As representative of yourselves, your family, school, and the UNC Chapel Hill NC-MSEN Pre-College Program (PCP), nothing less than your best behavior will be acceptable for all activities associated with the Pre-College Program. To insure a successful enrichment activity for all, please review each expectation, conduct yourself accordingly and come prepared for an enjoyable learning experience.

**Saturday Academy**

1. Attendance of at least one complete session is one of the requirements for being eligible for any off campus events and/or awards.
2. Attendance
   a. Students may miss one Saturday for academic reasons such as taking SAT, ACT, or makeup day from a district school. If a student has to miss a Saturday academy day for emergency reasons, the UNC Chapel Hill PCP office must be contacted as soon as possible by email. At the discretion of the Coordinator or designee, the absence may or may not be excused. If the day is excused the student is expected to make up the missed day.
3. Students will attend class on time, mentally and physically prepared to learn.
4. Students will respect the property of others, and that of UNC Chapel Hill. We ask that you dispose of all litter in its proper place and recycle.
5. Food will be eaten during break only. No food/drink is allowed in the classroom.
6. Students will pass quietly from class to break, since other classes may still be in progress.
7. Students will respect teachers and other student’s right to learn. Strong, loud, abrasive and profane language will not be tolerated at any time. Disruptive and undesirable classroom behavior may result in your parent(s) meeting you in Chapel Hill and/or dismissal from the Pre-College Program. (See Discipline Plan)

**Electronic Devices Policy**

1. Cell phones, using headphones or radios and other electronic devices are not allowed during classes, trips, tours and guest presentations.
2. All electronic devices that are used during classes, trips, tours and guest presentations without permission will be taken by the teacher or NC-MSEN staff. Parents will need to obtain the device back from the Coordinator or Assistant Coordinator.
**Dress Code (Follow public school dress code)**
1. Students will wear attire deemed appropriate for school that will not be disruptive to the educational process.
2. Valuables such as large sums of money and jewelry should be left at home.
3. No pants that hang low on the waist will be allowed. No extreme sagging of the pants will be allowed. Belts should be worn if needed.
4. No halter-tops or short shorts will be allowed; therefore no midriffs should be exposed.
5. Students should not wear expensive jewelry on campus.

**Off Campus events and Awards Eligibility**
In order for students to be eligible to attend any off campus event and/or receive an award he/she must -
1. Complete a registration packet
2. Attend at least one complete Saturday Academy Session
3. Participate in a minimum of three UNC Chapel Hill campus activities
   (Ex. Summer Academy 2010, an MSEN Day competition, Dr. Martin Luther King Jr. Celebration)

**Discipline Plan**
The discipline steps for any student presenting a disciplinary problem during a class, in between classes, breaks, guest presentation or field trip activity are listed below. Examples of disruptive behavior are talking out of turn, not paying attention, clowning around on bus, clowning around in class/hallway, not following directions, disrespecting teacher, staff member or student, accessing snack machines (without permission), using electronic devices (See above), leaving campus without authorization and /or skipping class.

1. Student Conference
2. Parent Notification (Letter)
3. Parent Conference (via telephone or personal)
4. Probation from enrichment activity
5. Suspension from enrichment activity
6. Dismissal from Pre-college Program

If a student causes damage to the property or equipment of the UNC Chapel Hill, the parent/guardian is responsible for the cost of all damages.

The following actions will result in immediate dismissal from the Pre-College Program – stealing, physical fighting, defacing or destroying property, smoking, drinking alcohol, taking or in possession of illegal drugs, verbal abuse (profane language), and possessing a weapon or explosives.

Updated August 10, 2010