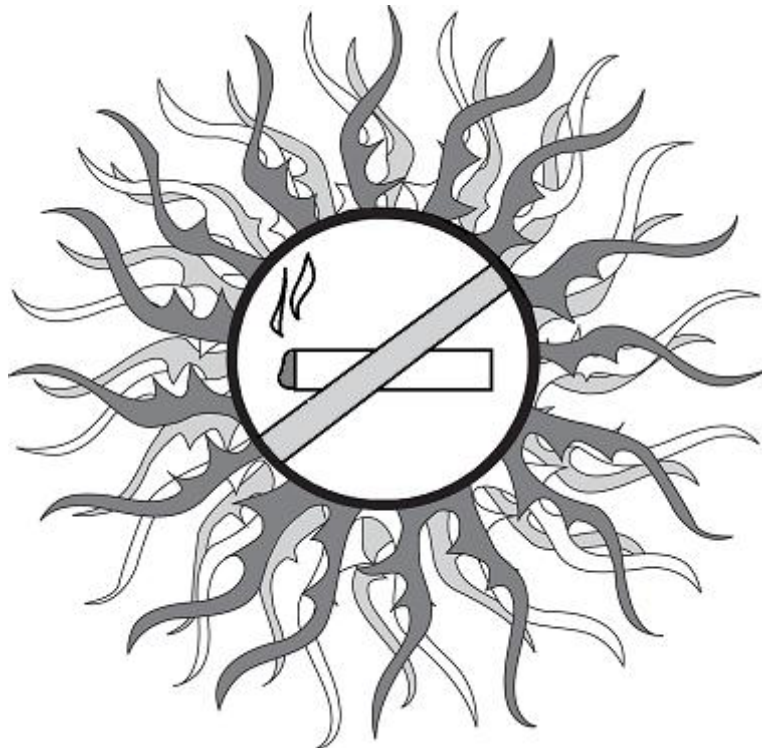


UB: Drug Free

K-STATE AT SALINA
UPWARD BOUND



UNIVERSALLY BOUND
TO STAY DRUG FREE

Summer 2007
Student Handbook



Welcome to the 2007 Upward Bound Summer Program! We hope you have been looking forward to this summer as much as we have.

We have worked very hard to plan a wonderful summer for you. We looked carefully at the feedback we received from students and parents last summer and have made a number of changes we hope you will learn from and enjoy even more! This summer will be full of learning, new experiences, and a great deal of fun. But remember, the success of the summer also depends on you!

Being selected to participate in the Upward Bound Summer Program means you have demonstrated you have the academic potential and will to succeed, thus earning the privilege of being a member of Upward Bound. This means you have a commitment to UB and UB has a commitment to you. This summer we expect you to live up to your academic potential and to succeed in everything you do. We expect you to conduct yourself as young ladies and gentlemen at all times. We also expect you to follow all Upward Bound and University rules.

This Student Handbook will serve as an official guidebook for you this summer. This handbook will help you know what is expected of you and ensure that we all have a safe and fun summer. Be sure to bring your student handbook with you to Summer Orientation to receive credit toward your first stipend of the summer. See you in June!

Sincerely,

A handwritten signature in cursive script that reads 'Cari D. Barragree'.

Cari Barragree
Director

UPWARD BOUND SUMMER PROGRAM 2007

Program Information

Upward Bound is an academic preparatory program for high school students funded by the U.S. Department of Education. The purpose of the program is to generate the skills and motivation necessary for success in education beyond high school. Students must fall within either economic or “first generation” guidelines prepared by the U.S. Department of Education. A “first generation” student is one whose parents have not completed a four-year degree at a college or university.

The Upward Bound Program focuses on students in the 9th, 10th, and 11th grades who have an interest in continuing their education after high school. This UB program is designed to simulate a “college going” experience.

The K-State at Salina Upward Bound Program serves fifty students selected from high schools in Kansas. Students are expected to remain active in the UB from time of initial selection until high school graduation.

The Summer Program is a six week college simulated residential program. During this phase, the students live on campus in residence halls and take classes to improve their skills in English, science, math, and foreign Language. Social, cultural and educational events, as well as group living, round out the total summer experience. At the end of the summer the students will take a cultural trip to an out of state location.

Program Goals

As an UB student, you should keep in mind the goals of the program. They are:

1. To instill in UB students a positive attitude toward learning and post secondary education
2. To increase the students’ ability to relate to their peer group by development of a sense of personal worth
3. To expose students to new academic, social, and cultural learning experiences
4. To provide, when necessary, academic assistance to each individual student
5. To help students increase their understanding of and ability to cope with their environment.

WHAT TO BRING

Pack comfortable, casual clothes, that meet program guidelines and be sure to include a pair of gym shoes. We will do a lot of walking during the UB summer. Also be sure to pack at least one outfit for community service work which may include painting, picking up trash, weeding, digging, etc.

Be sure to bring some sort of **RAIN GEAR** (umbrella, poncho, or raincoat); it will rain some time during the six weeks you are with us!

You must provide your own **SHEETS** (for twin size bed), **PILLOWS**, **BLANKETS**, **TOWELS**, **WASHCLOTHS**, and **HANGERS**. If you don't have any of these items, let us know and we will provide you with some (please let us know at least a week in advance.)



There are coin-operated washing machines and dryers available in the residence halls. Most students take their clothes home to be washed, but if you need to wash your clothes the service is available. However, change is usually not available in the residence halls, so you should plan to bring your own change.

Toiletries will not be provided. Please make arrangements for your own personal hygiene.

You may bring a refrigerator or microwave with you, but there are snack machines on the residence hall floor as well as a microwave.

It is **YOUR** responsibility to be up and in the lobby on time in the morning for breakfast or other events. Bring an **ALARM CLOCK!**



You may bring a radio or stereo; however, the sounds must be kept at a reasonable level or your privilege to use the radio/stereo will be revoked.

Phone outlets are provided in each room. Each set of roommates will have their own phone number for parents and friends to call. There is no long distance on the phones.

OPTIONAL ITEMS TO BRING (Bring it, if you already have these items)

- TI-30Xa (or some type of graphing calculator)
- Compass
- Ruler
- Lanyard (for residence hall card/keys)

PERSONAL INFORMATION

We do not have a strict dress code, but we do ask that you use discretion in the way you dress. You must wear shoes and shirts at all times while on campus.

Girls: crop tops, scant halter-tops, and tube tops are not appropriate this summer.

Boys: wear a “whole” shirt and you must wear a shirt at all times.

Short-shorts, cut-off shorts, leggings, spandex and biker shorts are not appropriate for boys or girls at any time. Shirts, hats, or other articles of clothing with profanity, other inappropriate words/phrases, or drugs/drug paraphernalia printed on them are not permitted. Hats shall not be worn during class. You will be asked to change if you are in violation of the dress code.

CLASSES

Since the purpose of this program is to generate the skills and motivation needed to succeed both in high school and postsecondary education, the time you spend in class is extremely important. Students are expected to attend all classes everyday (M-Thur) during the summer program.

If you are ill before morning classes begin, you should see your designated Residence Hall Mentor immediately. The Residence Hall Mentor will determine whether you should see a physician, stay in the residence hall for rest and recuperation, or go to class. If you are too ill to attend class, you are too ill to attend evening activities and will check in with the Residence Hall Mentors for an evening of rest.

*Note: Parents will be notified if a student misses two or more mealtimes, more than one day of classes, and/or if the student needs to see a physician.



CELL PHONES must be turned off at all times during the academic day.

ABSENCES

We do understand that you may have other commitments during a portion of the summer program. For that reason we will excuse you for a maximum of five days of classes. We do need to know about these absences **AT LEAST 24 HOURS AHEAD** of time; parental permission is required. However, missing more than the excused five days of classes will result in the student being placed on probation with the program, loss of remaining stipends and/or the inability to attend the end of summer trip for junior students. Your full commitment to the UB program is essential!

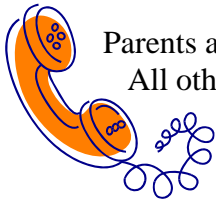


ILLNESS OR INJURY

If at any time you are sick or have an injury, contact your mentor immediately. If your mentor is unavailable, contact another staff member. After getting your medical form from the UB office, someone will accompany you to STATCARE or Salina Regional Medical Center if necessary and your parents will be notified.



VISITORS



Parents and siblings are the only approved visitors during the summer program.

All other visitors are unauthorized and are not allowed to visit you during the summer program. Arrangements for parent/sibling visits to the summer program **should be made 24 hours in advance** by a parent contacting the Upward Bound office.

RESPONSIBILITY

We expect you to behave in a responsible manner while you participate in the Upward Bound Program. That responsibility does not end with you. We are a family while we are together; we care about each other. If you know that other students are breaking one of the rules and thereby endangering themselves and the Upward Bound Program as a whole, it is your duty to report it to one of the staff members.

We, the staff, take the responsibility of working with you very seriously. We can have truly great summer, if everyone takes his/her responsibilities seriously.

BEHAVIOR

As students selected for participation in this program, you have a high standard of good behavior to uphold. Many people associated with Kansas State University, as well as community residents, are very interested in our program. As a result, they frequently observe our activities and classes.

It is very important to remember that your actions affect the entire Upward Bound family. By accepting a place here with us, you have accepted the responsibility of maintaining our good reputation.

Some general conduct standards and rules of the program that you will be expected to follow are listed below.

1. Dishonesty (stealing, lying) **will not be tolerated**. Treat others and their property with respect.

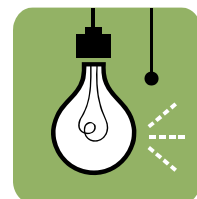
2. Profanity and vulgar language are **not acceptable**.
3. Alcoholic beverages and illegal drugs are **not permitted on campus at any time**. Anyone who is caught under the influence or possession of these **will be dismissed from the program immediately**.
4. Visiting in residence halls other than those used by Upward Bound is not allowed. **You may not visit the room of a member of the opposite sex**. Violation of this rule will result in **immediate dismissal from the program**.
5. Smoking is not permitted.
6. Students are not allowed in motor vehicles other than state vehicles with a staff member, unless the Director has received written permission from parents **PRIOR TO** transportation of the student.
7. Students are to arrive promptly, participate in all scheduled activities, and stay until the activity is over. Attendance will be taken at each activity.
8. Possession of weapons (guns, knives, etc.) or fireworks is not permitted. If these are found in a student's possession, they will be confiscated. **Violation of this rule will result in immediate dismissal from the program**.
9. DO NOT make a public display of affection for someone else.
10. Absence from class for more than five days (excused) will result in the student being placed on probation with the program, loss of stipends, and/or not being allowed to participate in the final junior trip.



RESIDENCE HALL GUIDELINES

After carefully considering your roommate preferences, the staff determines the room assignments. Remember that this assignment is only for five weeks. UB staff members are available to help mediate any differences. **There will be absolutely no changing of rooms once assignments have been made.**

1. Curfew is 10:00 p.m. The residence halls will close at 10:00 p.m. unless extended curfew hours are announced. If an activity extends beyond curfew, you have only 10 minutes to get to the residence halls.
2. You are to be on your floor and down your wing at 10:00 p.m. and in your room at 11:00 p.m. for room check by your mentor. "Lights Out" goes into effect at 11:00 p.m. Mentors and staff will also make periodic, random room checks throughout the summer program.

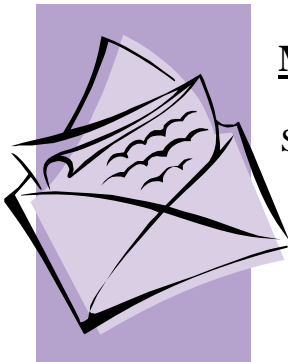


3. Do not leave the residence hall before 7:00 a.m. without permission from your mentor. If a student is outside the residence hall between the hours of 10:00 p.m. and 7:00 a.m. without permission, **the student's parents and local authorities will be notified immediately.**
4. Students must keep their rooms clean and orderly at all times.
5. Pizza or other foods can only be ordered for delivery prior to floor curfew. This means that the food must arrive prior to floor curfew, 10:00 p.m.
6. At all times, keep your radios, stereos, and voices at reasonable levels in your rooms and in other places as well as university staff and students will be on campus and in the residence halls during the summer. "Quiet Hours" begin at 10:00 p.m. and continue until 7:00 a.m. for the entire residence hall, not just the UB floor.
7. Students will be held responsible for any damages to residence hall rooms, furniture, fixtures, etc. If there is damage to your room when you check in, please notify a UB staff member and they will note the damage and report it to the proper personnel.



KEYS

Each student will be issued a room key. If a key is lost, the student will be responsible for the cost of a replacement key. **ALWAYS LOCK YOUR ROOM! UB is not responsible for any lost, stolen, or damaged personal items.**



MAIL CALL

Students can send and receive mail during the summer program.
Your address will be:

Your Name
c/o K-State at Salina Upward Bound
2310 Centennial Road
Salina, KS 67401

STIPENDS

Stipends can be earned each week and are given to students who fully participate in the summer program. If you are absent for part of the week, violate UB policies, or are ill for more than one full day during the week, you will not receive a stipend for the week or the set number of weeks determined by the Director or ASC.

VEHICLES

Students that wish to drive themselves to and from the UB summer program can only do so by filling out and signing a personal vehicle contract and returning the contract to the UB office. Students driving personal vehicles will lose all permission to drive if UB personal vehicle policies are violated.



NO students will be allowed to transport themselves during the week during the summer program for ANY reason! Vehicle keys are turned in to a UB staff member Sunday evening and returned at 1:00 p.m. on Friday's to students (keys may be returned earlier in the week if parent permission has been provided to the UB office and the student is departing early for the duration of the rest of the week and will not be returning until the next Sunday). Please see the personal vehicle contract for a complete listing of requirements and policy guidelines.

MEALS

Students will be participating in the summer food service program. All students will be required to eat a healthy and balanced meal. Below is more information on our summer food service program. ***There will be no meals served on Sunday**



BREAKFAST	LUNCH OR SUPPER
<i>One serving of milk</i>	<i>One serving of milk</i>
<i>One serving of vegetable or fruit or a full-strength juice</i>	<i>Two or more servings of vegetables, fruits, and/or juice (2 or more)</i>
<i>One serving of grains or breads</i>	<i>One serving of grains or breads</i>
<i>A meat or meat alternate is optional</i>	<i>One serving of meat or meat alternate</i>

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TTD). USDA is an equal opportunity provider and employer.

**Have a
wonderful
Drug
Free
UB Summer!**