For Accepted Students Handbook
Pre-College Programs

Summer@Brown Program
Intensive English Program
Pre-Baccalaureate Program
Getting Started

Congratulations on your acceptance to Brown University Pre-College Programs!

We created this welcome packet to help you prepare for your arrival and ensure an enriching and rewarding time here on campus. Please review this information carefully, and let us know if you have any questions.

This welcome packet is applicable to those students enrolled in the following three Pre-College Programs: Summer@Brown, Intensive English Program, and the Pre-Baccalaureate Program. Individual program differences will be reflected in specific course requirements or protocols. The information contained herein is general and applies to all students.

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I. A Note to Parents, Guardians, and Students

Welcome to Brown University Pre-College Programs!

Attending a summer academic program at a college or university is a significant event for a high school student—and no less so for their parents. We are mindful that parents and students share in the excitement and exhilaration upon learning of the student’s acceptance into the program, but that in addition, many parents and students also have some anxieties. We hope that this For Accepted Students document communicates not only the excitement of the program but also addresses your concerns. And we are always happy to talk to parents, guardians, and students to answer any questions that you may not find an answer to within these pages.
What to Study?
Summer@Brown, the Intensive English Program, and the Pre-Baccalaureate Program are first and foremost academic programs, and the course of study undertaken by a student should be one that simultaneously plays to his or her strengths and to a deep and motivating interest in a subject area. The Pre-College curriculum is designed to reflect the broad curriculum of Brown University, and we aim to bring together in classes students who share a common intellectual passion—and to invite them into a community of students where they will find an exceptionally diverse array of intellectual passions among their peers as well. In addition to STEM fields (science, technology, engineering, and math), Brown is well known for its humanities and social sciences programs. To that end, students may select a wide range of courses, from archeology to classics, from Egyptology to economics, and from philosophy to sociology. All of the classes are designed to engage students in critical thinking and problem solving, while encouraging them to make connections among other points of view and cultures.

Taking More Than One Course
Many accepted students choose to attend multiple sessions throughout the summer, stringing together a series of one-, two- and three-week courses. This option offers students the opportunity to create their own course of study or to immerse themselves in a variety of subjects all summer long. Some also consider taking two courses during the same or overlapping terms, and we would encourage students considering this option to consult with us first, to ensure that the combination of courses represents a manageable course load and that together they match the student’s interests and preparation.

Maturity and Independence
Independence is central to the Brown Pre-College experience, and for many students, this level of independence will be a new experience. They will need to find within themselves self-discipline to manage their time, set their priorities, and to be mindful of such things like eating balanced meals, getting enough sleep, and doing their own laundry—all without parental assistance. The Pre-College programs at Brown are a great opportunity for a bright, motivated young person to practice managing his or her daily life in a supportive environment.

This combination of rigorous academics and personal independence most certainly prepares pre-college students for the challenges of college life. Indeed, students and their parents have often said that the best part of the program was the personal growth that occurred. When pre-college students successfully complete a program at Brown, they emerge with renewed confidence that they will be able to make a successful adjustment to college life.

Supervision
Students will learn quickly how—and how necessary it is—to balance their academic responsibilities with responsible living in a community of like-minded students. They do so with
the help of a team of carefully selected and trained staff, including professional Community Directors (CDs), graduate student Residence Directors (RDs) and undergraduate Resident Advisors (RAs), who also live in the residence halls. These skilled and caring live-in professionals help students learn how to balance the competing demands of an exceptionally rich and rewarding academic and social life and serve as a resource for everything from guiding students to resources around campus to aiding them in negotiating roommate conflicts. Our primary goal is to create a safe atmosphere which supports student success, and the residential staff’s emphasis on community-building and individual responsibility encourages students to develop the necessary skills and capacities in a way that is as enjoyable as it is rewarding.

Students, we are thrilled you have decided to attend a Brown Pre-College program! We look forward to engaging with you in a robust academic program balanced with activities, meeting new friends, and discovering your capabilities!

Parents and guardians, we are looking forward to having your child on our campus this summer, and thank you for allowing us that privilege! For local accommodation and activity information, visit our "Exploring Providence" page.

II. Next Steps

You will receive a personalized email outlining a checklist of items that need to be completed in order for you to attend the program. As you work through the steps it is recommended that students and parents write down all usernames and passwords. Included in the checklist are account activation, bill payment, forms completion, and an online tutorial that reviews Brown’s values and policies.

Forms can now be submitted electronically through DocuSign, an electronic signature provider, where you can digitally fill out and sign our required forms and waivers. Forms include sections for both students and parents to complete.

**Required Forms**
- Pre-College Student Acceptance Form
- Medical Authorization Form
- Medical and Immunization History – Requires a medical provider’s signature

**Additional Forms, if applicable**
- Disability, Medical, and Dietary Services Request Form
- Dietary Concerns Form
- Course Specific Forms
III. What to Bring

Common Necessities

- Clothing: Shorts, T-shirts, pants, etc.
- Proper attire for laboratory-based classes (if applicable, see below)
- One set of 'dress-up' clothes (dress is almost always informal, but you'll want to be ready if a special occasion occurs)
- Comfortable walking shoes
- Umbrella/raincoat
- Clothes hangers
- Bathrobe and flip-flops
- Toothbrush, toiletries, soap
- Towels and face cloths
- Sheets for your twin, extra-long size bed (36 by 80 inches, approximately 6 inches thick)
- Pillow
- A bedspread or comforter
- You may also wish to bring a mattress cover or pad
- Alarm clock
- Desk lamp (Halogen lamps are not permitted in the residence halls)
- Mug/drinking glass
- Sunscreen
- Laundry bag and detergent
- Fans: Students driving to campus are strongly encouraged to bring a fan from home since a limited number are available for purchase or rental on the day of arrival.
- Reusable water bottles: It's important for students to stay hydrated during the summer heat.
- A Flash Drive for saving and transporting digital files

Optional Items

- Clothes iron
- Recreation and sports equipment
- Beach equipment /sunglasses
- Laptop computer

Each student room provides typical college furniture. You will find in your room: a bed, desk and chair, dresser, wireless internet, and trash can.

Students may find information about rentals of fans, refrigerators, microwaves, linens, and laundry services through the Brown Student Agencies website. Please visit the website in May for additional details.
You may NOT bring pets, cooking devices, air conditioners, or motor vehicles to campus (except commuter students).

**Proper Attire for Laboratory-based Classes**
Students completing course work in laboratories should keep in mind there are established practices for lab attire. **Closed toed shoes or sneakers and long pants are required in laboratories.** Sandals, shorts, skirts, and tank tops may NOT be worn in laboratories. Students with long hair should be prepared to tie their hair back for safety reasons as necessary and as required by your instructor.

**IV. Check In and Orientation**

**When To Arrive**
Students check in between 9:00am and 1:00pm on the Sunday before the program starts. Students will be directed to the check-in location where they will receive their residence hall room keys, Brown ID card, an orientation schedule, and campus map.

Although students should make every effort to plan their travel to Brown based on a Sunday arrival, procedures are in place to accommodate Saturday arrival for those students who are arriving from long distances and need to work around flight schedules. There is a $150 early arrival fee for students arriving on Saturday. Early arrival must be requested in advance of the program. If you meet the early arrival criteria due to long-distance travel, please complete the [Early Arrival Request Form](#). As buildings are in use throughout the summer, the rooms for specific programs may not be available until Sunday at 9:00am; therefore, any approved early arrivals may be housed in a different building than the one students will be assigned to on Sunday.

**Campus Tours** for students and their families will be given at multiple times during the morning. Details will be provided on tour times during check-in.

**Orientation** for students and their families is offered on Sunday after students check in. Following orientation, parents should plan to depart campus by 2:45pm. An orientation for students only will take place at 3:00pm. Commuter students are strongly encouraged to participate in all orientation activities. Orientation activities for students generally end by 7:30pm. Commuter students can be picked up at the Faunce Arch (75 Waterman Street) at 7:30pm.

**Arrivals After 1:00pm.**
Students should make every effort to arrive between 9:00am and 1:00pm on the Sunday before their classes begin. Students who arrive after 1:00pm must check in at the Office of Residential Life, Grad Center E, 42 Charlesfield Street, 3rd Floor, Room 302. Any student who arrives after
9:00pm will be housed in a temporary room for the evening until they officially check in at Grad E, 3rd Floor, Room 302 at 8:00am on Monday morning.

**When To Depart From Campus**
Students should leave campus on Friday after attending their last class, and must return their key and check out of the residence hall no later than 9:00pm. **Students are expected to attend their last class. Please note that some classes are scheduled to end at 6:40pm.** If class schedules or long distance travel plans necessitate staying on Friday night, students may remain until Saturday. Students do not have to register for late departure online but must inform their RA that they are staying. Students will receive information about checking out of their room, including where to return their room key, prior to the end of their program but must move out of the residence hall by 9:00am on Saturday.

**For Students Attending Back-to-Back Pre-College Course Sessions**
We will make every effort to house students who are attending consecutive sessions of the same duration (e.g. 2-Week A to 2-Week B) in their original room assignment. However, students will have a new roommate. Students who are attending consecutive sessions of different durations (e.g. 1-Week session to a 3-Week session) will need to move into a different residence hall at the end of their first session. Students may not remain in their room because the residence halls will be used for another pre-college session. This is so the students can form bonds and relationships with students who are in their course and on campus for the same duration of time. This has proven to create better communities for students to be most successful. Students are responsible for moving their belongings as residential staff are needed to check in students who are arriving for the next pre-college session. In most cases, the residence halls are located in close proximity to each other.

**Be Sure to Attend All Class Sessions**
While we understand that many students have very busy summer schedules, we strongly discourage students from enrolling in classes that conflict with their other activities and which would require them either to miss the first or the last days of a class. Pre-College courses are intensive learning experiences: missing classes at either the beginning or the end of the session jeopardizes a student’s ability to engage successfully and complete course work. Many classes also involve group work, and a student missing classes at the beginning or the end of the session can also jeopardize the learning experience of other students in the class.

**V. Housing and Meals**

**Housing**
A team of carefully selected and trained Residence Directors (RDs) and Residential Advisors (RAs) live in the residence halls. These skilled and caring professionals and undergraduates are on hand to assist you in navigating the transition from home to college life. The residential staff
will help you balance the competing demands of academics and socializing and enforce policies when necessary. The staff will be your resource for everything from finding the nearest restaurant to guiding you through the academic resource and support system.

Students are randomly assigned to single, double, and triple occupancy rooms or single-sex suites in various residence halls on campus. Every residence hall is different, so the number of double rooms available may be limited in some buildings. Please notify us if you have a request for special housing accommodations by filling out the **Disability, Medical, & Dietary Request Form** and please provide a maximum amount of notice. The link to the form can be found in your checklist email.

To provide a typical Brown University experience and due to the volume of residential students arriving each week, students are randomly assigned a roommate so that they can build friendships with new people. We are unable to honor roommate, suitemate, floormate, or same building requests.

**Curfew**
Students are required to check-in with their Resident Advisor every evening at the designated curfew time and remain on their floor unit for the evening. The residential staff will place a call to the parents of any student who is more than one minute late for curfew. The Department of Public Safety will be informed after an appropriate interval of time. Repeated and/or serious violations of the curfew could result in dismissal from the program.

Adhering to the curfew policy is the student’s responsibility. While residential staff will take reasonable measures to ensure that students adhere to the curfew, once a student has been verified as being within the residence halls at the designated time, it cannot be guaranteed that the student will not subsequently choose to leave the residence hall area.

Curfew hours for Pre-College students are:

- **11:00p.m. – 6:00a.m.**

For more details, please read the [Housing Policies section](#) on our website.

**Laundry**
There are laundry facilities in the basements of all residence halls. You will need to supply your own detergent, softener, and bleach. All washers and dryers operate using Bear Bucks. To pay for laundry services, you must purchase a Bear Bucks Guest Card for $1.00 at any ValuePort machine. Money may be added to Bear Bucks cards so that you may use laundry machines, vending machines, and printers in the public computing clusters. Each washer and dryer costs $1.25 per load. It is advised to only add money in small increments, as unused funds are not refundable. ValuePort machines are conveniently located at the Rockefeller Library, Sciences
Library, Sharpe Refectory lower level, Josiah's, Stephen Robert '62 Campus Center, Bookstore Lobby, Emery Woolley Hall, and at 222 Richmond Street. Alternatively, you can find out about professional laundry services through the Brown Student Agencies website.

Click to see map »

**Overnight Leave**

Once students arrive on campus, and need to leave overnight, they are required to notify their Residential Advisor **at least two days in advance**. Students must inform their parents/guardian that they will not be at Brown. The School of Professional Studies requires parental/guardian approval before permission is granted.

Parents/guardians should fax a signed copy of the Overnight Leave Form at least two days in advance to (401) 863–1331. Parents/guardians can also scan the signed form and email it to RD-oncall@brown.edu.

**Meals and Snacks**

Breakfast, lunch, and dinner are served in one of Brown’s dining halls daily. You may invite guests to enjoy a meal with you on a cash basis. Thayer Street offers numerous shops and restaurants, as well. If you have significant food allergies, please complete the Disability, Medical, & Dietary Request Form. Please indicate dietary preferences, including vegetarians and vegans, on the Dietary Concerns Form. The links to these forms can be found in your checklist email.

For additional information on Housing Policies, please visit the Pre-College Policies page.

**VI. Contacting Pre-College Students**

We know that you will want to be in touch with your child—and they with you—and we encourage you to talk to your son or daughter about when and how much to be in touch. It frequently happens that within hours of parents’ departure, the students are so immersed in the experience that their sense of time—of when they last spoke to their parents—is very different from their parents’ sense.

Telephone service is available in all rooms, but you must bring your own telephone and answering machine. Many students find that cell phones are a more convenient alternative. In addition, long distance calls can be made with a pre-paid calling card sold at the Brown Bookstore. Except in emergency situations, Pre-College staff cannot generally honor requests to track down a student; hence, our request that you arrange regular times to be in touch with your child.
VII. Contacting Brown University

We hope this For Accepted Students document gives you a good idea of what Brown's Pre-College Programs hold for you. If you have questions, please don’t hesitate to contact us:

Telephone: (401) 863–7900
Email: summer@brown.edu