UNIVERSITY OF ARKANSAS | Fay Jones School of Architecture + Design

Welcome to the University of Arkansas
2018 DESIGN CAMP
Student Expectations & Guidelines

The University of Arkansas Design Camp aims to provide a safe, positive learning and living environment for all students and staff. Achievement of this goal depends largely upon the students and staff establishing an understanding of the guidelines and expectations of the program, which will help parent/guardians and students to understand student responsibilities, goals, expectations, rules, academic regulations, and other important program information.

Student Participation & Responsibilities
Students are responsible for understanding all the information contained in the Student Expectations and Guidelines. Once these guidelines have been discussed and signed, students will be held accountable for understanding and abiding by them. Students must attend and fully participate in all project-based activities, including field trips, tours and educational presentations. It is each individual's responsibility to make the most of all the educational opportunities provided through Design Camp. Students who choose not to follow these guidelines will face consequences that may include permanent suspension from the program.

Attendance Policy
Students are required to attend all planned activities. Except in the case of an emergency, requests for absences must be made 24 hours in advance.

Transportation
Students must provide their own transportation to and from Design Camp. Students with a valid driver's license will be allowed to drive their own automobile to Design Camp with parental/guardian authorization for students under 18. Parents/guardians must complete and sign the **Personal Automobile Authorization** form to authorize their child to drive. Parking information and a map will be provided. Students who are authorized to bring an automobile to the program are required to purchase a University weeklong parking permit. The University of Arkansas is not responsible for students' vehicles or personal property. A vehicle registration form will be provided upon request and must be completed and taken to the Administrative Services Building on Razorback Road to purchase a permit. Students will be required to show a valid driver's license to obtain a summer permit.

Academic Field Trips
Students are expected to attend all scheduled field trips. Students will be notified in advance of any special attire that is required.

Illness/Accidents – Consent to Emergency Care
Students and parents/guardians (for those under 18) are required to complete the "Emergency Medical Treatment Authorization" form, which was in the registration packet. This document will allow Design Camp staff to authorize medical care for a student in case of an emergency**. Design Camp insurance does NOT cover pre-existing illness or injuries or emergency room visits that are not accident-related. Design Camp** will arrange for accident and injury insurance coverage for all participants, but **the program insurance coverage applies only to injuries resulting from accidents occurring during programming. It will not cover emergency room visits that are not accident-related.** All medical bills related to illness or other issues are the responsibility of the student and/or parent/guardian.

Student Illness/Injuries
Students should report illness and/or injuries to Design Camp staff immediately. If a student requests to be excused from daily activities due to illness, he/she must contact the program director or the assigned overnight counselor to discuss the situation.

Drug/Alcohol Policy
Possessing or being under the influence of ANY non-prescription drugs or alcohol or abuse of prescription drugs while at Design Camp is unacceptable and grounds for termination from the program. Suspicion alone can result in suspension from the program.

Academic Guidelines
Students are expected to:
- Be courteous and display respectful behavior toward faculty, staff, instructors, and other students.
- Attend all activities.
- Be on time.
- Be prepared.
- Display respectful behavior toward other students in classes in the building. (Running, talking loudly, or being disruptive while in the hall or workshops is not acceptable.)
- Assist in keeping the studios clean. Deposit trash upon exiting.
- Dress appropriately.

Parent Information
Your student will be very busy throughout the summer program. If there are any problems, you will be notified. If you are eager to speak to your student, arrange a time for him/her to receive your call or call you. If you have trouble reaching your student by phone, please call Theresa Parrish at 773-322-7164. Cell phone numbers for overnight counselors will be available at move-in.

The Following Information Pertains to Residential Campers Only:

Time Commitment
The program consists of a one-week residential component. Students are expected to attend the entire program. Students will move in to the assigned residence hall (Holcombe Hall) between 2 p.m. and 4 p.m. on Sunday, June 10, and they will move out by 6 p.m. on Friday, June 15.

Roommate Assignments
Each student can expect to have one roommate during Design Camp. Roommates will be selected based on the roommate assessment information received with the original application.

Learning to Live with a Roommate
Living with another person can be a fun and enjoyable growth experience, as well as a challenge. An important part of a student's summer program experience is learning how to live effectively with a roommate. Learning this skill will prepare students for having a healthy relationship with a roommate when they go to college. The roommate agreement is an opportunity for the students to be proactive in establishing effective communication with their roommate. Every effort will be made to accommodate students. Boundaries should be set regarding use of one another's personal property and expectations of personal respect. Staff members will be available at all times to assist students with any roommate conflict. Students are expected to practice personal hygiene and maintain a basic standard of room cleanliness while participating in the summer program.

Privacy/Room Inspections
The University reserves the right to enter a student's room, whether the student is absent or present, for the purpose of maintenance repairs or inspection for health and safety reasons. To ensure the safety and welfare of students, as well as to facilitate the smooth operation of the program, the residential staff may conduct periodic room inspections.

Damage to Room/Maintenance Needs
Residence hall furniture is the property of the University and must not be abused or removed from the room to which it is assigned. Damage or destruction of University residential property will be charged to the student responsible. Each student is held responsible for any damage to his/her room. Normal wear and tear is not considered damage, but any such deterioration should be reported immediately to the overnight counselor for repair. Students may not deface the wall or doors of the residence hall. Pictures, posters, or other wall decorations may not be nailed or placed by any other means that will deface the walls. Students should not use nails, tacks, or screws on the walls or woodwork.

Telephone Use
Residence hall rooms at the University of Arkansas are no longer equipped with telephones. Students are permitted to bring personal cell phones, which should remain on silent mode and be used only during free time. You may be asked to leave your phone in the residence hall during academic activities or field trips.

Lost/Stolen Items
Students are responsible for the safety and security of their personal belongings. Design Camp is not responsible for any theft that occurs during the summer program. Students are encouraged to keep their room doors locked when they are not present. If an item has been stolen, contact the overnight counselor immediately, and he/she will contact the University Police Department. Students are expected to display responsible behavior by keeping track of their room key and University ID card (which is needed to enter the residence and dining halls). Students will be charged $150 for an unreturned key and $25 for an unreturned building access fob.

Authorized Areas within the Residence Hall
Students should only enter designated resident hall areas — their assigned floor, the designated lounges, the laundry room, and the outside areas around the residence hall. Students should not "hang out" in the stairwells or on other floors of the residence hall.

Meal Attendance
Overnight students will be eating breakfast and dinner at Fulbright Dining Hall. Students are encouraged to attend every meal. Students will receive lanyards upon check-in that they must keep on them at all times to be admitted into the dining hall.

Dining Hall Schedule
Fulbright Dining Hall opens for breakfast at 7 a.m. Campers should only go to breakfast apart from the group with their assigned counselor's permission.

Dining Hall Guidelines
Students are expected to display respectful behavior toward all dining hall staff and adhere to all dining hall policies. All trash and trays should be cleared from the table and put in the appropriate place.

Scheduled Activities
Evening activities are scheduled throughout the Design Camp week. Activities will include trips off campus, teambuilding exercises, movies, and more. This extracurricular programming is designed to provide fun opportunities for students to get to know each other, University of Arkansas campus, and the Fayetteville area.

Understanding the Consequences of Decisions
Students are expected to understand and follow ALL program guidelines. It is an expectation and responsibility of the Design Camp staff to confront and address all inappropriate behavior that is observed or reported. Our goal is to educate students about the importance of being accountable for the decisions that they make and the behaviors that they display. Students are encouraged to think about the choices they have in any given situation and to make informed thoughtful decisions. For every action, there is a consequence. Students should be prepared to accept and learn from the consequences of their decisions.

Supervision
A team of faculty, design coaches, and overnight counselors will supervise planned activities and serve as guides and resources during Design Camp. Students are expected to respect these leaders, and to follow their example and instruction.

Residence Hall Rules and Regulations
- You are responsible for all items you bring. The University of Arkansas is not responsible for lost or damaged personal property.
- Your room should be kept neat and clean.
- You are not to be on other floors of the hall.
- You are to be on your designated floor by 10 p.m.
- You are to stay within the designated areas within the residence hall.
- Outdoor games are not allowed in the building (ball throwing, Frisbees, etc.).
- You may not place food delivery orders after 10 p.m. Food MUST be picked up in the lobby.
- The door of your room must be closed if music or television is being played.
- Candles and incense may not be burned at any time.

Student Personal Items
BRING:
(Basic linens – sheets, pillow, blanket, towels, and washcloths – will be provided)
- Toiletries (shampoo, deodorant, soap, toothbrush, toothpaste, razor, hygiene products, etc.)
- Shower shoes
- Swimsuit and towel
- Backpack
- Rain gear (umbrella, raincoat)
- Good walking shoes
- Sunscreen
- Pens, pencils, notebook and paper
- Snacks or change for vending machines
- Cell phone
- Students may also bring portable electronics that may be used ONLY during free time in the evenings
- Small amount of cash for incidental expenses (snacks on evening outings, late night snacks, spending money for books and souvenirs)

WHAT TO LEAVE AT HOME
- Cooking appliances/hot plates
- Bicycles or skates
- Incense/candles
- Food that needs refrigeration
- Skateboards
- Fireworks

Participants are responsible for all items they bring to campus. It is suggested that valuable items remain at home. **The University is not responsible for any lost, stolen, or damaged items.**

I have read and understand the above policies and agree to abide by all of the above guidelines.

_____ _____
Camper Signature Date

_____ _____
Parent/Guardian Signature Date

UNIVERSITY OF ARKANSAS | Fay Jones School of Architecture + Design

Design Camp
Emergency Medical Treatment Authorization
Summer 2018

Name of Student: _____
Last First Middle

☐ Female ☐ Male Date of Birth: _____ SSN (required): _____

Home Phone: _____

Home Address: _____

_____
City State Zip

Name of emergency contact if parent/guardian cannot be reached: _____

Relationship to Student: _____ Phone Number: _____

Please list any allergies or other health issues that the Design Camp staff should be aware of:

_____

_____

_____

Is your daughter/son covered by medical insurance (Illness/Accident)? ☐ Yes ☐ No

Name of Insurance Company: _____

Policy Number: _____

I hereby authorize the University of Arkansas Fay Jones School of Architecture and Design faculty/staff to consent to any emergency care for my daughter/son resulting from an accident or illness. I agree to pay all medical expenses incurred by handling of the emergency care not covered by University of Arkansas insurance. I understand that my daughter/son will be taken to a hospital in the event that emergency treatment is required and that the Fay Jones School of Architecture and Design faculty/staff will notify me immediately.

_____ _____
Signature of Parent/Guardian Date

Work/Cell Phone Numbers: _____

_____ _____
Signature of Parent/Guardian Date

Work/Cell Phone Numbers: _____

UNIVERSITY OF ARKANSAS | Fay Jones School of Architecture + Design

Design Camp

Transportation Permission Form

Summer 2018

During Design Camp, students may take a select number of off-site field trips to visit places of interest within the Fayetteville, Little Rock, Hot Springs, or Wilson area.

Please complete the information below granting permission for your child to be transported in University of Arkansas approved vehicles.

As the parent/legal guardian of _____, I give permission for my child to ride in University of Arkansas approved vehicles while attending the Design Camp June 11-15, June 18-22, or June 25-29, 2018.

_____ _____

Student's Name Parent/Guardian (Printed Name)

_____ _____

Date Parent/Guardian (Signature)

UNIVERSITY OF ARKANSAS | Fay Jones School of Architecture + Design

Design Camp
RELEASE AND WAIVER OF LIABILITY

For and in consideration of the agreement of the University of Arkansas to permit me to voluntarily participate in the Fay Jones School of Architecture and Design's Design Camp to take place during Summer 2018 on the University of Arkansas campus in Fayetteville, Arkansas, at Garvan Woodland Gardens in Hot Springs, Arkansas, in Little Rock, Arkansas, or in Wilson, Arkansas, I hereby generally and forever release and discharge without limitation, and agree not to sue the University of Arkansas and/or its respective officers, employees and agents, from and against any and all manner of claims, causes of action, or liability which I may have now or at any time in the future against the University of Arkansas, and/or its respective officers, employees and agents, including without limitation, any faculty or staff members assisting with the program, which may arise out of or relate to any injury (including, but not limited to death), loss, damage or harm of any kind which may result or may happen to me during the period while I am participating in the program, including any injury (including, but not limited to death), loss, damage or harm which may result from the negligence of the University of Arkansas and/or its respective officers, employees and/or agents.

_____ _____ (Please initial – Student & Parent/Guardian)

I further agree to indemnify, defend, protect, and hold harmless the University of Arkansas and/or its respective officers, employees, and agents, from and against any and all manner of claims, causes of action, or liability, arising out of or relating to any accident, injury or damage, including, but not limited to death, to me which may occur during my voluntary participation in the Design Camp.

_____ _____ (Please initial)

I further state that I will abide by any and all rules and regulations set forth by the University of Arkansas. I further acknowledge and agree that my intentional or inadvertent failure to abide by these rules may result in my immediate removal from the Design Camp without notice.

_____ _____ (Please initial)

I assume all risks inherent in the planned activities Design Camp. The University of Arkansas will not be responsible for monitoring participant's activities during such free time and is hereby released from any liability. I have notice of all the risks inherent in such activities including, but not limited to, risks involving (i) use of sharp instruments; and (ii) power tools; and (iii) driving/riding in vehicles. I understand that activities may result in serious injuries or death, including but not limited to burns, blindness, cuts, drowning, loss of hearing, head injuries, neck injuries, spine injuries, and broken bones, and can result in complete or partial paralysis, brain damage, serious injury to internal organs, serious injury to my musculoskeletal system or death.

_____ _____ (Please initial)

I will maintain all medical and health insurance that I deem necessary to cover all risks of any kind in regard to Design Camp activities.

_____ _____ (Please initial)

I will at all times wear and use all safety equipment and follow all safety procedures as directed by the University of Arkansas. I agree that I will not utilize any equipment, materials or facilities unless I fully understand the safe and proper use of such equipment, materials and facilities.

_____ _____ (Please initial)

I agree not to take part in any activities that would represent a danger to me due to my health or physical condition, regardless of whether I have disclosed such condition to any officer, agent or employee of the University of Arkansas. I agree that if I do undertake any such activities, I do so solely at my own risk and peril.

_____ _____ (Please initial)

I HAVE CAREFULLY READ THIS RELEASE AND WAIVER OF LIABILITY AND FULLY UNDERSTAND ITS CONTENTS. I ACKNOWLEDGE AND AGREE THAT THIS RELEASE AND WAIVER OF LIABILITY SHALL BE BINDING UPON MY SURVIVORS, HEIRS, SUCCESSORS, AND ASSIGNS. I AM AWARE THAT THIS RELEASE AND WAIVER OF LIABILITY IS A RELEASE OF LIABILITY, INCLUDING BUT NOT LIMITED TO, LIABILITY FOR NEGLIGENCE, AND AN INDEMNIFICATION AGREEMENT, AND I SIGN IT OF MY OWN FREE WILL AS A VOLUNTARY CONDITION OF BEING PERMITTED TO TAKE PART IN THE SUMMER DESIGN ACADEMY ACTIVITIES ON AND OFF OF THE UNIVERSITY OF ARKANSAS CAMPUS.

_____ _____ (Please initial)

This Release and Waiver of Liability may be in addition to and does not revoke or modify any other agreement or release which I may execute in connection with the Design Camp.

This Release and Waiver of Liability shall be construed and enforced in accordance with the laws of the State of Arkansas, without regard to its choice of law principles.

Student Name: _____
(Please Print)

Student Signature: _____

Date: _____

Parent/Guardian Name: _____

(Please Print)

Parent/Guardian Signature: _____

Date: _____

UNIVERSITY OF ARKANSAS | Fay Jones School of Architecture + Design

Media Release Form

Design Camp ▪ Summer 2018

The Fay Jones School of Architecture and Design may occasionally use photos and list names of participants for material such as our website, brochures, videos, newsletters, and public announcements. Please indicate your choice on the form below.

Student Name (Please Print) Date

I hereby grant the University of Arkansas permission to interview me and photograph me and to use and reproduce, forever, at no charge, the audio recordings, still images and video of me in any and all of its media, including print publications, online media and video productions whether currently existing or hereafter created, that are controlled by the University of Arkansas, and for any other use by or on behalf of the University of Arkansas.

All recordings and images related to this session – including, but not limited to, negatives, positives, prints, audio, video, and digital files – are the property of the University of Arkansas, solely and completely.

I expect no compensation of any kind and will make no monetary or other claim against the University of Arkansas for the use of the interview or the audio, still images or video.

For recordings, photographs and video gathered during this session, I understand that I am forever waiving any holds I may have previously set related to the Family Educational Rights and Privacy Act (FERPA).

I hereby acknowledge that I am 18 years of age or older and have read and understood the terms of this release.

☐ **YES**, I give Fay Jones School of Architecture and Design my permission to use my son/daughter's name and photographs for public relations purposes.

☐ **NO**, I do not give Fay Jones School of Architecture and Design my permission to use my son/daughter's name and photographs for public relations purposes; however, I would still like him/her to participate in the program.

Parent Signature Date

Printed Name

UNIVERSITY OF ARKANSAS | Fay Jones School of Architecture + Design

PERSONAL AUTOMOBILE AUTHORIZATION

Design Camp ▪ Summer 2018

Name of Student _____

License Plate Number _____ State _____

Make & Model of Automobile _____

Type of Automobile _____ Color _____

Students with valid driver's licenses are allowed to transport themselves to and from the summer program at the University of Arkansas with the written permission of their parent/guardian. Students will not be able to use their vehicles during Design Camp without permission from the camp director.

Parking on campus requires the purchase of a parking permit from University of Arkansas Parking and Transit. Students need to be aware of the parking access allowed by the permit. The Fay Jones School Design Camp is not responsible for any parking tickets students receive during the program.

By signing this transportation authorization, I give my student permission to drive to Design Camp 2018. I also understand that the Fay Jones School Design Camp is not responsible for parking fines or lost or stolen vehicles.

Parent/Guardian Signature (if under 18) Date

Student Signature