

Participant Guide for Success

Accelerated STEM Academy for High School Students

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Throughout this document there are asterisks (*) used to signify that Duke Summer Session has a policy in place regarding the related material. On these pages there is also a red box that indicates the name of the policy and where it can be found on our website. Please look at the policy page on our website to better understand the policies we have in place for the safety and protection of the participants who attend our programs. You can access that page here:

https://summersession.duke.edu/high-school-students/accelerated-stem-academy/policies







Year	Historical Event	
1838	Union Institute formed	
1859	Trinity College formalized as new name	
1892	Relocated to Durham, North Carolina	
1924	Duke University formalized as new name	
1932	Duke Chapel's construction was completed	

Duke University

History of Duke University

Duke University gained its present day title in 1924 when Trinity College was renamed as a memorial to Washington Duke, the patriarch of the Duke Family. Natives of Durham, North Carolina, members of the Duke family built a financial empire based upon the manufacture of tobacco products and production of electricity in North and South Carolina. The Duke family had long been interested in Trinity College and it was at the request of James B. Duke, son of Washington Duke, that the school be renamed.

Trinity College's roots extend back to 1838 when Union Institute was formed by local Methodist and Quaker communities in Randolph County, North Carolina. The school officially changed its name to Trinity College in 1859 as a result of further Methodist Church support and was moved to Durham in 1892. By World War I, due much to support from the Duke family and a young and ambitious faculty, Trinity College was a leading liberal arts school in the South.

In December 1924, the trustees of Trinity College accepted the provisions of James B. Duke's indenture, creating the family's philanthropic foundation and The Duke Endowment. Duke University quickly expanded as a result of the Duke family gift. The original Duke University campus (East Campus) was rebuilt and the West Campus was built with the Duke Chapel as its center. West Campus opened in 1930 and East Campus served as the Women's College of Duke University until 1972. Today male and female undergraduates attend Duke University in either the Trinity College of Arts and Sciences or the Pratt School or Engineering.

Visit www.library.duke.edu/uarchices/history for more information about Duke University's history.

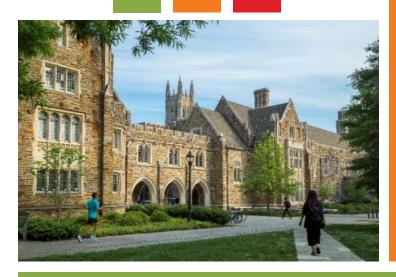
Duke University Schools and Institutes

Undergraduate students receive their bachelor's degrees from either the Trinity College of Arts and Sciences or the Pratt School of Engineering. However, the interdisciplinary nature of Duke's education offers undergraduates the chance to engage with its many schools and institutes in valuable ways.

Getting to Know Duke's Campus

West Campus

Duke's West Campus location is most often identified with the University. The famous **Duke Chapel** sits at the center of West Campus. Gothic-inspired buildings, residential quads, academic buildings, athletic facilities, research facilities, and graduate and professional schools make up the geography of West Campus. You will reside on West Campus in one of the University's residential halls during your time on campus. The William R. Perkins Library (or **Perkins Library**) is the hub of library activity on campus, it is located on West Campus and is a good place to study. The Bryan University Center, or **Bryan Center**, is a student community center with access to banking, several campus eateries, the bookstore and a small convenience store. The **Brodhead Center** was renovated in 2016 and is the heart of Duke University's dining on West Campus with 13 eateries.



SCHOOLS

Divinity School

Duke Kunshan University

Duke – NUS Medical School

Fugua School of Business

Graduate School

Nicholas School of the Environment

Pratt School of Engineering

Sanford School of Public Policy

School of Law

School of Medicine

School of Nursing

Trinity College of Arts & Sciences

INSTITUTES

Center for Genomic and Computational Biology

Duke Global Health Institute

Duke Innovation & Entrepreneurship Initiative

Duke Institute for Brain Sciences

Duke Science & Society Initiative

Duke University Energy Initiative

Information Initiative at Duke

Interdisciplinary Studies

John Hope Franklin Humanities

Kenan Institute for Ethics

Nicholas Institute for Environmental Policy Solutions

Social Science Research Institute

Visit <u>www.academics.duke.edu</u> for more information about academics programs at Duke University.



"I loved it! The campus was beautiful, and I was surrounded by great people! The labs gave insight to people that wanted to hold STEM related jobs."

2018 Accelerated STEM Academy Participant





East Campus

During the regular school year, East Campus is the residential home for member of Duke University's first-year undergraduate class. Every summer East Campus becomes home for hundreds of middle and high school students participating in non-credit academic enrichment programs. The **Lilly Library**, a part of the Perkins Library System, is located on East Campus and specializes in art, dance, film and video, and philosophy.

Campus Drive

Campus Drive connects East and West Campus. Along Campus Drive are several administrative buildings as well as the **Nasher Museum of Art**, the **Freeman Center for Jewish Life**, and the new Rubenstein Arts Center (**The Ruby**).

You will only be allowed to **East Campus** and **Campus Drive** with the presence of Duke Summer Session staff member.

Duke University Map

An interactive map is available at <u>maps.duke.edu</u>. Here you may search for locations on campus by category as well as by name. It may be beneficial to look over this map and briefly orient yourself before you arrive on campus. While you are on campus you will have access to an app called Guidebook. In our Guidebook app you will have a map that highlights the locations for our program. Participants will not be allowed to tour Duke University's campus without the presence of a Duke Summer Session staff member.







We are proudly committed to the development of global citizens. For this reason, we strive to have an equal amount of U.S. and international students in our programs. Historically, we have found that the composition of each of our programs varies. Summer College has a higher percentage of international students than the others, with the Accelerated STEM Academy having the lowest. While Summer Academy's second term typically has an equal ratio of U.S. to international students, we anticipate that few international students will enroll in the first term due to the conflict with international school calendars.







SESSION TIMES

9:00 a.m. - 4:00 p.m. With an hour break for lunch



"I was granted such a wonderful opportunity to explore other areas of STEM that I would have never considered and even form new friendships with people from all over the world."

2018 Accelerated STEM Academy Participant



Academic Life at Duke

Session

Accelerated STEM Academy participants will enroll in a daytime session. These sessions do not provide academic credit or a Duke University transcript. You will instead receive a narrative evaluation of the session and a certificate of completion. There will also be an opportunity to sign up for optional Weeknight Academic Expos. The schedule for the Academic Expos will be given to you upon arrival to the program.

Duke University Libraries

Duke University takes great pride in having one of the top ten libraries, in terms of size, among private university libraries in the United States of America. The **William R. Perkins Library** is the hub of library activity on campus and is located on West Campus. Additionally, Duke University is a member of the Triangle Research Library Network which provides Duke with access to the library collections of the University of North Carolina at Chapel Hill, North Carolina Central University, and North Carolina State University. The Duke University Library system hosts an impressive spectrum of resources from a rare book collection, government documents, maps, and newspapers to a wide array of digitally-powered databases.

Internet and Computer Access

Before you can access the internet, shared computers and your Duke email account, you will need to set up your NetID and password. Your NetID will be given to you upon arrival to campus. Once you receive your NetID, you will be able to set your password online through Duke's Office of Information Technology (OIT). You can do that here.. Once your password is set you will use it to login to Duke University computers, your Duke email account (through www.mail.duke.edu), and to access the internet. You will be given more information about how to access the internet at Duke University when you arrive on campus.





"It was absolutely amazing. I really enjoyed living on campus and experiencing college life while making key connections with people from around the world as well as strengthening my knowledge of the STEM fields."

2018 Accelerated STEM Academy Participant

Your room will come furnished with the following:

- A bed for each participant
- A dresser for each participant
- A desk and desk chair for each participant
- An overhead light
- Window blinds

Residence Life at Duke

The Residential Staff

The Accelerated STEM Academy staff will consist of the supervisory, administrative and academic staff as well as Resident Assistants (RAs). Along with your Duke University instructor, you will have the full support of this residential staff. All RAs will lead RA Groups that will contain about 10 assigned participants.

Housing*

Participants in the Accelerated STEM Academy will live together in a Duke University residence hall on West Campus. You should expect to be assigned to a room designated for two occupants. Occasionally, however, participants may be placed in a single room. Main Office staff will complete roommate assignments prior to your arrival on campus. Residence hall rooms will be air conditioned and you will have access to a communal, single-gendered bathroom facility. Some residence hall floors may share a small kitchenette with a refrigerator and a microwave available for your use.

Please Note: Your dorm room will not be furnished with linens. We have a limited number of linen packs (participants flying to campus will have first priority) available for you to borrow when you arrive. These linens packs contain a very lightweight blanket. We encourage you to consider bringing your own linens, as the

*You can find more information about our Housing Policy on our website: https://summersession.duke.edu/high-school-students/accelerated-stem-academy/policies

lightweight blanket in the linen pack may not be sufficient, as the residence halls are air conditioned. In the residence halls, the temperature is regulated by a central system so participants may not be able to regulate the individual temperature of their room.

Residential Community Standards and Expectations

Your safety is important to us. Please take a moment to review the Duke University Housing, Dining, and Residential Life Community Standards and Expectations on the Duke University Student Affairs website:

https://studentaffairs.duke.edu/hdrl/community-standardsexpectations/policies/hdrl-policies. This website outlines important ways to keep yourself, your belongings, and others safe while living at Duke. *

Residential Activities*

At Duke Summer Session for High School Students, we believe the world-class academic experience we offer you should be complemented by a phenomenal residence life. For this reason, we provide you with the opportunity to participate in a wide variety of clubs on a daily basis. No matter your interests, we have a club for you. Activities of most clubs take place on campus, but the club leader may arrange for the club to engage in an off-campus excursion. In all cases, the participants will be supervised by a staff member whether the club meets on or off campus.

Residential Groups (RA Groups)*

We also place all of our participants into RA Groups. These tight-knit communities are each lead by one RA and participate in a wide variety of activities. These activities are designed to be engaging and enriching, to build a sense of community and belonging, and so participants can get a better understanding of Duke University and the surrounding areas. While many of these activities will take place on Duke University's West Campus, some will involve exploring other parts of campus like the **Nasher Museum of Art** and the **Duke Forest**. These activities may also involve off-campus excursions so participants can get to know Durham, North Carolina and the surrounding area, like Southpoint Mall, the University of North Carolina at Chapel Hill, and Downtown Durham. The participant will be responsible for covering their cost for some off-campus RA Activities should the



Clubs

- Gaming
- Ninth Street
- Arts & Crafts
- SAT/ACT Prep
- Drama
- Hiking
- Group Fitness
- Team Sports
- Home Economics
- Photography
- Gym

*You can find more information about the following residential policies on our **website**:

- Supervision
- Optional Worship Services
- Monetary Policy
- Lost Keys
- Lost Duke ID
- Visitation and Off-Campus Travel Policy
- Getting Around Campus and Transportation Policy
- Rooming Request
- Housing Policies
- Duke Recreation and Physical Education Centers Policy
- Minor's Policy

RA group decide to do something that is not already planned within the program activities. Participants will also have to pay for any off-campus meals.

Extracurricular Activities and Evening Events

We have planned program-wide events every evening for participants to enjoy. These can be anything from events like an Ice Cream Social to Karaoke Nights, from dances to Bingo Nights, from Casino Nights to Blue Devil Days (our field day). We provide activities that will spark the interests of different participants in the hopes that participants will connect over common interests.

Typical Daily Schedule

Monday - Friday



TIME	ACTIVITY	
7:30 a.m. – 9:00 a.m.	Breakfast optional	
9:00 a.m. – 12:00 a.m.	Duke Accelerated STEM Academy Session required	
12:00 p.m. – 1:00 p.m.	Lunch optional	
1:00 p.m. – 4:00 p.m.	Duke Accelerated STEM Academy Session required You will only be enrolled in one session.	
4:00 p.m. – 6:30 p.m.	Clubs, Residential Activities, and Studying optional	
6:30 p.m. – 8:00 p.m.	Dinner and Residential Activities optional	
8:00 p.m. – 9:30 p.m.	Residential Program Activities and Studying optional	
9:30 p.m.	Residence Hall Meeting required	
11:00 p.m.	Quiet Time	

Please Note: You are required to be in your residence after the end of the evening activity.

Important note to parents: Participants are part of a structured learning and residential environment, participants **will** have 24/7 supervision by Summer Session staff members.*

*You can find more information about our Supervision Policy and our Duke Recreation and Physical Education Center Policy on our <u>website</u>.

Your Duke Conference Card

You will be issued a Duke University Conference Card. This card will be used for accessing buildings on campus, the residence halls, and accessing meal swipes. You will be issued your Duke Conference Card upon your arrival on campus. It is important that you keep your Duke Conference Card with you at all times!



Duke University was ranked 1st by the Daily Meal for "Best Colleges for Food in America" in 2017.

You can find out more here: https://studentaffairs.duke.ed u/dining/about-us

A linen pack includes:

- 1 fitted sheet
- 1 flat sheet
- 1 towel
- 1 wash cloth
- 1 pillow
- 1 pillow case
- 1 very lightweight blanket

Please Note: You are responsible for washing the contents of the linen pack for the duration of the time that you will be using it. Once you have returned the linen pack at the end of the program we will wash them.

Food, Meals and "Points"

During the summer, you will have the opportunity to eat your meals at campus dining locations using meal swipes for breakfast, lunch and dinner. Unused meal swipes will not be refunded and can only be used for meal swipes at designated eateries.

Opportunities may arise for you to eat off campus at your own expense or order food to the residence hall. **Please Note:** Meal swipes and food "Points" cannot be used at any off-campus location. If you wish to purchase food off campus you will need cash or a debit/credit card. Off-campus meals during weekend excursions are also your responsibility, so please plan accordingly.

You are encouraged to explore the importance of making healthy food choices before coming to campus. A critical aspect of college life is caring for yourself and your health, including making healthy food choices. While you will have access to "junk food" and "fast food," Duke University's campus offers a variety of healthy dining options. You can also purchase healthy foods and store them in the refrigerator in the kitchenette.

Let us know if you have any particular dietary restrictions or preferences, and our residential staff will work with you to help identify ways of managing your dietary needs.

Mail

Due to the length of the Accelerated STEM Academy, you will not be allowed to receive mail during your time at Duke University.

Banking *

You will have access to several full-service automated teller machines (ATM) located on campus during your time at Duke University. The **Bryan Center**, located on Duke's West Campus, has serval full-service ATMs, including Wells Fargo (Wachovia), Bank of America, and SunTrust Bank. We suggest that you bring cash for the first few days in case you don't have time to go to an ATM, but you **SHOULD NOT** carry large sums of money with you, as we cannot be responsible for lost or stolen items.

Please Note: Summer Session staff cannot hold money for you or be responsible for your finances while you are at Duke University.

*You can find out information about our Monetary Policy on our website: https://summersession.duke.edu/high-school-students/accelerated-stem-academy/policies









*You can find out more information about the following policies on our website:

- **Duke University Student Health** Center
- **Medication Policy**
- **Medical Information**
- Seeking Medical Attention
- Health Insurance Portability and Accountability Act (HIPAA)
- Non-medical Emergency Policy
- **Medical Expense Policy**
- **Health Insurance Policy**
- Participant Psychological Health
- Important Disability-Related Information

You can access the Policy page of our website here:

https://summersession.duke.edu/highschool-students/accelerated-stemacademy/policies

Health and Wellbeing*

Your health and wellbeing during your time at Duke University is important to us. We have put policies in place to help ensure this. You can find information about The Duke University Health Center, Medical Information, Health Insurance, and Important-Disability Related Information in the Policy section of our website.

Sleep

Your one week at Duke University will offer countless opportunities for academic engagement and social and cultural exploration. However, it is important to get enough rest. If you are not getting enough sleep, your academic and social life can suffer. Make sure that sleep is a priority every night.





ARRIVAL TIME

Sunday, June 16 (Session 1)
Sunday, June 23 (Session 2)
Sunday, July 7(Session 3)
12:00 p.m. - 3:00 p.m.
Monday, July 22 (Session 4)
9:00 a.m.

DEPARTURE TIME

Friday, June 21 (Session 1)
Friday, June 28 (Session 2)
Friday, July 12 (Session 3)
Friday, July 26 (Session 4) 4:00-9:00 p.m.

Important Program Information and Dates

Arrival to Campus *

You must plan to arrive on campus on *Sunday, June 16, 2019 (Session 1), Sunday, June 23, 2019 (Session 2), or Sunday, July 7, 2019 (Session 3) between noon and 3:00 p.m.* Check in time will be from noon to 3:00 p.m. for all participants, whether you are arriving by car, airplane or another mode of transportation. If you are attending *Session 4,* you must plan to arrive on campus on *Monday, July 22, 2019 at 9:00 a.m.* for your first day of class.

Arrival by Airplane

If you are arriving by air, you will arrange transportation to and/or from the Raleigh-Durham International Airport (RDU) with the Duke University Summer Session for High School Students program. You must submit your flight information via the Accelerated STEM Academy website. Ground transportation to and from RDU is included in the cost of the program. If you have paid the airline "unaccompanied minor" fee to be accompanied by an airline representative throughout your journey, some airlines will require the name, address, and phone number of the person that will be meeting you at the airport. You and your parents should check with the airline for the further information.

Arrival by Car

Duke University and the Duke Summer Session Program do not permit you to drive your car during your time here. There will be signs posted on West Campus to direct you to the Summer College check-in location.

TRAVEL COMPLICATIONS

If due to travel
complications, you will be
arriving later than 3:00
p.m., please contact
Dr. Nicki Charles at
+1 (919) 428-0925 or
nicki.charles@duke.edu.
Please note that the first
required orientation
activity is at 7:00 p.m. on
Sunday, June 16 (Session
1), Sunday, June 23
(Session 2), or Sunday,
July 7 (Session 3).

*You can find more information about our Arrival Policy on our website: https://summersession.duke.edu/high-school-students/accelerated-stem-academy/policies Upon arriving at check-in, you will be allowed temporarily to park and unload belongings. Directions to the Duke Accelerated STEM Academy Program will be available on our website during the program at https://summersession.duke.edu/high-school-students/accelerated-stem-academy.

Please Note: If you plan to visit campus with your parents or whoever is dropping you off, you must do so before check-in. When arriving by car you will be permitted to park at the check in location only as long as it takes to unload your belongings. For more information about visiting Duke University please see http://admissions.duke.edu/setting/plantrip.

Departure from Campus *

Check out for all participants will be from **4:00 to 9:00 p.m.** on Friday, June **21, 2019 (Session 1), Friday, June 28, 2019 (Session 2), or Friday, July 12, 2019 (Session 3).** If your departure time falls outside of the check-out window you must contact Dr. Nicki Charles at +1(919) 684-8763 or <u>nicki.charles@duke.edu</u> and receive approval before purchasing airline tickets or planning departure. If you are participating in **Session 4**, you will depart after your class ends on **Friday, July 26, 2019 at 4:00 p.m.**

Program Fee

The program fee of \$2,365 USD includes the cost of the session, meals on campus, dormitory housing, ground transportation to/from Raleigh-Durham International Airport (RDU), optional linen packet and most recreational activities sponsored by Duke Summer Session for High School Students.

NOT included in the program fee are airfare, books, and meals purchased off campus.

If you are participating in **Session 4**, the program fee of \$1,375 USD includes the cost of the session, meals on campus and recreational activities sponsored by Duke Summer Session for High School Students.

Money *

How much spending money should you bring? There is no simple answer to this question because individual preferences can vary widely. While all on-campus meals and structured program-wide activities are included in the program fee, some RA Activities are not included in the cost of the program. We estimate that you will need approximately \$50-\$250 USD for textbooks plus enough money for shopping and all off-campus meals, including those purchased on weekend excursions. The actual amount will vary depending on how often you choose to eat off campus. However, you will need to plan for weekend excursions where the option to eat on campus is not available. You may also want to purchase souvenirs or special Duke merchandise such as hats or shirts.

*You can find more information about the following policies on our <u>website</u>:

- Arrival Policy
- Departure Policy
- Monetary Policy
- Digital Citizenship Policy
- Dress Code/Packing Guide



Phones and Communication *

Our communication plan is to notify participants of emergencies and send out non-emergency reminders through their RA group WeChat and a program-wide Guidebook app. You are required to bring a phone with you that will work in the United States, has the WeChat and Guidebook apps downloaded, and can access Wi-Fi at all times.

For international participants: Please check with your carrier to learn about any potential roaming charges associated with your phone account prior to coming to Duke University so you are not surprised by any unexpected charges. We encourage you to discuss a global phone plan with your carrier for the time that you are at Duke.

Packing Guidelines

Here are some recommendations for packing. This is not an exhaustive list, but only a guide that you can use in thinking about what you will need and what you might want to bring.

Clothing Items *

Dress on campus over the summer tends to be quite casual. You should be fine with shorts, skirts, and jeans for most occasions. Summers in Durham are often hot and humid with an occasional cooler, rainy day. You may want to bring a nicer outfit if you plan to attend optional worship services.

Optional Items*:

Participants are welcome to bring their own laptop computer. Participants will have access to library computers. Participants may find it useful to bring a small study or desk lamp. Participants may bring a musical instrument, but are responsible for any loss or damage. If you have any questions about whether or not a certain item is permitted, please contact the Program Director, Dr. Nicki Charles at nicki.charles@duke.edu.

*You can find more information about Dress Codes, Prohibited Items and Digital Citizenship Policy on our website.

What to bring:

- Linens, if not using linen pack (full sheets, blanket, towels, pillow, etc.)
- Cell phone that works in the United States and has Smartphone capabilities.
- Personal toiletries, sunscreen, insect repellent.
- Container to carry toiletries to and from the bathroom.
- Backpack.
- Class supplies such as pencils, pens, notebooks, etc. (these items may be purchased at the nearby campus store).
- Laundry supplies
 (these items may be purchased at the nearby campus store).
- Credit or debit card and cash at least enough in case you need it within the first week and you do not have time to go to the ATM. We advise that participants do not to carry large amounts of cash with them as we will not be responsible for stolen items.*

Important Dates

Important Dates				
December	2018 Monday 3 Applications can be submitted beginning this date	Note 1: You will likely receive an admission decision within three weeks of submitting your application. Note 2: A non-refundable deposit of \$500 USD is due within two weeks of your admission notification email.		
April	2019 Monday 15 Deadline for final applications and final payment			
May	Wednesday 14 Program participation forms due.	These documents will be submitted via CampDoc.com. They include your participant agreement, and medical information.		
June	Sunday 16 Arrival Day (Session 1) Monday 17 Sessions begin.	Check in will be from noon to 3:00 p.m. Participant Residential Orientation begins at 7:00 p.m.		
	Friday 21 Departure Day	Check out will be from 4:00 to 9:00 p.m.		
	Sunday 23 Arrival Day (Session 2)	Check in will be from noon to 3:00 p.m. Participant Residential Orientation begins at 7:00 p.m.		
	Monday 24 Sessions begin.			
	Friday 28 Departure Day (Session 2)	Check out will be from 4:00 to 9:00 p.m.		

July

Sunday

Check in will be from noon to 3:00 p.m.
Participant Residential Orientation begins at 7:00 p.m.

Arrival Day (Session 3)

Monday

Sessions begin.

Friday

Check out will be from 4:00 to 9:00 p.m.

Check out will be from 4:00 to 9:00 p.m.

Departure Day (Session 3)

Monday

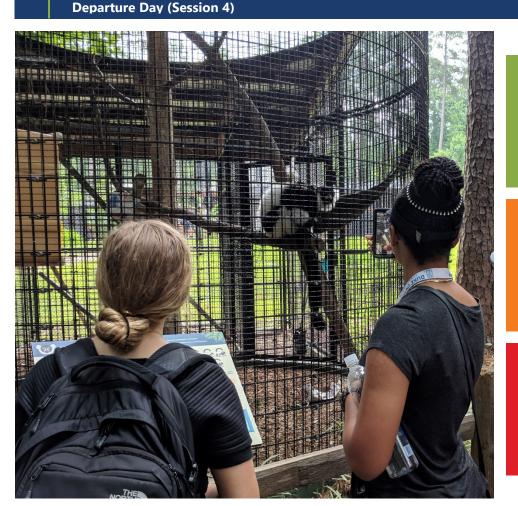
22

Check in will be at 9:00 a.m.

Arrival Day and sessions begin (Session 4)

Friday

28





You will be expected to be in the residence hall every night after the evening event to attend your residential hall meeting.

And you will be expected to be respectfully quiet after 11:00 p.m.



Expectations, Rules and Policies*

As a Duke University Accelerated STEM Academy participant, you will be a member of the Duke community with certain rights and responsibilities. You will be expected to behave with the highest behavioral standards. We expect you to behave as a responsible young adult, taking personal responsibility for your behavior, behaving in a trustworthy and safe manner, and making decisions that will enhance your experience and the experience for your peers and the Summer Session staff.

Your safety is our primary concern, and we provide guidelines to help keep you safe. You will be required to be at specific locations on West Campus unless there is an arranged program activity supervised by a Duke Summer Session staff member elsewhere.

We have a specific section of our website that outlines our policies. Please read through our policies before arriving to Duke Summer Session for High School Students. We encourage you to ask questions if you do not fully understand any of the rules or policies associated with Duke Summer Session.

Academic Integrity and Duke Community Standard*

Duke University has high academic and ethical standards. During orientation we will explain the importance of academic honesty, the implications of the Duke University Community Standard, and provide an explanation of plagiarism and other forms of academic dishonesty that should be avoided.

Please also take a moment to read Duke University's Community Standard to ensure you have a full understanding of these important policies.

*You can find out more information about the following policies on our website:

- Campus Safety and Emergency Policy
- Dismissal from Summer College
- Important Behavioral Reminders
- Non-Discrimination Policy

- Sexual Harassment Policy
- Transportation Policy
- Losses and Damages Policy
- Academic Integrity

You can access the Policy page of our website here:

https://summersession.duke.edu/high-school-students/accelerated-stem-academy/policies