



Summer Programs Letter of Understanding 2017

Dear Summer Programs Students and Parents or Legal Guardians:

In order to afford all University of Southern California (also, "USC" or "University") Summer Programs (also, "Program") participants the most beneficial and enjoyable experience, we require that certain minimum standards of conduct be observed. Our experience has shown that a prior understanding of these standards by students and their parent or legal guardian will help contribute to a more effective learning experience.

Attendance at all classes and organized Program activities (including field trips in the Los Angeles metropolitan area) is required. An absence from the campus for periods that include classes or Program activities must be approved in writing by the Director of Summer Programs.

It is the responsibility of the student to uphold the academic integrity of the university. Cheating on examinations, plagiarism, and improper acknowledgement of sources in essays are considered very serious offenses and any student found in violation of this regulation will be required to leave the Program.

The following definitions of students apply to the remainder of this document:

- A residential student is a student who lives in University residential halls during the Program. Students living in the Greater Los Angeles area who choose to live in the residential halls are classified as residential students.
- A commuter student is a student who lives with a parent or legal guardian in Los Angeles or Orange County, California during the Program and does not live in University residential halls.

Residential students must be inside their assigned residential hall by 10:00 P.M. each night, Sunday through Saturday. The Program will observe a "lights out" policy in effect at 11:30 P.M. each night, by which time all residents must be in their assigned room and their ceiling light must be off. Absence from the residential hall during these times is not permitted without written consent from a parent or legal guardian. Any student found in violation of this regulation will be required to leave the Program.

Commuter students must sign out upon departure from campus with their assigned Program representative. Commuter students are expected to depart campus at the conclusion of the class day or, with written consent from a parent or legal guardian, by 9:30 P.M. if they take part in organized evening Program activities. No overnight stays on campus are allowed. Any student found in violation of this regulation will be required to leave the Program.

Residential students are not permitted to have a personal vehicle on campus, and under no circumstances may a residential student operate a motor vehicle. Residential students are permitted to ride in a motor vehicle only under the following conditions: (1) the ride is part of an official, organized Program activity such as a field trip (note that commuter students must travel to and from all academic and recreational field trips using Program transportation), or (2) the student has written permission from a parent or legal guardian approved by the Director of Summer Programs.

Commuter students may operate their own personal vehicle under the following restrictions: (1) commuter students may not transport any other Program student (residential or commuter) on or off campus, (2) commuter students may not have any other Program student (residential or commuter) in or on their vehicle at any time, (3) commuter students may not operate their personal vehicle during the class day or while attending a Program activity, and (4) commuter students may not operate any vehicle that is not their own personal vehicle (a) during the class day or while attending a Program activity or (b) in transport to or from the USC campus. Any violation of these rules will result in immediate dismissal from the Program.

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Alcoholic beverages and narcotics or other controlled substances are not permitted. This includes items found in a student's personal vehicle while it is on University property. Students found to have bought, consumed, used, or possessed such items will be required to leave the Program.

No student may commit sexual harassment, defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. This includes suggestive or obscene communication via letters, notes, text messages, images and any material distributed via social media, or any type of digital communication.

Students shall not engage in or encourage lewd, indecent or obscene behavior in the university community or at program-sponsored activities. Encouraging or permitting others to engage in misconduct is prohibited within the university community. Students should notify an appropriate program administrator of the misconduct, or remove oneself from the situation.

The possession or use of firearms, ammunition, BB guns, air rifles, firecrackers, explosives, slingshots, knives, or other weapons of any description is prohibited. This includes items found in a student's personal vehicle while it is on University property. Students found in violation of this rule will be required to leave the Program.

Students are not allowed to use cellular phones, PDAs, tablets, or pagers during classes, meetings, or academic field trips. Violations of this rule will result in the cellular phone, PDA, or pager being confiscated for the remainder of the Program.

Roller skates, rollerblades, scooters, skateboards and other coasting devices are not vehicles, and are prohibited on roadways dedicated solely to vehicular traffic and in parking structures. Coasting devices are approved for use as transportation on university property, but cannot be used in any manner that places pedestrians at risk; their use for acrobatic, racing or other stunts is strictly prohibited.

These regulations should not be considered exhaustive and students should conduct themselves in accordance with all federal, state, and local laws. The success of USC Summer Programs requires the cooperation of everyone involved.

Additional rules regarding individual conduct may be given to each student (e.g. classroom behavior, offenses, student handbook, residential hall rules, etc.). No physical or verbal abuse is permitted. Violation of any of these rules or the additional rules will result in disciplinary action up to and including dismissal from the Program.

Students dismissed from the Program at any time and for any reason will be withdrawn from their course and will not receive academic credit. Residential students will be required to vacate the residential hall immediately. No refund of tuition, fees, room and board charges, or any other Program charges will be provided in cases where a student is dismissed.

It is understood and agreed by the undersigned student and parent or legal guardian that any photos and videos taken by USC photographers, staff or other Program students during the Program may be used for promotional purposes.

Please sign below to indicate your understanding and acceptance of these regulations. Return the signed copy of this letter to the USC Summer Programs Office and keep a copy for your reference.

Print Student Name

Student Signature

Date

Print Parent/Legal Guardian Name

Parent/Legal Guardian Signature

Date