fire drills will be held during the program. When the alarm sounds, you and your roommate must leave your room with the shades raised, lights on, and door closed. You must wear hard-soled shoes when leaving the dormitory during any fire drill. After you have moved promptly to your assigned place outside the dormitory, there will be a roll call. Do not re-enter the building until the all-clear signal is given.

- ***Vehicles, Bicycles, Skateboards, etc...***

Students may not bring nor have access to an automobile on the campus. Students may not ride or sit in any vehicle on campus except when traveling to or from campus under approved conditions. You should not bring a bicycle to the campus unless it is a part of an established exercise regimen. While on the VSU campus, the use of skateboards, roller blades, roller skates, and similar recreational equipment is prohibited. Please leave these types of items at home.

## ❖ *Visitors/Guests*

- ***During Instructional Activities***

Visitors to the program to observe instructional activities must register in the GHP administrative office, located in VSU's Auxiliary Services Office, housed at the north end of the Oak Street Parking Deck. The instructional staff is responsible for ensuring that visitors to their instructional area have been registered.

- ***During Evening Events***

Visitors are invited to attend certain instructional-related evening activities that occur during the program, such as concerts, shows, open houses, and culminating events. ***Visitors may not participate in the Saturday night dances, seminars, or other social events held for the GHP student community.***

- ***During Non-Instructional Hours***

Guests are invited to visit on weekends during non-instructional hours. You may have on-campus visitors Saturday from 1 p.m. to 10 p.m., and Sunday from 9:00 a.m. to 10:00 p.m. Visitors must be off campus by 10 p.m. You may entertain guests in the dormitory lobbies as well as in the recreation areas, the student lounge, and other common areas of the campus. Visitors may not be entertained in vehicles, dormitory rooms, classrooms, or in any other rooms. No pets may be housed on campus. With the exception of program opening and

closing days, parents may not access dormitory rooms. You may ride with your parents, guardians, or other specified drivers in their vehicles when they visit, but only after you have signed out at your dormitory desk.

Guests are requested not to visit students at times and under conditions that would be disruptive.

Guests cannot stay overnight in the dormitories. They must be off campus by 10:00 p.m. Students may not leave campus for overnight trips with parents.

Guests are requested to limit the frequency of their visits.

### ❖ *Being a Part of the Program*

#### • *Participation in Instruction*

You are expected to fully engage in and actively participate in GHP instructional activities. This is the central purpose of the program and the reason that you have been invited to participate. The subject area in which you were nominated is designated as your major area of study. You will be expected to devote a minimum of 4½ hours daily, Monday through Saturday, to intensive study in your major area. Prior to arriving at GHP, you will be provided with information via the GHP Web Page that will lead towards your selecting a minor area of study, in which you will spend a minimum of 2½ hours daily, Monday through Friday. Additionally, your instructors will engage you in support programs in physical fitness, counseling, education, and computers as they relate to your major and minor courses of study.

After the instructional portion of each day concludes (majors and minors), you will have opportunities to participate in daily offerings of short-term, high-interest courses and seminars, often based on the non-academic and hobby interests of the Faculty and Staff. You are expected to take full advantage of all of these opportunities. Counselors will be available to assist students who find it difficult to accept the responsibility that full participation in the program brings.

#### • *Daily Schedule* (Schedule may vary, times are approximate)

Morning fitness activities (optional).....	6:00 a.m.
Breakfast.....	7:00 a.m.
Major area (Monday through Saturday).....	8:00 a.m./8:15 a.m. – 12:30 p.m./12:45 p.m.
Lunch.....	12:30 p.m./12:45 p.m. – 1:45 p.m.
Minor area (Monday through Friday).....	2:00 p.m. – 4:30 p.m.
Afternoon activities.....	4:30 p.m. – 7:00 p.m.
<i>(Rehearsals, Seminars, Special Events, Open Labs, etc.)</i>	
Dinner.....	5:00 p.m. – 7:00 p.m.
Evening activities.....	5:00 p.m. – 10:00 p.m.
<i>(Performances, Seminars, Special Events, Open Labs, etc.)</i>	
Hall Check.....	10:30 p.m.
Lights Out.....	11:30 p.m.

#### • *Absence from Campus*

You are required to remain on campus each night for the entire program. On a limited basis (please refer to the GHP Day Permission Form for specific days/times), students may leave campus only with their parent, guardian, or persons 21 years of age or older, specified by name on the GHP Day Permission Form. To arrange an approved visitation, **the student's parent or guardian must complete and sign the GHP Day Permission Form**, and submit it to the GHP Assistant Director for Residential Life. You are strongly encouraged to present this form at GHP registration, however if this is not possible, the form may be mailed/faxed directly to

Joseph Hasty, GHP Assistant Director for Residential Life, Valdosta State University, 1500 N. Patterson St., Valdosta, GA 31698. Mailed/faxed/scanned (eMailed) permission forms must reach the Assistant Director for Residential Life no later than two days prior to the requested visitation. **Telephone and email permission will not be accepted.** Requests are subject to verification by the Assistant Director for Residential Life with the parent or legal guardian. Visitors taking students off campus must present a valid photo I.D. card/Driver's License.

**Please note: The Fourth of July holiday weekend will not include a "day off" at GHP; classes and normally scheduled activities will be in session as per regular schedule.**

- ***Signing Out and In***

For reasons of information and safety, the staff needs to know the whereabouts of all students at all times. When leaving the campus for any purpose, you will sign out from your dormitory, indicating your destination and time of expected return. Upon return to your dormitory, you must sign in with the resident assistant on duty. You must also sign out at the end of the program. **During the Program residency, when off campus, students are expected to represent GHP at all times, following GHP rules and guidelines for acceptable dress and behavior.**

- ***Religious Activities***

If you wish to attend religious services off campus, you must have written permission from your parent or guardian. While the program does not furnish transportation to these activities, many local faith-based organizations offer their own transportation to and from their places of worship. On a weekly basis, students will have the opportunity to sign-up for transportation to these activities. If a student misses the sign-up time window, they will lose their opportunity for that particular week. When attending off-campus religious services on Sunday morning, students are expected to return to campus in time for Sunday lunch.

❖ ***Disposition and Behavioral Expectations***

Every effort is being made to provide you with a meaningful and rewarding educational experience. It is an opportunity that you have duly earned, but one that you must understand is a high privilege, carrying certain behavioral expectations and responsibilities. The Governor's Honors Program is not prepared to, nor will it, deal with recurring disciplinary issues. You will have limited opportunity to personally correct inappropriate behavior under the guidance of GHP Resident Life Staff, Counselors, and Program Administrators. If you are unable to correct undesirable behavior in short order, you will be expelled from the program.

Examples of undesirable behaviors are, but not limited to:

- Refusal to engage in instructional activities.
- Disruption of the instructional process.
- Harassment, in any form, of GHP students, faculty, and staff.
- Fraternalization with non-GHP community members on the VSU campus.
- Failure to comply with requests to modify one's behavior.

***Certain behavior is incompatible with the program. The following behaviors will result in immediate expulsion from the program, with no exceptions. Local law enforcement agencies are utilized for assistance in seeking resolution when necessary.***

- Committing any felony as defined under Georgia law.
- Possessing explosives, dangerous chemicals, weapons, or firearms.
- Destruction of property; any single act of vandalism is a serious matter requiring full compensation from the perpetrator.
- Absence from the campus without **duly authorized** permission.
- Possessing or using tobacco, alcohol, or controlled drug substances.

When a student leaves the program early, they will neither be recognized as a program participant, nor be included in the GHP Alumni Database. The student's local school system will be notified, the student's name will be withdrawn from the GHP record, and no certificate of distinction will be issued.

#### ❖ ***Final Words***

We are honored for you to consider spending your summer with us in the Governor's Honors Program. It is an experience that many describe as an educationally and personally life-changing event. We hope that after reading this document, you will be compelled to join our community and partake of this once-in-a-lifetime opportunity.