

While every subtlety of proper behavior cannot be detailed and the outline below is not an exhaustive list, however, the following rules are to be adhered to strictly. Failure to abide by them may result in discipline up to and including dismissal from the program; serious first offenses will result in immediate dismissal. These rules apply to all students in Columbia University's Programs for High School Students.

No portion of tuition or fees will be refunded to a student who has been dismissed. Dismissed students do not receive evaluation letters or Statements of Completion. Upon dismissal, students are required to make arrangements for immediate departure and will have systems access revoked. Dismissed students are not permitted to return to campus or participate in any online programming for the duration of the program.

## Behavioral Standards

### Students enrolled in our Online and On Campus Modalities are expected to abide by the following standards:

1. The University expects that students will act in a sensitive, considerate, and responsible manner at all times and respect the rights of others. Columbia University deems unacceptable any verbal or physical conduct that demeans others because of their race, gender, ethnic background, religion, or sexual orientation, or any other protected category as set forth in the University's Non-Discrimination Statement. Students are responsible for their social or public conduct, including that in digital forums such as online courses, text messages, social media posts, emails, and discussion boards.
2. Plagiarism is not tolerated. Plagiarism includes, but is not limited to, submitting work done by another person or submitted by another source; failing to document ideas found in sources, whether print or electronic, with appropriate notes and bibliographic references; failing to enclose borrowed phrases or sentences within quotation marks; and turning in the same assignment for two courses without advance permission from both instructors.
3. Students must attend all classes (virtual or on campus) unless they are ill. Parents/legal guardians of students will be notified of absences. A student who misses multiple class sessions may not receive a Statement of Completion even if those absences are excused.
4. Students are expected to engage seriously in their courses (virtual or on campus) through both class participation and completion of assigned work. Disruptive behavior will not be tolerated.
5. The misuse, destruction, hacking or disabling of university property, software, or equipment is forbidden.

### Student enrolled in on campus programming and or participating in residential programming are required to abide by these additional standards:

1. Smoking, including e-cigarettes, is prohibited on the campuses of Columbia University and our various host institutions.
2. The possession or use of drugs or alcohol, is forbidden.
3. Possession of weapons or incendiary devices of any kind is prohibited.
4. Commuter students are not permitted to enter the dormitories under any non-public safety circumstance or to participate in programming specific to residential life.
5. Residential students may not sign-in or host visitors in the dormitory residences; this includes parents/legal guardians, family members, classmates, and program commuter students or other university affiliates. Family members may help students move in and out of the residence on the first and last days of the program.
6. Residential Program students may only enter the dormitory residential areas of the floor or suite to which they are assigned. Students may entertain other Residential Program students in the ground floor lounge of their dormitory.
7. Residential students must observe curfew. Students must be in their assigned suites or assigned floors by 11 p.m. and remain there throughout the night. Curfew is extended to midnight on Friday and Saturday. Curfew ends at 6 a.m.
  - a. Students who are delayed in returning to campus before curfew should contact a resident adviser. Delays should be due to unexpected circumstances, such as a problem with transportation beyond a student's control, and are still considered to be curfew violations.
  - b. Students may break curfew only if participating in an event chaperoned by a program assistant or instructor and must return to their residence immediately post-event.
8. Residential students leaving the immediate campus area must notify residential staff upon departure and renew contact every 3 hours. Students are expected to specifically identify their destination and expected time of return and may not leave without express permission from their Resident Adviser. Students must notify residential staff even when participating in an organized program activity. Students are responsible for having a charged and activated phone whenever they are away from campus.
  - a. Residential students are not allowed to make day trips outside New York City except on organized outings accompanied by a program assistant or instructor. Students who need to leave New York City must have a parent or legal guardian submit a request via the Permission to Leave Program protocol. All requests must be verified by direct phone communication with parents or guardians before students can leave overnight.
9. Residential students who need to leave campus overnight, either during the week or on weekends, must have a parent or legal guardian submit a request via the Permission to Leave Program protocol. All requests must be verified by direct phone communication with parents or guardians before students can leave overnight.
10. Sitting on window ledges, accessing roofs, and dropping or throwing objects out of windows or from roofs are forbidden.
11. Students must maintain an acceptable level of cleanliness in dorm rooms and public spaces and leave dorm rooms and other spaces clean at the end of the program.
12. Commuter students who will not reside in their primary residence during the program attest that they will live at a residence that includes direct adult supervision in the form of family members or family friends who will live in the same domicile. Commuter students who will not reside in their primary residence during the program attest that they will not take unsupervised housing in form of hotel rooms, Airbnb rentals, hostels or other such accommodation.

Students must abide by the rules and regulations of Columbia University and our various host institutions.

## Authorization/Consent

I, the undersigned, understand and agree to abide by the above stated expectations and behavioral standards. I understand that I will be held accountable for compliance to these standards

and may be subject to dismissal by not adhering to the standards set forth above.

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Student's name/Signature

date

I, the undersigned, acknowledge that I have read and discussed the above stated expectations and behavioral standards with my student. I understand that that my student will be held accountable for compliance to these standards and may be subject to dismissal by not adhering to the standards set forth above.

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Parent/Legal guardian's name/Signature

date